Protecting the world's plant resources from pests

Food and Agriculture Organization of the United Nations

International Plant Protection Convention

REPORT

Implementation and Capacity Development Committee Meeting

6–10 November 2023

IPPC Secretariat

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1. OPENING OF THE MEETING

1.1 Opening remarks by the IPPC Secretariat

[1] The IPPC Secretariat (hereafter referred to as the "secretariat") welcomed all participants to the November 2023 meeting of the Implementation and Capacity Development Committee (IC), expressing delight at seeing the IC members present in the room.

[2] In her welcoming remarks, Sarah BRUNEL, Implementation and Facilitation (IFU) team lead, thanked the IC members for their productive work and for dedicating their time and expertise in the development of outstanding IPPC implementation and capacity development (ICD) resources. She noted the newly published guides and training materials in 2023 and mentioned the success of the IPPC webinar on IPPC guides and training materials held on 19 October 2023. The IFU team lead thanked the IC for their continuous support and wished a productive meeting to all.

1.2 Opening remarks by the IC chairperson

[3] Dominique PELLETIER (Canada), the IC Chairperson, thanked the IFU team lead for her opening remarks. He welcomed the IC members and extended his gratitude to Thorwald GEUZE (the Kingdom of the Netherlands) for stepping in and chairing the IC May 2023 meeting. The chairperson noted the good progress in the development of IPPC guides and training materials, as well as the progress made on the implementation of the Africa Phytosanitary Programme (APP) and the global coordination of *Fusarium oxysporum* f. sp. *cubense* Tropical Race 4 (Fusarium TR4) by the secretariat.

2 MEETING ARRANGEMENTS

2.1 Election of the rapporteur

[4] Lucien KOUAMÉ KONAN (Côte D'Ivoire) was elected as the rapporteur to the meeting.

2.2 Adoption of the agenda

[5] The secretariat requested that the following topics for discussion be added under agenda item 19 (Any other business):

- update the IC on, and seek IC input into, the development of a strategic plan for IFU;
- discuss the content of planned side sessions during the Eighteenth Session of the Commission on Phytosanitary Measures (CPM-18 (2024)), which are on Fusarium TR4, e-commerce and an orientation session for NPPOs; and
- discuss the scheduling of the IC November meeting before the Standards Committee (SC) meeting in 2024.

[6] The agenda was adopted with the additions under agenda item 19 and is attached to this report as Appendix 1.

3 ADMINISTRATIVE MATTERS

3.1 Documents list

[7] The list of documents is attached to this report as Appendix 2.

3.2 Participants list

[8] Ahmed M. Abdellah ABDELMOTALLEB (Qatar) had informed the secretariat that he was not able to attend the IC November 2023 meeting in person.

[9] The list of participants is attached to this report as Appendix 3.

3.3 Local information

[10] The secretariat provided a link to the document with local information.[1]

4 GENERAL UPDATES

4.1 CPM Bureau

[11] The secretariat presented a summary of the discussions and outcomes of the October 2023 meeting of the CPM Bureau (hereafter referred to as the "bureau").

[12] The October bureau meeting report will be made available on the International Phytosanitary Portal (IPP).[2]

[13] The IC discussed the following issues.

[14] **Update on the Africa Phytosanitary Programme.** The secretariat reported that a "Training of Trainers" had been organized in Cairo, Egypt, in September 2023. Eleven (11) pilot countries had been invited and trained on advanced plant-pest surveillance and state-of-the-art digital tools to better equip national plant protection organizations (NPPOs) to make timely decisions to prevent plant-pest outbreaks. A task force had been created at the secretariat for APP, with the IFU being represented by Descartes KOUMBA.

[15] **The ePhyto (Electronic Phytosanitary Certificate) Solution.** The CPM Focus Group on Sustainable Funding of the IPPC ePhyto Solution had discussed various options and presented several models and procedures for a sustainable funding mechanism for the IPPC ePhyto Solution. The model proposed consisted of a base fee, which varied according to development status of the countries, and a usage fee, which varied according to the number of phytosanitary certificates sent and received by a contracting party. The model would allow for funding from FAO or other sources, which would reduce the amount contributed by contracting parties using the system. In this regard, a concept note had been prepared and shared on 16 October with the FAO permanent representatives. The objective of this was to seek support for mobilization of funds from FAO, to be discussed at the FAO Finance Committee (6–10 November 2023), which would be considering the budget for the biennium 2026–2027. The bureau intended to meet with the FAO permanent representatives in April 2024, before CPM-18 (2024), to discuss the matter further.

[16] Senior leadership within FAO would also be meeting in December to consider any minor adjustments to the approved budget for the biennium 2024–2025, and the secretariat would approach FAO to consider providing at least some funds within the approved budget.

[17] The proposed funding model had also been discussed at the meeting of the Strategic Planning Group (SPG) and the results would be discussed during the bureau December 2023 meeting.

[18] **One Health.** The bureau had recommended that the IPPC approach on One Health be reconsidered, with the main purpose of becoming more involved in One Health, which was also very important for resource mobilization.

[19] **Global coordination of Fusarium TR4 (table of activities).** The bureau had noted that the table of activities aligned well with the request by CPM-17 (2023) for the secretariat to coordinate global action on TR4, although it had acknowledged the enormity and complexity of the task, for both the secretariat and the regions, especially given the limited availability of funds.

[1] Local information: https://www.ippc.int/en/work-area-publications/92769/

[2] October 2023 CPM Bureau meeting report: https://www.ippc.int/en/commission/bureau/

[20] The bureau had recognized the importance not only of publishing guidance documents but also of conducting practical activities, such as simulation exercises.

[21] The bureau had agreed to review the table of activities on global coordination on TR4 at their meeting in December 2023.

[22] **CPM-18 (2024) preparations.** The bureau had presented the CPM-18 (2024) draft agenda to the SPG. The bureau had agreed to the organization of an NPPO orientation session, two side sessions (one on TR4 and another on e-commerce) and a scientific session on systems approaches. The bureau had also agreed to include an independent side session organized by Euphresco[3].

[23] The secretariat asked whether the IC members had coordinated discussions with their respective bureau members and encouraged the IC regional representatives to further coordinate, expressing willingness to support the coordination process if needed. The IC chairperson added that coordination discussions between the SC, bureau and IC members should take place as regularly as possible, noting that the work of all bodies was interconnected. The IC members shared practices and experiences from their respective regions on the coordination of regional representatives of the CPM governing bodies.

[24] The IC:

(1) *noted* the update from the CPM Bureau October 2023 meeting; and

(2) *encouraged* IC members to network and coordinate with CPM Bureau and SC members within their region to share information and coordinate on their respective bodies' activities.

4.2 Strategic Planning Group

[25] The secretariat presented a summary of discussions and outcomes of the 2023 SPG meeting.

[26] The 2023 SPG meeting report will be made available on the IPP.[4]

[27] The IC discussed the following issues.

[28] **Increasing participation at SPG meetings.** To increase the level of participation at future SPG meetings, the SPG had recognized the value in having concrete themes on which contracting parties and regional plant protection organizations (RPPOs) are encouraged to submit papers. The IC also recognized that financial constraints prevented some people from attending the SPG meeting.

[29] **Antimicrobial resistance.** The secretariat clarified that the aim of the exercise was to confirm whether the use of antimicrobials in a phytosanitary context was contributing significantly to antimicrobial resistance (AMR) in a One Health context. The preliminary results of the AMR survey showed that 70 percent of contracting parties do not use antibiotics in plant protection. Based on the final results, the CPM could recommend that an alternative be used (if available) in case some products may be contributing to resistance in a plant-health context; it would then be up to countries to decide what to use.

[30] **One Health.** The IC welcomed the idea put forward by the SPG, inviting the secretariat to attend the Eighth One Health World Congress in September 2024 and requesting the bureau to submit a paper on One Health to CPM-18 (2024) reconsidering the IPPC approach on One Health.

[31] **Sustainable funding for the IPPC ePhyto Solution.** The ePhyto sustainable funding model and procedures proposed by the CPM Focus Group on the Sustainable Funding of the IPPC ePhyto Solution had been discussed at the SPG meeting. The SPG had invited the participants to comment on the proposal presented by the focus group,[5] with a view to its adoption at CPM-18 (2024).

[3] Euphresco website : https://www.euphresco.net/

[4] 2023 SPG meeting report: https://www.ippc.int/en/commission/strategic-planning-group/

[5] 12_SPG_2023_Oct: https://www.ippc.int/en/publications/92604/

[32] One IC member asked if there were any implications for the IC following the move of ePhyto activities to IFU. The secretariat stated that it was still to be defined and also reminded the IC that currently the ePhyto Steering Group provided coordination, guidance and advice on IPPC actions related to the ePhyto Solution. Another IC member added that, historically, the IC had offered support in case there was any implementation issue and noted that the offer was still valid.

[33] **Global coordination of Fusarium TR4.** Fusarium TR4 activities are embedded in the pest outbreak alert and response system (POARS) development agenda item (DAI) of the *Strategic framework of the International Plant Protection Convention (IPPC) 2020–2030* (hereafter referred to as the "IPPC Strategic Framework"). The secretariat had presented a workplan to the SPG. Comments had been made to involve FAO (with the IPPC Secretariat leading prevention), and the table of activities had been considered very good but ambitious given the lack of financial and human resources at the secretariat. The SPG had suggested that consideration be given to public–private partnerships and to approaching FAO regional offices for funding or common areas for collaboration. The activities are paused and will resume in January 2024.

[34] One IC member stated that use could be made of the FAO locust-control facilities. The secretariat added that coordination with FAO is the next step, as the POARS Steering Group is to be launched.

[35] **Update on Africa Phytosanitary Programme.** The SPG had commented on the sustainability of the APP and had proposed that the programme be embedded in what already exists, such as the POARS DAI, as well as involving RPPOs.

[36] **CPM-18 (2024) preparation.** The SPG had made recommendations on the draft agenda.

[37] The IC:

(3) *noted* the report from the SPG October 2023 meeting.

4.3 Technical Consultation among Regional Plant Protection Organizations

[38] The RPPO representative to the IC presented a summary of discussions and outcomes of the Thirty-Fifth (2023) Technical Consultation among Regional Plant Protection Organizations (TC-RPPOs).[6]

[39] The report of the 35th TC-RPPOs will be made available on the IPP.[7]

[40] The IC discussed the following issues.

[41] **Progress on the approval of templates.** The IC lead noted that progress had been made on templates to help both (a) communication between RPPOs on regional phytosanitary events and (b) sharing information about pests of interest. The templates did, however, require some adjustments. In this regard, the RPPOs had presented a table they had compiled of pests of interest, which was to be used for sharing among the regions to identify common pests of concern, and had mentioned that this could also be useful for work on POARS.

[42] **Responsibilities of an RPPO.** The IC lead noted that the document on the basic responsibilities of an RPPO was meant for communication purposes to increase the visibility of RPPOs. The TC-RPPOs had agreed to propose to the bureau that a presentation on the relationship between RPPOs and the IPPC, and the role of RPPOs in shaping the global plant-health discourse, be added to the agenda of CPM-18 (2024).

[43] The IC lead confirmed that the updating of RPPO information on the IPP was planned to take place after the IPP revamp. The secretariat was planning web-page content upgrades to TC-RPPOs processes

[6] 06_IC_2023_Nov.

[7] 35th TC RPPOs report: https://www.ippc.int/en/ippc-community/regional-plant-protection-organizationstechnical-consultation-among-rppos/

to provide harmonized RPPO information. The IC lead indicated that the TC-RPPOs would send an official letter to the secretariat regarding these issues.

[44] As for the role of RPPOs in the IPPC Strategic Framework DAIs, the TC-RPPOs had worked on a document outlining the eight DAIs, to identify and communicate the RPPOs' involvement and contributions. They would also add other relevant IPPC issues such as One Health and the International Day of Plant Health (IDPH).

[45] **An annual action plan for the TC-RPPOs.** The IC lead informed the IC that an action plan was being developed, which would be finalized after two virtual meetings tentatively scheduled in February and March 2024. During these meetings, the TC-RPPOs would provide updates on their agenda items.

[46] **Revision of the *Guidelines for IPPC regional workshops*.** The RPPOs, as one of the key co-organizers of the IPPC regional workshops, expressed interest in being consulted on the revision. The secretariat noted that the RPPO representative to the IC provides a bridge between the work of the IC and the RPPOs.

[47] The IC lead reported that the North American Plant Protection Organization (NAPPO) had transferred the chair of the TC-RPPOs to the Organismo Internacional Regional de Sanidad Agropecuaria (OIRSA). The Asia Pacific Plant Protection Commission (APPPC) is in the rotation to be vice-chair for the Thirty-Sixth TC-RPPOs. The meeting will take place in Panama with a date to be determined between OIRSA and the secretariat.

[48] The IC chairperson thanked the IC lead for the presentation and invited the IC members to comment.

[49] One IC member asked if the translation of IPPC guides and training materials was discussed during the TC-RPPOs, highlighting the importance of translation of the materials into all FAO official languages, especially Arabic and Russian. The IC lead stated that the issue was pointed out by the TC-RPPOs, noting the importance of collaboration.

[50] The secretariat asked about the TC-RPPOs discussions on Fusarium TR4. The IC lead indicated that OIRSA had provided an update on the use of a regional mechanism for surveillance, diagnostics and simulation of Fusarium TR4. Given the relevance of the discussion for the IPPC global coordination of Fusarium TR4, the secretariat requested that the report be shared with all the details, to avoid duplication of work.

[51] No further comments were made.

[52] The IC:

(4) *noted* the update from the TC-RPPOs;

(5) *requested* that the TC-RPPOs share the annual action plan for the TC-RPPOs, once it is finalized, with the secretariat leads on DAIs; and

(6) *requested* that the secretariat include in the agenda of the 2024 May IC meeting an agenda item on TC-RPPOs activities related to the four DAIs under the IC's mandate.

4.4 Standards Committee

[53] The SC representative to the IC presented updates from the 2023 May SC meeting.[8]

[54] The IC discussed the following implementation issues identified by the SC.

[55] **Draft annex to ISPM 38 (*International movement of seeds*): Design and use of systems approaches for phytosanitary certification of seeds (2018-009), priority 1.** The IC lead provided an update on progress with the draft annex *Design and use of systems approaches for phytosanitary certification of seeds* (2018-009) to International Standard for Phytosanitary Measures (ISPM) 38 (*International*

[8] May 2023 SC meeting report: https://www.ippc.int/en/publications/92494/

movement of seeds). A small working group of SC members had been tasked with preparing a paper to submit to the bureau, but no consensus on the draft paper had been reached and the matter had been deferred to the SC meeting in November 2023. The secretariat confirmed that no new technical concerns had arisen. In case consensus would not be reached, the bureau would advise the CPM on the best way forward.

[56] One IC member expressed the view that the lack of consensus seemed to arise because of different interpretations about how to implement systems approaches for seeds. One IC member highlighted that systems approaches have been implemented successfully for many years since the adoption of ISPM 14 (*The use of integrated measures in a systems approach for pest risk management*).

[57] The secretariat indicated that the tool on systems approaches developed within the framework of the Standards and Trade Development Facility (STDF) project "Beyond Compliance" was freely available on the IPP and may be useful. The secretariat added that a lot of resources and materials on systems approaches were available on the Phytosanitary systems component page dedicated to systems approaches.

[58] **Other topics.** The IC noted that the Technical Panel on Diagnostic Protocols (TPDP) had proposed to the SC that the panel participate in the selection of subjects following the call for topics, to assess the feasibility of diagnostic protocol (DP) subjects. The SC had agreed to share proposals for DPs with the TPDP, forwarded to the SC by the Task Force on Topics (TFT), to allow the TPDP to advise the SC on the feasibility of developing the proposed DPs.

[59] Since the IC meeting was taking place before the SC November 2023 meeting, the IC chairperson requested that the IC lead prepare a paper on the outcome of the SC November 2023 meeting, to be provided to the IC in the weeks following the SC meeting.

[60] The IC chairperson thanked the IC members. No further comments were made.

[61] The IC:

(7) *noted* the report from the SC May 2023 meeting; and

(8) *requested* that the SC representative to the IC prepare a paper on the outcome of the SC meeting discussions related to the IC's work.

4.5 2023 IPPC regional workshops

[62] The secretariat presented a paper with updates on the 2023 IPPC regional workshops.[9]

[63] The IPPC regional workshops had taken place across seven regions worldwide, including Africa, Asia, the Caribbean, Europe and Central Asia, Latin America, Near East and North Africa, and Southwest Pacific, from 18 August to 8 September, with 302 participants from 133 IPPC contracting parties attending.

[64] This year the secretariat had provided USD 165 000 to support the regional workshops. Additionally, the secretariat had provided all the support, training and deliverables required. Regional-workshop organizing committees had collaborated and put effort into achieving successful delivery of the workshops.

[65] Debriefing meetings had been held at the secretariat level on 19 and 20 September 2023, where the secretariat had discussed the final results from the evaluation survey across all seven regional workshops, as well as the areas that could be improved to achieve better organization and delivery of these workshops. Such areas included better communication regarding budget allocation and financial assistance needed; maintaining in-person and hybrid meetings for productive discussions and comments; posting the draft ISPMs on the Online Comment System in all UN official languages for even more comments; and adding a day or two in the programme to accommodate in-depth discussions.

[9] 08_IC_2023_Nov

[66] The IC chairperson thanked the secretariat for the updates and opened the floor for comments.

[67] One IC member stated that the financial needs for the IPPC regional workshops differed from one region to another. A suggestion was made to recommend to CPM-18 (2024) that the CPM invite NPPOs to include the regional workshops in their workplan and to budget for the workshops accordingly, to contribute to and enhance the participation of contracting parties.

[68] Another IC member commented on the need to include an appreciation of the financial support provided by a country or organization in the reports and papers to different CPM governing bodies for acknowledgement purposes.

[69] One IC member highlighted the importance of the organizing committees being empowered to influence the agenda for their region. Another IC member added that the regional workshops should provide an opportunity for contracting parties to flag the issues related to implementation and things and resources they are lacking.

[70] One IC member added that there was no clarity on the process and source of funding. Another IC member asked whether the budgetary implications were taken into account when proposing the possibility of extending the duration of regional workshops. The secretariat stated that the regions differed and had different budgetary needs. Therefore, it was up to the relevant organizing committees to plan. Another suggestion was to avoid duplicated information in the regional-workshop agenda and to include issues of interest to the regions.

[71] Another IC member asked for the regional-workshop presentations to be made available sooner, to the members of the IC, SC and bureau and to the workshop participants, on the IPP.

[72] Members of the IC highlighted the need for recognition of the contributions from the co-organizers. The secretariat responded that the issue of recognition is already addressed and clearly stated in the existing *Guidelines for IPPC regional workshops*.

[73] One IC member mentioned that one of the goals of the regional workshops is also to identify regional implementation issues and needs which could then be flagged to, and addressed, by the IC, and that time on the regional-workshop agenda should be dedicated to that effect.

[74] The secretariat added that there was a dedicated agenda item during this meeting for the revision of the *Guidelines for IPPC regional workshops* for further detailed discussion (agenda item 7.8).

[75] No further comments were made.

[76] The IC:

(9) *noted* the secretariat updates on the 2023 IPPC regional workshops;

(10) *recommended to CPM-18 (2024) that the CPM recognize contributions from organizing countries or organizations;*

(11) *recommended* that CPM-18 (2024) remind NPPOs of the importance of the IPPC regional workshops and call on them to secure funding in their yearly budgets; and

(12) *recommended* that a dedicated agenda item be embedded in the regional-workshop agenda to give opportunity to contracting parties to flag, to the IC, implementation issues related to ISPMs recurring in the regions.

4.6 IFU communications update

[77] The secretariat presented an update on activities related to the development and implementation of the 2023 IFU Communications Plan that had been developed in line with the IPPC Communications

Strategy 2023–2030 and in full collaboration with the Integration and Support Unit (IST) of the secretariat.[10]

[78] In 2023, the IST had started a revamp of the IPP, and buttons to the phytosanitary component pages, the page for IPPC guides and training materials, and the phytosanitary capacity evaluation (PCE) page had all been added to the revamped IPP homepage. The secretariat explained that IFU did not yet have timings on when IST would begin revamping IFU-specific pages (including *IFU project pages* and *phytosanitary component pages* which had been flagged as a priority). A "success stories" page had been added to the IPP, including a carousel of images on the IPP homepage. The secretariat stated that with over 1000 views across five case-study stories, the page contributed to increasing the visibility of ICD case studies.

[79] The secretariat then presented the IFU-specific Communications Content Calendar that had been developed – which identified specific monthly topics of interest, across all ICD priorities, and IFU's workplan milestones – and mentioned the relevant communications media and channels that supported increased reach and awareness.

[80] The secretariat recommended a move towards a standardized approach of implementation plans on ICD topics, based on a topic's priority level within the IPPC Strategic Framework and IFU's yearly workplan, with three levels of communication support (gold, silver, bronze). The support level would also be agreed in line with the available budget. The recommendation had been presented to the IC Team on Guides and Training Materials at their meeting on 26 September 2023 and endorsed.

[81] Lastly, the secretariat mentioned the IFU's and IST's ongoing work to develop a monitoring and evaluation framework for use across the whole secretariat for ongoing monitoring, with the following indicators that were being tracked on an ad hoc basis: page views, social-media impressions and webinar engagement.

[82] One IC member suggested that, with the development of a guide or training material, there should be a dedicated budget for promotion and communication of that material and that work on new guides and training materials should not begin unless this is confirmed. Another IC member suggested looking at the list of guides and training materials that would be published in 2024, as this could be helpful in identifying potential synergies and opportunities to co-organize webinars.

[83] One IC member proposed that an overall criterion be developed to identify the gold, silver and bronze categories, and it was agreed that this would be explored in the future.

[84] The IC chairperson thanked the secretariat for the continued improved work on communication, and for promoting the IC's work.

[85] No further comments were made.

[86] The IC:

(13) *noted* the activities related to IFU communications, as described in this update;

(14) *suggested* that the secretariat consider communication and promotion as part of the development of a new guide; and

(15) *endorsed* the recommended gold–silver–bronze implementation-plan approach.

[10] 09_IC_2023_Nov

5 IC E-DECISION ANNUAL SUMMARY

5.1 2023 summary of IC e-decisions

[87] The secretariat presented a summary of the IC e-decisions (e-fora)[11] taken from November 2022 to September 2023, during which eight IC e-decisions had been opened:

- four for the approval of specifications for guide and training materials (response rate 50 percent);
- two for the selection of experts for working groups or IC teams (25 percent);
- one for the selection of the interim chairperson for the IC May meeting (12.5 percent); and
- one for other ICD issues (12.5 percent).

[88] The secretariat presented the summaries and outcomes of the e-decisions in chronological order.[12]

[89] The secretariat reminded IC members that responding to e-decisions is a commitment as IC members, noting that the relevance of the decisions taken would be clearer if at least the majority of IC members expressed their opinion. The secretariat added that the lack of an answer would, in any case, be taken as an approval of the IC decision.

[90] The secretariat presented a demonstration on how to participate in e-decisions and how to insert responses.

[91] The IC chairperson noted that if the members did not participate in an e-decision, their respective regions would not be represented on that particular subject.

[92] The IC:

(16) *agreed* to the summary of IC e-decisions (fora) as presented in Appendix 4.

6 IC SUBGROUPS

6.1 IPPC Observatory: report on 2023 activities and review of the workplan for 2024

[93] The secretariat presented an update on IPPC Observatory activities implemented in 2023 and the tentative workplan for 2024.[13] The IC lead referred to the activities that had been prioritized by the IC in November 2022 for implementation under the framework of the IPPC Observatory in 2023.[14]

[94] The secretariat confirmed that the modified terms of reference of the IC Subgroup on the IPPC Observatory had been adopted by CPM-17 (2023)[15] and posted on the IPP.

[95] **Monitoring the achievements of the objectives of the development agenda items of the IPPC Strategic Framework (2020–2030)**. The secretariat reported that the subgroup had recommended that a mid-term evaluation be conducted in 2025 and a global evaluation in 2030. For this purpose, the secretariat could develop a spreadsheet for mapping achievements for each DAI based on the implementation plan, and the leads of each DAI would oversee and provide data on implementation progress.

