



REPORT

Revised 2015-03-10 (table of contents)

Rome, Italy
6 Oct. 2014

IPPC Financial Committee October, 2014



Food and Agriculture Organization of the United Nations

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1. Opening of the Meeting

- [1] The Chairperson of the IPPC Financial Committee (FC), Mr John GREIFER (USA), welcomed the members to Rome and wished them a productive meeting. The IPPC Secretary also welcomed the members.
- [2] The IPPC Secretary highlighted that IPPC has become the seventh member of the Biodiversity Liaison Group (BLG), and noted that the FC may wish to discuss the positive implications of this.

2. Adoption of the Agenda

- [3] The FC adopted the agenda (Appendix 1).

3. Housekeeping

- [4] The FC reviewed the Documents list (Appendix 2) and the Participants list (Appendix 3).

4. Report of Last Meeting and Review of Action Points

- [5] The FC reviewed the June 2014 meeting report¹ and the actions that had been agreed upon at that meeting (also attached to this meeting's agenda). The FC did not have any changes to the report. However, in reviewing the report, the FC Chairperson highlighted the previous year's discussion regarding the correlation between new activities proposed by the Commission of Phytosanitary Measures (CPM) and the financial implications, and the need for setting up a mechanism to calculate the financial impact. It was noted that while the CPM will set the priorities of the IPPC activities, and propose new activities, there are no discussions as to the extent these may influence on the activities already on the Secretariat's work plan.
- [6] It was suggested that the CPM should accompany any new proposal with a cost estimate and funding identification. The FC agreed, however, that this should not be specified in a procedure, but should be incorporated into the culture of CPM so that contracting parties (CPs) would naturally also consider the financial implications when proposing new activities.
- [7] The FC noted that the CPM, in the FC and Bureau TORs, authorized the Bureau / FC in collaboration with the Secretariat to adjust the resources according to the priorities set by CPM. It was suggested that the Bureau and the FC would meet during the CPM week to assess whether there would be funds for the new activities proposed and the conclusion would then be communicated back to CPM, in order for the CPM to make informed decisions.
- [8] Between CPM sessions, in case funding would be needed for new activities, the FC, Bureau and Secretariat should be able to liaise as to shifting funds from one activity to another.
- [9] It was agreed that any discussion within the FC should be done by email in order to feed into the June Bureau meeting (after CPM).
- [10] The FC concluded that (i) any new proposal should prompt an inquiry into the need for funding for that proposal and (ii) that the FC would meet informally during the week prior to the CPM to assess whether there should be coverage in the current budget or if additional funding would be needed.

¹ Available on the restricted work area: <https://www.ippc.int/work-area-pages/ippc-fc-2014-june>

