



**International Plant Protection Convention**  
Protecting the world's plant resources from pests

San José, Costa Rica  
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# **Report of the 6th Meeting of the IPPC Capacity Development Committee**

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## **AGENDA ITEM 1: OPENING OF THE MEETING**

The Head of Agricultural Health and Food Safety at IICA, Mr. Robert Ahern, welcomed the participants highlighting past fruitful collaboration and expressing his will to collaborate further with IPPC.

Participants were also welcomed by Ms. Arlet Vargas on behalf of the Director of the Costa Rican Plant Protection Organization, Mr. Francisco Dall'Anese.

### **1.1 Welcome by the IPPC Secretariat**

The IPPC Secretariat Capacity Development officer welcomed the participants to the 6th CDC meeting. She presented a welcome letter from Mr Jingyuan Xia, the new IPPC Secretary (see appendix 1). The letter indicated his support for capacity development activities and interest in further development of the Capacity Development Strategy and work plan.

### **1.2 Introductions**

All participants introduced themselves and briefly described their background and expertise, noting that there were new members of the CDC as well as new staff.

### **1.3 Election of the Rapporteur**

Mr. Marc Gilkey, the representative for North America, was selected as the Rapporteur for the meeting.

## **AGENDA ITEM 2: ADOPTION OF THE AGENDA**

The agenda was adopted by the participants without modification (see Appendix 2). Documents list can be found in Appendix 3 and Participants list in Appendix 4.

## **AGENDA ITEM 3: UPDATES FROM THE IPPC SECRETARIAT, CPM BUREAU, CDC MEMBERS AND OBSERVERS**

### **3.1 Update by the IPPC Secretariat**

The IPPC Secretariat made an update on the CDC review, indicating that the CDC evaluation had been delayed but had been finalized by Mr Lopian and that the CDC was extended for a year. It was also indicated that a new Secretary joined the IPPC recently. New IPPC staff also joined and had been integrated into a CD/Implementation joint team.

The IPPC enhancement study was presented to CPM-10 in 2015 and comments had been invited up to 15 May, which would be considered by the Bureau at their June 2015 meeting.

During CPM 10, the International Year of Plant Health was proposed and it was agreed with great enthusiasm that contracting parties and the Secretariat pursue the next steps in the process to propose this as a UN international year. It was agreed that a CPM recommendation

would be developed to work further on diagnostics. The organization of a workshop on the implementation of ISPM 15 had also been suggested during the CPM (see item 5.2).

The IPPC Secretariat updated the CDC members on the CD side programme during CPM 10, which was highly appreciated by contracting parties. A summary as well as the presentation and in some cases videos of the event are available on the Phytosanitary Resource page for all events (<http://www.phytosanitary.info/events>). The CD side programme was as follows:

- A pre-CPM training session of half a day on the Sunday prior to CPM was organized in collaboration with the National Reporting Obligation team on “Understanding National Reporting Obligations (NROs)”. This training session was attended by 93 participants from 63 contracting parties (including developing and developed countries) and 5 RPPOs. In-kind translations had been provided in FAO languages to ease the work of groups which came out with good suggestions on how to improve NROs.
- A side session had been organized on ePhyto by the ePhyto steering group and was attended by 100 participants. This session had been very useful in facilitating the discussion on the ePhyto project during the plenary session of CPM 10.
- Three side sessions were organized to launch technical resources developed in the framework of the STDF 350 project: the series of materials on NPPO Management, the manual on Plant Pest Surveillance, and the manual on Stakeholder relations. These side sessions were attended on average by 80 participants, and the materials were presented by the authors and contributors.
- An expert consultation on phytosanitary treatments for *Bactrocera dorsalis* complex was organized by the Standard Setting team and was attended by 40 participants.
- A session on international plant sentinel network and the role of botanic gardens in providing information on pests to NPPOs had been organized with the help of EPPO and was followed by 35 participants.
- Market places were a new type of event organized during CPM 10 aiming at being a forum for exchanging concrete information on emerging pests and new diagnostic technologies. Market places were organized on palm and banana pests, providing presentation on the situation of emerging pests. Another market place organized with the help of EPPO consisted in demonstrations of the LAMP technology and smart traps.
- At the request of the CDC, a photo contest entitled “Pests without Borders” had also been organized and the winners had been voted on and announced during CPM 10. The 30 winning pictures were printed and were offered for display as an exhibition and it was presented during the 2015 SPS committee and STDF donor event. This photo contest had also been covered in National Geographic Italia, the National Geographic blog, and the blog of the Italian newspaper La Repubblica. Further photographic outputs will follow because the winners of the contest would perform photographic missions. Furthermore, photographic missions on phytosanitary activities were currently being organized in 4 countries, which had allowed to link with the FAO picture officer and communication office. All of these materials are planned for incorporation into a photo library resource to be available on the Phytosanitary Resources Page.