[11] 10_IC_2023_Nov

[12] Background and summaries of e-decisions by IC: https://www.ippc.int/en/work-area-pages/capacity-development/implementation-and-capacity-development-committee-ic/electronic-decisions-by-ic/background-documents-and-summaries-of-e-decisions-by-ic/

[13] 11_IC_2023_Nov

[14] IC 2022-11, agenda item 6.1

[15] CPM-17 (2023), agenda item 9.2

[96] The subgroup had also recommended that the IPPC Strategic Framework project coordinator should be hired first for efficient monitoring of DAI achievements and had invited DAI leads to submit topics during the 2023 call for topics for IPPC Observatory studies and surveys.

[97] **IPPC third general survey.** The subgroup had recommended that a searchable function be included in the IPPC general survey that would allow the compiled data to be consulted. Furthermore, the subgroup had recommended the addition of criteria such as an update on national reporting obligations (NROs), World Trade Organization notifications, phytosanitary legislation, and pest reports, to monitor implementation of the IPPC.

[98] The IC lead noted that the survey was ready for review by a survey specialist, to be identified by the secretariat, and encouraged the secretariat to move forward on the recruitment process of the survey specialist.

[99] Coordination of the operational phase of the survey by the specialist is expected for 2024.

[100] **New study on e-commerce.** Providing an update on the IPPC Observatory study on e-commerce, the secretariat noted that the questionnaire had been developed and shared with the IC Subgroup on the IPPC Observatory for review and comments and discussed by the IC Team on E-commerce. The IC lead stated that the draft survey questions would be shared with the new survey specialist, to be identified by the secretariat. Coordination of the operational phase of the survey by the specialist is expected for 2024.

[101] **Call for IPPC Observatory topics for studies and surveys**. The IC lead referred to the decision of the subgroup to issue a separate call for IPPC Observatory studies in 2023, since it was too late to integrate the observatory call into the 2023 IPPC Call for Topics: Standards and Implementation.

[102] The call would be launched at the end of November 2023. To provide flexibility for topic submission to the IPPC Observatory, the subgroup recommended keeping the possibility for the bureau, SC and IC to submit topics any time if needed.

[103] The subgroup had requested that the secretariat to develop a submission form to include the IPPC Observatory topics for studies and surveys to prepare the joint call in 2025. Therefore, in preparation for the 2025 Call for Topics: Standards and Implementation, the subgroup had requested that the submission forms be reviewed by the newly established IC team on the revision of the submission form for implementation materials and IPPC Observatory submission forms. The form for IPPC Observatory topics should highlight the objective and mission of the IPPC Observatory and which types of topics can be submitted by contracting parties.

[104] **Survey on antimicrobial resistance.** The secretariat mentioned the results of the first phase of the AMR survey, which had focused on antibiotics and had indicated that 70 percent of the contracting parties do not use these products for plant-protection purposes. The main results of the survey are presented in Appendix 05.

[105] The second phase of the survey, which would be focused on fungicides, had been launched at the end of October 2023.

[106] The IC lead mentioned the low response rate to the IPPC surveys and invited the IC to discuss ways to address this issue. Additionally, the IC lead suggested presenting a paper to CPM-18 (2024) with the results of the IC discussion on how to improve the response rate to surveys from contracting parties.

[107] **IPPC Observatory workplan for 2024.** The IC lead presented the updated IPPC Observatory workplan for 2022–2024, which is presented in Appendix 06 to this report, and invited the IC to review and approve it.

[108] The chairperson thanked the secretariat for the presentation and invited the IC members to discuss ways of improving the response rate to the observatory surveys.

[109] One IC member suggested presenting a global-level and a regional-level analysis of the survey results, which would highlight global and regional impacts. The IC member added that this would need to be communicated when launching the survey. Additionally, RPPOs could be involved in promotion of the survey and in gathering responses from their respective regions.

[110] Another IC member added that there was a need to avoid survey fatigue, which may decrease the response rates. The surveys may also require the coordination of different divisions within an NPPO, so setting a realistic time frame and deadline is important.

[111] The secretariat suggested looking at the IC November 2022 meeting report for ideas on how to improve the response rate: relevant suggestions, such as thanking the respondents and providing tangible results of the survey, could be identified and then implemented.

[112] One IC member highlighted the importance of promoting and communicating the importance of surveys during CPM sessions, IPPC regional workshops, and any other relevant event or platform where relevant contracting parties are present. Communicating the respective regional response rates to RPPOs during a survey may also encourage them to nudge their respective countries into participating.

[113] Another member suggested having a dedicated agenda item on the IPPC regional workshops global agenda to raise awareness on the importance of answering surveys.

[114] One member indicated that alternatives to surveys to gather implementation data and information, such as webcrawlers and the use of published data, may alleviate the frequency and size of surveys.

[115] The IC agreed that the issue of low response rate for the IPPC Observatory surveys needed to be raised at CPM-18 (2024).

[116] The IC:

(17) *noted* the update on the 2023 IPPC Observatory activities;

(18) *noted* that the IPPC Strategic Framework project coordinator should be hired first and then the IPPC Observatory will support by monitoring development-agenda achievements;

(19) *requested* that the IPPC Strategic Framework development-agenda leads identify and submit proposals of topics for IPPC Observatory studies and surveys during the 2023 call for topics for IPPC Observatory studies and surveys, via the bureau representative in charge of the respective DAIs;

(20) *requested* that the secretariat launch the third IPPC general survey, including a searchable function allowing the compiled data to be freely consulted and adding to the general survey criteria the update of NROs on the IPP, World Trade Organization notifications, phytosanitary legislation, and pest reports, to monitor the implementation of the IPPC;

(21) *requested* that the secretariat launch the survey for the IPPC Observatory study on e-commerce;

(22) *noted* the results of the first phase of the survey of antimicrobials in a phytosanitary context;

(23) *suggested* the following options to address the issue of low response rate to IPPC surveys:

- analyse survey results at regional level, sharing the results with the regions, communicating with RPPOs when launching the survey and involving them in promotion and in gathering responses from their respective regions,
- set a longer time frame to respond to surveys, considering the potential need for coordination or involvement of different divisions within NPPOs to gather the requested data,
- review the IC November 2022 meeting report for ideas on how to improve the response rate and identify relevant suggestions, such as thanking the respondents and providing tangible results of the survey,
- promote and communicate the importance of surveys during CPM sessions, IPPC regional workshops and any other relevant event or platform where relevant contracting parties are present,

- add a dedicated agenda item to the IPPC regional workshops global agenda, and
- explore alternatives to surveys to gather implementation data;

(24) *requested* that the IC lead on the IPPC Observatory present a paper on the low response rate to surveys at CPM-18 (2024), including the outcomes of the IC discussion;

(25) *approved* the updated 2022–2024 IPPC Observatory workplan; and

(26) *deferred* to the 2024 IC May meeting the discussion on new priority activities on which the IPPC Observatory should focus based on resource availability, and *recommended* that the ongoing four priority activities agreed in November 2022 be moved forward.

7 IC TEAMS

7.1 Ad hoc meeting of the IC Team on Phytosanitary Capacity Evaluation

[117] An in-person ad hoc meeting of the IC Team on PCE was held at 15:30–17:00 on Tuesday, 7 November 2023. The outcomes of the meeting are included in agenda item 7.3.

7.2 Ad hoc meeting of the IC Team on E-commerce

[118] An in-person ad hoc meeting of the IC Team on E-commerce was held at 15:30–17:00 on Tuesday, 7 November 2023. The outcomes of the meeting are included in agenda item 7.5.

7.3 Phytosanitary capacity evaluation: update on 2023 activities and workplan for 2024

[119] The IC lead presented key achievements of the PCE activities undertaken by the secretariat in line with the relevant key results of the PCE strategy for 2020–2030.[16]

[120] The IC lead then provided updates on the progress made on the PCE desk study, stating that the secretariat had finalized the purchase order for the development and execution of a desk study of the PCE process and online PCE system in August 2023. The selected service provider had started the desk study with a kick-off meeting on 18 September 2023.

[121] The IC lead mentioned the efforts undertaken to enhance the network of PCE facilitators. This initiative was enhanced under the PCE component of the "Strengthening Food Control and Phytosanitary Capacities and Governance" (GCP/GLO/949/EC) project.

[122] The IC lead also mentioned the newly drafted PCE terms and conditions, for which the secretariat had consulted various FAO units (legal unit, copyright unit and data protection unit). These FAO units had clearly indicated that the PCE tool was the property of FAO and that, as such, terms and conditions should be agreed upon by PCE users.

[123] The PCE terms and conditions are in addition to the confidentiality agreement regarding IPPC PCEs that had been agreed upon by the IC and noted by the CPM.[17]

[124] The IC lead informed the IC that the PCE terms and conditions would be reviewed by the IC team by 24 November, after which the terms and conditions would be shared with the bureau at their December 2023 meeting and then be presented at CPM-18 (2024) to be noted.

[125] The IC lead called for sustainable funding for PCE activities and invited the IC to discuss a sustainable funding model for PCE as had been done for the IPPC ePhyto Solution.

[126] The secretariat updated the IC on the PCEs implemented in nine African Union countries – Djibouti, Eswatini, Kenya, Malawi, Mauritius, Seychelles, Rwanda, Zambia and Zimbabwe – under the PCE

[16] 12_IC_2023_Nov

[17] Confidentiality agreement regarding the IPPC PCE: https://www.ippc.int/en/publications/90594/

component of the "Strengthening Food Control and Phytosanitary Capacities and Governance" (GCP/GLO/949/EC) project, reporting that the evaluations in Djibouti, Malawi and Mauritius had been finalized. A summary table of these nine PCEs is provided in Appendix 07.

[127] The secretariat also presented updates on the PCEs in Cambodia, Senegal and Uzbekistan. Information on these PCEs is presented in Appendix 08.

[128] One IC member suggested including a line dedicated to administrative costs in PCE project budgets. Another member suggested detailing the costs needed for PCE, stating that the practice would improve transparency and alleviate potential suspicions that may remain among some contracting parties.

[129] Members of the IC agreed that donors may consider PCE as a prerequisite for successful implementation of the projects they fund, as this is already a practice of some donors.

[130] The IC noted that, once a PCE is completed, the country needs to be able to mobilize resources to work and improve on the identified gaps. Therefore, the secretariat would aim to support countries to develop project proposals to donors to conduct PCEs, and then develop bigger project proposals to implement and address the identified gaps in their phytosanitary system.

[131] The IC:

(27) *noted* the achievements aligned to the key results of the PCE Strategy 2020–2030;

(28) *noted* the advances made towards realizing the desk study on PCE;

(29) *noted* the steps taken to achieve the objectives of the project GCP/GLO/949/EC;

(30) *agreed* that the PCE terms and conditions would be reviewed by the IC Team on PCE by 24 November, then by the bureau in December 2023, and would be presented at CPM-18 (2024) to be noted; and

(31) *noted* the successes in promoting the PCE tool.

7.4 National reporting obligations: update on 2023 activities and workplan 2024

[132] The secretariat presented updates on NRO activities for 2023 and the workplan for 2024.[18]

[133] **Activation of the IC Subgroup on NROs.** The IC lead explained that the IC Subgroup on NROs would be activated in coordination with the POARS Steering Group. The call for experts for the POARS Steering Group had been launched during the summer period (22 August to 19 September 2022), and the bureau had selected 11 members during its October 2022 meeting. Nevertheless, the effective work of the steering group was pending the recruitment of a secretariat staff member to work specifically on this topic. Additionally, the secretariat mentioned the activation of the POARS Steering Group as a prerequisite for displaying pest reports in a visual way, as pest reports were to be synergized with POARS.

[134] **Support for IPPC contact points and IPP editors**. The secretariat explained that, as part of the activities undertaken to update the contact details of the official contact points (OCPs), the secretariat had engaged individually with the countries that had not responded to the previous mass emails from April to July 2023. On 9 August, an announcement as a reminder had also been posted on the IPP. As a result, as of 30 September 2023, 177 contracting parties out of 184 had responded to confirm or update their OCP contact details, including those of their IPP editors. The secretariat mentioned the seven contracting parties that had not responded: Albania, Central African Republic, Democratic People's Republic of Korea, Fiji, Kazakhstan, Serbia, and Tajikistan. The secretariat also mentioned Somalia as a new contracting party, bringing the number of IPPC contracting parties to a total of 185.

[18] 13_IC_2023_Nov

[135] **Promotion of IPPC training materials on NROs.** The secretariat reported that they had promoted IPPC training materials on NROs on various occasions, such as at webinars, by secretariat announcement and at the 2023 IPPC regional workshops.

[136] **Revision of the guide on NROs.** The secretariat noted that the revision of the guide had not been initiated so far, as the IFU lead for NROs had been reassigned to lead the ePhyto work programme from August 2023.

[137] The secretariat added that the revision of the NRO guide was to commence in 2024, subject to the availability of staff and financial resources, and that the work to revise the guide should be carried out by the IC Team on NROs, noting that additional IC members would be needed to complete this task in addition to the other responsibilities of the IC Team on NROs.

[138] **Workplan for 2024.** The secretariat presented the IC Team on NROs' workplan for 2024, as presented in Appendix 09. It was noted that the NRO activities requiring funding would be put on hold until financial resources were made available.

[139] One IC member asked whether the nomination form had also been updated for RPPO contact points and, if not, proposed that the nomination forms for RPPOs be updated as well. The secretariat confirmed that the form for RPPOs had not been updated. Another IC member suggested having, on the IPP country page, a field with the date of the last check of the OCP's contact details. The secretariat agreed to raise these two proposals with the IC Team on NROs.

[140] Following the revision of ISPM 8 (*Determination of pest status in an area*) in 2021, the status of some pests had changed, and one member asked if these changes needed to be communicated to contracting parties. The secretariat referred to the IPPC guide on pest status,[19] which had been developed in line with the revised ISPM 8.

[141] One IC member commented on the time frame of responses from the OCPs, noting that the OCP should respond within two weeks, and invited the IC and the secretariat to think of ways by which the OCPs' response time frames could be improved.

[142] The IC:

(32) *noted* the summary of the NRO 2023 activities;

(33) *noted* that the duration of the subgroup on NROs to be activated will have to be changed, depending on when the POARS Steering Group is launched;

(34) *agreed* that the IFU lead on NROs should send, at the beginning of each year to all OCPs, one automated and customized email to update their contact details;

(35) *agreed* that revision of the NROs should be initiated in 2024, provided resources and staff are available, and that the work to revise the guide should be carried out by the IC Team on NROs, noting that additional IC members would be needed to complete this task in addition to the other responsibilities of the IC Team on NROs; and

(36) *reviewed* and *approved* the summary IC Team on NROs workplan for 2024.

7.5 E-commerce: update on 2023 activities and workplan for 2024

[143] The secretariat presented updates related to the secretariat's and IC team's activities on e-commerce and a draft workplan for 2024.[20]

[144] The secretariat mentioned the e-commerce guide (2017-039),[21] which had been published in October and featured during the IPPC webinar on 19 October 2023. The guide had been shared on social media by the secretariat, as well as by STDF, the European and Mediterranean Plant Protection Organization

[19] IPPC pest status guide: https://doi.org/10.4060/cb6103en

[20] 14_IC_2023_Nov

[21] E-commerce guide: https://www.fao.org/documents/card/en/c/cc8209en

(EPPO) and the NPPO of Australia, among others. Information about the guide will also appear in NAPPO's November newsletter.

[145] The secretariat provided an update on progress to develop the IPPC Observatory e-commerce study, which is expected to be launched in the first quarter of 2024. The secretariat had prepared a draft questionnaire and had shared it with members of the IC team for review. The IC team's feedback on the survey questions had been shared with the IFU lead of the IPPC Observatory subgroup. The secretariat confirmed that a survey specialist was being recruited to format the questionnaire in consultation with the secretariat and to carry out the study. The IC team had offered to test the survey before it is officially launched, and the secretariat agreed to invite other IC members to assist.

[146] The secretariat mentioned that the CPM-18 (2024) side session would be a good opportunity to raise awareness about the e-commerce study and to encourage NPPOs to complete the questionnaire.

[147] One IC member commented on the importance of having sufficient time for NPPOs to complete the survey (i.e. a minimum of three months), since it may require consultation with other government departments. Another IC member highlighted the role that RPPOs may take in supporting completion of the survey by member countries in their regions.

[148] The secretariat presented the draft e-commerce video to the IC. The IC congratulated the secretariat on the development of the video with its simple and clear messages. The secretariat confirmed that the video was in the final steps of the FAO approval process and would be considered final when the subtitles had been added to create different FAO language versions. The video is expected to be launched in mid-January 2024.

[149] One IC member asked whether NPPOs would be able to modify the video to add local languages as either narration or subtitles to the video, adding that it was an excellent material for NPPOs to use to communicate about e-commerce and to promote compliance in their respective countries. The secretariat agreed to verify internal procedures to allow NPPOs and RPPOs to modify the video and to inform the IC of the outcome.

[150] The IC complimented the work of the IC team and of the secretariat on e-commerce. The IC members appreciated that the e-commerce video provided a clear message targeting all NPPOs, customs offices, courier services, postal services and the general public.

[151] Another IC member added that the newly published guide was an excellent tool for NPPOs and asked about translation of the guide. The secretariat reminded the IC that translations are dependent on in-kind contributions or financial support from partners and that translations cannot be initiated until the definitive English version is available. Offers willing to translate the guide should be directed to the secretariat.

[152] The secretariat confirmed that an announcement would be sent to inform the IPPC community when the video was available. In addition, the video would be shared on social media using a social-media card that NPPOs and RPPOs could use to amplify its reach to stakeholders, including customs offices, courier services, postal services and the general public.

[153] The secretariat suggested creating a communications package that NPPOs and RPPOs could use to promote safe e-commerce, with links to the guide, video, news stories, social-media cards, appropriate hash tags, and so on. The secretariat suggested that it would be helpful if IC members were to provide the contact information of key communications focal points in their countries and regions.

[154] The IC noted that there would be a side session on e-commerce during CPM-18 (2024); that the theme for the 2024 IDPH would be "Facilitating Safe Trade"; and that these events offered perfect opportunities to raise awareness about the IPPC work on e-commerce.

[155] One IC member asked about the plans for collaboration with the Universal Postal Union, the World Customs Organization and other key international organizations. The secretariat explained that these organizations would be informed once the e-commerce guide and video were both available and the

secretariat would then investigate opportunities to collaborate in developing additional materials and tools.

[156] The secretariat thanked Canada for supporting the development of the e-commerce guide and video and for providing funds for communication and promotion of the work on e-commerce, highlighting the increased impact that can be achieved when funds are available for a full implementation plan when a guide is published.

[157] The IC:

(37) *noted* the activities of the secretariat on e-commerce completed in 2023;

(38) *approved* the e-commerce workplan for 2024 presented in Appendix 10;

(39) *requested* that the secretariat share the e-commerce guide and video with key international organizations, such as the Universal Postal Union and the World Customs Organization, and investigate opportunities for further collaboration;

(40) *requested* that the secretariat inform IC members whether a copy of the video may be provided to NPPOs and RPPOs so they may modify it to include local languages; and

(41) *requested* that the secretariat develop communications products for IDPH on e-commerce that may be used by NPPOs and RPPOs.

7.6 Contributed resources: update on 2023 activities

[158] The IC lead presented updates on activities of the IC Team on Contributed Resources for 2023 and invited the IC to note these activities.[22] The team had met virtually in February, June and July 2023 to discuss and agree on reviewed contributed resources to be posted to the IPP.

[159] The IC team had reviewed 13 contributed phytosanitary resources from November 2022 to July 2023 and had agreed that nine resources should be posted on the IPP, while one resource should not be posted on the IPP. Three resources were pending revision. The details of the results are provided in Appendix 11.

[160] The IC lead noted that the IFU lead on contributed resources, Natsumi YAMADA, had been provided by Japan as in-kind support but had now returned to Japan. Therefore, the IC Team on Contributed Resources was temporarily paused and the October IC team meeting had been cancelled. The activities would resume once the new in-kind support arrived from Japan.

[161] The IC chairperson thanked the IC lead for the updates. No further comments were made.

[162] The IC:

(42) *noted* the activities of the IC Team on Contributed Resources from November 2022 to July 2023; and

(43) *noted* the review results by the IC Team on Contributed Resources from November 2022 to July 2023.

7.7 Update on emerging pests: fall armyworm and Fusarium TR4 activities

[163] The secretariat presented updates on activities related to Fusarium TR4,[23] recalling the request by CPM-17 (2023) that the secretariat coordinate global action on TR4 based on recommendations in a conference room paper,[24] which was taken as a basis to define the next activities to be undertaken. The table of activities planned to be implemented by the secretariat and the IC Team on Fusarium TR4 is presented as Appendix 12.

[22] 15_IC_2023_Nov

[23] 16_IC_2023_Nov

[24] CPM 2023/CRP/08

[164] The secretariat mentioned that these activities are to be implemented under the framework of the "FAO Support to Common Market for Eastern and Southern Africa (COMESA) Trade Facilitation Programme" (GCP/INT/387/COM).[25]

[165] The secretariat reported that they had presented an update on Fusarium TR4 activities to the bureau during its October 2023 meeting and to the SPG meeting in October 2023. The ongoing activities build synergies among various projects and initiatives to reach global coordination on TR4. The work done to date had been noted by both the bureau and SPG. The bureau had agreed to review the table of activities on global coordination on TR4 at their meeting in December 2023. The SPG had suggested consideration be given to public–private partnerships and to approaching FAO regional offices for funding or common areas for collaboration.

[166] Referring to the table of activities, the secretariat mentioned the tabletop simulation exercises delivered at the 2023 IPPC Regional Workshop for Africa.[26] The exercise had been very much appreciated by regional-workshop participants.

[167] In view of the remaining activities to be implemented, the secretariat had launched a call for experts on 26 June 2023,[27] with a deadline of 31 July 2023, to reinforce the IC Team on Fusarium TR4. The membership had been approved by e-decision by the IC and the updated membership list had been posted on the IPP work area.[28] The IC Team on Fusarium TR4 would be in charge of reviewing all the resources listed in the table of activities to be developed. The secretariat also noted the need for resources to implement certain activities and invited the IC to identify financial or in-kind resources and partnerships (including public–private partnerships) to implement the global coordination on TR4 efficiently and ensure the sustainability of the secretariat's efforts.

[168] The secretariat added that some resources would be available until May 2024 under the "FAO Support to COMESA Trade Facilitation Programme" (GCP/INT/387/COM), after which resources would be needed for relevant activities to be implemented. The secretariat stated that the work would need one person, full time. Additionally, the secretariat clarified that the global coordination of TR4 is embedded in the work on POARS.

[169] One IC member asked about the budgetary implications of conducting tabletop simulation exercises. The secretariat stated that the financial implications may be related to participants' travel or accommodation costs.

[170] The secretariat highlighted the intention of the IC Team on TR4 to revise the content of the tabletop simulation exercises to make it consistent so that it can be used in other regions as well. One IC member voiced concerns that the secretariat should not necessarily deliver the tabletop simulation exercise in all regional workshops, or at other relevant levels. Therefore, the material should be updated based on the lessons learned during the session held in Ethiopia during the 2023 IPPC Regional Workshop for Africa, and allow representatives from the regions to deliver the exercise. The secretariat could provide assistance to the selected representatives from regions or contracting parties on delivering the tabletop simulation exercise.

[171] One IC member suggested promoting the tabletop simulation exercises during the IPPC regional workshops and adding a dedicated topic in the global agenda for the 2024 IPPC regional workshops.

[25] COMESA trade facilitation project: https://www.ippc.int/en/core-activities/capacity-development/projects-on-implementation-and-capacity-development/comesa-trade-facilitation-programme

[26] TR4 tabletop exercise feature news: https://www.ippc.int/en/news/spotlight-building-resilience-against-fusarium-tropical-race-4-tr4-in-africa/

[27] Call for experts to reinforce the IC Team on Fusarium TR4: https://www.ippc.int/en/calls/call-for-additional-experts-ic-team-on-fusarium-oxysporum-f-sp-cubense-tropical-race-4-tr4/

[28] Updated membership list of the IC Team on Fusarium TR4: https://assets.ippc.int/static/media/files/publication/en/2023/10/Membership_List_TR4_Team-2023-10-24.pdf

[172] The secretariat added that the tabletop simulation exercise could be delivered not only at regional, but also at national, levels by the secretariat-trained person.