5. FC 2014 Work Programme

5.1 Current financial position of IPPC

- [11] The IPPC Finance Associate informed the FC on the IPPC Secretariat's financial position as of 31 August 2014. The overview presented both allotments from the FAO regular programme and trust fund resources².
- [12] In summary for the regular programme in 2014, IPPC has spent or committed 92% of the total budget, or USD 2 724 303 out of USD 2 950 000. For the same period, in 2013 IPPC spent 102% of the total budget, while spending only 74% in 2012. Compared to previous years, IPPC is neither overspending nor underspending regular programme. The current financial position, he explained, is fairly good in terms of executing all the activities and the total budget by year-end.
- [13] The IPPC Multi-donor trust fund, as of 31 August 2014, had a balance of USD 878 498 compared to 2013, 2012 and 2011, when the balance was USD 725 872, USD 749 961 and USD 808 178, respectively.
- [14] In conclusion, the finance associate noted, the financial position of IPPC is stable and on track with regard to regular programme and trust funds. However, he also stressed that for the work programme to continue in a sustained and positive way, contracting parties and the Secretariat must continue to reach out to traditional donors as well as to new partners in order to ensure that trust fund activities have sufficient funding.
- [15] It was confirmed that the fiscal year is the calendar year and that the Multi-donor TF allows for more flexibility in spending compared to the other trust funds which have earmarked funds.
- [16] When reviewing the overview, a member queried why some operationally closed accounts were still receiving money in 2014. It was explained that these were the final tranches from the donors to be received when the project would close (upon delivery of the final report) and they would match the expenditures already made. No additional disbursement in the future could be made.
- [17] The members expressed concerns about the amount of regular programme fund allocation in the future. The current spending (which will be exact against the allocation, as it is currently 92%) may indicate that IPPC does not need an increase in budget. The same worry was expressed based on the potential additional trust fund allocations to be received in the future, because it was not clear if these may influence FAO's future allocations of RP funds.
- [18] In order to try to influence the budget discussions that will take place during the FAO Conference, June 2015, it was agreed that the Secretary and Coordinator should meet with the ADG-AG, Ren Wang, to understand the implications of the future allocations and to advocate for additional funds. The current allocation of USD 2.95 million is spent on the current programme, which is mainly for standard setting. Some arguments to be used for advocating an increase in budget were (i) the cross-cutting work on implementation, i.e. linking capacity development and standard setting; (ii) the proposal for an International Year of Plant Health, and; (iii) an electronic Phytosanitary certification system for the future (ePhyto hub), because there is already enormous interest in this world-wide. It was agreed that these arguments should be presented in paper and emphasis should be put on the benefits for FAO.
- [19] It was noted, however, that the CPM would most likely not be able to produce a paper for the June FAO Conference. It was recalled that normally, for budget discussions, the paper would need to be presented to FAO Programme Committee and Finance Committee, then Council and then Conference.
- [20] It was also noted that based on the SPG papers on the 20 year vision of IPPC, the CPM should discuss and commonly agree on a long term vision with strategic themes. This vision should be agreed as a document to be for used budget advocacy activities and resource mobilization. Additionally, the

² 05_IPPC-FC_2014_Oct

enthusiasm that would result in many new ideas and activities for the future, should be used to create theme trust funds which should trigger resource mobilization, in the event additional RP funds will not be available.

[21] The FC:

- (1) *noted* the general financial position of the IPPC Secretariat as of 31 August 2014.
- (2) *asked* the IPPC Secretary and the IPPC Coordinator to draft a paper to the FAO Senior Management outlining the IPPC priorities and vision for the next biennium, together with linkages with and benefits for FAO with the purpose of advocating for a regular programme budget allocation increase.
- (3) *asked* the IPPC Secretary to set up a meeting with FAO Senior Management to discuss a possible budget allocation increase for the IPPC.
- (4) *asked* the IPPC Secretary and the IPPC Coordinator to provide input to the Council and Conference budget discussions, if possible.
- (5) *proposed* a session at CPM on the IPPC 20 year vision, according to strategic themes identified (scientific session time could be used for this, if there would not be enough time during the other days).
- (6) *thanked* Australia, Canada, EPPO, Japan, The Netherlands, Republic of Korea, USA and Sweden for their financial contributions in 2014.

5.2 Resource mobilization

[22] The IPPC Coordinator summarized the efforts within resource mobilization that the Secretariat is currently undertaking, and introduced the paper outlining the strategy for implementing resource mobilization³.

5.2.1 Implementing resource mobilization strategy

[23] The strategy presented a proposal to use a mechanism for arranging voluntary assessed contributions from contracting parties to ensure sustainable resources. This would be complementary to the increased efforts in resource mobilization activities, for instance through the new opportunities that have become available because IPPC has been included in the Biodiversity Liaison Group.

[24] The IPPC Coordinator stressed the need for these new actions if the IPPC was to guarantee sustained funding that would ensure delivering the goals set out by the CPM, and if the IPPC wished to retain and increase its role globally. This becomes ever more necessary considering that the resources available through FAO are not sufficient or secured.

[25] He explained that the current guidelines for making voluntary contributions mean that countries sign an agreement with FAO in which they fund specific activities. While useful, this is not the best approach for a fluent and flexible strategy for meeting the IPPC's goals and priorities. At CPM-6 (2011), it was proposed to set up a procedure under the Convention's Article XIV to address this issue. The IPPC Secretariat clarified that it would be more appropriate that the funds received be put into a trust fund and that CPM decide how the funds would best be engaged, considering the overall priorities and needs of the IPPC. However, FAO did not allow for this sort of procedure because the specific article under the Convention would not be appropriate for this purpose.