The CDC members expressed their appreciation for the side programme during CPM 10.

Regarding the outputs of the photo contest, they made the following suggestions:

- The pictures should be made available in the virtual library of the STDF website;
- The exhibition could be displayed during a side event of the SPS Committee, in addition to the STDF working group events;

- The exhibition could be displayed during the Milan Expo;
- Other contests of such type could be organized on the devastating impacts of pests and on phytosanitary activities;
- Contests could also be organized on applications to report pests, or videos on pests.

Further ideas for the organization of the side programme of CPM 11 were discussed in the framework of the consensus workshop (see section 5.4).

### **3.2 Update by the CPM Bureau**

The Chair of the CPM Bureau expressed appreciation for the side sessions which were very well organized and enriched the CPM experience by generating ideas and facilitating the plenary discussions (on ePhyto, for example).

At CPM the glossary and treatments were adopted, as well as the recommendation on sea containers, but three draft ISPMs were rejected (host status, wood, growing media) and rather than vote, they were sent back to the Standards Committee. A discussion was held on formal objections, leading to extensive discussions on commodity standards in general. The procedure for standard setting was discussed and may be revised to ensure there is sufficient consultation before CPM and the Standards Committee will explore methods that will avoid last-minute objections after a long consultative process. The framework for standards was discussed as a way to identify gaps and prioritize work on future standards. This discussion has become wider and now includes implementation issues as well and will be discussed by NRO, CDC and SC groups for next steps. The implementation pilot surveillance programme was approved, and the work plan that will be developed will require extensive coordination between the IPPC Secretariat, RPPOs, NPPOs and other stakeholders.

The Chair of the CPM Bureau reported that there was no time during CPM10 to discuss the Secretariat enhancement study, so comments had been invited until 15 May 2015, and would be discussed by the Bureau during its June 2015 meeting.

The Chair of the CPM Bureau mentioned that the ePhyto hub was strongly supported during CPM, and that Korea will host a global implementation symposium in November this year. This symposium will be announced soon and a budget will be available to invite experts from developing countries.

The International Year of Plant Health (IYPH) was strongly supported by contracting parties during CPM; this will require a firm commitment. Finland will be the champion to support this initiative, but support is needed from the CDC as well as from NPPOs, RPPOs, Governments, FAO and the UN. The proposal of 2020 as the IYPH was not placed on the agenda of the 2015 FAO Conference, but may be considered in the future Conferences. The IYPH will be discussed during the June 2015 Bureau meeting.

Mr. Van Alphen added that the next Bureau meeting would discuss the pilot implementation programme on surveillance, the IYPH, the reviews of IPPC and of the CD committee, as well as some possible agenda items for CPM 11 and the cooperation of IPPC with other international organizations. The IPPC Strategic Framework would also be reviewed in the future.

The STDF Observer noted that there is already cooperation in between IPPC and the WTO, and asked how this would change in line with the discussion planned at the June 2015 Bureau meeting. The IPPC Secretariat indicated that memorandum of understanding needed to be

elaborated as CPM 9 had agreed to establish formal partnership agreements according to categories of institutions and types of cooperation in order to avoid any conflict of interest and to be clear on the use of joint resources and on common objectives. Partnerships would then be approved by CPM, and this would add clarity on how resources are shared and used to work towards common objectives.

### **3.3 Update by the CDC members**

The CDC members presented CD activities in their regions. The presentations are available on the IPP Portal at <https://www.ippc.int/en/work-area-publications/81064/>.

#### **North America:**

A new NAPPO Director had been appointed. The main implementation and CD activities of NAPPO consisted in organizing a workshop on ISPM 15. APHIS had organized trainings on PRA and on how it operates.

Appreciation was expressed for these courses and the materials should be made available to others.

#### **Europe:**

Various ongoing projects were mentioned: Better Training for Safer Food (BTSF) aiming at helping participants understanding EU plant health regime; a twinning programme to help candidate and accession countries gain skills to be able to implement EU legislation; the general EPPO activities to improve CD; and citizen science activities engaging public in plant health. The mango case study was discussed and the representative from Europe was encouraged to elaborate an article to be published on this issue.

The IPPC Secretariat suggested that the IPPC roster of experts should be further used in phytosanitary related projects.

#### **Asia:**

The representative from the region outlined capacity development activities in the region. Regional PRA training with the participation of Malaysia, Philippines and Vietnam had the aim to strengthen the PRA technical capacity and skills. The APPPC regional workshop on Biosecurity implementation of SALB surveillance in Asia Pacific region; a mission to Mongolia to strengthen the plant protection system; a workshop on cold treatment for managing phytosanitary risk and a workshop on the control and management of Red Palm Weevil (RPW) also took place in the region. Three training workshops on plant viruses, aphids and leaf miners, attachment programs in Japan for 3 taxonomic subjects (plant viruses, aphids, and leaf miners), networking and institutionalization and symposium on plant biosecurity are the future capacity development activities.