[173] The secretariat explained that to implement the activities, coordination and synergies are being considered to save resources and increase efficiency. The TC-RPPOs representative to the IC agreed to coordinate with the RPPOs to seek synergies and to communicate the need for in-kind or financial support. The IC members suggested that the secretariat develop the materials in liaison with the IC Team on Fusarium TR4 and delegate to the regions to implement.

[174] The IC chairperson agreed to communicate the financial constraints related to the implementation of the TR4 activities in his report to CPM-18 (2024).

[175] The IC:

(44) *noted* the secretariat's effort to develop a workplan in full compliance with the CPM-17 (2023) request;

(45) *noted* the completed activities and synergies among various projects and initiatives to reach global coordination on TR4, in particular the tabletop simulation exercise delivered during the IPPC Regional Workshop for Africa and the reinforcement of the IC Team on TR4;

(46) *requested* that the secretariat promote the tabletop simulation exercises during the IPPC regional workshops and add a dedicated item to the global agenda for the 2024 IPPC regional workshops;

(47) *requested* that the TC-RPPOs representative to the IC coordinate with RPPOs to seek synergies that could be built, and communicate the need for in-kind or financial support that could be provided to facilitate the implementation of activities provided in Appendix 12; and

(48) *encouraged* IC members to communicate the need for financial or in-kind resources and partnerships (including public–private partnerships) to potential donors in their respective regions to implement efficiently the global coordination on TR4 and ensure the sustainability of the secretariat's efforts.

7.8 IPPC regional workshop guidelines

[176] The IPPC Secretary, Osama EL-LISSY, joined the discussion on the revision of the IPPC regional workshop guidelines. He welcomed all the IC members and thanked them for their work and expertise and for the excellent IPPC guides and training materials.

[177] The secretariat presented updates on the activities related to the revision of the *Guidelines for IPPC regional workshops*.[29] The IC lead noted the paper for agenda item 4.5 of this meeting, which provided updates on the 2023 IPPC regional workshops.[30]

[178] To revise the guidelines, the IC team had referred to the discussions at the IC May 2023 meeting but also used the results of the 2023 IPPC regional workshops evaluation survey.

[179] The IC team had met twice in October 2023 to discuss the changes and revisions to the guidelines, namely the structure of the guidelines, making it more user friendly, clarifying roles and responsibilities for the involved parties, and including a clear process for coordination of comments on draft ISPMs, CPM recommendations, and ICD documents, at regional levels.

[180] The IC chair complimented the IC team and the secretariat on capturing all the details related to organizing IPPC regional workshops and for managing to keep the guidelines flexible at the same time. He added that the IPPC regional workshops should also be a platform to flag any implementation issues, also referring to the requests from the 2023 IPPC regional-workshop participants for more practical exercises.

[29] 17_IC_2023_Nov; Guidelines for IPPC Regional Workshops: https://www.ippc.int/en/publications/87113/

[30] 08_IC_2023_Nov.

[181] One IC member considered the revised guidelines useful in clarifying who is doing what, while remaining flexible at the same time. The member considered it an asset that the IC was leading this revision, as IPPC regional workshops should be increasingly used to discuss and address implementation issues and this had been a request in the workshop the IC member attended. Some IC members raised the important question of how to find resources, with the need to be flexible in the use of donor's funds. The member added that the part of the guidelines on coordination of comments at the regional level may help to achieve consistency across all IPPC regional workshops.

[182] Another IC member stressed the importance of keeping the name of the workshops as "IPPC regional workshops", referring to the IPPC brand name and for consistency across all IPPC regional workshops.

[183] One IC member commented on the financial resources needed in case the workshops are extended by a day or two. The secretariat clarified that it is up to the IPPC regional-workshop organizing committees to decide on the extra day or days and resources.

[184] The IPPC Secretary acknowledged the work done to clarify the *Guidelines for IPPC regional workshops* and recognized the need for more time to review and provide comments on the documents as well as identify the areas of improvement. He noted the importance of keeping some flexibility in the document and hearing from the IPPC regional-workshop organizing committees. He also highlighted that the guidelines would contribute to clarifying the role of organizers.

[185] The secretariat clarified that IC members would have more time to review the document, as it would be posted in an e-forum.

[186] The IC:

(49) *noted* the activities undertaken to revise the guidelines in 2023;

(50) *reviewed* and *noted* the draft of the revised *Guidelines for IPPC regional workshops*;

(51) *requested* that the secretariat send the draft *Guidelines for IPPC regional workshops* for consultation for two weeks in the Online Comment System and invite the SC, IC, CPM Bureau and the 2023 IPPC regional-workshop organizing committee members to submit their comments;

(52) *noted* that IC members were encouraged to comment on the revised *Guidelines for IPPC regional workshops*;

(53) *invited* the CPM Bureau to note the main changes on the revised *Guidelines for IPPC regional workshops* in its December 2023 meeting, to be subsequently presented to CPM-18 (2024) to note.

7.9 Ad hoc meeting of the IC Team on the Revision of the Guidelines for IPPC Regional Workshops

[187] An in-person ad hoc meeting of the IC Team on the Revision of the Guidelines for IPPC Regional Workshops was held at 14:30–17:00 on Tuesday, 7 November 2023.

7.10 Third-party entities

[188] The secretariat reminded the IC that the responsibility for the DAI on "Developing Guidance on the Use of Third-Party Entities" had been transferred from the SC to the IC at CPM-17 (2023). A new IC team had been established in May 2023 but had yet to meet. The secretariat reported that a draft specification to develop the IPPC guide *Authorizing entities to perform phytosanitary actions* (2018-040) had been approved by the IC in 2022. However, the IC had decided to develop this guide in parallel with the *Guide to phytosanitary audits* (2021-009), for which the draft specification had been distributed for consultation in 2023. The secretariat informed the IC that the new *Guide to the regulation of wood packaging materials* that had been published in May 2023 included a chapter about authorizing entities to perform phytosanitary actions related to implementation of ISPM 15 (*Regulation of wood packaging material in international trade*).

[189] The IC chairperson thanked the secretariat for the updates. No further comments were made.

[190] The IC:

(54) *noted* the updates on developing guidance on the use of third-party entities.

7.11 CPM participation guide

[191] The IC lead presented updates on activities undertaken to revise the IPPC *Manual of good practices for participation in CPM*[31] and the associated supporting materials.[32]

[192] The IC team had met remotely in September and October 2023 to discuss the purpose and scope of the guide and to review the draft content. The working title for the new guide is *Guide to participating in meetings of the International Plant Protection Convention Commission on Phytosanitary Measures*. The primary target audience for the guide is new CPM participants.

[193] The IC lead explained that the draft guide should be ready for peer review in early 2024 and members of the IC, SC and bureau would be invited to comment. It would not be possible to publish the guide before CPM-18 (2024). However, the IC team had agreed that it would be desirable to share the draft guide with new participants to CPM and then request their feedback following CPM-18 (2024) to finalize it.

[194] The IC lead noted the importance of translating this guide into all UN official languages. The secretariat indicated that all offers of support to translate the guide were welcome and that NAPPO had indicated that they could translate the guide into Spanish.

[195] The IC lead noted that the CPM Rules of Procedure were currently only available in English and that the IC team had requested that the secretariat have this document translated before CPM-18 (2024). The secretariat also noted that the local information document on the IPP is also only available in English.

[196] One IC member asked about the standard operating procedure used by secretariat staff for coordination and preparation of CPM, which was under revision. The secretariat clarified that, although some of the information in the standard operating procedure may help to inform specific processes described in the guide, the standard operating procedure was not available to NPPOs and the target audience was restricted to secretariat staff.

[197] The RPPOs representative to the IC proposed that a video be prepared on how Comité de Sanidad Vegetal del Cono Sur (COSAVE) countries prepare for the CPM. She suggested that the draft script be shared with the IC team for review and that perhaps other regions would be interested in creating similar videos.

[198] The secretariat suggested that the CPM orientation session during CPM-18 (2024) should be developed using the draft guide as the primary resource. The secretariat also noted that, during their October 2023 meetings, the SPG and bureau had agreed that the CPM orientation session should have interpretation in all FAO languages.

[199] The chairperson thanked the secretariat and the IC team for their work and updates. No further comment was made.

[200] The IC:

(55) *noted* the activities undertaken by the IC Team on the CPM Participation Guide in 2023;

(56) *noted* that the draft guide on CPM participation would be available for peer review in early 2024;

(57) *noted* that a CPM NPPO orientation session with interpretation was planned for CPM-18 (2024) and would be discussed during the next IC team meeting on 15 November; and

(58) *voiced* support for the secretariat to arrange the translation of the CPM Rules of Procedure and the supplementary document on local information into all official FAO languages.

[31] Manual for good practices for participation in CPM: https://www.ippc.int/en/publications/90637/

[32] 18_IC_2023_Nov; Support materials for CPM participants: https://www.ippc.int/en/publications/90638/

7.12 Guides and training materials

[201] The IC lead presented an update on the activities undertaken on IPPC guides and training materials.[33]

[202] The IC lead reported that the process for the development of IPPC guides and training materials had been revised to reflect the change in the length of consultation period for draft specifications, as requested by the IC during their meeting in May 2023. The updated process would be included in the next revision of the *IPPC procedure manual for implementation and capacity development*, which was expected to be published early in 2024.

[203] The IC lead then provided updates on two ICD topics that had been referred to the IC team for consideration during the May IC meeting. The topics were at different stages of development but both had been identified as priority 3 and the IC had requested clarity on how to proceed with these topics.

[204] For the topic *Managing non-compliant treated consignments* (2018-027) (stage 1, priority 3), the IC team had discussed four options: (1) removing the topic from the *List of implementation and capacity development topics* (LOT); (2) requesting that the materials be submitted as contributed resources; (3) changing the submission from ICD into a proposal to develop an appendix to ISPM 13 (*Guidelines for the notification of non-compliance and emergency action*); and (4) requesting that the Technical Panel on Phytosanitary Treatments develop a decision-making tool. The IC team had recommended that the topic remain in the LOT with a priority level of 3, and invited the IC to discuss the options for this topic again before developing the draft specification.

[205] One IC member suggested that the topic was very narrow and specific and decisions would be dependent on the country, crop and type of pest. He suggested that the secretariat distribute the documents supporting the original submission to IC members so that the IC members may review them and discuss more thoroughly later during this meeting.

[206] The IC lead reported that the IC team had recommended that the topic *Development and implementation of legislation and regulations for NPPOs to manage the pest risks from the international movement of regulated articles other than plants and plant products* (2018-008) remain on the LOT with a priority level of 3. The draft specification had been submitted to consultation in 2021 and had been approved by the IC the same year in November. The IC lead reviewed the issues highlighted by the IC team and suggested that the IC consider either revising the specification or preparing additional instructions for the working group before adding the topic to the secretariat workplan. The IC team discussed whether the specification would need to go through consultation again if revised, or whether the IC may revise the specification that had gone through consultation and been approved by the IC already.

[207] The chairperson thanked the IC lead for the update and opened the floor for comments.

[208] One IC member suggested that there would be value in learning how different NPPOs make decisions concerning non-compliant treated consignments and that perhaps the best option would be to ask the submitter to consider submitting the material as a contributed resource. The member suggested that the secretariat could also issue a call for additional materials on this topic.

[209] The secretariat confirmed that they had requested additional information to support the submission from the submitter and asked the relevant IC member to respond.

[210] The topic *Managing non-compliant treated consignments* (2018-027) was discussed under agenda item 9.1 (Review of the ICD List of Topics).

[211] For the *Development and implementation of legislation and regulations for NPPOs to manage the pest risks from the international movement of regulated articles other than plants and plant products* (2018-008), the decision on the selection of the IC lead for the topic was taken under agenda item 9.1 (Review of the ICD List of Topics).

[33] 19_IC_2023_Nov.

[212] The IC:

(59) *noted* the activities of the IC Team on Guides and Training Materials;

(60) *noted* the May revisions to the *Process for the development of IPPC guides and training materials*; and

(61) *requested* that the secretariat revise the *Process for the development of IPPC guides and training materials* to clarify the process for revising specifications previously approved by the IC.

8 GUIDES AND TRAINING MATERIALS

8.1 Update on development of IPPC guides and training materials

[213] The secretariat presented updates on the secretariat activities related to the development and translation of IPPC guides and training materials since November 2022.[34]

[214] The IFU lead listed the guides that had been published in 2023 (stage 6, ICD LOT):

- Emergency preparedness – A guide for developing contingency plans for outbreaks of quarantine pest[35] (2019-012);
- Prevention, preparedness and response guidelines for Fusarium Tropical Race 4 (TR4) of banana[36] (in English and French);
- Guide to regulation of wood packaging material – Understanding the phytosanitary requirements for the movement of wood packaging material in international trade[37] (2017-043); and
- E-commerce – A guide to managing the pest risk posed by goods ordered online and distributed through postal and courier pathways[38] (2017-039).

[215] The IFU lead reviewed the list of guides and training materials that were under development (stage 5, ICD LOT) and expected to be published in 2024:

- *Wood packaging material heat treatment manual* (2017-043a);
- *Wood packaging material fumigation treatment manual* (2017-043b);
- *Risk-based inspection of imported consignments* (2018-022);
- *Fusarium TR4 training courses* (2023-002); and
- Preparation for CPM meetings, Revision of existing manual and supporting materials (2023-001).

[216] Additionally, the IFU lead reminded the IC that the revision of the *National reporting obligations guide* (2021-026) (stage 4) had been paused in view of the shift of the IFU lead's responsibilities from NROs to lead the IPPC ePhyto Solution.

[217] The IFU lead provided an update on the consultation on the draft specification for the *Guide to phytosanitary audits* (2018-040) (stage 2). She noted that the draft specification had been open for consultation for 90 days (1 July to 30 September 2023), following the revised process. Thirty-one (31) contracting parties, three RPPOs and two IPPC regional workshops had submitted comments on the draft specification. In total, 163 comments had been submitted (95 in English, 59 in Spanish and 9 in

[34] 20_IC_2023_Nov.

[35] Emergency preparedness – A guide for developing contingency plans for outbreaks of quarantine pests: https://doi.org/10.4060/cc4820en

[36] Prevention, preparedness and response guidelines for Fusarium Tropical Race 4 (TR4) of banana: https://doi.org/10.4060/cc4865en

[37] Guide to regulation of wood packaging material – Understanding the phytosanitary requirements for the movement of wood packaging material in international trade: https://doi.org/10.4060/cc5059en

[38] E-commerce guide - A guide to managing the pest risk posed by goods ordered online and distributed through postal and courier pathways: https://doi.org/10.4060/cc8209en

French). More than 20 general comments had offered clear support for the draft specification and development of this guide.

[218] The secretariat provided an overview of the next steps to finalize the specification. The IC lead and the IFU lead would review the comments on the draft specification and prepare the revised specification and the response to comments. These would be shared with the IC Team on Authorization of Third-Party Entities for review and the IC team would be asked to recommend the final versions to the IC for approval via e-decision.

[219] The IFU lead provided an update on the translation of IPPC guides and training materials, noting that several materials were at various stages in the translation process and that there were several collaborators working with the secretariat to translate these materials into Spanish and French. However, the secretariat had not received any recent offers of support to translate them into other FAO languages.

[220] The chairperson thanked the secretariat for the updates and opened the floor for comments.

[221] One IC member complimented the secretariat on the progress in translation of IPPC guides and training materials, noting that translations are essential for reaching all NPPO staff, particularly in countries with limited proficiency in English.

[222] Another IC member asked about the peer-review process and who is asked to peer review the guides. The secretariat explained that, at a minimum, all the IC members and various subject-matter experts are invited to peer review the guide. However, depending on the topic, the peer review may be extended to include SC members, bureau members, OCPs, RPPOs, and even representatives of international organizations. The secretariat confirmed that the working-group members review the comments and decide which ones to incorporate, and the IC lead is responsible for approving the final product prior to publication.

[223] The IC discussed the *Risk based inspection* guide and noted the need to compare the draft guide on *Risk based inspection* with the approved specification to ensure that the draft guide was aligned with the scope of the specification.

[224] The IC:

(62) *noted* the IPPC guides and training materials that were being worked on, their stage and anticipated completion date; and

(63) *requested* that the secretariat issue an e-decision to invite IC members to compare the draft guide on *Risk based inspection* with the approved specification to ensure that the draft guide was aligned with the scope of the specification.

9 IMPLEMENTATION AND CAPACITY DEVELOPMENT LIST OF TOPICS

9.1 Review of implementation and capacity development topics

[225] The secretariat presented updates on the LOT and demonstrated the use of the LOT database on the IPP.[39]

[226] The secretariat presented an overview of the LOT and reviewed the criteria for assigning priority levels to the topics.

[227] The secretariat invited the IC to review the existing LOT, verify the status of topics listed as pending, review the assigned priority levels, identify any changes to the IC leads, and make recommendations to the CPM.

[39] 21_IC_2023_Nov.

[228] The IC agreed that revising the *National reporting obligations guide* (2021-026) was a top priority (priority level 1) and should be initiated in 2024.

[229] The IC discussed how to coordinate the development of the *Guide to the authorization of entities to perform phytosanitary actions* (2018-040) and the *Guide to phytosanitary audits* (2021-009). The IC recognized that both topics were high priorities and that guidance on authorization was a DAI in the IPPC Strategic Framework. However, the two topics were closely linked and the IC considered that the guide on audits should be initiated before the guide on authorization. The IC agreed that the work to develop the audit guide should be initiated in 2024 if resources allowed.

[230] The IC discussed the scope of the proposal for a guide on *Managing non-compliant treated consignments* (2018-027) and decided that the submitter should be asked to provide the associated materials as a contributed resource, rather than developing an IPPC guide. The IC requested that the priority be changed from 3 to 0 and recommended that CPM-18 (2024) remove this topic from the LOT. The IC asked that the secretariat request that the resource be submitted as an IPPC contributed resource.

[231] The IC members discussed the priority level of two guides, *Surveillance of* Xylella fastidiosa (2018-037) and *Inspection of consignments for* Xylella fastidiosa *at points of entry* (2018-038), and agreed that they should be changed from priority 4 to priority 0. These two topics had been pending for quite some time and national and regional guidance materials had been developed. The IC requested that the secretariat issue a call for contributed resources related to surveillance of *Xylella fastidiosa*. Members of the IC suggested that the POARS Steering Group may identify other emerging pests as priorities.

[232] The IC:

(64) *identified* the following changes to the IC leads or other information presented in the ICD LOT:

- selected Ngatoko TA NGATOKO (Cook Islands) as the IC lead for the topic *Development and implementation of regulations and legislation to manage phytosanitary risks on regulated articles for NPPOs* (2018-008);

(65) *recommended* to CPM-18 (2024) that the following topics be added to the ICD LOT:

- *Guide for participants in the meetings of the CPM of the IPPC* (2023-001), and
- *Fusarium TR4 training courses* (2023-002);

(66) *recommended* to CPM-18 (2024) that the following topics be removed from the ICD LOT because these had been completed:

- *Emergency preparedness – A guide for developing contingency plans for outbreaks of quarantine pests* (2019-012),
- *Guide to regulation of wood packaging material – Understanding the phytosanitary requirements for the movement of wood packaging material in international trade* (2017-043), and
- *E-commerce – A guide to managing the pest risk posed by goods ordered online and distributed through postal and courier pathways* (2017-039);

(67) *recommended* that CPM-18 (2024) acknowledge the working-group members who had participated in the development of the IPPC guides and training materials published in 2023;

(68) *recommended* to CPM-18 (2024) that the following topics be removed from the ICD LOT, as the IC had discussed and agreed to shift the priority to priority 0:

- *Surveillance of* Xylella fastidiosa, *guide* (2018-0037),
- *Inspection of consignments for* Xylella fastidiosa *at points of entry* (2018-038), and
- *Managing non-compliant treated consignments* (2018-027);

(69) *requested* that the secretariat update the ICD LOT based on the outcomes of the discussion at this meeting; and

(70) *recommended* that CPM-18 (2024) acknowledge the work of individual contributors who had proofread translations of the IPPC guides and training materials published in 2023.

10 CALL FOR IC REPLACEMENT MEMBERS

10.1 Call for IC members

[233] The secretariat explained that CPM-17 (2023) had confirmed the IC membership and most of the IC members had started or renewed their terms in May 2023.[40] However, the secretariat noted that for the European region the term of the regional representative would end in May 2024, as the IC regional representative for the region had been replaced during the previous term 2020–2023. Therefore, the secretariat had issued a call for nominations of an IC regional representative and a potential replacement for Europe, as well as IC regional replacements for Asia and Southwest Pacific regions.[41] This call would be open from 19 October 2023 until 12 January 2024.

[234] The secretariat added that all the regional nominations received would be submitted to the bureau for selection, and would be then submitted to CPM-18 (2024) for confirmation.

[235] The IC chairperson thanked the secretariat for the update. No further comments were made.

[236] The IC:

(71) *noted* the 2023 call for replacement of the IC regional representative and potential replacement for Europe and IC replacement members for Asia and Southwest Pacific; and

(72) *encouraged* the IC members from these three regions to raise awareness in their respective regions for submissions of nominations by the deadline.

10.2 IPPC policy for prioritization of travel assistance

[237] The secretariat presented the IPPC policy for prioritization of travel assistance, noting that the criteria are based on the World Bank data and updated annually.[42]

[238] The secretariat explained that it had not been clear how to address the potential discrepancy between the application of the travel assistance criteria at the time of IC members signing their statement of commitment and possible changes in the category of countries in the World Bank data during the term of IC members.

[239] Therefore, the secretariat had proposed to the bureau that the World Bank criteria be applied on an annual basis; in subsequent years, it would therefore be the latest criteria that would apply rather than the criteria at the time the member signed their statement of commitment. The secretariat had provided a draft amendment to the statement of commitment that nominees to CPM bodies are required to sign, which had been approved by the bureau.

[240] The secretariat confirmed that, from 2024, travel assistance to participate in IPPC meetings would therefore be aligned with the World Bank criteria for the current year.

[241] The IC:

(73) *noted* the changes on policy for prioritization of travel assistance for IPPC meetings;

(74) *encouraged* IC members to follow up the update of the World Bank criteria for travel assistance and consider other sources of financing to ensure their participation in IC meetings from 2024 onwards if needed; and

(75) *requested* that the secretariat share the updated World Bank criteria in January 2024 with all members of the IC.

[40] 22_IC_2023_Nov

[41] Call for IC members: https://www.ippc.int/en/calls/call-for-members-and-replacement-members-of-the-implementation-and-capacity-development-committee-ic-europe-asia-and-pacific/

[42] 23_IC_2023_Nov

11 IPPC CALL FOR TOPICS

11.1 2023 Call for Topics: Standards and Implementation

[242] The IC lead on TFT updated the IC on the results of the 2023 Call for Topics: Standards and Implementation.[43] Twenty-eight (28) complete topic submissions had been received (14 standards, 3 implementation resources and 11 DPs in total) from nine IPPC contracting parties and three RPPOs.

[243] The TFT had assessed the 28 topics received using available set criteria,[44] in addition to their preliminary assessment. They also took into account the relevance of the proposed topics from an IPPC and global perspective, as well as the adequacy of the proposed material.

[244] The TFT had finalized its recommendations to the IC and SC at the TFT virtual meeting on 25–27 October 2023, and these recommendations were presented to the IC and are attached to this report as Appendix 13.

[245] The IC discussed and reviewed the TFT recommendations.

[246] For the topic ***2023-013_JPN_IPPC guide: Pest risk analysis for quarantine pests***, the secretariat referred to the existing IPPC materials, such as the e-learning course on pest risk analysis from which all the training materials could be downloaded. Therefore, the need to amplify and promote the existing materials was highlighted. The revision of the pest risk analysis standards was also noted, and the secretariat stated that once the revision is finalized, the e-learning course should be reviewed as well.

[247] For the topic ***2023-022_AUS_Guidance material for ISPM 26 (Establishment of pest free areas for fruit flies (Tephritidae))***, the IC agreed to include the material removed as a result of the revision of ISPM 26 in the revision of the guide on *Pest free areas*. The IC noted that the working group could discuss and recommend whether it was feasible to add the material to the current guide or preferable to develop a stand-alone guide on pest free areas for fruit flies.

[248] For the topic ***2023-030_CAN_Sampling calculator tool for surveillance (ISPM 6) and inspection of consignments (ISPM 31)***, the IC requested that the secretariat ask the submitter to submit it as a contributed resource.

[249] In light of the low number of submissions for implementation resources (3) during the call for topics, the IC discussed actions to improve the number and quality of submissions for implementation materials.