[26] The IPPC Coordinator made the suggestion of a voluntary assessed contribution of USD 50 000 per contracting party, which, if provided by only 50 contracting parties, would be the equivalent of the annual FAO regular programme contribution. These funds would among other things be used for additional capacity development activities, enhancing the IP infrastructure, translations, sustainable human resources to support IPPC activities and Convention implementation related activities.

³ 06_IPPC-FC_2014_Oct

- [27] The current budget reporting system of the Secretariat, which has increased the transparency in accounting, clearly demonstrates to CPM how funds are spent. Additionally, the CPM (and in the interim the Bureau), in consultation with the Financial Committee, will be able to provide clear directions as how to engage the funds. The Secretariat suggested that specific activities may still be included at the request of the donor, and proposed that these agreements should cover a period of minimum five years to ensure sustainable funding.
- [28] Some members suggested that assessed contributions should be suggested at the occasion of the proposed donor conference (date to be determined) because the conference would be a good platform to lift the proposal.
- [29] The FC discussed the proposal. One member noted that it may be difficult for CPs to understand the difference between the allocations to FAO and to the IPPC, and that efforts should be made to produce a strong justification for the countries.
- [30] The FC found that it would be premature to propose assessed voluntary contributions for the CPM at this time, and that it should rather be an element to be presented in the proposed Donor conference.
- [31] The FC:
- (7) *supported* the use of donor agreements with individual countries, or groups of countries or organizations and the Secretariat to ensure stable and sustained support for the work of the Convention.
 - (8) *agreed* that the suggestion of donor agreements should be presented at the proposed Donor Conference.

5.2.2 Donor conference/Int. Year of Plant Health

- [32] The IPPC Coordinator introduced the paper⁴ regarding the preparations for an International Year of Plant Health and a Donor Conference proposed for 2020. He summarized the steps in the logical framework set up for the preparations, while stressing the need for a task force to implement the plan (and hence also resources to do this).
- [33] He firstly noted that in order to initiate the process, individual CPs would need to communicate a proposal to the UN General Assembly. He stressed that because of the volume of lobbying and work it entails, an international year cannot be driven exclusively by the IPPC Secretariat but must be driven by CPs. He therefore suggested that a small group be set up to collaborate with the Secretariat, and among other things to lobby among CPs for their engagement. The IPPC Coordinator confirmed that the Secretariat does not have the resources at the moment to be *primus motor*.
- [34] The FC discussed the issue and agreed that a narrative on the International Year of Plant Health and Donor conference should be prepared for CPM-10 (2015). The narrative should include elements on what the IPPC would expect to achieve; what the main activities would be; a task oriented work plan; and a proposal for funding the events. The FC noted that CPM would have to agree with this outline before the IPPC Secretariat should proceed further.
- [35] The FC concluded that 2020 was a realistic year to hold the events.
- [36] The FC Chairperson noted that it would be appropriate for the SPG to link this proposal to the 20 year vision discussions.
- [37] The FC agreed to set up a small group (International Year of Plant Health - IYPH Steering group). The first task would be to work with the Secretariat to write the CPM-10 paper. Mr Ralf LOPIAN (Finland) volunteered to be part of the small group. Other members should include one Bureau member, two SPG members and two other non-Secretariat participants.

⁴ 07_IPPC-FC_2014_October

[38] It was suggested that the IYP Steering group contact AGP colleagues who were involved in the International Year of the Potato, and FAO Legal to understand the steps necessary to get approval to hold an international year.

[39] The FC:

- (9) *asked* the Secretariat to work with the IYPH Steering group (lead Mr Ralf LOPIAN) in preparing a paper for the CPM-10 (2015) including a narrative, the main activities, a task oriented work plan and suggestions for funding.
- (10) *invited* the Secretariat to arrange meetings with FAO Legal and AGP colleagues to understand the process for submitting a proposal for an international year.

5.2.3 Trust fund Contributions

[40] Reported under 5.1.