The Secretariat expressed concern with biosecurity terminology inconsistent with IPPC and with many terms that are fashionable right now with no clear meaning, for which it is unclear what plant protection role would be (such as biosecurity which places lot of emphasis on defence/security). It may be advisable that the glossary TPG should think about terms in the IPPC context.

The representative from North America suggested that a one page factsheet presenting what is CDC, what are its missions and achievement should be prepared, made available and spread, to which the CDC agreed.

One of the observers highlighted that there are many other activities in the region, including APPPC, many symposia and workshop on surveillance and data management to be organized (such as Australia funded projects, Korea project on diagnostics and Japan project on seed trade). It was noted that there is currently no repository for placing and finding of all this information.

The representative from the region suggested collecting all training materials from workshops in order to be made available in one place on the Phytosanitary Resources page. The IPPC Secretariat reminded that materials to be posted have to undergo the CDC review process; however it would make a sense to collect the materials.

#### **Africa:**

The activities reported were locust emergency response in Madagascar, activities on TR4 of banana Fusarium, early warning system for *Tuta absoluta*, other emerging pest issues including potato cyst nematode were discussed. A biosecurity project for ten African countries founded by Australia covers food safety hazards, animal diseases and plant pests and aims at mentoring specialists and development of national and regional biosecurity action plans. Fruit fly control capacity building in the region and success stories also has been presented.

#### **Latin America and the Caribbean (LA&C):**

One of the recent capacity development activities in the region was a workshop on *Fusarium oxysporum* tropical race 4 (Foc TR4) held in Mexico in March 2015. During the workshop participants from the LA&C countries related to banana crop production discussed a regional action plan to prevent entry. It was noted that a ministry-level meeting took place in Ecuador to make commitments on regional action plan. The issue causes a lot of concerns as the commercial varieties available on the market are susceptible to the pathogen. The presentation to the OIRSA member countries and OIRSA staff on the CDC roles and materials produced also took a place in the region. A working meeting on ePhyto is planned in Costa Rica. Participants from Chile, China, Mexico and Costa Rica will discuss activities on ePhyto and how countries will link to global hub. A workshop on inspection (for export and import) is planned in June 2015. The aim of the workshop is to discuss capacity building activities related to inspection of plant products and to harmonize methodologies among the points of entry.

*The CDC agreed that a factsheet presenting CDC's role, goals and achievements should be prepared, made available and spread.*

### **3.4 Update by the Observers**

Observers presented on their activities, presentations are available at <https://www.ippc.int/en/work-area-publications/81140/>.

#### **STDF:**

The representative provided information on the SPS agreement and the role of the STDF as coordination mechanism, knowledge platform, and funder for development and implementation of projects that are innovative and can be replicated. Recent thematic work of

the STDF covers SPS –related evaluation tools, joint EIF/STDF analysis on coverage of SPS issues in DTIS, SPS market access prioritization and, implementation of SPS measures to facilitate safe trade. The STDF representative highlighted ongoing issues in STDF WG such as benefits of standards harmonization/implementation, new ways to finance SPS capacity building, good regulatory practices in SPS area and E-certification. Additional information on upcoming events within the STDF agenda was presented.

#### **IICA:**

The representative from IICA gave an overview on this specialized agency of Inter-American system for the promotion of agriculture and rural wellbeing. Thirty four member states are working across a range of agencies. IICA's activities cover Institutional strengthening, capacity building and development of human talent, development and strengthening of public policies, management and use of knowledge, project management, consensus building and coordination of stakeholders, horizontal cooperation and corporate management. It was mentioned that IICA's cooperation instruments are flagship projects. The institution also hosts IPPC regional workshops, is involved with Caribbean plant health directors group, cooperates with COSAVE and OIRSA. Emergencies and emerging issues, external projects and upcoming workshops on inspection and risk management were highlighted.

### **AGENDA ITEM 4: CAPACITY DEVELOPMENT ACTIVITIES**

#### **4.1 Development of IPPC Resources**

##### **4.1.1 STDF project 350 "Global Phytosanitary Manuals, Standard Operating Procedures and**

##### **4.1.2 Next steps**

Agenda items 4.1.1 and 4.1.2 were addressed together.

The Secretariat provided background on the project and updated the CDC, in its role as steering committee for the project, on progress and challenges since the last CDC meeting.

It was highlighted that completed materials are available on the Phytosanitary Resources page: <http://www.phytosanitary.info/ippc-technical-resources> with additional materials to be added in August 2015. It was described the many contexts in which the draft and finalized materials had been used during the past year in IPPC Secretariat, national, regional and bilateral trainings. She reviewed challenges faced with development of dielectric heat treatment manual, and concerns with technical information in the standard that have been expressed by experts. A summary of the status of the products in development is presented in appendix 5.