[250] The secretariat reported that, in the Europe and Central Asia region, EPPO supports countries to submit topics during calls for topics to enhance the capacities of countries to improve the formulation of submissions for implementation materials. The secretariat emphasized the important role of RPPOs in supporting contracting parties to formulate submissions for implementation materials.

[251] One IC member suggested that the submission process and the questions be simplified, as these can be a barrier to submission of a topic. Another IC member added that there was a need to have the possibility to save the submission while in progress, as there may be a need to work with more than one person to submit a topic.

[252] Another IC member stated that the questions the TFT uses to evaluate the submissions were also unclear and redundant; however, the TFT would work at improving those questions.

[43] 24_IC_2023_Nov.

[44] Criteria for the Justification and Prioritization of Proposed Topics: https://www.ippc.int/en/publications/89854/
Criteria for prioritization of diagnostic protocols (page 2): https://www.ippc.int/en/publications/89799/

[253] The IC requested that more emphasis be put on discussing implementation issues during the IPPC regional workshops and suggested that a dedicated agenda item be added to allow improved submissions for the next call for topics.

[254] The IC:

(76) *reviewed* and *discussed* the 2023 Call for Topics submissions and the TFT recommendations relevant to implementation;

(77) *recommend* that the following topics not be included in the *List of implementation and capacity development topics*:

- 2023-013_JPN_IPPC guide: Pest risk analysis for quarantine pests,
- *2023-022_AUS_Guidance material for ISPM 26 (Establishment of pest free areas for fruit flies (Tephritidae))*, and
- *2023-030_CAN_Sampling calculator tool for surveillance (ISPM 6) and inspection of consignments (ISPM 31).*

(78) *established* an IC Team for Submission of Implementation Topics, with Lucien KOUAMÉ KONAN (Côte D'Ivoire), Dominique PELLETIER (Canada) as IC Lead, Thorwald GEUZE (the Kingdom of the Netherlands), Faith NDUNGE (Kenya) and Ringolds ARNITIS (Latvia) as members; and

(79) *requested* IC Team for Submission of Implementation Topics to review and simplify the submission form for implementation materials be reviewed and simplified and to develop the form for the IPPC Observatory topics;

(80) *requested* that the secretariat inform the TFT about the IC's decision to review and simplify the submission form for implementation materials and to develop the form for the IPPC Observatory topics.

12 PROCEDURE MANUAL FOR IMPLEMENTATION AND CAPACITY DEVELOPMENT

12.1 Updated procedure manual for implementation and capacity development

[255] The secretariat presented the draft for the next edition of the *IPPC procedure manual for implementation and capacity development*.[45] The IC discussed and reviewed sections of the procedure manual and agreed to the following sections:

- 1.1.2 "Criteria and procedures for reviewing and approving contributed phytosanitary resources for posting on the IPP" (based on e-Decision [2023_eIC_03]) to be added;
- 4.1.1 section to be removed;
- 4.1.2 section to be updated based on CPM-17 (2023) decision; and
- inclusion of three IC teams (IC Team on IPPC Regional Workshop Guidelines, IC Team on Authorization of Third-Party Entities and IC Team on CPM Preparation Guide) created during the 2023 IC May meeting.

[256] The IC agreed that the following sections were not complete and should be reworked, deferring a decision on these sections to the IC May 2024 meeting:

- 2.5.2 "Duties and associated tasks of RPPOs and SC representatives on the IC", to be amended in line with the revisions of the IC terms of reference and rules of procedure that had been adopted by CPM-16 (2022); and
- 2.6 on roles of IC leads for IC subgroups and IC leads for guides and training materials.

[45] 25_IC_2023_Nov.

[257] The IC:

(81) agreed on the contents of the IPPC procedure manual *for implementation and capacity development* as shown in Appendix 14;

(82) *requested* that the secretariat rework the revisions to sections 2.5.2 and 2.6 of the procedure manual;

(83) *deferred* the decision to update sections 2.5.2 and 2.6 of the procedure manual to the IC May 2024 meeting; and

(84) *agreed* that face-to-face IC meetings require in-person participation of IC members and this cannot be substituted by virtual participation, and *requested* that the secretariat clarify this in the procedure manual.

13 IC INTERACTIVE ACTIVITY

13.1 How do we increase the reach of IFU communication materials within RPPOs and NPPOs?

[258] The secretariat introduced the interactive activity, dividing the group into three smaller groups. The secretariat presented the proposed e-commerce communication plan and provided two questions to be addressed during the discussions:

- Question 1: Using the example of the e-commerce communication plan, highlight elements that could be used within the NPPOs and RPPOs. Are there any common themes? How could IFU be featured?
- Question 2: Discuss what communication activities take place within your NPPO and RPPO networks.

[259] The secretariat added that the results of the exercise would be integrated into the IFU communication plan for 2024.

[260] Feedback from the three groups was as follows.

Group 1

[261] For Question 1:

- infographics and posters targeting NPPOs;
- letter directed to NPPO heads, prompting them on the new product, providing updates on activities related to the topic, and potentially requesting case studies;
- approach RPPOs or NPPOs with the idea of creating a dedicated “IPPC Corner” on their websites where key news on IPPC topics could be featured;
- inclusion of IPPC information in NPPO or RPPO newsletters; and
- for e-commerce specifically, need to craft different messages for different target audiences, including customs and postal services.

[262] For Question 2:

- Belize NPPO: national workshop for staff includes IPPC issues;
- Kenya NPPO: phytosanitary conference every two years (international), also stakeholder sensitization and training courses;
- COSAVE: training course for inspectors;
- Canada: OCP has a system of “spreading” information to target teams in NPPOs, and there are also training courses for officers on regional and IPPC standards;
- TC-RPPOs: golden opportunity to liaise and discuss possibility of incorporating communication issues in their processes; and
- smart use of social media.

Group 2

[263] For Questions 1 and 2:

- work closer with partners that can help reach other target audiences (border agencies, mail and courier, gardening services);
- (for NPPOs) how can we overcome the challenge to get information from IPPC beyond the IPPC contact point?
- IPPC materials should be included in NPPO induction courses;
- maximize regional workshops;
- continue IFU updates on a quarterly basis; and
- social-media campaigns with short catchy videos.

Group 3

[264] For Question 1:

- promote the IPP within the regions:
  - promote the IPP revamp:
    - video or infographic – IPPC homepage, social media, how to use IPP
    - communication experts within NPPOs and RPPOs to be put in touch with the secretariat's communication experts.

[265] For Question 2:

- IDPH – use specific themes to promote the resources;
- international workshops on key materials;
- more knowledge exchanges during regional and international events and platforms;
- opportunity to create two databases:
  - RPPO and NPPO communication contact points, and
  - hashtags to use and accounts to tag in social media;
- interactive map, thematic, to show the activities related to a certain area across the world;
- opportunity to send out more press releases in official UN languages; and
- news in all official UN languages.

14 IC AND IFU LEADS

14.1 Update of the IC and IFU list of leads for subgroups and teams

[266] The secretariat explained that, during its May 2023 meeting, the IC had revised the allocation of IC leads and members for CPM focus groups, ICD topics, IC subgroups and IC teams, noting that some IC members were not able to be present during the last meeting.[46] The secretariat invited the IC members for another review to select their assignments and, more generally, to review the balance of the overall IC assignments.

[267] The secretariat then discussed the overall table of current IC assignments and the list of leads for ICD topics and projects.

[268] Thorwald GEUZE (the Kingdom of the Netherlands) was selected as the co-lead of the IC Team on the Revision of the Guidelines for IPPC Regional Workshops, and Kyu-Ock YIM (Republic of Korea) joined the same IC team as a member.

[269] Ngatoko TA NGATOKO (Cook Islands) joined the IC Team on the CPM Participation Guide.

[46] 26_IC_2023_Nov.

[270] The newly established IC Team for Submission of Implementation Topics was added to the table.

[271] The IC:

(85) *updated* the table of IC leads and members for topics, IC subgroups and IC teams for the assignments listed in Appendix 15 and 16:

- *selected* Thorwald GEUZE (the Kingdom of the Netherlands), as the co-lead of the IC Team on the Revision of the Guidelines for IPPC Regional Workshops,
- *added* Kyu-Ock YIM (Republic of Korea) as a member of the IC Team on the Revision of the Guidelines for IPPC Regional Workshops,
- *added* Ngatoko TA NGATOKO (Cook Islands) as a member of the IC Team on the Revision of the CPM Participation Guide, and
- *added* the newly established IC Team to review and simplify the submission form for implementation materials and develop the form for the IPPC Observatory topics (see agenda item 11.1).

15 IC RECOMMENDATIONS FOR CPM-18 (2024)

15.1 Implementation issues to be recommended for CPM-18 (2024)

[272] The secretariat presented the IC recommendations for CPM-18 (2024).[47] The recommendations included the following.

[273] CPM preparation:

- making the NPPO orientation session a recurring CPM side session, and preparing a general presentation on CPM preparation with translation into UN official languages which would be reviewed periodically; and
- adding the revision of the *Manual of good practices for participating in the* International *Plant Protection Convention Commission on Phytosanitary Measures meeting* to the *List of implementation and capacity development topics* with a priority of 1.

[274] Emerging issues:

- allocating resources for POARS activities; and
- acknowledging the contribution of all the working-group members who had developed the four guides detailed under agenda item 8.1 and the proofreaders who had reviewed the French translation of the Fusarium TR4 guidelines.

[275] These recommendations will be included in the IC report to CPM-18 (2024).

[276] The IC chairperson thanked the secretariat for the update, and IC members made additional recommendations.

[277] The IC:

(86) *reviewed* and *approved* the proposed recommendations to CPM-18 (2024); and

(87) *suggested* additional recommendations of relevance to be made to CPM-18 (2024):

- address low response rate to the IPPC Observatory surveys,
- highlight the need for more communication activities to promote IPPC guides and training materials,
- ensure the IPPC regional workshops are a platform to discuss implementation issues,

[47] 27_IC_2023_Nov.

- note the new IC team established to review and simplify the submission form for implementation materials and develop the form for the IPPC Observatory topics in order to improve the submissions in response to calls for topics,
- highlight additional under-resourced activities of the secretariat, such as NROs, TR4 global coordination and the IPPC Observatory,
- draw attention to the need to promote the IPPC contributed resources and case studies that are included in different IPPC guides and training materials through the component pages, and
- encourage resource-mobilization activities, in particular to ensure the sustainability of the PCE programme.

16 IFU WORKPLAN

16.1 IFU workplan for 2024

[278] The secretariat presented the activities and achievements of the 2023 IFU workplan, which had been implemented successfully despite a shortage of staff and an increase in workload. The secretariat noted that there had been an improvement in the staffing situation with the recruitment of the unit lead. Listing the achievements, the secretariat mentioned the transfer of responsibility for the ePhyto programme to IFU in July 2023; the publication of four IPPC guides in 2023; the coordination and delivery of four regional workshops (Africa, Caribbean, Europe and Central Asia, and Latin America); the development and delivery of a tabletop simulation exercise on Fusarium TR4 during the 2023 IPPC Regional Workshop in Africa; the initiation of nine PCEs in COMESA countries and the completion of two PCEs in Cambodia and Senegal, and their notable impacts in countries; the launch of the desk study to improve the PCE tool; the development of communication strategies and the improvement in the quality of communications products; and the provision of support by IFU to the APP.

[279] The secretariat also noted that some activities had not progressed because of CPM, bureau and secretariat decisions or project funding limitations.

[280] The secretariat then presented the IFU workplan for 2024, noting the potential challenges. These included the increase in workload, in particular resulting from the transfer to IFU of the DAIs on ePhyto and authorization of third-party entities; the lack of resources to support the activities on NROs, which had forced IFU to pause the activities related to NROs; the ambitious plan of work for the Fusarium TR4 global coordination requested by CPM-17 (2023), for which there were no financial or in-kind resources allocated yet; and the uncertainty about the date of arrival of the next in-kind support from Japan.

[281] The secretariat presented the IFU workplan for 2024, which the IC discussed and agreed as presented in Appendix 17.

[282] Members of the IC discussed the lack of stability for staff and the lack of resources that impeded the sustainable development of some activities, such as NROs and the drafting of guides and training materials.

[283] The IC:

(88) *noted* the good implementation of the 2023 IFU workplan despite a shortage of staff and financial resources; and

(89) *agreed* on the 2024 IFU workplan as presented in Appendix 17.

17 REVIEW OF IC ACTIONS LIST

[284] The secretariat presented the IC actions list that had been updated after the IC May 2023 meeting and invited the IC to review and provide comments if applicable, focusing only on those actions with a status of “ongoing”.

[285] One IC member suggested keeping the tool relevant by including the IC actions only.

[286] The IC members discussed the benefits of having the actions list, to avoid using the secretariat's time and resources on something that may not be relevant to the group.

[287] One IC member suggested going back to the excel format of the action list that could be regularly updated by the IC leads themselves.

[288] Another IC member suggested that the secretariat could look for a more efficient tool to follow up the IC decisions.

[289] The IC concluded that the list may not be as useful as initially thought and suggested that the secretariat regrouped all decision points made during an IC meeting, for which an IC member is the lead, into an appendix of the meeting report.

[290] The IC:

(90) *noted* the completed action items on the IC Actions list;

(91) *requested* that the secretariat stop maintaining the IC Actions list; and

(92) *requested* that the secretariat create an annex to the report of each IC meeting that captures all decisions taken during that meeting requiring follow-up actions.

18 AGENDA ITEMS DEFERRED TO FUTURE IC MEETINGS

[291] No agenda item was deferred.

19 ANY OTHER BUSINESS

[292] **Update by the secretariat on the development of a strategic plan for IFU.** The secretariat provided an update on the development of the strategic plan, which would include activities to develop, improve and promote flagship projects such as the modernized PCE tool, the IPPC ePhyto Solution, development of the IPPC holistic learning platform or emergency response in line with the POARS activities.

[293] One IC member complimented the secretariat on the vision and the initiative for the IFU strategic plan and suggested that a logical framework be created with Key Performance Indicators for monitoring and evaluation purposes.

[294] The secretariat also added that the IFU lead would be chairing the STDF Working Group in 2024, where synergies could be developed on IPPC implementation activities and resources.

[295] **CPM-18 (2024) side session on Fusarium TR4.** The secretariat shared suggestions for the content of the side session on Fusarium TR4, including:

- putting simulations and tabletop exercises front and centre for preventing, preparing and responding, using TR4 as a model;
- sharing some case studies to drive the point home; and
- getting a short, dedicated, hands-on session that gives participants practical takeaways.

[296] The IC members suggested taking into account the allocated time for the side sessions during CPM, and therefore keeping the content of the side session light and at a high level, providing strategic information only.

[297] **Scheduling of the IC November meetings before the SC meetings in 2024 and 2025.** The secretariat highlighted that the usual scheduling of the IC meetings in November is close to the Christmas holiday season, which leaves little time to follow up and close some actions and to complete and post the report.

[298] One IC member noted that the IC would keep the flexibility to have a virtual meeting in the beginning of year if any urgent implementation issue is identified by the SC in November.

[299] The IC:

(93) *agreed* to schedule the IC November meetings in 2024 and 2025 a week before the SC meetings, noting that in case any implementation issue requiring urgent action from the IC is flagged during the SC November (2024, 2025) meetings, the IC can meet virtually to discuss;

(94) *requested* that the secretariat post the IC meeting papers in the restricted work area only in Word format;

(95) *requested* that, for IC meeting papers that go under revision after posting and sharing them with IC members, the secretariat post them in track changes so that the members can see the changes implemented; and

(96) *requested* the secretariat to send late, last-minute papers as an email attachment, in addition to posting on the IPP work area.

20 DATE AND VENUE OF THE NEXT MEETING

[300] The next IC meeting will be held from 13 to 17 May 2024 at the FAO headquarters in Rome, Italy.

21 EVALUATION OF THE MEETING PROCESS

[301] The secretariat asked IC members to fill in the evaluation survey for the meeting.

22 REVIEW AND ADOPTION OF THE REPORT

[302] The IC reviewed and adopted the report.

23 CLOSE OF THE MEETING

[303] The IC chairperson and the IFU lead thanked everyone and closed the meeting.

APPENDIX 1 – Agenda

	Agenda Item	Document No.	Presenter	Time (Min)
1.	**Opening of the Meeting**			
1.1	Opening by the IPPC Secretariat		BRUNEL	10
1.2	Opening Remarks		PELLETIER	10
2.	**Meeting Arrangements**			
2.1	Election of the Rapporteur		PELLETIER	5
2.2	Adoption of the Agenda	01_IC_2023_Nov	PELLETIER	15
3.	**Administrative Matters**			
3.1	Documents list	02_IC_2023_Nov	KOUMBA	5
3.2	Participants list	03_IC_2023_Nov Link to IC Membership	KOUMBA	5
3.3	Local information	Link to local information	MADAMINOVA	5
4	**General Updates**			
4.1	CPM Bureau	Link to the Bureau Report	BRUNEL	20
4.2	Strategic Planning Group (SPG)	Link to the SPG Report	BRUNEL/ KOUMBA	20
4.3	TC-RPPOs	06_IC_2023_Nov	NEDILSKIY/ GILMORE	20
4.4	Standard Committee	Link to the May SC meeting report	ALVARO/ ABDBELMOTTALEB	20
4.5	2023 IPPC Regional Workshops	08_IC_2023_Nov	GILMORE	20
4.6	IFU Communications Update	09_IC_2023_Nov	FERRARO	20
5	**IC e-decision annual summary**			
5.1	2023 Summary of IC e-decisions	10_IC_2023_Nov	KOUMBA	15
6.	**IC Subgroups**			
6.1	IPPC Observatory: Report on 2023 activities and review of the work plan for 2024	11_IC_2023_Nov	PELLETIER/ KOUMBA	30
7.	**IC Teams**			
7.1	*Ad hoc* meeting of the IC Team on PCE	N/A	ARNITIS/ WHITE/ BRUNEL	60
7.2	*Ad hoc* meeting of the IC Team on e-Commerce	N/A	GEUZE/ PETERSON	60
7.3	Phytosanitary Capacity Evaluation: update on 2023 activities and work plan for 2024	12_IC_2023_Nov	ARNITIS/ WHITE	30
7.4	National Reporting Obligations: update on 2023 activities and work plan 2024	13_IC_2023_Nov	ABDELMOTTALEB/ MENON	30
7.5	e-Commerce: update on 2023 activities and work plan for 2024	14_IC_2023_Nov	GEUZE/PETERSON	30
7.6	Contributed resources: update on 2023 activities	15_IC_2023_Nov	KUMARASINGHE	30
7.7	Update on emerging pests: FAW and TR4 activities	16_IC_2023_Nov	WANG/BRUNEL	30
7.8	IPPC Regional Workshop guidelines	17_IC_2023_Nov	ABDELMOTTALEB/ MADAMINOVA	30
7.9	Third-party entities	Oral report	KUMARASINGHE / PETERSON	30

7.10	CPM preparation guide	18_IC_2023_Nov	GEUZE/PETERSON /KOUMBA	30
7.11	Guides and training materials	19_IC_2023_Nov	GUTIERREZ/ PETERSON	30
8	**Guides and training materials**			
8.1	Update on development of IPPC guides and training materials	20_IC_2023_Nov	PETERSON /RULL	40
9	**Implementation and Capacity Development List of Topics**			
9.1	Review the ICD List of Topics	21_IC_2023_Nov	PETERSON	60
10	**Call for IC replacement members**			
10.1	Call for IC members	22_IC_2023_Nov	KOUMBA	20
10.2	IPPC policy for prioritization of travel assistance	23_IC_2023_Nov	KOUMBA	30
11.	**IPPC Call for Topics**			
11.1	2023 Call for Topics: Standards and Implementation	24_IC_2023_Nov	KOUMBA	30
12.	**Procedure Manual for Implementation and Capacity Development**			
12.1	Updated Procedure Manual for ICD - Minor updates - Review of proposed amendments	IPPC Procedure manual for implementation and capacity development (fao.org) 25_IC_2023_Nov	TISCIONI	30
13.	**IC Interactive activity**			
13.1	How do we increase the reach of IFU communication materials within RPPOs and NPPOs?	Discussions	FERRARO	90
14.	**IC /IFU leads**			
14.1	Update of the IC /IFU list of leads for Subgroups and Teams	26_IC_2023_Nov	MADAMINOVA / KOUMBA	30
15.	**IC recommendations for CPM-18 (2024)**			
15.1	Implementation issues to be recommended for CPM-18 (2024)	27_IC_2023_Nov	PELLETIER/ KOUMBA	20
16.	**IFU work plan**			
16.1	Implementation and Facilitation Unit - work plan for 2024	28_IC_2023_Nov	BRUNEL	30
17.	**Review of IC Actions list**	2023 IC May meeting report 29_IC_2023_Nov	KOUMBA	40
18.	**Agenda items deferred to future IC meetings**		PELLETIER	10
19.	**Any Other Business** • **IFU strategic plan** • **CPM-18 (2024) side sessions** • **scheduling of the IC November 2024 meeting**		PELLETIER	30
20.	**Date and Venue of the Next Meeting**	13–17 May 2024, FAO HQ, Rome, Italy	KOUMBA	
21.	**Evaluation of the meeting process**	Link to the survey	MADAMINOVA	
22.	**Review and Adoption of the Report**		BRUNEL	

23.	**Close of the Meeting**		PELLETIER/ BRUNEL	

APPENDIX 2 – List of Documents

DOCUMENT NO.	AGENDA ITEM	DOCUMENT TITLE (PREPARED BY)	DATE POSTED / DISTRIBUTED
01_IC_2023_Nov	2.2	Agenda	2023-10-04 2023-10-23
02_IC_2023_Nov	3.1	Documents list	2023-10-24
03_IC_2023_Nov	3.2	Participants list	2023-10-23
Link	4.1	CPM Bureau	/
Link	4.2	Strategic Planning Group (SPG)	/
06_IC_2023_Nov	4.3	TC-RPPOs	2023-11-03
Link	4.4	Standards Committee	/
08_IC_2023_Nov	4.5	2023 IPPC Regional Workshops	2023-10-20
09_IC_2023_Nov	4.6	IIFU Communications Update	2023-10-24
10_IC_2023_Nov	5.1	2023 Summary of IC e-decisions	2023-10-23
11_IC_2023_Nov	6.1	IPPC Observatory: Report on 2023 activities and review of the work plan for 2024	2023-10-23
12_IC_2023_Nov	7.3	Phytosanitary Capacity Evaluation: update on 2023 activities and work plan for 2023	2023-10-24
13_IC_2023_Nov	7.4	National Reporting Obligations: update on 2023 activities and work plan 2024	2023-10-23
14_IC_2023_Nov	7.5	e-Commerce: update on 2023 activities and work plan for 2024	2023-10-20
15_IC_2023_Nov	7.6	Contributed resources: update on 2023 activities	2023-10-20
16_IC_2023_Nov	7.7	Update on emerging pests: FAW and TR4 activities	2023-10-24
17_IC_2023_Nov	7.8	IPPC Regional Workshop guidelines	2023-10-27
18_IC_2023_Nov	7.11	CPM preparation guide	2023-10-20
19_IC_2023_Nov	7.12	Guides and training materials	2023-10-20
20_IC_2023_Nov	8.1	Update on development of IPPC guides and training materials	2023-10-20
21_IC_2023_Nov	9.1	Review the ICD List of Topics	2023-10-23
22_IC_2023_Nov	10.1	Call for IC members	2023-10-20
23_IC_2023_Nov	10.2	IPPC policy for prioritization of travel assistance	2023-10-20
24_IC_2023_Nov	11.1	2023 Call for Topics: Standards and Implementation	2023-11-02
25_IC_2023_Nov	12.1	Updated Procedure Manual for ICD	2023-10-23
26_IC_2023_Nov	14.1	Update of the IC /IFU list of leads for Subgroups and Teams	2023-10-20
27_IC_2023_Nov	15.1	Implementation issues to be recommended for CPM-18 (2024)	2023-10-24
28_IC_2023_Nov	16.1	Implementation and Facilitation Unit - work plan for 2024	2023-10-24
29_IC_2023_Nov	17.	Review of IC Actions list	2023-10-23
30_IC_2023_Nov	7.1	Agenda Ad hoc meeting of the IC Team on PCE	2023-10-26

APPENDIX 3 – List of Participants

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APPENDIX 4 – The IC e-Decisions opened from November 2022 to October 2023

N°	Title of e-Decision	Opening Date	Closing Date	Responses submitted (IC)	% Responses
1	2022_eIC_10: Approval of Specification: National Reporting Obligations (NROs) Guide, revision (2021-026)	10-Oct	24-Oct	7	**50**
2	2022_eIC_11: Approval of Specification: Implementation of risk-based inspection for imported consignments, Guide (2018-022)	10-Oct	24-Oct	7	**50**
3	2022_eIC_12: Approval of Specification: Authorization of entities to perform phytosanitary actions, Guide (2018-040)	01-Nov	15-Nov	5	**36**
4	2022_eIC_13: Approval of Specification: Phytosanitary Capacity Evaluation (PCE) facilitator training materials (2014-008)	15-Nov	29-Nov	3	**21**
5	2023_eIC_May_01: Selection of experts for the Working Group for the IPPC Guide on implementation of risk-based inspection on imported consignments (2018-022)	*6-Dec*	*17- Dec*	10	**71**
6	2023_eIC_May_02: Selection of an interim Chairperson for the in-person 2023 May Implementation and Capacity Development Committee (IC) meeting	*14-Apr*	*21-Apr*	7	**50**
7	2023_eIC_Nov_01: Approval of revised criteria and procedures for reviewing and approving Contributed Phytosanitary Resources	*17-Jul*	*7-Aug*	6	**43**
8	2023_eIC_Nov_02: Selection of the membership of the IC Team on Fusarium Wilt TR4 (*Fusarium oxysporum* f. sp. *cubense* Tropical Race 4)	*14-Aug*	*20-Oct*	11	**79**

APPENDIX 5 – Preliminary results of the IPPC Observatory survey (phase one) on antimicrobial products used in plant protection

a. ***Antimicrobials use (AMU) in plant protection.***

1. Figure 1 presents the distribution of the survey respondents by regions. A total of 66 countries responded to the IPPC Observatory survey as follows:

- 13 countries from Europe
- 25 countries from Africa
- 10 countries from Asia
- 7 countries from Latin America and Caribbean
- 7 countries from Near East and North Africa
- 1 country from North America
- 3 countries from Pacific

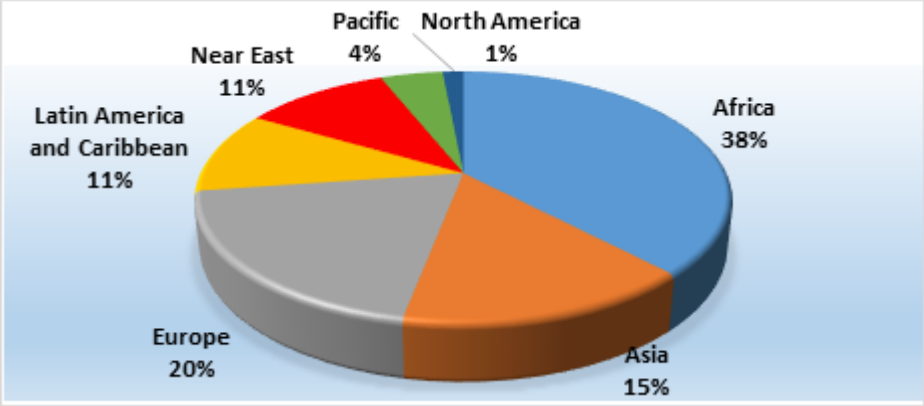

Figure 1: Survey respondents per regions.