6. New and Emerging Issues

6.1 Guidelines for sponsorship of standards

[41] The IPPC Coordinator introduced the paper⁵ which contained the first draft Guidelines for sponsorship of standards. He noted that the following would need to be developed: (i) Procedures for submitting the application for sponsorship; (ii) Procedures for evaluation and approving the sponsorship; (iii) Process in which sponsorships operate; (iv) Process in which results are reported to CPM, and; (v) Provisions on the cancellation of sponsorship. He noted that the Guidelines would need to be adopted by the CPM.

[42] One member recalled that ICPM-4 (2002)⁶ had already adopted a strategy, and that there had been several concerns presented by contracting parties then. He queried whether new guidelines would have to be adopted, or if the existing ones were still valid, or could be amended. The Secretariat would look into this.

[43] The FC discussed the proposal and suggested that it should be more a general narrative to be presented to CPM-10 (2015), to get general consensus on the issue and from there develop or amend the actual guidelines. It was agreed that this should be presented as part of the FC Chairperson's update when informing CPM on FC efforts to mobilize resources.

[44] The FC also thought it would be appropriate for the TC-RPPO and Standards Committee (SC) to discuss the issue and suggested the Secretariat prepare a paper for the TC-RPPO and SC meetings in November 2014.

[45] The FC:

- (11) *agreed* that the narrative on sponsorship of standards should be presented to the CPM for their general agreement with the concept, and that this should be presented as part of the FC Chairperson's update.
- (12) *agreed* that the Secretariat should revise the paper presented in this meeting to include benefits of the sponsorship and submit it to the TC-RPPO 2014 meeting and the SC November 2014 meeting.
- (13) *agreed* to discuss the sponsorship of standards at the next FC meeting to understand if the already adopted rules regarding sponsorship of standards need to be amended, could still be used or new guidelines would need to be developed.

⁵ 08_IPPC-FC_2014_Oct

⁶ Appendix XI of the ICPM-4 (2002) report.

6.2 ISPM 15 mark registration process

The IPPC Secretary provided an oral update. This year, 19 countries have had their registrations application filed. The total cost this year has been USD 65 000 which corresponds to the budget allocated for the coming years. More than half of these countries expressed interest in reimbursement.

7. FC 2015 Work Programme

[46] The IPPC Secretary introduced the Financial Committee's work programme for 2015⁷.

[47] It was suggested to add a row on reviewing the regular programme provisions and to add the tasks needed within this area (see 5.1).

[48] One member recalled that the terms of reference of the FC state that the FC members should assist the Secretariat in their resource mobilization efforts. This could be done, for instance by joining missions to solicit funds. It was suggested that in 2015 some targeted missions should be decided upon, allowing for FC members to join, and adding these to the work plan. It was not possible, however, for the FC to decide on which these should be in this meeting. It was suggested that the IPPC Coordinator discuss with other experts in resource mobilization how to appropriately target countries, and revert to the next FC meeting.

[49] The FC:

(14) *noted* the work programme.

(15) *agreed* to add a row to the work programme on regular programme fund provisions.

(16) *asked* the IPPC Coordinator to contact resource mobilization experts in order to understand established criteria for targeting countries and inform the FC of the outcomes at their next meeting.

8. Discussions on Agenda Items for Next Meeting

[50] During the next face-to-face meeting, the CPM papers will be discussed and the budget will be reviewed.

[51] The FC Chairperson also noted that some of this meeting's agenda points should be retained on the agenda for the next meeting, specifically the Donor Conference, the IYP, regular programme funding provisions, CPM decisions and their cost implications, resource mobilization, and sponsorship of standards.

9. Other Business

9.1 Allocating upcoming budgets

[52] The IPPC Coordinator introduced the proposal for allocation of upcoming budgets⁸. This paper would also be presented to the Bureau.

[53] The first proposal was for a meeting to be held between the FC and the Bureau the week before CPM-10 (2015) to review the current expenditures against the budget and make any necessary adjustments to ensure that priorities are properly addressed and any changes to the work program are made. The second proposal was that the Bureau request authorization from the CPM to make adjustments to operational funding when needed, and in consultation with the IPPC Secretariat and the FC. This would allow for additional operational flexibility.