The CDC noted:

- That many of the projects products would focus on technical information such as manuals/guides, rather than standard operating and training kits which would instead be developed in the future, through other initiatives based on the technical information in the manuals

- The great challenge in having projects managed by staff with FAO contracts whose length is shorter than the length of the project, this can create operational challenges, and staffing continuity should be discussed for upcoming projects and activities
- That some materials initially developed through the project had been placed on hold because the project had far exceeded the intended number of outputs and that these materials would need further time and resources. It was noted that these materials could be further developed through other projects or activities (these include training kits and standard operating procedures on import/export, information on role of and establishment of phytosanitary measures which would require additional resources for completion, and the manual on dielectric treatment),
- The challenge of developing support materials for standards whose text is unclear and/or under revision
- Another challenge is related to sharing information on how the materials have been used so far in their countries and regions
- Suggested that both promotion and monitoring would be useful in the next steps for the materials
- Agreed to take leadership roles in promoting use in their countries and regions, such as providing more detailed information to NPPOs, RPPOs and to update on progress at the next meeting
- Encouraged the Secretariat to send a letter to NPPOs and RPPOs when the project is over to inform them of the purpose, availability and possible uses of the materials
- Suggested that the Phytosanitary Resource page be revised to be more user friendly for finding materials
- Suggested that future presentations at CPM on use of the materials include individuals who have used the materials for their activities in order to demonstrate successful cases of the products' use
- The products would need to be reviewed in the future based on real-world experience and feedback
- Agreed that feedback on the materials and plans for monitoring use of the materials would be discussed at a future meeting of the CDC

The observer from STDF agreed to explore opportunities to present on the project to the STDF working group and/or SPS Committee side event, and to update the Secretariat.

*The IPPC Secretariat will prepare and send a letter to NPPOs and RPPOs when the STDF project 350 is over to inform them of the purpose, availability and possible uses of the materials. The phytosanitary resource page will be revised to be more users friendly for finding materials.*

*CDC members agreed to take leadership roles in promoting use of technical resources developed under the STDF project 350 in their countries and regions, such as providing more detailed information to NPPOs, RPPOs and to update on progress at the next meeting.*

## **4.2 Phytosanitary Resources Page**

### **4.2.1 Update on review of resources**

The Secretariat provided an overview of the recent changes to the Phytosanitary Resources page, the current outline and content. It was noted that the technical resources available on the page are grouped in 2 categories and posted accordingly: IPPC technical resources and contributed resources. IPPC technical resources will be updated as soon as the development of the new materials under the STDF 350 project will be finalised. As for the contributed resources it was noted that in total 280 are published on the page and remaining 30 contributed resources are subject to the review.

The Secretariat highlighted that additional criteria for posting contributed technical resources on the Phytosanitary Resources page and prioritization for review were agreed during the past CDC meetings additionally to the criteria adopted at the Expert Working Group on Phytosanitary Capacity Development meeting (May 2012) and to the process of reviewing (agreed at the 2nd CDC meeting in May 2013). However, they had not been consolidated.

The Secretariat presented a draft document consolidating criteria for posting and prioritization as well as procedures for the reviewing of technical resources. The CDC members expressed concern about direct posting of PRA documents which discuss pest presence in another country and may not be accurate, bilateral agreements being posted without approval from both parties. At the same time, it was stated that reviewing of PRAs is time consuming, but also that PRAs were valuable resources to make available. Therefore, it was agreed to improve the disclaimer for the contributed resources section of the Phytosanitary Resources page with regard to PRAs, pest fact sheets and any documents containing pest distribution lists. The revised criteria for the posting, prioritization and review procedures have been agreed and can be seen in appendix 6.

*The CDC requested the IPPC Secretariat to replace the previous version of the criteria by the newly adopted criteria on the Phytosanitary Resources page.*

#### **4.2.2 Next steps**

The CDC Suggested that the Phytosanitary Resource page be revised to be more user friendly for finding materials. Further suggestions to enrich the content of the page were discussed within the agenda item 5.5 (see agenda item 5.5).

#### **4.3 STDF Project 401 “Training of Phytosanitary Capacity Evaluation (PCE) Facilitators”**

The IPPC Secretariat summarized the project and requested guidance of the CDC in its role as steering committee for the project. The aim of this STDF-funded project is to train PCE facilitators in order to have a pool of qualified experts. Since the last CDC meeting, selection of candidates took place based on criteria set by the CDC. A consultant was contracted for initial screening including personality assessment. In a second stage, the IPPC Secretariat considered all CVs to check accuracy with the information that had been provided by candidates. A total of 69 participants were selected through this process, 66 confirmed their interest, which is a fewer number than the 80 initially planned. Information about geographic and language representation was provided at the request of the STDF observer. It was also explained that some countries have more than one candidate while others do not have any, as the criteria were used for selection.