2. Forty-six of the responding countries **(69.7%)** indicated that they do not use any of the major antimicrobial products in plant production and protection.

3. Twenty of the respondent countries **(30.3%)** indicated that antimicrobial products are either being used or registered for use in plant production and protection. Table 1 provides the number of positive respondents per region.

56. **Region**	57. **Number of respondent countries indicating antimicrobial products used or registered for use in plant protection**
58. Africa	59. 3
60. Asia	61. 8
62. Europe	63. 0
64. Latin America and Caribbean	65. 5
66. Near East and North Africa	67. 2
68. North America	69. 1

70. Pacific	71. 1

Table 1: Number of positive respondents per regions.

4. The products used are:
   - Kasugamycin (15/20)
   - Streptomycin (15/20)
   - Tetracycline (8/20)
   - Oxytetracycline (8/20)
   - Validamycin (6/20)
   - Gentamicin (5/20)

5. With the exception of Cefadroxil, all other products listed in the survey were mentioned at least once by respondents. In addition to the list of products provided, Polyoxin was also mentioned as an antimicrobial product.

6. All the European countries which responded to the survey indicated not using the listed products for plant protection.

7. Figure 2 presents the antibiotic products potentially used in phytosanitary context based on responses received. Kasugamycin and Streptomycin are the most used/registered by countries that reported using the antimicrobial products in plant production and protection.

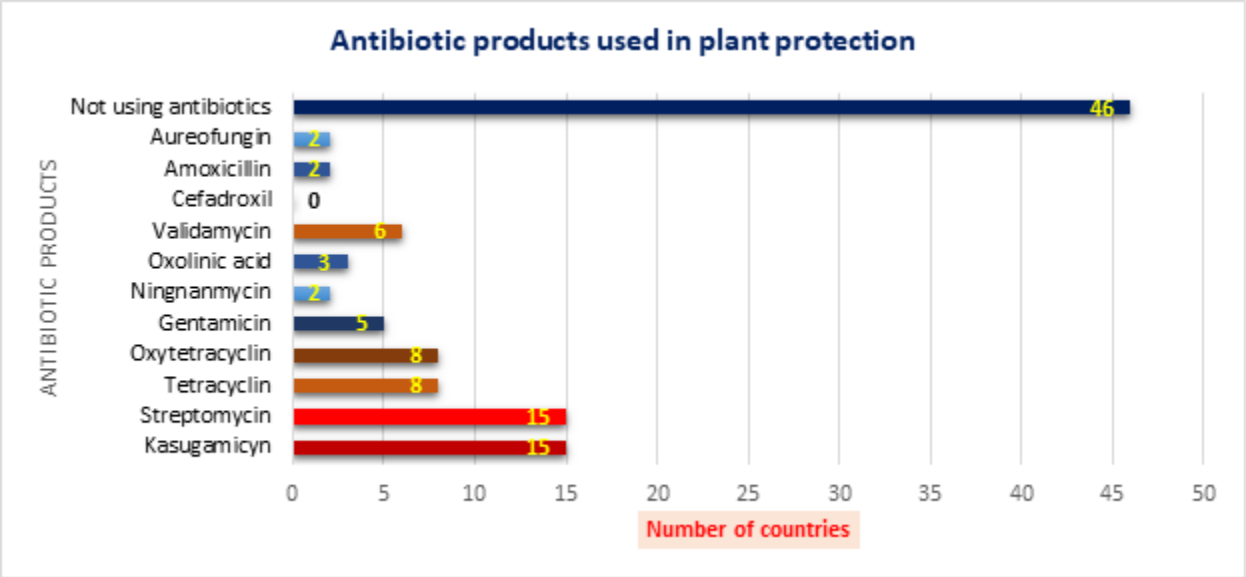

Figure 2: Antibiotic products potentially used in phytosanitary context.

b. ***Targeted plant crops***

8. Contracting parties have indicated antimicrobial products are used or registered for use on approximately 35 species of fruits, vegetables and cereal (rice). The three most mentioned plant crops were tomato, potato and rice.

9. However, the countries concerned with the use of antimicrobials have reported a wide range of crops on which these products are used: mainly field and vegetable crops such as mandarin, blackberry, cherry, pepper, garlic, white radish, apple, pear, kiwi, cabbage, citrus, walnut, etc.

10. Table 2 details which antimicrobial products are used on which crops.

72. **Antimicrobial products used**	73. **Crops**
74. ***Streptomycin***	75. Sweet Pepper, Tomato, Potato, Peach, Onion, Lettuce, Chinese Cabbage, Cabbage, Tobacco, Kiwifruit, Peach, Cherry, Strawberry, Apple, Beans, Citrus, Tea
76. ***Oxytetracyclin***	77. Kiwifruit, Peach, Nectarine, Prunus Apricot, Potato, Garlic, Onion, Cabbage, Chinese Cabbage
78. ***Kasugamycin***	79. Rice, Tomato, Kiwifruit, Prunus, Potato, Sugar Beet, Cabbage, Chinese Cabbage, Celery, Garlic, Tea, Walnut, Cherry, Grapes,
80. ***Validamycin***	81. Rice, Potato, Lettuce, Chinese Cabbage, Green Onion, Onion, White Radish
82. ***Aureofungin***	83. Rice, Grappes, Citrus, Apple, Potato
84. ***Ningamycin***	85. Rice, Apple, Pepper, Tobacco
86. ***Oxolinic acid***	87. Potato, Lettuce, Cabbage, Chinese Cabbage, Broccoli, Green Onion, Onion, Garlic
88. **Gentamicin**	89. Tomato, Potato, Peach, Kiwi, Apple, Walnut, Plant Tissue Culture

Table 2: Antimicrobial products used on plant crops.

c. ***Targeted pests***

11. Antimicrobial products are mainly used for bacterial diseases such as bacterial soft rot (*Erwinia*, *Pectobacterium*, and *Pseudomonas)*, fire blight (*Erwinia amylovora)*, bacterial canker (*Clavibacter michiganensis*), bacterial rot (*Pectobacterium carotovorum*, *Dickeya dadantii*, and certain species of Pseudomonas, Bacillus and Clostridium), bacterial spot (*Xanthomonas sp.)*, and bacterial fruit blotch (*Acidovorax citrulli*).

12. They are in some cases used alone against certain pests:

- **Kasugamicin** is used to manage *Clavibacter michiganensis*, *Xanthomonas* sp., *Pseudomonas* sp. or *Erwinia* sp.
- **Kasugamycin** is used Rice (Blast), Tomato (Early Blight), Validamycin- Rice (Sheath blight)
- **Aureofungin** – Rice (Blast, Brown leaf spot), Grapes (Downy mildew, Anthracnose), Citrus (Gummosis), Apple (Powdery mildew, White root rot), Potato (Early blight

13. They could also be used in combination such as:

- **Gentamicin** and **Oxytetracycline** to manage *Clavibacter michiganensis* subsp. *michiganensis*.
- **Kasugamycin** and **copper oxychloride -** Grapes (Anthracnose, Bacterial leaf spot), Rice (Leaf blast, Neck blast),
- **Streptomycin Sulphate** and **Tetracycline Hydrocloride -** Apple (Fireblight), Beans (Halo blight), Citrus (Canker), Potato (Black leg and saft rot, Bacterial brown wilt or bangle disease of potato),

d. ***Quantity used***

14. In terms of quantity of antimicrobial products used per year, a significant variation was observed in reporting countries, **from 0.46 to 13 000 t/year**.

e. ***Type of areas of production***

15. For production areas, the antimicrobials produced are mainly used in field crops and in greenhouse crops. Only one of the five countries mentioned use in gardens.

APPENDIX 6 – Updated 2022-2024 IPPC Observatory workplan[7]

Activities and sub-activities	Outputs	Lead/Responsible	Year			Comments	Resources
			2022	2023	2024		
Work package I: Oversee the IPPC Observatory studies and surveys							
1. Conduct studies on priority topics contributing to the review of implementation of the IPPC, ISPMs and CPM Recommendations							
1.1. Study on the Global Participation and Resulting Involvement in the IPPC Community (2019-15, Priority 1)	Study published	IPPC Secretariat, consultants, Subgroup on IPPC Observatory			X		
1.2 Study/Survey on "e-Commerce" (2021-01, Priority 1)	Study published	IPPC Secretariat, consultants, Subgroup on IPPC Observatory		X	X	Questionnaire drafted	Canada
1.3 Two priority 1 topics per year to provide cross-cutting support to IPPC core activities are conducted	3 studies published, Webinars held and other communications as appropriate	IPPC Secretariat, consultants, Subgroup on IPPC Observatory		X	X	Based on the Call for topics for IPPC Observatory	
2. Formulate the new project on IPPC Observatory operationalization							
2.1 Coordinate with the EU to finalize the drafting of a project proposal	Project submitted	IPPC Secretariat		X	X	Pending the allocation from EU **Proposed Priority**	
2.2. Include the priorities 1 topics in the EU project proposal	Project document finalized	IPPC Secretariat		X	X		
3. Survey on antimicrobial resistance							
2.1 Conduct the second phase on fungicides of the AMR survey	Survey launched	IPPC Secretariat, consultants		X	X	First phase completed in September 2023	
2.2. Finalize a report of the two phases of the AMR survey	AMR survey published	IPPC Secretariat, consultants, Subgroup on IPPC Observatory			X	**Proposed Priority**	Republic Of Korea
2.3 Present the outcomes of the AMR survey at the CPM-18 (2024)	CPM paper developed	IPPC Secretariat, consultants, Subgroup on IPPC Observatory			X		
Work package II: Contribute to evaluating outcomes of the IPPC Strategic Framework 2020-2030							
1. Monitoring the impacts of and record/report benefits of the Strategic Framework 2020-2030 (2018-52, Priority 1)							
1.1. Hire a Project coordinator for the SF a survey/monitoring & evaluation specialist(s) to collect baseline data to monitor the impacts of and record/report benefits of the Strategic Framework (SF) 2020-2030.	Staff hired	IPPC Secretariat / Consultant			X		
1.2. Review the proposal to collect baseline data to monitor the impacts of and record/report benefits of the SF 2020-2030	Questionnaire reviewed	Consultant / IC Subgroup on IPPC Observatory			X		
1.3. Draft matrix table to monitor the impacts the 8 DAI of and record/report benefits of the SF 2020-2030	Report of the survey	Survey specialist			X		
1.4. Draft a questionnaire for the SF 2020-2030 mid-term evaluation	Questionnaire reviewed	IPPC Secretariat / Consultant			X	**Proposed Priority**	

		IC Subgroup on IPPC Observatory					
Work package III: Contribute to the monitoring, evaluation and learning (MEL)							
1. Develop third IPPC General Survey (2018-54, Priority 1)							
1.1. Hire a survey specialist to develop third general survey based on advice from the comparative analysis report.	Third IPPC General Survey drafted	IPPC Secretariat / Consultant S3		X			Republic Of Korea
1.2. Review the proposed questionnaire of the survey by the IPPC Secretariat	Questionnaire reviewed	IPPC Secretariat		X		Completed	
1.3. Review the proposed questionnaire of the survey by the IC Subgroup on IPPC Observatory	Questionnaire reviewed	IC Subgroup on IPPC Observatory		X		Completed	
1.4. Conduct the third general survey	Report of the survey	Survey specialist /Phytosanitary expert			X	**Proposed Priority**	
1.5. Results of the survey by the Subgroup	Results reviewed	IC Subgroup on IPPC Observatory			X		
1.6. Analyze the results of the survey and consult with IC, SC and Bureau	Results of studies reviewed	IC, SC and Bureau			X		
1.7 Finalize the report of the Third General Survey and submit to FAO PWS to be published	The results and recommendations of the 3rd general survey posted	IPPC Secretariat			X		
2. Develop a Mechanism to monitor the challenges in implementing the adopted ISPMs and CPM recommendations							
2.1 Hire a MEL expert and IT expert to develop the platform/tool	2 experts hired	IPPC Secretariat			X		
2.2 Agree on the adopted ISPMs/CPM Recommendations to monitor based on data collected though studies and surveys	List of adopted ISPMs to monitor	IPPC Secretariat Subgroup on IPPC Observatory			X		
2.3 Define the indicators and the frequency of monitoring	Indicators defined	MEL expert			X		
2.4. Build the platform/tool to monitor the challenges	platform/tool available	IT expert and MEL expert			X	**Proposed Priority**	
2.5 Analyze the challenges in implementatign adopted ISPMs/CPM Recommendations		MEL expert Subgroup on IPPC Observatory		X	X		
2.6 Report the challenges to CPM with recommendations to fix them		IC lead on IPPC Observatory IPPC Secretariat		X	X		
Work package IV: Coordination of the Subgroup on IPPC Observatory meetings, reporting and updating the workplan							
1. Prepare and coordinate the meetings of the Subgroup on IPPC Observatory							
1.1. Organize the First meeting of the Subgroup	Report of meeting 1	IPPC Secretariat /Subgroup on IPPC Observatory		X	X		
1.2. Organize the Second meeting of the Subgroup	Report of meeting 2	IPPC Secretariat /Subgroup on IPPC Observatory		X	X		
1.3. Organize the Third meeting of the Subgroup	Report of meeting 3	IPPC Secretariat /Subgroup on IPPC Observatory		X	X		
2. Tri-annual Report							
2.1 Finalize the IPPC Observatory Tri-annual annual report	Tri-annual report Finalized	IPPC Secretariat	X			Completed	

Work package V: Update IPPC Observatory List of Topics							
1. Draft and launch the Call for new IPPC Observatory Topics	Call launched	IPPC Secretariat		X	X	**Proposed Priority**	
2. Compile the submission of IPPC Observatory topics	Submissions and list of IPPC Observatory topics updated	IPPC Secretariat		X	X		
3. Review the updated List of IPPC Observatory topics	List of IPPC Observatory topics reviewed	Subgroup on IPPC Observatory		X	X		
4. Submit the updated List of IPPC Observatory topics to the IC for Approval	List of IPPC Observatory topics approved	IPPC Secretariat			X		
5. Inform the SC, RPPOs, Bureau and RPPOs	List of IPPC Observatory topics shared	Subgroup on IPPC Observatory			X		
6. Post the updated list of IPPC Observatory topics on the IPP	List of IPPC Observatory topics posted	IPPC Secretariat			X		
Work package IV: Improvement of the IPPC Observatory Communication							
1. Organize IPPC Observatory webinars							
1.2 Organize the IPPC Observatory webinar for IPPC Community	Webinar organized	IPPC Secretariat / Consultant IPPC Observatory			X		
2. Implement of the IPPC Observatory communication plan							
2.1. Implement the priority activities of the communication plan to promote the IPPC Observatory		IPPC Secretariat/ Consultant in communication			X		
Objective V: Improvement of IPPC Observatory sustainability							
1. Review and approval of the IPPC Observatory resource mobilization plan	IPPC Observatory resource mobilization plan approved	Subgroup on IPPC Observatory IPPC Secretariat			X		
2. Implement the IPPC Observatory resource mobilization plan	IPPC Observatory resource mobilization plan implemented	Subgroup on IPPC Observatory IPPC Secretariat / IPPC Observatory Consultant			X		
3.Develop the 2025-2028 IPPC Observatory work plan	Workplan drafted	IPPC Secretariat / IPPC Observatory Consultant			X	**Proposed Priority**	

APPENDIX 7 – Progress of the PCEs carried out under the project Strengthening Food Control and Phytosanitary Capacities and Governance (GCP/GLO/949/EC)

Mission/ country	Djibouti	Eswatini	Kenya	Malawi	Mauritius	Rwanda	Seychelles	Zambia	Zimbabwe
Stakeholder analysis	12 to 16 June	11 to 14 April	19 to 23 June	19 to 23 June	27 to 31 March	29 May to 02 June	26 to 30 June	24 to 28 April	08 to 12 May
Strategic planning	11 to 15 Sept.	19 to 23 June	2- to 25 August	24 to 28 July	12 to 16 June	03 to 07 July	28 August to 1 September	26 to 30 June	12 to 16 June
Validation	22 to 26 October	27 Nov. to 1 Dec.	20 to 24 Nov.	23 to 27 October	19 to 19 August	13 to 17 Nov.	27 Nov. to 1 Dec.	TBD	TBD
PCE facilitator trainer	Mekki Chouibani	Francisco Gutierrez	Fitzroy White	Ringolds Arnitis	Fitzroy White	Mekki Chouibani	Fitzroy White	Francisco Gutierrez	Ringolds Arnitis
PCE facilitator trainee	Lucien K. Kouame	Namho Mudada	Camilo Montoya	Barbara Peterson	Juan Antonio Rull	Brenda Mweemba	Camilo Montoya	Isaac Macharia	Justina Chivanga

APPENDIX 8 – Update on other PCEs

Country	Project funding	Progress	Facilitator Arrangements
Uzbekistan	USAID and ADB ((Asian Development Bank)	Validated in April 2023	NPPO contracted the Facilitator
Cambodia	China South-South Cooperation	Validated September 2023	Facilitator provided by the Secretariat
Senegal	GCP/GLO/1034/GER-F: IPPC ePhyto and Phytosanitary Capacity Evaluation	Validated August 2023	Facilitator provided by the Secretariat.

APPENDIX 9 – 2024 workplan for National Reporting Obligations activities

Activities and sub-activities	Expected outcomes	Means of verification	Lead	Other bodies/stakeholders involved	Start date	End date	Comments
1. Oversee NROs activities							
1.1 Activate the IC Subgroup on NROs	**The establishment of the new IC Subgroup on NROs**	**Members of IC Subgroup on NROs on board**	**IPPC Secretariat/IC**	**IPPC Secretariat/ IC/ SC/ CPM Bureau/ RPPO/ IPPC Partner**	**January, 2024**	**December, 2024**	
1.1.1 The IPPC Secretariat compiles and summarizes the nomination forms	Received nominations from contracting parties, CPM bureau, IC, SC, RPPOs	Nomination list	IPPC Secretariat/IC Team on NROs	IPPC Secretariat/Contracting parties/CPM Bureau/SC/IC/RPPOs	January, 2024	TBD	IFU Lead on NROs to be identified
1.1.2 IC selects the Subgroup members based on the selection criteria from the ToR and the nominees' expertise	The list of members of the IC Subgroup on NROs is finalized	Final member list of IC Subgroup on NROs	IPPC Secretariat/IC/IC team on NROs	Contracting parties	TBD	TBD	IFU Lead on NROs to be identified
1.1.3 Maintain list of IC Subgroup on NROs members on the IPP	Members list of the Subgroup is finalized	List of IC Subgroup on NROs on IPP	IPPC Secretariat/ IC Lead	IPPC Secretariat/ IC/SC/CPM Bureau/ RPPO/IPPC Partner	TBD	TBD	IFU Lead on NROs to be identified
1.1.4 Organize series of meetings of the IC Subgroup on NROs	Series meetings of IC Subgroup on NROs are successfully organized	Reports of series IC Subgroup on NROs meetings	IPPC Secretariat/ IC Subgroup on NROs		TBD	December, 2024	IFU Lead on NROs to be identified
1.2 Display pest report on new system / platform	**NROs system work more efficiently**	**Pest report data are displayed in a more visual way**	**IPPC Secretariat/IC lead**	**IPPC Secretariat/ FAO CSI/ CPM focus group on Pest Outbreak Alert and Response Systems/ IC Subgroup on NROs**	**January, 2024**	**December, 2024**	
1.2.1 Present Pest reports in a visual way	Pest reports are presented a relevant visual platform*, in coordination with the POARS steering group recommendations	Pest reports are presented in a new way	IPPC Secretariat/ IC Subgroup on NROs lead	FAO CSI, relevant stakeholders	TBD	December, 2024	Pending availability of funding

	*: For example the Hand-In-Hand Geospatial Platform initiative						
1.2.2 Synergize pest reports with POARS	The NROs and POARS are synergized with each other		IPPC Secretariat/ IC Subgroup on NROs lead/Steering Group on POARS		January, 2024	December, 2024	Pending availability of funding
1.3 Prepare and present report on NROs activities of 2024 and work plan for 2025 to the IC	**2024 NROs annual report and 2025 NROs work plan approved by IC**	**IC document for the IC meeting in November**	**IPPC Secretariat**	**IC**	**October, 2024**	**December, 2024**	
1.3.1 Draft the annual NROs report of 2024 activities and discuss with the IC Subgroup on NROs	Report prepared and presented to the IC Team on NROs and guidance received	Meeting report of the IC Subgroup on NROs	IPPC Secretariat/ IC Subgroup on NROs	IC Subgroup on NROs consulted through virtual meetings and email exchanges	October, 2024	October, 2024	IFU Lead on NROs to be identified
1.3.2 Submit the NROs report to the IC meeting in November for review and approval	Report reviewed and endorsed by the IC meeting in May	IC meeting report	IPPC Secretariat/IC	IC review through virtual meetings	November, 2024	December, 2024	IFU Lead on NROs to be identified
2. Provide direct assistance to Contact Points (Reducing IT barriers)							
2.1 Support IPPC Contact Points and IPP editors	**All the IPPC Contact Points and IPP editors can fulfil reporting obligations**	**The number of reporting obligations increased more than 5% compared to 2023**	**IPPC Secretariat/IC**	**Contracting parties**	**January, 2024**	**December, 2024**	
2.1.1 Provide guidance for new nominated members who are responsible for Contact Points	All the IPPC new persons who are responsible for Contact Points and new IPP editors can fulfil reporting obligations	The new IPPC Contact Points submit report promptly and successfully	IPPC Secretariat/IC Team on NROs/IC Subgroup on NROs	Contracting parties	January, 2024	December, 2024	IFU Lead on NROs to be identified
2.1.2 Update the contact information of Contact Point on the IPP; Deal with the	All the IPPC Contact Points and IPP editors can fulfil reporting obligations	The new IPPC Contact Points submit report	IPPC Secretariat/ IC Team on NROs/IC	Contracting parties	January, 2024	December, 2024	IFU Lead on NROs to be identified