⁷ 09_IPPC-FC_2014_October

⁸ 10_IPPC-FC_2014_October

[54] One FC member noted that the FC may be involved in the preparation of the adjustments, but that the Bureau should discuss and decide. The CPM would approve the work programme and the budget, but the fine tuning during the year to match the budget to the actual spending, the FC agreed, should be done by the Bureau.

[55] One FC member noted that for implementation a certain allocation from RP would be needed. It was agreed by the FC that the Secretariat produce a 2015 budget per core theme with a 10% decrease to fund priority activities such as implementation.

[56] The FC:

(17) *endorsed* the ad hoc joint meeting to review the budget and make adjustments.

(18) *confirmed* the timing proposed (week before CPM-10) for the budget meeting.

(19) *agreed* that any changes made during the budget review meeting should be reported back to the CPM.

(20) *asked* the Secretariat to produce a 2015 budget per core theme with a 10% decrease to fund the priority activities.

10. Next Meeting

[57] The next meeting is scheduled for one day during the week before the CPM. The FC discussed whether to have a virtual meeting in December, but found that electronic circulation of the CPM papers would be sufficient.

11. Close of Meeting

[58] The FC Chairperson thanked the members for their contributions and closed the meeting.

Appendix 1: Agenda

Agenda item	Document No	Presenter
1. Opening of the meeting		Yokoi
2. Adoption of the Agenda	01_IPPC-FC_2014_October	Fedchock
3. Housekeeping		
<ul style="list-style-type: none"> • Documents list • Participants list • Local information 	02_IPPC-FC_2014_October 03_IPPC-FC_2014_October 04_IPPC-FC_2014_October	Fedchock
4. Report of last meeting and review of actions points		
IPPC FC Report (June 2014) <i>available on IPP Work area:</i>	June 2014 Report	Fedchock
5. FC 2014 Work Programme		
1) Current financial position of IPPC		
a. Brief financial outlook	05_IPPC-FC_2014_October	Benovic
2) Resource mobilization		
b. Implementing res. mob. strategy / Interim plan	06_IPPC-FC_2014_October	Fedchock
c. Donor conference/Int. Year of Plant Health	07_IPPC-FC_2014_October	Fedchock
d. Trust fund Contributions	05_IPPC-FC_2014_October	Benovic
6. New and emerging issues		
1) Guidelines for sponsorship of standards - ideas	08_IPPC-FC_2014_October	FC and IPPC Secretariat
2) Others		
a. ISPM15 mark registration process	<i>orally</i>	Yokoi
7. FC 2015 Work Programme	09_IPPC-FC_2014_October	Greifer/Yokoi
8. Discussions on agenda items for next meeting		
9. Other business		
1) Allocating upcoming budgets	10_IPPC-FC_2014_October	Fedchock
10. Next meeting (scheduling)		
11 Close of meeting		Greifer

Appendix 2: Documents list

DOCUMENT NO.	AGENDA NO.	DOCUMENT TITLE	POSTED
01_IPPC-FC_2014_October	02	Provisional Agenda	30/09/2014
02_IPPC-FC_2014_October	03	Documents List	30/09/2014
03_IPPC-FC_2014_October	03	Participants list	30/09/2014
04_IPPC-FC_2014_October	03	Local information	30/09/2014
05_IPPC-FC_2014_October	05.1a	Brief financial outlook	30/09/2014
06_IPPC-FC_2014_October	05.2b	Implementing res. mob. strategy / Interim plan	30/09/2014
07_IPPC-FC_2014_October	05.2c	Donor conference / International Year of Plant Health	30/09/2014
05_IPPC-FC_2014_October	05.2d	Trust fund contributions	30/09/2014
08_IPPC-FC_2014_October	06.1	Guidelines for sponsorship of standards - ideas	30/09/2014
09_IPPC-FC_2014_October	07	FC 2015 Work Programme	30/09/2014
10_IPPC-FC_2014_October	09.1	Allocating upcoming budgets	30/09/2014