One representative had doubts about the use of personality tests. It was explained that 2 personality tests were used in cases where candidates were borderline-qualified based on in addition to the criteria set by the CDC.

The IPPC Secretariat presented the proposed implementation plan for the CDC acting as steering committee to review and provide advice. The plan outlined provisional timing for the project's activities and outlined the activities and actions to be taken, based on the project document agreed with STDF. The following points were discussed:

***Development of an environmental module of the PCE***

An environmental module of the PCE needs to be developed; if possible this would be done prior to undertaking the training course. The list of environmental issues considered in ISPMs would be included. A working group and/or a consultant could be organized to develop this module prior to the training courses.

The STDF Observer expressed concerns on the timing and questioned whether this action was originally included in the project. The IPPC Secretariat commented that this activity is part of developing the material, and that the development of training material should be done at the same time that this module is developed. The CDC suggested having an expert working group with a broad expertise, and for the development of this module, all environmental issues covered in ISPMs will be included (phytosanitary products, invasive alien species, ecosystem services), involving organizations such as the Convention on Biological Diversity. Whether the environmental aspects should be included in a separate module or spread all over the existing modules (e.g. legislation, context, etc.) will need to be assessed.

The STDF observer requested the IPPC Secretariat not to include in the implementation plan of the project the development of an environmental module of the PCE, considering that it could delay the project and the budget provided would not be sufficient.

The Secretariat took note of the need to limit the production of training resources to the current thirteen modules of the PCE under this project and pointed out that there is no commitment to include the production of other training resources for the project.

***Development of a manual on indicative country phytosanitary action plans for use by facilitators in subsequent PCE trainings***

The outcome of a PCE translates in the elaboration of countries phytosanitary action plans. A methodological manual on the elaboration of such strategic document should be drafted. The case of the national phytosanitary capacity development strategy of Mozambique which was presented during CPM in 2012 will be taken as an example, and the confidentiality of PCEs is a challenge in using the existing ones as training material. This manual shall be tested and revised during the various training workshops by the participants.

The CDC pointed out that material from Australia in this topic could be of use.

This manual should not have a very complicated content and should include existing material as the manuals developed in the framework of project 350 when relevant.

The STDF observer asked how to link this manual to other SPS products like the DTIS of the Enhanced Integrated Framework (EIF). The Secretariat explained that National phytosanitary

action plans were documents generated for addressing countries phytosanitary systems and not intended to follow the format required by donors.

### ***Elaboration of the training material***

The IPPC Secretariat will be responsible for elaborating the training material, possibly with the help of a consultant with expertise in both training and plant protection.

The extent of course coverage will include:

- General statements regarding the PCE, ethics, confidentiality and ownership.
- Training courses related to action planning, problem analyses and facilitation techniques will be included.
- Competence in leading frank and open discussions among national stakeholders whose views may not always align will be developed during the training course.
- General instruction on the identification of key elements of phytosanitary systems, the competences required for the effective implementation of the ISPMs and the gaps in existing capacity.
- The content of the 13 modules of the PCE.

The CDC will take further time to consider this point and will provide suggestions by email consultation. The IPPC Secretariat will also explore whether it is appropriate to divide the training material in distance-learning, then face to face, or have a weekly skype conference to provide training materials in advance with tests.

### ***Locations of the training workshops***

In the first phase of the project, 4 training courses of 2 weeks will be organized in different locations to allow trainees to attend as close as possible to their residence and in the language most relevant for them. Trainings could be organized for example in Africa, North-Africa, Asia and America (to be determined).

The CDC suggested the following locations: COPE in Nairobi Kenya, Hyderabad in India, Mexico, Peru, Guatemala, OIRSA in El Salvador, Morocco, Bangkok in Thailand, Australia.

### ***The different phases of the project were recalled:***

- A first phase will provide theoretical training to the selected PCE candidates, and an evaluation of these candidates shall be done with the help of a CDC member during each training workshop for transparency. The candidates who would fail this test would no further be coached. The test will allow prioritizing trainees in order of success, the most successful in the test being the first ones to undertake a PCE.
- The second phase of the project would consist in the realisation of a PCE by each facilitator under the supervision of the IPPC Secretariat. This PCE could be undertaken in the framework of this project as it finances 4 PCEs, in the project of other projects, or the participant could undertake a PCE in his/her own country.

For more clarity, a diagram will be included in further versions of the implementation plan of this project.

A CDC representative suggested that rather than undertaking a real PCE, a desktop PCE could be done instead, the expected outcomes of a bound scenario being easier to evaluate and requiring less efforts than a real PCE. It was also suggested that after completion of the project, a survey on the activities undertaken by the facilitators could be useful.

