

International Forestry Quarantine Research Group (IFQRG)

Terms of Reference

1. Mission

The mission of the International Forestry Quarantine Research Group (IFQRG) is to support and address critical forestry quarantine issues for the global plant health community through scientific analysis, discussion and collaborative research.

2. Membership

IFQRG's goal is for membership to include global representation from scientific, industrial and phytosanitary organizations from both developed and developing nations. Membership is open to suitably qualified individuals who have demonstrated expertise in disciplines relevant to plant health. IFQRG endeavours to recruit members from the all FAO regions.

3. Clients

A key client of the IFQRG is the Commission of Phytosanitary Measures (CPM), the governing body of the International Plant Protection Convention (IPPC), and its subsidiary bodies, as well as associated groups e.g. technical panels, expert working groups, and regional and national plant protection organizations (RPPOs and NPPOs), in particular the Technical Panel on Forestry Quarantine (TPFQ).

4. Partnerships and Co-operators

Develop partnerships and interact with co-operators that utilize shared resources to achieve common goals and objectives. Examples include the Phytosanitary Measures Research Group (PMRG), forestry panels of RPPOs, the International Union of Forestry Research Officers (IUFRO), the Food and Agricultural Organisation (FAO) Forestry Department, etc.

5. Functions

IFQRG is an independent, open international body providing scientific analysis and review of global forestry-related phytosanitary issues. IFQRG partners with the CPM on forest quarantine issues by providing scientific information in support of CPM-related priorities relevant to the development and implementation of ISPMs.

The IFQRG serves as a forum for the discussion and clarification of key issues related to the phytosanitary implications of global trade with forest plants and products through the following main functions:

- Produce and review work plans on CPM-driven priorities and those of other clients, such as providing the scientific foundation for the development of phytosanitary standards and their implementation and guidance on ISPMs. Work plans will generally cover a two-year period.
- Identify, coordinate, and undertake international collaborative scientific research aimed at high priority forestry quarantine issues.
- Encourage multilateral discussion about forestry quarantine issues with the goal of delivering recommendations on these issues to our clients.
- Support the development and implementation of new phytosanitary treatments and measures through the preparation of guidance documents on their implementation, revisions to existing treatments, and criteria and guidance on how to conduct reliable research on new treatments.
- Approve and publish peer-reviewed abstracts of presentations and other member-produced meeting documents on IFQRG's website and other venues as appropriate.

- Initiate and/or contribute to the development of phytosanitary resources to explain forest-related aspects of new and existing standards (e.g., treatments and measures, surveillance, pest control measures).
- Designate working groups and identify tasks of these groups.
- Consider the environmental and economic implications of IFQRG's recommendations.

6. Rules of Procedure

The IFQRG Rules of Procedure will apply to IFQRG and working groups.

7. Structure

IFQRG is composed of scientists, technical specialists, plant health regulatory officials and others interested in developing scientific-based solutions to forest quarantine issues. From its membership the following committees and roles are formed:

- The Science Steering Committee (SSC);
- The Chair, Vice Chair and immediate past Chair;
- The Secretariat (Secretary and SSC);
- Working groups (WG).

8. Science Steering Committee

The Science Steering Committee (SSC) oversees the activities of IFQRG, including;

- The screening and selection of IFQRG members;
- Deciding on meeting venues and dates;
- Developing meeting agenda;
- Summarising discussions and completing the meeting reports; and
- Appointing IFQRG roles.

In addition, the SSC forms working groups as needed, including a peer review group for reviewing IFQRG publications.

9. Chair, Vice-chair and Past-chair

The Chair:

- Provides leadership and oversight to the SSC;
- Coordinates and organizes meetings;
- Coordinates the work of working groups;
- Develops the annual meeting agenda;
- Controls activities during meetings of IFQRG;
- Serves on the IPPC Technical Panel on Forestry Quarantine;
- Reports to the CPM on IFQRG activities.

The Vice-chair works with the Chair to coordinate and organize meetings and develop the annual meeting agenda.

The Past-chair assists the chair and Vice-chair with tasks as needed.

10. Secretariat

The Secretariat, which include the SSC and the Secretary, is in charge of processing and posting of meeting documents, preparing and posting reports, and updating and maintaining the web presence.

During any IFQRG meetings, the Secretary is in charge of taking minutes.

11. Working Groups

Working groups (WGs) are formed from IFQRG members as required to address specific issues raised by IFQRG members or the Chair. A leader is appointed for each WG to report back to IFQRG on their WG activities.

12. Scientific Publications.

IFQRG members should acknowledge IFQRG in scientific publications and reports based on discussions, work products, and research produced by the group or by members of the group relevant to IFQRG's mission/goals. IFQRG members are encouraged to publish key IFQRG science in appropriate peer reviewed journals.

13. Provision of Resources.

Logistics (e.g., meeting room access, coffee breaks, A/V equipment) for IFQRG meetings are organized and provided by the host institution. Participants in IFQRG meeting activities voluntarily fund their travel and subsistence to attend. Funding for research conducted by IFQRG members is arranged by the researchers involved. Efforts are made to find support for developing country participation.

14. Amendments

Amendments to these Terms of Reference, if required, shall be approved by members at annual meetings of IFQRG.