IT problem during reporting		promptly and successfully	Subgroup on NROs				
2.1.3 Provide daily support and guidance for current members who are IPPC Contact Points	All the IPPC Contact Points and IPP editors can fulfil reporting obligations	The new nomination for Contact Points submit report promptly and successfully	IPPC Secretariat/ IC Team on NROs/IC Subgroup on NROs	Contracting parties	January, 2024	December, 2024	IFU Lead on NROs to be identified
2.2 Improve the IPP Function	**IPP functions in more user friendly way**	**IPP functioned in a better way**	**IPPC Secretariat**	**FAO CSI**	**January, 2024**	**December, 2024**	
2.2.1 Maintain the architectural infrastructure of the system	IPP functions in more user friendly way	No error occurred during submission of report	IPPC Secretariat	FAO CSI	January, 2024	December, 2024	IFU Lead on NROs to be identified
3. Develop Contracting Parties NROs Capacities (Raising awareness and training materials)							
3.1 Incorporate NROs section into IPPC Secretariat newsletter	**Raising the awareness of importance of NROs**	**Contribute at least 2 times for IPPC Secretariat newsletter to deliver latest development on NROs**	**IPPC Secretariat/ IC Subgroup on NROs/ IC Subgroup on NROs lead/ IC Team on NROs**	**Contracting parties**	**May, 2024**	**November, 2024**	
3.1.1 Prepare an update on NROs activities for the 1st Semester	Raising the awareness of importance of NROs	NROs Section in the newsletter published	IPPC Secretariat/ IC lead	Contracting parties	May, 2024	June, 2024	IFU Lead on NROs to be identified
3.1.2 Prepare an update on NROs activities for the 2nd Semester	Raising the awareness of importance of NROs	NROs Section in the newsletter published	IPPC Secretariat/ IC lead	Contracting parties	October, 2024	November, 2024	IFU Lead on NROs to be identified
3.2 Organize NROs global virtual training workshop (upon request)	**Improve the capacity of Contract Points to fulfil reporting obligations**	**Meeting report of NROs workshop**	**IPPC Secretariat/ IC Team on NROs**	**Contracting parties**	**January, 2024**	**December, 2024**	
3.2.1 Discuss the topic and theme on the NROs virtual training workshop among IC Team on NROs	Decision on the theme of NROs virtual training workshop and for which region	Meeting report of NROs workshop	IPPC Secretariat/IC Team on NROs		January, 2024	December, 2024	IFU Lead on NROs to be identified

3.2.2 Prepare and organize NROs training workshops	Improve the capacity of Contract Points to fulfil reporting obligations	Meeting report of NROs workshop	IPPC Secretariat/ IC team on NROs	Contracting parties	January, 2024	December, 2024	IFU Lead on NROs to be identified
3.3 Promote the NROs e-learning course on Surveillance and reporting obligations	**Improve the capacity of Contract Points to fulfil reporting obligation**	**The number of subscribers for NROs e-learning course**	**IPPC Secretariat**	**Contracting parties**	**January, 2024**	**December, 2024**	
3.3.1 Separate the e-learning-course: one on surveillance, one on NROs	Improve the capacity of Contact Points to fulfil reporting obligations	The two e-learning courses are available on the e-learning page of the IPP	IPPC Secretariat	Contracting parties	January, 2024	March, 2024	
3.3.2 Remind Contracting parties to register to the Surveillance and NROs e-learning courses through reminder emails and during workshops	Improve the capacity of Contact Points to fulfil reporting obligations	The number of subscribers for NROs e-learning course	IPPC Secretariat	Contracting parties	January, 2024	December, 2024	IFU Lead on NROs to be identified
3.4 Revision of NROs guide	**Improve the capacity of Contact Points to fulfil reporting obligations**	**New version of NROs guide**	**IPPC Secretariat**	**Contracting parties**	**January, 2024**	**December, 2024**	
3.4.1 Set up the working group including the IC Team on NROs and additional IC members	The working group is established	The list of the working group is available	IPP Secretariat/ IC/ IC Team on NROs		January 2024	March 2024	IFU Lead on NROs to be identified
3.4.2 Organize series of meetings of the working group	Series of meeting are successfully organized	Meeting reports of working group meetings	IPPC Secretariat/ IC Team on NROs		March 2024	December 2024	IFU Lead on NROs to be identified NB: Publication planned in 2025

APPENDIX 10 – 2024 workplan for IPPC Secretariat e-commerce activities

Activities and sub-activities	Expected outcomes	Means of verification	Lead	Other bodies/stakeholders involved	Start date	End date	Comments
1. IC Team on E-commerce							
1.1 Organize IC Team meetings	IC Team is updated and consulted, as appropriate, with a minimum of two meetings per year	Minutes of the IC Team meetings and report to IC	IPPC Secretariat	IC Team	January 2024	December 2024	
2. E-commerce Development Agenda (Strategic Framework 2020-2030)							
2.1 Support the implementation of the Strategic Framework Development Agenda on e-commerce	Report to the IC and CPM on activities related to the DAI on e-commerce	IC and CPM papers and reports	IPPC Secretariat / IC Team	IC	January 2024	December 2024	
3. E-commerce Guide (2017-039)							
3.1 Promote the guide (Implementation)	Awareness among NPPOs, relevant partners and stakeholders is high	Implementation plan Usage data User feedback	IPPC Secretariat	IC Team IC RPPO	January 2024	December 2024	
3.2 Translate the guide (Implementation)	Guide is available in other FAO languages Translations are accurate and use appropriate phytosanitary language	Number of language versions published available on the IPP User feedback	IPPC Secretariat	FAO Translation Bureau Partner organizations Proof-readers	TBD	TBD	Translations are dependent on support from partners / funding
4. Communication and Advocacy							
4.1 Update and implement the e-commerce communications plan	E-commerce communications plan is maintained & integrated in overall IFU and Secretariat communication plans	E-commerce communication plan Secretariat communications plan	IPPC Secretariat	IC Team	Ongoing	December 2024	

4.2 Publish the factsheet	Factsheet is published	Factsheet is published on IPP Promotional materials (social networks) User feedback	IPPC Secretariat	IC Team	Ongoing	TBD	
4.3 Update the relevant webpages on the IPP	E-commerce webpage and phytosanitary systems webpage are refreshed	Revised pages are published on IPP	IPPC Secretariat	IC Team	Ongoing	February 2024	
4.4 Organize a side-session on e-commerce during CPM-18 (2024)	Concept note is prepared Event is held	Concept note Record of the event on the IPP and in the CPM-18 meeting report	IPPC Secretariat	IC Team IC RPPO partners	Ongoing	May 2024	Interpretation is dependent on funding
5. Collaboration with other international organizations							
5.1 Liaise with World Customs Organization (WCO)	IPPC Secretariat observer to virtual e-commerce meetings Content for joint tool kit is developed (tbc)	Outcomes are reported to IC Team Product is available	IPPC Secretariat WCO	IC Team	TBD	TBD	Developing joint tool kit depends on interest of WCO
5.2 Liaise with Universal Postal Union (UPU)	IPPC Secretariat observer to virtual e-commerce meetings Content for joint awareness materials is developed (tbc)	Outcomes are reported to IC Team Product is available	IPPC Secretariat UPU	IC Team	TBD	TBD	Developing joint materials depends on interest of UPU
5.3 Liaise with Global Express Association (GEA)	Content for joint awareness materials is developed (tbc)	Product is available	IPPC Secretariat GEA	IC Team	TBD	TBD	Dependent on interest of GEA
5.4 Liaise with International Seed Federation (ISF)	Joint on-line event on e-commerce (tbc)	Webinar is held Attendance and feedback are positive	IPPC Secretariat ISF	IC Team	TBD	TBD	Dependent on interest of ISF

APPENDIX 11 IC Team review results for Contributes resources (from November 2022 to October 2023)

No	Review period	Name of the organization providing resources	Title	Brief summary of the content	Producer	Year	Language	Format	Web link (if applicable)	Suitable	Unsuitable	Request further review	Comments from IC Team on Contributed Resources
1	Nov-Dec 2022	FAO/IAEA	E-learning course on Action Plan Against Quarantine Fruit Fly Species of the Genus Bactrocera spp.	The course is based on the harmonized procedures manual for the eradication of outbreaks of invasive fruit fly species of the Genus Batrocera. It is aimed at providing the basis for the delimitation of a pesty incursion and eradication of outbreaks of fruit fly species that respond to the male specific attractant Methyl Eugenol such as the Oriental fruit fly (B. dorsalis) as well as against fruit flies that respond to Cuelure such as the melon fly (B. (Zeugodacus) cucurbitae)).	FAO/IAEA	2021	Es	web link	https://elearning.iaea.org/m2/course/view.php?id=914	2	0	0	**The Team agreed to post it to the IPP.**
2	Nov-Dec 2022	FAO/IAEA/ OIRSA	Guía armonizada de taxonomía e identificación de tefritidos que pudieran ser considerados de importancia económica y cuarentenaria en América Latina y el Caribe.	This document has the objective of offering a harmonized guide for the identification of tephrytides that may be useful to National Phytosanitary Protection Organizations (NPPOs) that continuously face fruit flies, one of the most important phytosanitary problems in the world.	FAO/IAEA/OIRSA	2020	Es	web link	https://www.iaea.org/sites/default/files/guia210220.pdf	3	0	0	**The Team agreed <u>not</u> to post it to the IPP.**

No	Review period	Name of the organization providing resources	Title	Brief summary of the content	Producer	Year	Language	Format	Web link (if applicable)	Suitable	Unsuitable	Request further review	Comments from IC Team on Contributed Resources
3	Nov-Dec 2022	FAO/IAEA	Sterile Insect Technique: Principles and Practice in Area Wide Integrated Pest Management, 2nd ed	The sterile insect technique (SIT) is an environment-friendly method of pest control that integrates well into area-wide integrated pest management (AW-IPM) programmes. This book takes a generic, thematic, comprehensive, and global approach in describing the principles and practice of the SIT. The strengths and weaknesses, and successes and failures, of the SIT are evaluated openly and fairly from a scientific perspective. The SIT is applicable to some major pests of plant-, animal-, and human-health importance, and criteria are provided to guide in the selection of pests appropriate for the SIT.	FAO/IAEA	2021	En	web link	https://doi.org/10.1201/9781003035572	3	0	0	**The Team agreed to post it to the IPP.**
4	Nov-Dec 2022	FAO/IAEA	Area-Wide Integrated Pest Management: Development and Field Application	Over 98% of sprayed insecticides and 95% of herbicides reach a destination other than their target species, including non-target species, air, water and soil. The extensive reliance on insecticide use reduces biodiversity, contributes to pollinator decline, destroys habitat, and threatens endangered species. This book offers a more effective application of the Integrated Pest Management (IPM) approach, on an area-wide (AW) or population-wide (AW-IPM) basis, which aims at the management of the total population of a pest, involving a coordinated effort over often larger areas. For major livestock pests, vectors of human diseases and pests of high-value crops with low pest tolerance, there are compelling economic reasons for participating in AW-IPM. This new textbook attempts to address various fundamental components of AW-IPM, e.g. the importance of relevant problem-solving research, the need for planning and essential baseline data collection, the	FAO/IAEA	2021	En	web link	https://doi.org/10.1201/9781003169239	3	0	0	**The Team agreed to post it to the IPP.** .

No	Review period	Name of the organization providing resources	Title	Brief summary of the content	Producer	Year	Language	Format	Web link (if applicable)	Suitable	Unsuitable	Request further review	Comments from IC Team on Contributed Resources
				significance of integrating adequate tools for appropriate control strategies, and the value of pilot trials, etc. With chapters authored by 184 experts from more than 31 countries, the book includes many technical advances in the areas of genetics, molecular biology, microbiology, resistance management, and social sciences that facilitate the planning and implementing of area-wide strategies.									
5	Nov-Dec 2022	FAO	FAW Monitoring and Early Warning System (FAMEWS)	The FAW Monitoring and Early Warning System (FAMEWS) is a free mobile application for Android cell phones from the Food and Agriculture Organization of the United Nations (FAO) for the real-time global monitoring of the Fall Armyworm (FAW). This multi-lingual tool allows farmers, communities, extension agents and others to record standardized field data whenever they scout a field or check pheromone traps for FAW. Data from the app provides valuable insights on how FAW changes over time with ecology, to improve knowledge of its behavior and guide best management practices. All collected data are used by FAO, countries and partners to map and monitor current infestations. The app is designed to expand with the evolving needs of farmers, analysts and decision-makers, and can be used anywhere in the world.	FAO	2020	En	Mobile app	https://play.google.com/store/apps/details?id=org.fao.famews&hl=en_US	3	0	0	**The Team agreed to post it to the IPP.**
6	Jun-Jul 2023	FAO	Spanish e-learning course on phytosanitary risk management developed by FAO Mesoamerica	e-learning course on Phytosanitary risk management in Spanish developed by FAO Mesoamerica	FAO	2022	Es	web link	https://capacitacion.fao.org/course/view.php?id=81	1	0	1	One member was concerned that the resources would not be available for free, but the Team noted that the resources were available for free after registration. **The Team agreed to post it to the IPP.**

No	Review period	Name of the organization providing resources	Title	Brief summary of the content	Producer	Year	Language	Format	Web link (if applicable)	Suitable	Unsuitable	Request further review	Comments from IC Team on Contributed Resources
7	Jun-Jul 2023 (Sep 2023)	Wageningen Food & Biobased Research	CATT research facility	This concerns hardware: 80 units for simultaneous screening of efficacy of controlled atmosphere temperature treatments	Wageningen Food & Biobased Research	Operational since 2000	En	web link	https://www.freshknowledge.eu/en/knowledge-database/postharvest-technologies/catt.htm	2 (1)	0 (1)	2 (0)	At the Team meeting in July, the Team requested the secretariat to request further comments to the submitter. The Team reviewed the resource again in September.
8	Jun-Jul 2023	International Atomic Energy Agency (IAEA)	Irradiation as a Phytosanitary Treatment of Food and Agricultural Commodities	This publication includes the results of a Coordinated Research Project (CRP). The results contain data on the effect of low doses of irradiation at different stages of development of almost 30 different species of insects and mite which represent major trade problems. It is important to note that some of the projects resulted in the first approvals against non-fruit fly pests (sweet potato weevil and mango seed weevil). This publication also includes information about the tolerance to irradiation of some commodities, packaging materials, methodologies used and the effect of a few combined treatments.	IAEA	2004	En	web link	https://www.iaea.org/publications/7159/irradiation-as-a-phytosanitary-treatment-of-food-and-agricultural-commodities	4	0	0	**The Team agreed to post it to the IPP.**
9	Jun-Jul 2023	FAO/IAEA	General Guidelines to Facilitate the Opening of International Markets for Fruits and Vegetables that are Fruit Fly Hosts Based on International Standards for Phytosanitary Measures	The key to opening markets in the World Trade Organization (WTO) Agreement on the Application of Sanitary and Phytosanitary Measures (the SPS Agreement) and the International Plant Protection Convention (IPPC) framework, is to focus on the pest risk, and especially on all the factors contributing to risk and mitigating risk. There is often a tendency to begin with legacy concepts and requirements that were based on assumptions of high risk rather than begin with a fresh view of the evidence and an objective analysis of the risk. By breaking from the dogma of historical designs to embrace the opportunities for innovation	FAO/IAEA	2022	En, Es	web link	https://www.fao.org/documents/card/en/c/cc0361en	4	0	0	**The Team agreed to post it to the IPP.**

No	Review period	Name of the organization providing resources	Title	Brief summary of the content	Producer	Year	Language	Format	Web link (if applicable)	Suitable	Unsuitable	Request further review	Comments from IC Team on Contributed Resources
				created by the WTO-SPS-IPPC framework, researchers and regulators are able to create regulatory designs that more closely align with the concept of rational relationship and conform to relevant standards.									
10	Jun-Jul 2023	NPPO of Belgium	Beware&Note	The Beware & Note tool is an initiative of FPS Health, Food chain safety and Environment. FPS, HFCSE, Natagora and Natuurpunt with the support of ILVO and FASFC, have collaborated to ensure the permanence of this tool on the Observations.be platform. This is a notification system for quarantine pests harmful to plants in Belgium whose aim is to enable their early detection. Therefore, this project contributes to the implementation of ISPM 6 (Information gathered through this surveillance is meant to be used to aid early detection of new pests). This alert system allows a high level of surveillance of the territory, by providing the possibility to every citizen to enter reports of these quarantine pests through the Observations.be platform.	Federal public service Health, Food chain safety and Environment		En	web link	https://observations.be/species/Q-organismen/	3	1	0	One member pointed that the resource is targeting pests existing in EU, but the Team noted that the system can be adopted globally. **The Team agreed to post it to the IPP.**

No	Review period	Name of the organization providing resources	Title	Brief summary of the content	Producer	Year	Language	Format	Web link (if applicable)	Suitable	Unsuitable	Request further review	Comments from IC Team on Contributed Resources
11	Sep 2023	International Atomic Energy Agency (IAEA)	Dosimetry for SIT: Standard Operating Procedures for Gafchromic™ Film Dosimetry System for Gamma Radiation v. 1.0	This document is divided into three parts: The first part (Section 2.- Description of the Gafchromic™ dosimetry system), describes the two main components of the dosimetry system, namely the DoseReader 04 and the Gafchromic™ film dosimeters. It includes information about handling the film, its optical absorption behaviour and influence quantities (environmental parameters) that affect the performance of these film dosimeters. Also, it describes the procedure for set up and for routine optimal operation of the reader. The second part (Sections 3 and 4, Traceability and Characterization), describes the procedures for establishing traceability to the international measurement system and for characterization of the dosimetry system. The third part (Sections 5 and 6.- Use of this dosimetry system for SIT), describes the use of this calibrated dosimetry system for gamma irradiators likely to be used for irradiating insects either for research or commercial purposes. It reviews the procedures for carrying out dose mapping for process validation, as well as process control.	FAO/IAEA	2022	En, Es	web link	https://www.iaea.org/sites/default/files/gamma-sop-en-excel-embedded.pdf https://www.iaea.org/sites/default/files/22/03/gamma-sop-es-excel-embedded.pdf	2	0	0	

No	Review period	Name of the organization providing resources	Title	Brief summary of the content	Producer	Year	Language	Format	Web link (if applicable)	Suitable	Unsuitable	Request further review	Comments from IC Team on Contributed Resources
12	Sep 2023	International Atomic Energy Agency (IAEA)	Dosimetry for SIT: Standard Operating Procedures for Gafchromic™ Film Dosimetry System for Low Energy X Radiation v. 1.0, Andrew Parker, Kishor Mehta and Yeudiel Gómez-Simuta (eds.)	This document is divided into three parts: The first part (Section 2.- Description of the Gafchromic™ dosimetry system), describes the two main components of the dosimetry system, namely the DoseReader 04 and the Gafchromic™ film dosimeters. It includes information about handling the film, its optical absorption behaviour and influence quantities (environmental parameters) that affect the performance of these film dosimeters. Also, it describes the procedure for set up and for routine optimal operation of the reader. The second part (Sections 3 and 4, Traceability and Characterization), describes the procedures for establishing traceability to the international measurement system and for characterization of the dosimetry system. The third part (Sections 5 and 6.- Use of this dosimetry system for SIT), describes the use of this calibrated dosimetry system for gamma irradiators likely to be used for irradiating insects either for research or commercial purposes. It reviews the procedures for carrying out dose mapping for process validation, as well as process control.	FAO/IAEA	2022	En, Es	web link	https://www.iaea.org/sites/default/files/gamma-sop-en-excel-embedded.pdf https://www.iaea.org/sites/default/files/22/03/gamma-sop-es-excel-embedded.pdf	2	0	0	
13	Sep 2023	COLEAD	COLEAD e-learning platform	Self-study courses on our e-learning platform cover the following 10 thematic areas: plant health, food safety, environmental management, business management & development, sustainable production & trade, agricultural production & processing, social accountability & empowerment. Three new plant health e-learning courses were issued in 2022, developed in collaboration with the IPPC. The full list of COLEAD plant health e-learning courses are as follows: Course 1: Assessment of sanitary and phytosanitary risks	COLEAD		En	web link	https://training.colead.link/mod/page/view.php?id=1492&lang=en	2	0	0	

No	Review period	Name of the organization providing resources	Title	Brief summary of the content	Producer	Year	Language	Format	Web link (if applicable)	Suitable	Unsuitable	Request further review	Comments from IC Team on Contributed Resources
				Course 2: Communication on sanitary and phytosanitary risks Course 3: Organisation of official controls Course 4: Organisation of inspections Course 5: Organisation and management of a laboratory Course 6: Organisation of National Food Control System Course 7: Organisation, missions and operation of an NPPO Course 8: Pest Risk Analysis (new, developed in collaboration with the IPPC) Course 9: Phytosanitary Export Certification System (new, developed in collaboration with the IPPC) Course 10: Phytosanitary Inspection (new, developed in collaboration with the IPPC)									

APPENDIX 12 – Table of activities for the global Fusarium TR4 coordination

Activity	Priority level and sub-activities	Timeline
1. Manage before the FAO, international organizations related to agriculture and marketing, as well as other sources of financing, a program for the prevention, containment and management of banana wilt through the implementation and facilitation unit led by Sarah Brunel and in full compliance with the IPPC Development Agenda implementation on Pest Outbreak Alert and Response Systems.	<u>Priority 1</u> Create a TR4 webpage on the IPP with all relevant information. Map all partners and activities related to TR4: NSP, IAEA, WBF, IICA, CGIAR, Bioversitas, etc (resources necessary). Set regular coordination meetings with identified partners (resources necessary). Bring the topic to the TC-RPPO and Regional Workshops. Activate the POARS Steering Group and consider the best governance to coordinate activities on TR4. Develop a resource mobilization plan (resources necessary). Create a network of TR4 experts to be actualized on the IPP (in simulation exercises, in diagnostic, in surveillance, etc.) (resources necessary). Develop risk maps according to production zones (resources necessary). Promote liaison with the private sector in relation to international banana trade and for better awareness raising and mobilization of resources (resources necessary).	By end of 2023 By April 2024 By October 2024 By December 2024
2. Carry out a communication and sensitivity campaign before authorities of the banana and plantain producing countries, for example, through notes and face-to-face meetings between Secretary Osama and the Ministers of Agriculture that allow leading regional strategies.	<u>Priority 1</u> Set and implement a TR4 communication strategy (resources necessary).	By March 2024
3. Implement at the emergency level action simulacrums for the prevention, containment and management of the pest under the	<u>Priority 1</u>	Completed

governance of the IPPC Secretariat and RPPOs from different parts of the world.	Table top simulation exercise on TR4 to be developed and held during 2023 IPPC Regional Workshops. Face-to-face Simulation exercises to be prepared and held in Africa in 2024. Table top simulation exercise for TR4 to be developed and delivered during 2024 IPPC Regional Workshops in other interested regions Simulation exercises to be replicated in other regions upon request and following resource mobilization (resources necessary).	By May 2024 By September 2024 Pending
4. Promote an international center for the improvement of bananas and plantains in homology to that of corn and wheat (CIMYT) or that of potatoes (CIP), in compliance with the IPPC development Agenda on Research Coordination	<u>Priority 2</u> Establishment of the IPPC Focus Group on Research Coordination to introduce the topic.	By May 2024
5. Strengthen capacities in: a. Detection and integral diagnosis --- as a target pest: FOC R4t, in addition to other soil pathogens and those of viral and bacterial etiology, which are or will be the intermediate epidemics before the collapse due to FOC R4T.	<u>Priority 1</u> Identify national, regional and international research organizations and encourage the research of rapid diagnosis protocols on TR4. Develop training material on the diagnostic of TR4. Deliver the diagnostic training course in person in Africa by 2024. Deliver the training course in other regions upon request and following resource mobilization (resource snecessary).	By May 2024 Pending
5. Strengthen capacities in: b. Surveillance or monitoring for an early warning system with an early warning reaction capacity for TR4. It includes satellite detection, the use of drones, specific canine units, among others that allow the rapid location of the presence of the pest.	<u>Priority 1</u> Gather all innovative research and technologies for the surveillance of TR4. Identify national, regional and international research organizations and encourage research on the surveillance for early detection of TR4 for Africa.	By May 2024