The IPPC Secretariat also presented the communication plan of the project, a factsheet presenting the project and the lessons learnt should be developed and spread in collaboration with the CDC. A CPM session could relate to this PCE and the project, with facilitators presenting their experience. The project should be made further known to RPPOs, TC-RPPO meetings and regional workshops, as well as in STDF and SPS publications and workshops.

The IPPC Secretariat reported that as a preliminary work on the issue possible collaboration with the CIHEAM International Master on Pest Integrated Management (Bari, Italy) had been explored. One week training would be organized on the basis of selected IPPC manuals, and trainees of the Master, with the possible participation of NPPOs staff would need to consult the manuals to be making group exercises.

*The IPPC Secretariat will proceed with the implementation of project 401, and will send an email asking CDC members to provide further ideas and material. The IPPC Secretariat will elaborate and include a diagram of the implementation plan of the STDF project 401 for more clarity in further versions of the implementation plan. The IPPC Secretariat will consider options for making the project further known to RPPOs, TC-RPPO meetings and regional workshops, as well as in STDF and SPS publications and workshops.*

#### **4.4 IPPC projects and PCE application**

The Secretariat informed the CDC about the recent use of the PCE (Phytosanitary Capacity Evaluation Tool). In the case of Comoros this activity was performed in the framework of an STDF project and in Palestine, under an FAO project financed by the Netherlands. For this last one, it was remarked that a new step was going to be initiated after the PCE application, to address needs identified in the national phytosanitary action plan.

The Secretariat also informed that according to recent changes in the FAO Rules related to project cycle and in the spirit of support to decentralization, the proposition of FAO projects was going to be more limited to regional proposals with limited participation from HQ.

#### **4.5 Pilot Program on Surveillance, Implementation Review and Support System**

The Secretariat updated the CDC on advances in CPM-10 discussions on a long term implementation programme, pilot implementation programme on surveillance, and linkages with the IRSS project.

The CDC reaffirmed its support for the pilot implementation programme on surveillance and noted that at its December 2014 meeting the CDC had adjusted its work plan to prepare for upcoming activities related to the pilot programme. It was highlighted that the manual on surveillance developed under the direction of the CDC would be a valuable contribution to this pilot programme.

The CDC:

- Expressed support for the pilot programme on surveillance.
- Suggested that a call for existing technical resources and activities take place in order to further support the next steps of the pilot programme.
- Encouraged that the revision of ISPM 6 (surveillance) take implementation challenges into careful consideration in the process of meaningful revision of the standard.
- Agreed that discussions on possible case studies to support the process of analyzing priorities for future implementation programs would continue at future CDC meetings. The use of surveillance information in reporting was highlighted as an area of interest.

*IPPC Secretariat will issue a call for contribution of existing technical resources and activities in order to further support the next steps of the pilot programme on surveillance. The CDC encouraged that the revision of ISPM 6 (surveillance) take implementation challenges into careful consideration in the process of meaningful revision of the standard.*

#### **4.6 Regional IPPC Workshops 2015**

The Secretariat presented a situation analysis on the arrangements and a list of possible items to be included in the agenda of the Regional IPPC Workshops 2015, according to the paper circulated for this meeting. It was announced that the Secretariat had planned to finish the production of the necessary resources during the last week of June 2015.

The CDC was invited to provide comments and to suggest priorities on the general arrangements and possible items for the agenda.

The Secretariat clarified that the list was assembled by gathering ideas with all workshop organizers and co-organizers during a side-meeting at CPM time and by consideration in a Secretariat's all staff meeting after CPM.

The CDC Chair expressed support to the list presented by the Secretariat, what was shared by the membership. She also suggested setting mechanisms to ensure that the IPPC contracting parties were fully informed on the possible items to be addressed and their opinions collected.

To increase transparency in the selection of agenda items, the Secretariat committed to prepare a news item to be published in the IPP, listing the possible options for the agenda. In this way all contracting parties could be aware of the different options for setting the agenda and interact with the organizers and co-organizers in their regions.

It was also agreed to explore the possibility to implement a drop box at CPM time to allow countries to provide their ideas on possible items for future agendas of the Regional workshops.

Concern was expressed on setting the date for the Regional workshop in Africa and a procedure that could consider the opinions of the NPPOs of that region.

Other suggestions and priorities from CDC members include:

- Other communication pathways could be followed, as for instance to request by mail the NPPOs opinions on items for the agenda.
- To promote the new things coming out of CDC in terms of resources as for instance the surveillance manuals.
- To let everyone know about the CDC itself and its work, this may also be an agenda item.

- Invite participants to provide some feedback and inputs on national implementation of surveillance, as each country has their surveillance programmes.
- Provide more information on the implementation status of project STDF 401, to transmit the importance of the project and its impacts.

The possibility to develop a session on resource mobilization for funding phytosanitary priorities at national level was also mentioned. The idea was welcomed by the Secretariat that explained that due to the importance of the issue there were plans and proposals to perform this type of training as a separate CD activity and not into the Regional workshops program.