Document	Agenda item	Content
Report from last meeting	04	FC 2014 June Report

Appendix 3: Participants list

Role / Region	Name, mailing, address, telephone	Email address	Membership Confirmed	Term expires
Chair/ North America	<p>Mr John GREIFER Assistant Deputy Administrator Plant Protection and Quarantine Animal and Plant Health Inspection Service Department of Agriculture 1400 Independence Ave., South Building Washington DC 20250 USA Phone: (+1) 202 7207677</p>	john.k.greifer@aphis.usda.gov	1 st term	2016
Member / Asia	<p>Ms Kyu-Ock YIM Export Management Division Dept. of Plant Quarantine Animal and Plant Quarantine Agency Ministry of Agriculture, Food and Rural Affairs 433-1 Anyang-b dong, Manan-gu, Anyang City (430-016) Gyeonggi-do Republic of Korea Tel.: (+82) 31-420-7605 Fax: (+82) 31-420-7605</p>	kovim@korea.kr	2 st term	2016
Member / Africa	<p>M Lucien KOUAME KONAN Inspecteur Direction de la Protection des Végétaux, du Contrôle et de la Qualité Ministère de l'Agriculture B.P. V7 Abidjan, COTE D'IVOIRE Phone: (+225) 07 903754 Fax: (+225) 20 212032</p>	l_kouame@yahoo.fr	2 st term	2016
Member / Europe	<p>Mr Ralf LOPIAN Senior Adviser International Affairs Department of Food and Health Ministry of Agriculture and Forestry Mariankatu 23 A, PO Box 30, Helsinki Finland Tel.: (+358) 9 16052449 Fax: (+358) 9 16052443</p>	ralf.lopian@mmm.fi	2 st term	2016
IPPC Secretariat	<p>Mr Yukio YOKOI Secretary to the IPPC</p>	ippc-secretary@fao.org	N/A	N/A
IPPC Secretariat	<p>Mr Craig FEDCHOCK IPPC Coordinator</p>	Craig.fedchock@fao.org	N/A	N/A

	IPPC Secretariat	Mr Marko BENOVIC Finance and Planning Associate	Marko.benovic@fao.org	N/A	N/A
	IPPC Secretariat	Ms Eva Moller Report writer	Eva.moller@fao.org	N/A	N/A

Appendix 4: Action points

Commission on Phytosanitary Measures

Financial Committee Meeting

6 October 2014

FAO, Rome, Italy

Action Points

ACTION	Action from	Responsible	Deadline	Status
Update Opportunities arising document	March 2014	IPPC Secretariat	Next FC	Accomplished
Attach the contributions table to the CPM9 report	March 2014	IPPC Secretariat	Next FC	Accomplished
Reviewing the TORs and RoPs of the FC	March 2014	IPPC Secretariat, FC	Next FC	Accomplished
Plan to be present at CFS/ WFD events 2015 with no big efforts (side event presentation/poster/publication distribution)	March 2014	IPPC Secretariat	2015	In process
Finalize brochure to Donor groups – to be linked to International Year of Plant Health	March 2014	IPPC Secretariat, FC	To be decided	In process
Plan resource mobilization outreach event - inviting the potential donor countries (e.g. high officials, ambassadors) - to be linked to International Year of Plant Health	March 2014	IPPC Secretariat, FC	To be decided	In process
Update guidelines for IPPC Trust fund	March 2014	IPPC Secretariat	2014	Accomplished
Develop action plan for the implementation of Resource Mobilization strategy	March 2014	IPPC Secretariat, FC	2014	Accomplished
Develop guidelines for sponsorship of standards	March 2014	IPPC Secretariat, FC	2015	In process
2015 FC Work Programme to be presented and adopted	March 2014	IPPC Secretariat, FC	2014	Accomplished
Update IPPC General Financial outlook document as described	June 2014	IPPC Secretariat	2015	In process
Estimate total annual translation and interpretation cost	June 2014	IPPC Secretariat	2015	Accomplished
Simplified version of the general financial outlook to be published on the IPP	June 2014	IPPC Secretariat	2015	In process
IPPC Secretary and Coordinator to meet ADG-AG to inquire about the future of regular programme funding	Oct. 2014	IPPC Secretariat	2015	In process
Paper on International Year of Plant Health presented at CPM-10	Oct. 2014	IYPH Steering group, IPPC Secretariat	2015	In process