	Develop training material on TR4 surveillance with the latest technologies. Deliver training courses on innovative TR4 surveillance virtually or face-to-face for Africa. Introduce the topic to the IPPC Focus Group on Research coordination	
5. Strengthen capacities in: c. Containment of existing outbreaks for TR4 in the affected countries, which implies eradication strategies and biosecurity cordons between affected areas and those that are free of wilt. d. Biosafety measures and actions for TR4, at the level of entry or cross-border points, of wide areas, farms and affected areas.	Priority 1 Provision of a standard emergency project to eradicate or contain TR4 to NPPOs, in coordination with the POARS Sterring Group.	By May 2024
5. Strengthen capacities in: e. Management or health of the soil that implies the conservation and increase of beneficial organisms or biological controllers.	Priority 2 IPPC Secretariat to liaise with the FAO Soil unit to define activities (resources necessary).	By end of 2024
5. Strengthen capacities in: f. Development of tolerant or resistant varieties to TR4, involving plantains and not just bananas.	Priority 2 Liaise with and provide support to IAEA as the leader on the topic (resources necessary).	By end of 2024
5. Strengthen capacities in: g. Training and dissemination, for all levels or publics involved with an emphasis on virtual and face-to-face courses, field schools, simulacrums for the prevention or containment of FOC R4T.	Priority 2 Implementation at the national level of the communication strategy in collaboration with NPPOs, RPPOs and FAO offices (resources rnecesssary).	Pending
5. Strengthen capacities in: h. Development of a phytosanitary extension plan for TR4, for the transfer of knowledge and adoption by producers as soon as possible. i. Support for research and specific product proposals to support the integrated management of FOC R4T. j. Promote survival or sustainability strategies for affected producers, such as crop substitution or agricultural insurance for small producers.	Priority 2 Define long-term management plans with NSP and WBF and FAO offices.	By May 2024

l. Studies and projects for the implementation of alternative production systems to banana cultivation in regions affected by the plague.		
5. Strengthen capacities in: k. Support the mobilization of the FOC R4T phytosanitary commando led by OIRSA as a specialized technical group to deal with outbreaks or in actions to contain and prevent Fusarium wilt.	Priority 2 Bring the topic to get further advice to the TC-RPPO, Regional Workshops and the POARS Steering Group.	Pending

APPENDIX 13 – Tables of the TFT recommendations

Proposed standards								
Topic number	**Title**	**CP / RPPO**	**Support**	**TFT summary**	**TFT score (0-5)**	**TFT recommended priority (1-4)**	**TFT recommended material**	**Request for SC**
2023-008	Annex to ISPM 46: Commodity Standard Seeds of Phaseolus vulgaris	Netherlands	EU and EPPO	TFT recommended considering these topic submissions.	**5**	**1**	**Standards**	To the SC
2023-014	The revision of ISPM 23 (Guidelines for inspection)	Japan	-		**4**	**2**		
2023-018	ISPM 46 Commodity-Based Standards for Phytosanitary Measures, Annex X International Movement of Vitus vinifera fruit	New Zealand	Canada, USA, Australia, and the United Kingdom		**5**	**1**		
2023-019	ISPM 46 Commodity-Based Standards for Phytosanitary Measures, Annex X International Movement of Citrus Fruit	New Zealand	Australia, and United Kingdom		**4**	**1**		TFT assessed that the approach towards this proposal must have a broader commodity description, and the TPCS can further investigate if some of the species of citrus fruits can be grouped. TFT suggested that the SC may task the TPCS to look at the feasibility of doing genius citrus, and if not possible, then go with citrus sinensis as the lead commodity as per the submission from COSAVE (2023-027).
2023-020	Revision of ISPM 12 Phytosanitary certificates	New Zealand	Australia, United Kingdom, and Canada		4	2		To the SC
2023-023	ISPM 46 Commodity-Based Standards for Phytosanitary Measures, Annex on the International Movement of fresh taro (Colocasia esculenta) corm for consumption	PPPO	PPPO		**5**	**1**		To the SC

2023-024	ISPM 46 Commodity-Based Standards for Phytosanitary Measures, Annex X, International Movement of Malus domestica fruit for consumption	United Kingdom	Australia, New Zealand, the European Union and EPPO		**5**	**1**		To the SC
2023-027	Annex International movement of fresh orange (Citrus sinensis) fruit to ISPM 46	COSAVE	COSAVE		**4**	**2**		TFT suggested that the SC may task the TPCS to look at the feasibility of doing genius citrus, and if not possible, then go with citrus sinensis as the lead commodity
2023-028	Annex International movement of fresh banana (Musa paradisiaca) fruit to ISPM 46 (Commodity specific standards for phytosanitary measures)	COSAVE	COSAVE		**5**	**1**		To the SC
2023-031	Annex to ISPM 47 on Remote Audits	Canada	PPPO		**5**	**1**		To the SC
2023-005	Guidelines for the use of remote technology in inspection and auditing practices in phytosanitary systems	Egypt	**-**	TFT did not recommend considering these topic submissions.	-			TFT felt that the information in the draft specification was not sufficient and agreed that the topic should be linked with other proposed topics, notably the Canadian submission (2023-031). TFT noted that the review of ISPM 23 links to this proposal and would facilitate the incorporation of this component (as opposed to a stand-alone). It was agreed that the audit component will be combined with the Canadian proposal (2023-031) as an annex to ISPM 47, since the specification from the Canadian proposal (2023-031) has enough information. TFT finally agreed that the inspection aspect of the Egyptian proposal (2023-005) is insufficient to proceed with the recommendation.
2023-007	Certification scheme for date-palm propagation material	NEPPO	NEPPO		-			TFT did not recommend this proposed topic as an ISPM but rather to develop it as a regional standard by NEPPO. TFT added that more research should be done to show more global relevance since an IPPC guide is relevant to address this issue.

2023-021	ISPM 46 Commodity-Based Standards for Phytosanitary Measures, Annex outlining commodities of lower pest risk complexity	Australia	PPPO		-	TFT felt that this submission would fit better as an annex to ISPM 32 or if the proposed concept could be considered during future revisions of ISPM 32. TFT also recognized that there is a gap regarding commodities with low pest risk and whether submission should be considered under ISPM 46 or ISPM 32. TFT discussed the difference with ISPM 32 and notified that there was a lack of list of commodities in the submission. TFT suggested that the SC may task the TPCS to look at the criteria for including commodities and pests. TFT discussed if this submission can be developed as an appendix to ISPM 46, noting that the appendix is developed to support CPs while not having binding requirements.
2023-036	Annex The international movement of Musa spp (banana) fruit, to ISPM 46 (Commodity-based standards for phytosanitary measures)	China	-		-	TFT was aware of this late submission and felt that one submission on banana was enough to be added to the work programme.

Proposed implementation resources								
Topic number	**Title**	**CP / RPPO**	**Support**	**TFT summary**	**TFT score (0-5)**	**TFT recommended priority (1-4)**	**TFT recommended material**	**Request for SC/IC**
2023-013	IPPC guide: Pest risk analysis for quarantine pests	Japan	-		3	3	Implementation resource	TFT felt that the topic could be added to the work programme, but wait till PRA reorganisation is adopted by CPM. TFT gave this proposal a lower priority for this reason. TFT suggested that the IC can focus on other implementation materials that are needed for standards that are adopted. TFT recommended that a holistic approach be taken to evaluate existing training materials and identify the gaps to find out what would be the

								most suitable implementation material for this topic. TFT recommended to the IC that the priority given to this topic be revised once the reorganisation of PRA standard is adopted by CPM.
2023-022	Guidance material for ISPM 26 (Establishment of pest free areas for fruit flies (Tephritidae))	Australia	-		4	2		TFT recommended the IC look at the existing guide and identify gaps in it so that a new proposal would be beneficial. TFT highlighted that one of the options would be to revise the existing Guide by adding additional information.
2023-030	Sampling Calculator Tool for Surveillance (ISPM 6) and Inspection of Consignments (ISPM 31)	Canada	-		4	3		TFT recommended the IC considering this topic submission and suggested that the IC task drafting group to look at the approach and solution of this proposed topic.

Proposed and later recommended by the TFT diagnostic protocols

Topic number	Title	CP / RPPO	TFT score (0-5)	TFT recommended priority (1-4)	TFT summary	Request for SC/IC	Support
2023-003	Developing Diagnostic Protocols for the Coconut Rhinoceros beetle (CRB). Oryctes rhinoceros	PPPO	4	2	TFT recommended the development of the DPs. TFT made a general statement that it would be beneficial if all DP submission clearly described the importance of pests and their effect on international trade.	To the SC	-
2023-009	HTS Identification of regulated bacteria isolated from plants, Annex to ISPM 27 (Diagnostic protocols for regulated pests)	New Zealand	5	2		TFT recommended this proposal be added and suggested that SC look at this proposal and determine the best path forward. One way forward suggested by the TFT was to develop a similar standard to ISPM 42, 43, and 18, thus Requirements for the use of HTS Identification of regulated bacteria isolated from plants.	
2023-010	Alopecurus myosuroides Annex to ISPM 27 (Diagnostic protocols for regulated pests)	New Zealand	4	3		To the SC	

2023-011	Diagnostic Protocol for detection and identification of Xylella vectors	Australia	4	2		TFT discussed that although the topic is broad, substantive literature exists that could help in developing DP for vectors.	
2023-012	Diagnostic Protocol for detection and identification of Halyomorpha halys (Brown Marmorated Stink Bug)	Australia	4	2		To the SC	
2023-015	Diagnostic protocol for Bactrocera correcta	China	3	2			
2023-016	Diagnostic protocol for Bactrocera tsuneonis and Bactrocera minax	China	4	2			
2023-017	DP: Colletotrichum kahawae J.M. Waller & Bridge	China	4	3			
2023-025	DNA barcoding as an identification tool for regulated pests	Kenya	4	2		TFT recommended this proposal be added and suggested that SC look at this proposal and determine the best path forward. TFT discussed whether ISPM 27 would be the best place for such a proposal or a guide can be developed. One of the options would be to develop a similar standard to ISPM 42, 43, and 18, thus Requirements for DNA barcoding as an identification tool for regulated pests.	
2023-026	Diagnostic protocol for Avocado sun blotch viroid	Kenya	4	2		To the SC	
2023-029	Diagnostic protocol for False Codling Moth, Thaumatotibia leucotreta	Kenya	4	2			

APPENDIX 14 – Contents of the Procedure Manual for Implementation and Capacity Development

Changes to the 2022 version of the procedure manual for implementation and capacity development are reflected in red in the table of content below.

Section	Title	Lead	Notes for the revision
	Abbreviations and acronyms	Maintained by the **Secretariat**	
	Introduction	Maintained by the **Secretariat**	Need to update year
1	**Implementation and Facilitation Unit of the IPPC Secretariat**		
	Introduction	Maintained by the **Secretariat**	
1.1	Managing communications and web-based information		
1.1.1	Publications	Maintained by the **Secretariat**	
1.1.2	Implementation and capacity development web information - Criteria and procedures for reviewing and approving contributed phytosanitary resources for posting on the IPP	Maintained by the **Secretariat** - Approved by IC	Need to update criteria and procedures based on IC e-Decision (2023-eIC-Nov_01_e-Decision_2023)
1.2	Managing the application of the phytosanitary capacity evaluation tool	Maintained by the **Secretariat**	
1.2.1	Phytosanitary capacity evaluation strategy for 2020−2030	Approved by IC	
1.2.2	Confidentially agreement for representatives from international organizations and donors participating in the IPPC phytosanitary capacity evaluation process as observers	Approved by IC	
1.2.3	Procedure for a phytosanitary capacity evaluation facilitator certification	Approved by IC	
1.3	Managing the development of guides and training materials	Maintained by the **Secretariat**	
1.3.1	Strategy for the development of IPPC guides and training materials	Approved by IC	
1.3.2	Process for the development of IPPC guides and training materials	Approved by IC	Update to extend consultation period for specification.
1.4	Managing projects	Maintained by the **Secretariat**	
1.4.1	Strategy and process on how the Implementation and Capacity	Approved by IC	

	Development Committee reviews and analyses implementation and capacity development projects		
1.5	Role of regional plant protection organizations (RPPOs) in implementation and capacity development	Maintained by the **Secretariat**	
1.6	Implementation and Facilitation Unit input on the IPPC regional workshops	Maintained by the **Secretariat**	
1.7	External cooperation	Maintained by the **Secretariat**	
1.7.1	Liaison activities with research and educational institutions	Maintained by the **Secretariat**	
1.7.2	Liaison activities with relevant organizations	Maintained by the **Secretariat**	
1.7.3	Liaison activities with plant health officer	Maintained by the **Secretariat**	
2	**Implementation and Capacity Development Committee**		
	Introduction	Maintained by the **Secretariat**	
2.1	Terms of Reference of the IPPC subsidiary body Implementation and Capacity Development Committee (IC) – a subsidiary body of the Commission on Phytosanitary Measures	**CPM** adopted	
2.2	Rules of Procedure of the IPPC Implementation and Capacity Development Committee (IC) – a subsidiary body of the Commission on Phytosanitary Measures	**CPM** adopted	
2.3	Functions of the IC Chairperson, Vice-Chairperson and rapporteur (in session and inter-sessionally)	Approved by IC	
2.3.1	Chairperson	Approved by IC	
2.3.2	Vice-Chairperson	Approved by IC	
2.3.3	Rapporteur	Approved by IC	
2.4	Financial considerations	Approved by IC	
2.4.1	Rules for directed financial assistance for implementation and capacity development activities (sponsorship)	Agreed by IC	
2.5	Duties and associated tasks of IC members	Approved by IC	

2.5.1	Basic duties directly related to the evaluation of IC activities	Approved by IC	
2.5.2	Duties and associated tasks of regional plant protection organizations (RPPOs) and Standards Committee (SC) representatives on the IC	Approved by IC	Update in line with the revised IC TOR and ROP
2.5.3	Time requirements	Approved by IC	
2.5.4	Regional communication	Approved by IC	
2.5.5	Duties of IC members the IC sub-group when they are not an IC lead	Approved by IC	
2.5.6	Duties of IC sub-group leads	Approved by IC	
2.5.7	Examination of outlines of implementation resources	Approved by IC	
2.5.8	The examination of procedural and administrative documents	Approved by IC	
2.5.9	Other duties of other IC members	Approved by IC	
2.6	Guidelines on the role of IC lead and assistant lead	Approved by IC	Update to clarify roles of IC leads for IC sub-groups and IC leads for guides and training materials
2.6.1	Selection of the IC lead and assistant IC lead(s)	Approved by IC	
2.6.2	Roles, responsibilities, duties and tasks of the IC lead(s)	Approved by IC	
2.6.3	Role of the assistant IC lead(s)	Approved by IC	
2.7	e-decisions: IC procedures for discussing and making decisions by electronic means	Approved by IC	
2.8	Deadlines for meetings (invites, funding, papers and reports) for IC related meetings	Agreed by Bureau	
2.9	Call for topics: standards and implementation	maintained by the **Secretariat**	
2.9.1	Terms of Reference for the Task Force on Topics	**CPM** adopted	
2.9.2	Rules of procedure for the Task Force on Topics	**CPM** adopted	
2.9.3	Criteria for Justification and Prioritization of Proposed Topics	**CPM** adopted	
2.9.4	List of implementation and capacity development topics	Maintained by the **Secretariat**	
3	**Implementation and Capacity Development Committee sub-groups, teams and working groups**		

	Introduction	Maintained by the **Secretariat**	
3.1	IC sub-groups Rules of Procedure	Approved by IC	
3.2	Guidelines for the organization of IC sub-groups, IC teams and working groups	Maintained by the **Secretariat**	
3.3	Deadlines for posting expert drafting group meeting papers and report	Approved by Bureau	
4	**Specific Implementation and Capacity Development Committee sub-groups**		
	Introduction	Maintained by the **Secretariat**	Need to update on Dispute avoidance and settlement
4.1	Dispute avoidance and settlement		
4.1.1	Dispute avoidance and settlement IC sub-group Terms of Reference	Approved by IC	Should be removed
4.1.2	Dispute settlement procedures	**CPM** adopted	Need to update to reflect CPM decision
4.2	IPPC Observatory		
	Introduction	Maintained by the **Secretariat**	
4.2.1	Terms of Reference of the IC sub-group on IPPC Observatory	Approved by IC	
4.2.2	Procedure for the submission of IPPC Observatory topics	Approved by IC	
4.3	National Reporting Obligations (NRO)		
	Introduction	Maintained by the **Secretariat**	
4.3.1	Terms of Reference on IC sub-group on National Reporting Obligations	Approved by IC	Dominique may want to update
4.3.2	Oversight mechanism for National Reporting Obligation activities	Approved by IC	
4.3.3	Other National Reporting Obligation approved procedures	Maintained by the **Secretariat**	
4.4	IC Team on *Fusarium oxysporum* f. sp. *cubense* Tropical Race 4 (TR4)	Maintained by the **Secretariat**	Need to update on IC team membership reinforcement in 2023
4.4.1	Terms of Reference for IC Team on Fusarium oxysporum f. sp. cubense Tropical Race 4 (TR4)	Approved by IC	
5	**Specific Implementation and Capacity Development Committee teams**		
	Introduction	Maintained by the **Secretariat**	Add new teams
5.1	IC Team on phytosanitary capacity evaluation (PCE)	Maintained by the **Secretariat**	

5.2	IC Team on Guides and Training Materials	Maintained by the **Secretariat**	
5.3	IC Team on Web Based Resources	Maintained by the **Secretariat**	
5.4	IC Team on Contributed Resources	Maintained by the **Secretariat**	
5.5	IC Team on Projects	Maintained by the **Secretariat**	
5.6	IC Team on e-Commerce	Maintained by the **Secretariat**	
5.7	IC Team on IPPC regional workshop guidelines	Maintained by the **Secretariat**	
5.8	IC Team on third-party entities	Maintained by the **Secretariat**	
5.9	IC Team on CPM preparation guide	Maintained by the **Secretariat**	
6	**Additional useful procedures - introduction**		
	Introduction	Maintained by the **Secretariat**	
6.1	Framework for Standards and Implementation	Maintained by the **Secretariat**	
6.2	FAO/IPPC fall armyworm technical working group	Maintained by the **Secretariat**	
6.2.1	FAO/IPPC fall armyworm technical working group Terms of Reference	Maintained by the **Secretariat**	
Annexes	ANNEXES		
1	The International Plant Protection Convention	Convention	Include the link to the IPPC in "Useful links"
2	Rules of Procedure of the Commission on Phytosanitary Measures	**CPM** adopted	Include the link to CPM RoP in "Useful links"
3	Strategic Framework for the International Plant Protection Convention (IPPC) 2020-2030	**CPM** adopted	Include the link to Strategic Framework in "Useful links"
4	Call for Topics Submission Form	Maintained by the **Secretariat**	
5	Draft Specification form for IPPC Guides and Training Materials	Approved by IC (eIC10_e-Decision 2021)	
6	Specification template: IPPC Guides and Training materials	Approved by IC (eIC10_e-Decision 2021)	
7	Template: Case study for IPPC implementation resources	Approved by IC (eIC10_e-Decision 2021)	
8	Template for implementation plans	Approved by IC (eIC10_e-Decision 2021)	

9	Statement of commitment	Maintained by the **Secretariat**	
10	Useful links	Maintained by the **Secretariat**	Add links of Annex 1-3

APPENDIX 15 – List of IC leads and members

Last updated during the November 2023 IC meeting

	Title	IC lead	IC Members/others (by alphabetical order)	Secretariat lead
Committee and Representative	IC Chairperson	**Dominique PELLETIER**		Descartes KOUMBA
	IC Vice Chairperson	**Thorwald GEUZE**		
	IC Representative to the SC	**Ahmed ADELMOTTALEB**	TBD	
	SC Representative to IC	**Alvaro SEPÚLVEDA**		
	IC Representative to TC- RPPOs	**Melisa NEDILSKYJ**		John GILMORE
CPM Focus Groups	FG on Climate change	**Ngatoko TA NGATOKO**		Mutya FRIO
	FG on Sea Containers	**Dominique PELLETIER**		Artur SHAMILOV
	FG on Safe Provision of Aid	**Lucien KOUAMÉ KONAN**	**Lalith KUMARASINGHE**	Adriana MOREIRA
Steering Group	POARS	**Ringolds ARNITIS**		Sarah BRUNEL
IC Subgroup	IPPC Observatory	**Dominique PELLETIER**	**- Alvaro SEPÚLVEDA (SC)** **- Ezequiel FERRO** **- Faith NDUNGE** **- Francisco GUTIERREZ** - Juliet GOLDSMITH (RPPOs) - Sam BISHOP (Bureau)	Descartes KOUMBA
IC Team	Guides and training materials	**Francisco GUTIERREZ**	**- Ahmed ADELMOTTALEB** **- Faith NDUNGE** **- Lucien KOUAME KONAN** **- Lalith KUMARASINGHE**	Barbara PETERSON
IC Team	National Reporting Obligations (NROs)	**Ahmed ADELMOTTALEB**	**- Ezequiel FERRO** **- Lucien KOUAME KONAN** **- Xiaoliang WANG** - Magda GONZALEZ A.	Dominique MENON
IC Team	Phytosanitary Capacity Evaluation (PCE)	**Ringolds ARNITIS**	**- Francisco GUTIERREZ** **- Lucien KOUAME KONAN** - Lalith KUMARASINGHE - Magda GONZALEZ A. **- Mekki CHOUIBANI**	Fitzroy WHITE Sarah BRUNEL Camilo BELTRAN
IC Team	Projects	**Lalith KUMARASINGHE**	**- Dominique PELLETIER** **- Kyu-Ock YIM** **- Xiaoliang WANG**	TBD
IC Team	e-Commerce	**Thorwald GEUZE**	**- Ahmed ADELMOTTALEB** **- Melisa NEDILSKYJ** **- Ngatoko NGATOKO**	Barbara PETERSON

			- Sam BISHOP (SC) - Stephanie BLOEM	
Task Force on Topics	Task Force on Topics	**Dominique PELLETIER**	**- Alvaro SEPÚLVEDA (SC)** **- Faith NDUNGE** **- Lalith KUMARASINGHE** - Diego QUIROGA (CPM Bureau) - Sophie PETERSON (SC Chair) **Task Force on Topics** (IC replacement) - Ringolds ARNITIS - Thorwald GEUZE	Descartes KOUMBA Artur SHAMILOV Emmanuel KRAH
IC Team	Contributed Resources	**Lalith KUMARASINHE**	- **Alvaro SEPÚLVEDA** **- Faith NDUNGE** **- Ngatoko NGATOKO** - Magda GONZALEZ A.	TBD
IC Team	Fusarium TR4	**Xiaoliang WANG**	**- Lucien KOUAME KONAN** **- Melisa NEDILSKYJ**	Sarah BRUNEL
IC Team	IPPC Regional Workshop guidelines	**Ahmed ADELMOTTALEB** **Thorwald GEUZE**	**- Lucien KOUAME** **- Melisa NEDILSKYJ** **- Ngatoko NGATOKO** **- Thorwald GEUZE** **- Kyu-Ock YIM**	Rokhila MADAMINOVA
IC Team	Third-party entities	**Lalith KUMARASINHE**	**- Dominique PELLETIER** **- Lucien KOUAME KONAN - Ringolds ARNITIS** - Ruth AREVALO MACIAS	Juan RULL
IC Team	CPM participation guide	**Thorwald GEUZE**	**- Melisa NEDILSKYJ** **- Ezequiel FERRO** **- Ngatoko NGATOKO** - Magda GONZALEZ ARROYO - Stephanie BLOEM	Barbara PETERSON
IC Team	Submission of implementation topics	**Dominique PELLETIER**	**- Lucien KOUAME KONAN** **-Thorwald GEUZE** **-Faith NDUNGE** **-Ringolds ARNITIS**	Descartes KOUMBA