It was also suggested that this type of training could be one of the products to be incorporated in the program of the IYPH. This idea was supported by other members of the CDC.

The IICA observer indicated that according to the prioritization performed in the workshops held last year under IICA coordination, the priorities for LA &C would be ePhyto, trade facilitation and surveillance pilot programme. She also informed that IICA had committed to provide support for the presentations on emerging pests of interest for the region.

The STDF observer committed to provide information and linkages about the WTO-Trade Facilitation Agreement.

*The Secretariat will prepare a news item to be posted on the IPP in order to fully inform contracting parties on the possible items of regional workshop and to explore how countries could express ideas for regional workshops (e.g. through a dropbox). The CDC suggested promoting the CDC itself and its activities during regional workshops; inviting participants to provide some feedback and inputs on national implementation of surveillance and providing more information on the implementation status of project STDF 401.*

## **AGENDA ITEM 5: FUTURE CAPACITY DEVELOPMENT ACTIVITIES**

### **5.1 ePhyto Project - Report to CDC Members**

The Secretariat informed the CDC on the presentation of the IPPC project related to ePhyto to the STDF working group in March 2015, detailing the reactions and comments received, as well as the fact that the project was currently considered 'ad referendum' of that group and the deadline for its consideration was June 15th 2015.

Consulted on the availability of funds in case the project is approved after the referendum, the STDF observer indicated that funds are available and explained the contracting process with FAO and its possible duration.

### **5.2 ISPM No.15 - Report to CDC Members**

The Secretariat informed the CDC on the proposal of regional workshops on ISPM 15 implementation presented by Canada and NAPPO at CPM-10 under the section of Successes and Challenges and informed in this respect that the Secretariat had not received any further information or contact. She also highlighted that the Secretariat is proceeding as agreed in the CDC, to find the appropriate support to organize a global workshop.

The CDC members discussed later concerns related to the prosecution system in place in case of fraud detection and identified the need to get a clarification from FAO-Legal on the appropriate procedures.

### **5.3 Training of Trainers - Concept Note**

The IPPC Secretariat presented the concept note of the project on trainings for trainers.

The CDC was very supportive of this project, some CDC members proposed their contributions and to provide further information on experiences in their countries. In particular, existing experience and projects on training activities in the UK, in the USA and at IICA should also be further explored. A member suggested that in addition to the pilot zone in which the project should be developed, representatives from other regions could be involved to follow up.

The IPPC Secretariat would continue to develop the project and would search donors. An email shall be sent to the CDC members asking them to provide experiences and information on trainings in plant health matters, and possible collaboration would be considered.

*The IPPC Secretariat will collect existing experience and projects on training activities. An email will be sent to the CDC members asking them to provide experiences and information on trainings in plant health matters, and possible collaboration would be considered.*

### **5.4 CPM-11 Preparatory Meeting, Training Session and Side Sessions**

The Secretariat led an interactive exercise to generate ideas and build consensus on how to build on the success of CPM-10 training and side sessions.

The CDC members and observers offered a range of suggestions of topics for side sessions, keeping in mind the priorities of the CPM-approved capacity development strategy and work plan. The Secretariat noted that continued success of side sessions would require stable human resources.

The discussions resulted in suggestions of thematic areas including:

- Education (manuals, universities, role/impact of CDC)
- Evidence and economic impact (case studies, economic and agricultural/food security impact of pests and SPS measures with an aim to strengthen the profile of phytosanitary issues)
- Facilitation of safe trade (ePhyto, challenges with inspection, implementation of ISPM 32)
- Surveillance (range of topics)
- CPM-11 hot topics

A sub group of the CDC worked at considering whether to integrate topics which had been suggested in other instances and gathered by the IPPC Secretariat. The sub group also identified which issues should be the subject of the training session, side sessions, or special topic sessions and whether they should be highlighted in a flyer to be distributed during CPM 11. It was suggested that "market places" should be included within side sessions. The full list of issues suggested is presented in Appendix 7.

The suggestions for the side programme were the following:

#### **Training session**

- ISPM 32 in practice (Categorization of commodities according to pest risk).