APPENDIX 16 – List of leads for ICD topics and projects

Last updated during the November 2023 IC meeting

	Topic /Project	IC lead	IC co-leads
Guides and training materials (ICD LOT priority 1-2)	Regulation of wood packaging material guide (2017-043) and ISPM 15 treatment manuals	**Faith NDUNGE**	Ahmed M. Abdellah ABDELMOTTALEB
	Emergency preparedness (2019-012)	**Francisco Adrian GUTIERREZ**	
	Fusarium TR4 training courses and exercises	**Xiaoliang WANG**	Melisa Graciela NEDILSKYJ Lucien KOUAMÉ KONAN
	e-Commerce guide for plants, plant products and other regulated articles (2017-039)	**Thorwald GEUZE**	
	Risk-based inspection of imported consignments (2018-022)	**Kyu-Ock YIM**	
	Knowing and understanding the IPPC - plant health officer training curricula (2017-054)	**Lalith Bandula KUMARASINGHE**	Ahmed M. Abdellah ABDELMOTTALEB Francisco Adrian GUTIERREZ
	National Reporting Obligations (NRO), revision to the guide (2021-026)	**Ahmed M. Abdellah ABDELMOTTALEB**	
	Authorization of entities to perform phytosanitary actions (2018-040)	**Dominique PELLETIER**	Lalith Bandula KUMARASINGHE
	Guide to Phytosanitary Audits (2021-009)	**Dominique PELLETIER**	Lalith Bandula KUMARASINGHE
	Developing phytosanitary procedures to maintain phytosanitary security of consignments for export (2018-028)	**Kyu-Ock YIM**	
ICD LOT (priority 3-4)	PCE Facilitators training (2014-008)	**Ringolds ARNITIS**	
	Pest free areas (2017-044)	**Dominique PELLETIER**	
	Surveillance of Xylella fastidiosa (2018-037)	**Ahmed M. Abdellah ABDELMOTTALEB**	
	Inspection of consignments for Xylella fastidiosa at points of entry (2018-038)	**Ahmed M. Abdellah ABDELMOTTALEB**	
	Managing non-compliant treated consignments (2018-027)	**Ahmed M. Abdellah ABDELMOTTALEB**	
	Pest risk management Guide (2017-047)	**Alvaro SEPÚLVEDA LUQUE**	
	Assessing the risk of introduction of pests with seeds (2018-036)	**Thorwald GEUZE**	
EWGs	EWG Audit (2015-014)	**Dominique PELLETIER**	
	ISPM 4 (Pest Free Area), Revision (2009-002)	**Dominique PELLETIER**	Ruth AREVALO MACIAS Chris DALE
	Design and use of systems approaches for phytosanitary certification of seeds (Annex to ISPM 38 International movement of seeds) (2018-009), priority 1	**Thorwald GEUZE**	
	Annex: Use of systems approaches in managing the pest risks associated with the movement of wood (2015-004) to ISPM 39 (International movement of wood).	**Dominique PELLETIER**	
Projects	FAO support to COMESA trade facilitation programme (GCP /INT/387/COM)	**Faith NDUNGE**	
	Strengthening the capacity of developing contracting parties to implement the International Plant Protection Convention (IPPC) (GCP /INT/291/CPR) China	**Francisco Adrian GUTIERREZ**	
	Support to the IPPC Strategic Framework: Commodity and pathways standards, emergency response and e-Phyto (GCP/GLO/040/EC)	**Ringolds ARNITIS**	

	Support for Implementation and Capacity Development Activities of the IPPC Secretariat (GCPT/GLO/102/JPN) Japan	**Thorwald GEUZE**	
	Supporting the implementation of the International Plant Protection Convention (IPPC) 2020-2022 (GCP/GLO/025/EC)	**Thorwald GEUZE**	
Others	Phytosanitary system pages	**Kyu-Ock YIM**	
	Designing of plant quarantine laboratories, Contributed resources	**Lalith Bandula KUMARASINGHE**	
	Factsheet Phytosanitary Capacity Evaluation Tool (PCE)	**Ringolds ARNITIS**	
	Factsheet The Implementation and Capacity Development Committee (IC)	**Dominique PELLETIER**	**Thorwald GEUZE**

APPENDIX 17 – 2024 IFU Workplan

2024 work plan of the IPPC implementation and facilitation unit

Strategies: the 2024 IFU work plan is fully consistent with the IPPC Strategic Framework 2020-2030.

The Implementation and Capacity Development (ICD) objectives will be achieved by:

- Focusing on global impact in order of priority: international, regional and national.
- Continuing building strong, quality-oriented team that supports and implements innovative ideas.
- Strengthening cooperation with relevant stakeholders to maximize resources to deliver ICD activities.
- Plan work according to allocated resources and mobilize resources as needed.

Main activities and outputs:[1]

- **Governance**: CPM-18 (2024), Bureau, SPG, POARS SG, ePhyto SG are supported implementation of four development agendas (ePhyto, e-commerce, POARS, and authorization of third-party entities).
- **CPM events**: Coordination of e-commerce (with RPPOs) and TR4 side sessions, the NPPOs orientation and the plenary session on "Successes and challenges in implementing the IPPC during CPM-18 (2024)
- **IPPC Secretariat initiatives** are supported: FAO-One Health (including AMR), MTM, TR4 global coordination.
- **IC is supported** including face to face/virtual meetings, IC Sub-group: IPPC Observatory, IC Teams: NROs, Cont. Res, e-Commerce, F S&I, G&TM, PCE, Projects, TFT, TR4, CPM preparation and Web, revision of NROs Guide and revision of Manual on CPM preparation, revision of TFT templates and revision of RW guidelines..
- **List of ICD** topics is managed, and IC recommendations are submitted to CPM.
- **IFU communications** work plan is developed and implemented through IST and the FAO PWS (including publications, webinars, news, calls and announcements), two ICD webinars organized (on projects and on latest IPPC ICD materials). The phytosanitary component pages are revised (if resources are available).
- **ICD web based information** is updated once a year. Contribute to the further redesign of the IPP through IST. Contributed resources managed.
- **Guides and training material**: Guides published: two WPM treatment manuals, Risk-based inspection, CPM participation revision, live simulation exercise for TR4, training courses on TR4 surveillance and diagnostic. Initiate the revision of the guide on NROs and initiate the guide on audits.
- **Projects managed (or phytosanitary input provided)**: African Phytosanitary Programme supported; EU: 9 PCEs to be finalized (COMESA countries); COMESA: TR4 prevention; Japan project. Support 6 PCEs in PRASAC-CEMAC countries (STDF). Backstopping for FAO projects.
- **IPPC Observatory** E-commerce and AMR studies are completed. The IPPC Third General survey is launched.
- **PCE tool and online system:** PCE desk study is finalized. The PCE tool and process are improved.
- **STDF Working Group:** STDF WG Chaired, PPGs and PGs reviewed and supported.
- **ICD Procedures that are updated are included in the ICD Manual** annually and the 2023 version is published in March.

- **Dispute avoidance assistance** is provided to Contracting Parties as requested and the CPM Bureau is supported accordingly.
- **IPPC Regional workshops**: participate in preparatory meetings to develop the agenda and presentations and at least two RW are co-organized and co-delivered by IFU.
- **External Cooperation** is maintained or developed with various organizations: EC, CABI, COLEAD, EFSA, IICA, GEA, STDF, UPU, WCO, Global Alliance.

ANNEX 1 – Summary of the IC November 2023 decisions

4. General updates

4.1 CPM Bureau

The IC:

(1) *noted* the update from the CPM Bureau October 2023 meeting; and

(2) *encouraged* IC members to network and coordinate with CPM Bureau and SC members within their region to share information and coordinate on their respective bodies' activities.

4.2 Strategic Planning Group

The IC:

(3) *noted* the report from the SPG October 2023 meeting.

4.3 Technical Consultation among Regional Plant Protection Organizations

The IC:

(4) *noted* the update from the TC-RPPOs;

(5) *requested* that the TC-RPPOs share the annual action plan for the TC-RPPOs, once it is finalized, with the secretariat leads on DAIs; and

(6) *requested* that the secretariat include in the agenda of the 2024 May IC meeting an agenda item on TC-RPPOs activities related to the four DAIs under the IC's mandate.

4.4 Standards Committee

The IC:

(7) *noted* the report from the SC May 2023 meeting; and

(8) *requested* that the SC representative to the IC prepare a paper on the outcome of the SC meeting discussions related to the IC's work.

4.5 2023 IPPC regional workshops

The IC:

(9) *noted* the secretariat updates on the 2023 IPPC regional workshops;

(10) *recommended to CPM-18 (2024) that the CPM recognize contributions from organizing countries or organizations;*

(11) *recommended* that CPM-18 (2024) remind NPPOs of the importance of the IPPC regional workshops and call on them to secure funding in their yearly budgets; and

(12) *recommended* that a dedicated agenda item be embedded in the regional-workshop agenda to give opportunity to contracting parties to flag, to the IC, implementation issues related to ISPMs recurring in the regions.

4.6 IFU communications update

The IC:

(13) *noted* the activities related to IFU communications, as described in this update;

(14) *suggested* that the secretariat consider communication and promotion as part of the development of a new guide; and

(15) *endorsed* the recommended gold–silver–bronze implementation-plan approach.

5. IC e-decision annual summary

5.1 2023 summary of IC e-decisions

The IC:

(16) *agreed* to the summary of IC e-decisions (fora) as presented in Appendix 4.

6. IC Subgroups

6.1 IPPC Observatory: report on 2023 activities and review of the workplan for 2024

The IC:

(17) *noted* the update on the 2023 IPPC Observatory activities;

(18) *noted* that the IPPC Strategic Framework project coordinator should be hired first and then the IPPC Observatory will support by monitoring development-agenda achievements;

(19) *requested* that the IPPC Strategic Framework development-agenda leads identify and submit proposals of topics for IPPC Observatory studies and surveys during the 2023 call for topics for IPPC Observatory studies and surveys, via the bureau representative in charge of the respective DAIs;

(20) *requested* that the secretariat launch the third IPPC general survey, including a searchable function allowing the compiled data to be freely consulted and adding to the general survey criteria the update of NROs on the IPP, World Trade Organization notifications, phytosanitary legislation, and pest reports, to monitor the implementation of the IPPC;

(21) *requested* that the secretariat launch the survey for the IPPC Observatory study on e-commerce;

(22) *noted* the results of the first phase of the survey of antimicrobials in a phytosanitary context;

(23) *suggested* the following options to address the issue of low response rate to IPPC surveys:

a) analyse survey results at regional level, sharing the results with the regions, communicating with RPPOs when launching the survey and involving them in promotion and in gathering responses from their respective regions,

b) set a longer time frame to respond to surveys, considering the potential need for coordination or involvement of different divisions within NPPOs to gather the requested data,

c) review the IC November 2022 meeting report for ideas on how to improve the response rate and identify relevant suggestions, such as thanking the respondents and providing tangible results of the survey,

d) promote and communicate the importance of surveys during CPM sessions, IPPC regional workshops and any other relevant event or platform where relevant contracting parties are present,

e) add a dedicated agenda item to the IPPC regional workshops global agenda, and

f) explore alternatives to surveys to gather implementation data;

(24) *requested* that the IC lead on the IPPC Observatory present a paper on the low response rate to surveys at CPM-18 (2024), including the outcomes of the IC discussion;

(25) *approved* the updated 2022–2024 IPPC Observatory workplan; and

(26) *deferred* to the 2024 IC May meeting the discussion on new priority activities on which the IPPC Observatory should focus based on resource availability, and *recommended* that the ongoing four priority activities agreed in November 2022 be moved forward.

7. IC Teams

7.3 Ad hoc meeting of the IC Team on Phytosanitary Capacity Evaluation

The IC:

(27) *noted* the achievements aligned to the key results of the PCE Strategy 2020–2030;

(28) *noted* the advances made towards realizing the desk study on PCE;

(29) *noted* the steps taken to achieve the objectives of the project GCP/GLO/949/EC;

(30) *agreed* that the PCE terms and conditions would be reviewed by the IC Team on PCE by 24 November, then by the bureau in December 2023, and would be presented at CPM-18 (2024) to be noted; and

(31) *noted* the successes in promoting the PCE tool.

7.4 National reporting obligations: update on 2023 activities and workplan 2024

The IC:

(32) *noted* the summary of the NRO 2023 activities;

(33) *noted* that the duration of the subgroup on NROs to be activated will have to be changed, depending on when the POARS Steering Group is launched;

(34) *agreed* that the IFU lead on NROs should send, at the beginning of each year to all OCPs, one automated and customized email to update their contact details;

(35) *agreed* that revision of the NROs should be initiated in 2024, provided resources and staff are available, and that the work to revise the guide should be carried out by the IC Team on NROs, noting that additional IC members would be needed to complete this task in addition to the other responsibilities of the IC Team on NROs; and

(36) *reviewed* and *approved* the summary IC Team on NROs workplan for 2024.

7.5 E-commerce: update on 2023 activities and workplan for 2024

The IC:

(37) *noted* the activities of the secretariat on e-commerce completed in 2023;

(38) *approved* the e-commerce workplan for 2024 presented in Appendix 10;

(39) *requested* that the secretariat share the e-commerce guide and video with key international organizations, such as the Universal Postal Union and the World Customs Organization, and investigate opportunities for further collaboration;

(40) *requested* that the secretariat inform IC members whether a copy of the video may be provided to NPPOs and RPPOs so they may modify it to include local languages; and

(41) *requested* that the secretariat develop communications products for IDPH on e-commerce that may be used by NPPOs and RPPOs.

7.6 Contributed resources: update on 2023 activities

The IC:

(42) *noted* the activities of the IC Team on Contributed Resources from November 2022 to July 2023; and

(43) *noted* the review results by the IC Team on Contributed Resources from November 2022 to July 2023.

7.7 Update on emerging pests: fall armyworm and Fusarium TR4 activities

The IC:

(44) *noted* the secretariat's effort to develop a workplan in full compliance with the CPM-17 (2023) request;

(45) *noted* the completed activities and synergies among various projects and initiatives to reach global coordination on TR4, in particular the tabletop simulation exercise delivered during the IPPC Regional Workshop for Africa and the reinforcement of the IC Team on TR4;

(46) *requested* that the secretariat promote the tabletop simulation exercises during the IPPC regional workshops and add a dedicated item to the global agenda for the 2024 IPPC regional workshops;

(47) *requested* that the TC-RPPOs representative to the IC coordinate with RPPOs to seek synergies that could be built, and communicate the need for in-kind or financial support that could be provided to facilitate the implementation of activities provided in Appendix 12; and

(48) *encouraged* IC members to communicate the need for financial or in-kind resources and partnerships (including public–private partnerships) to potential donors in their respective regions to implement efficiently the global coordination on TR4 and ensure the sustainability of the secretariat's efforts.

7.8 IPPC regional workshop guidelines

The IC:

(49) *noted* the activities undertaken to revise the guidelines in 2023;

(50) *reviewed* and *noted* the draft of the revised *Guidelines for IPPC regional workshops*;

(51) *requested* that the secretariat send the draft *Guidelines for IPPC regional workshops* for consultation for two weeks in the Online Comment System and invite the SC, IC, CPM Bureau and the 2023 IPPC regional-workshop organizing committee members to submit their comments;

(52) *noted* that IC members were encouraged to comment on the revised *Guidelines for IPPC regional workshops*;

(53) *invited* the CPM Bureau to note the main changes on the revised *Guidelines for IPPC regional workshops* in its December 2023 meeting, to be subsequently presented to CPM-18 (2024) to note.

7.10 Third-party entities

The IC:

(54) *noted* the updates on developing guidance on the use of third-party entities.

7. 11 CPM participation guide

The IC:

(55) *noted* the activities undertaken by the IC Team on the CPM Participation Guide in 2023;

(56) *noted* that the draft guide on CPM participation would be available for peer review in early 2024;

(57) *noted* that a CPM NPPO orientation session with interpretation was planned for CPM-18 (2024) and would be discussed during the next IC team meeting on 15 November; and

(58) *voiced* support for the secretariat to arrange the translation of the CPM Rules of Procedure and the supplementary document on local information into all official FAO languages.

7.12 Guides and training materials

The IC:

(59) *noted* the activities of the IC Team on Guides and Training Materials;

(60) *noted* the May revisions to the *Process for the development of IPPC guides and training materials*; and

(61) *requested* that the secretariat revise the *Process for the development of IPPC guides and training materials* to clarify the process for revising specifications previously approved by the IC.

8. Guides and Training Materials

8. 1 Update on development of IPPC guides and training materials

The IC:

(62) *noted* the IPPC guides and training materials that were being worked on, their stage and anticipated completion date; and

(63) *requested* that the secretariat issue an e-decision to invite IC members to compare the draft guide on *Risk based inspection* with the approved specification to ensure that the draft guide was aligned with the scope of the specification.

9. Implementation and Capacity Development List of Topics

9.1 Review of implementation and capacity development topics

The IC:

(64) *identified* the following changes to the IC leads or other information presented in the ICD LOT:

- selected Ngatoko TA NGATOKO (Cook Islands) as the IC lead for the topic *Development and implementation of regulations and legislation to manage phytosanitary risks on regulated articles for NPPOs* (2018-008);

(65) *recommended* to CPM-18 (2024) that the following topics be added to the ICD LOT:

- Guide for participants in the meetings of the CPM of the IPPC (2023-001), and
- Fusarium TR4 training courses (2023-002);

(66) *recommended* to CPM-18 (2024) that the following topics be removed from the ICD LOT because these had been completed:

- Emergency preparedness – A guide for developing contingency plans for outbreaks of quarantine pests (2019-012),
- Guide to regulation of wood packaging material – Understanding the phytosanitary requirements for the movement of wood packaging material in international trade (2017-043), and
- E-commerce – A guide to managing the pest risk posed by goods ordered online and distributed through postal and courier pathways (2017-039);

(67) *recommended* that CPM-18 (2024) acknowledge the working-group members who had participated in the development of the IPPC guides and training materials published in 2023;

(68) *recommended* to CPM-18 (2024) that the following topics be removed from the ICD LOT, as the IC had discussed and agreed to shift the priority to priority 0:

- *Surveillance of* Xylella fastidiosa, *guide* (2018-0037),
- Inspection of consignments for Xylella fastidiosa at points of entry (2018-038), and
- Managing non-compliant treated consignments (2018-027);

(69) *requested* that the secretariat update the ICD LOT based on the outcomes of the discussion at this meeting; and

(70) *recommended* that CPM-18 (2024) acknowledge the work of individual contributors who had proofread translations of the IPPC guides and training materials published in 2023.

10. Call for IC replacement members

10. 1 Call for IC members

The IC:

(71) *noted* the 2023 call for replacement of the IC regional representative and potential replacement for Europe and IC replacement members for Asia and Southwest Pacific; and

(72) *encouraged* the IC members from these three regions to raise awareness in their respective regions for submissions of nominations by the deadline.

10.2 IPPC policy for prioritization of travel assistance

The IC:

(73) *noted* the changes on policy for prioritization of travel assistance for IPPC meetings;

(74) *encouraged* IC members to follow up the update of the World Bank criteria for travel assistance and consider other sources of financing to ensure their participation in IC meetings from 2024 onwards if needed; and

(75) *requested* that the secretariat share the updated World Bank criteria in January 2024 with all members of the IC.

11. IPPC Call for Topics

11.1 2023 Call for Topics: Standards and Implementation

The IC:

(76) *reviewed* and *discussed* the 2023 Call for Topics submissions and the TFT recommendations relevant to implementation;

(77) *recommend* that the following topics not be included in the *List of implementation and capacity development topics*:

a. *2023-013_JPN_IPPC guide: Pest risk analysis for quarantine pests*,

b. *2023-022_AUS_Guidance material for ISPM 26 (Establishment of pest free areas for fruit flies (Tephritidae))*, and

c. *2023-030_CAN_Sampling calculator tool for surveillance (ISPM 6) and inspection of consignments* (ISPM 31);

(78) *established* an IC Team for Submission of Implementation Topics, with Lucien KOUAMÉ KONAN (Côte D'Ivoire), Dominique PELLETIER (Canada) as IC Lead, Thorwald GEUZE (the Kingdom of the Netherlands), Faith NDUNGE (Kenya) and Ringolds ARNITIS (Latvia) as members; and

(79) *requested* IC Team for Submission of Implementation Topics to review and simplify the submission form for implementation materials be reviewed and simplified and to develop the form for the IPPC Observatory topics;

(80) *requested* that the secretariat inform the TFT about the IC's decision to review and simplify the submission form for implementation materials and to develop the form for the IPPC Observatory topics.

12 Procedure Manual for Implementation and Capacity Development

12. 1 Updated procedure manual for implementation and capacity development

The IC:

(81) agreed on the contents of the IPPC procedure manual *for implementation and capacity development* as shown in Appendix 14;

(82) *requested* that the secretariat rework the revisions to sections 2.5.2 and 2.6 of the procedure manual;

(83) *deferred* the decision to update sections 2.5.2 and 2.6 of the procedure manual to the IC May 2024 meeting; and

(84) *agreed* that face-to-face IC meetings require in-person participation of IC members and this cannot be substituted by virtual participation, and *requested* that the secretariat clarify this in the procedure manual.

14 IC and IFU Leads

14.1 Update of the IC and IFU list of leads for subgroups and teams

The IC:

(85) *updated* the table of IC leads and members for topics, IC subgroups and IC teams for the assignments listed in Appendix 15 and 16:

a. *selected* Thorwald GEUZE (the Kingdom of the Netherlands), as the co-lead of the IC Team on the Revision of the Guidelines for IPPC Regional Workshops,

b. *added* Kyu-Ock YIM (Republic of Korea) as a member of the IC Team on the Revision of the Guidelines for IPPC Regional Workshops,

c. *added* Ngatoko TA NGATOKO (Cook Islands) as a member of the IC Team on the Revision of the CPM Participation Guide, and

d. *added* the newly established IC Team to review and simplify the submission form for implementation materials and develop the form for the IPPC Observatory topics (see agenda item 11.1).

15 IC Recommendations for CPM-18 (2024)

15.1 Implementation issues to be recommended for CPM-18 (2024)

The IC:

(86) *reviewed* and *approved* the proposed recommendations to CPM-18 (2024); and

(87) *suggested* additional recommendations of relevance to be made to CPM-18 (2024):

a. address low response rate to the IPPC Observatory surveys,

b. highlight the need for more communication activities to promote IPPC guides and training materials,

c. ensure the IPPC regional workshops are a platform to discuss implementation issues,

d. note the new IC team established to review and simplify the submission form for implementation materials and develop the form for the IPPC Observatory topics in order to improve the submissions in response to calls for topics,

e. highlight additional under-resourced activities of the secretariat, such as NROs, TR4 global coordination and the IPPC Observatory,

f. draw attention to the need to promote the IPPC contributed resources and case studies that are included in different IPPC guides and training materials through the component pages, and

g. encourage resource-mobilization activities, in particular to ensure the sustainability of the PCE programme.

16 IFU workplan

16.1 IFU workplan for 2024

The IC:

(88) *noted* the good implementation of the 2023 IFU workplan despite a shortage of staff and financial resources; and

(89) *agreed* on the 2024 IFU workplan as presented in Appendix 17.

17 Review of IC Actions list

The IC:

(90) *noted* the completed action items on the IC Actions list;

(91) *requested* that the secretariat stop maintaining the IC Actions list; and

(92) *requested* that the secretariat create an annex to the report of each IC meeting that captures all decisions taken during that meeting requiring follow-up actions.

19 Any Other Business

The IC:

(93) *agreed* to schedule the IC November meetings in 2024 and 2025 a week before the SC meetings, noting that in case any implementation issue requiring urgent action from the IC is flagged during the SC November (2024, 2025) meetings, the IC can meet virtually to discuss;

(94) *requested* that the secretariat post the IC meeting papers in the restricted work area only in Word format;

(95) *requested* that, for IC meeting papers that go under revision after posting and sharing them with IC members, the secretariat post them in track changes so that the members can see the changes implemented; and

(96) *requested* the secretariat to send late, last-minute papers as an email attachment, in addition to posting on the IPP work area.