#### **Side sessions**

- Engaging partnership: Industry involvement in plant health including resource mobilization and PPPs (e.g. the fruit fly case study in Africa)
- Presentation of the surveillance manual
- Trade facilitation (explanation on WTO SPS and trade facilitation agreement)
- Internet trade, the way forward (how to implement the recommendations, e.g. UK, Australia, UK, programme in STDF and CBD)
- Plant Health in a wider context (Climatic effect on issues on food security, Pests without visa and their effects on the agriculture and economy of the Nations, the role of humans in bringing pests, International Year of Plant Health)
- Plant Health in the 21th Century: use of drones, Apps, smart phones. Technology current uses (including webpages).
- Emerging issues in plant health: pests such as Elm worm, *Tuta absoluta*, Bark beetles or specific commodities such as bananas), to be determined in collaboration with regions.
- International events and plant health (e.g. Olympics): How to manage with phytosanitary issues during international events – championships (e.g. global events such as Milan expo, Brazil soccer championship)

#### **Special topic session**

- Economics! How the phytosanitary community contributes to the overall economy of the world: clothing people, feeding the world, ecosystem services, economic impact case studies of pests
- Communication of risks (e.g. US, Australia)
- Techniques or tools used in animal health and food safety surveillance

#### **Flyers should be developed and spread during CPM 11**

- The role and impact of CDC on developing countries for the implementation of standards
- CPM 11 hot topics: a summary of all CD-related events

The CDC members also discussed issue of organization of a photo contest on the impacts of pests (including all types of impacts), with a story with each picture. A photo contest could call for pictures on phytosanitary activities the following year. If planned in advance, the winning photos could be published as a book.

*The IPPC Secretariat will prepare a list of the suggested topics for the training session, side sessions, special session, photo content and flyers to be presented to the next Bureau meeting for the consideration.*

## **5.5 Use of Different Software Applications in Plant Health**

The IPPC Secretariat presented information on the use of different software applications in plant health and indicated that they give new opportunities for the capacity development of the contracting parties for the better implementation of the IPPC and its standards. It was noted

that collection of the information about existing apps could be valuable contribution to the upcoming surveillance pilot project as well as for the increasing plant diagnostic capacities of the developing countries. The Secretariat invited the CDC members to discuss on how to further proceed with the collection of information about apps and to share their experience on the topic.

Discussing the possibilities for the encouragement of the development digital identification keys the cost issue was raised by the CDC chair. It was noted that cost of the available software (Lucid) for the development keys is not too high and the software comes with the trial. However, it was mentioned that it would be more feasible to make an inventory of existing ones and promote their use.

The CDC members highlighted that there are different types of software to be used in plant health including apps for citizen science and they are targeting different audience. Therefore, the CD team shall collect information on all types of available resources.

The concern was expressed that many contracting countries might not be aware about existence of these types of apps. Therefore it would be useful to inform them on the topic through special topic session or market place of the next CPM. At the same time, having a background paper for CPM identifying the different tools with recommendations could further promote use of different apps.

The different webpages were shown and discussed by the CDC members. Risk communication issues through webpages also were discussed.

It was decided to suggest use of different software in plant health as a topic for the side sessions of the next CPM to the bureau.

The CDC received positively the proposal to issue a call for this type of resource and highlighting them in the Phyto Resources page.

*The IPPC Secretariat will issue a call for contributing different types of software and risk communication materials for plant health.*

## **AGENDA ITEM 6: WORK PLAN AND STRATEGY**

### **6.1 CDC review**

The CDC draft review report was presented by Mr. Ralf Lopian to the CDC members in a closed session. The CDC members thanked the consultation performed and expressed their support for the recommendations.

### **6.2 National Reporting Obligations Work Plan**

The Secretariat introduced the paper prepared by the NRO team. The CDC considered the requests included in the paper and recalled its decision in the 5th CDC meeting to address the analysis of the NRO's work plan once it is approved by CPM. The CDC noted that the work plan has not been still approved, but identified the existence of clear areas of joint action.

The CDC decided that it should be good to see a later draft, as proposed in the paper prepared by the NRO's team, during the December 2015 CDC meeting to be more efficient in the analysis.

A concern expressed was related to the level of detail requested for activities for this work plan and who has to provide it.

The Secretariat agreed to submit to the CDC the summary of the conclusions of the NRO's training session.

*The CDC suggested waiting for the later version of the National Reporting Obligations Work Plan and will consider it during the December 2015 CDC meeting to allow a more efficient analysis.*

*The IPPC Secretariat will submit to the CDC the summary of the conclusions of the NRO's training session of the CPM 10.*

### **6.3 Framework for Implementation**

The Secretariat informed that the SC in November 2014 had produced a new version of the table on Framework for implementation and that unfortunately it was not the one addressed by the CDC in its meeting in December 2014. She also mentioned that the Secretariat was working under the guidance of the IPPC Coordinator in preparing other type of presentation and documents on Framework for implementation with broader scope than the table for presentation at the Bureau and SPG meetings in October 2015.

The CDC reflected on the value to continue to analyse the table during this meeting and agreed that:

- The Secretariat shall commit to end filling this table within one month, send it for comments to CDC members for 2 weeks commenting period and provide the consolidated version to the Secretariat Coordinator, as one of the elements to be analysed for the Framework for implementation.
- There is a need to make sure that the collaboration in between the 2 pillars of the Secretariat (Standards setting and Implementation) is happening at the time to establish the Framework for implementation.

*The Secretariat will end filling in the table on Framework for implementation within one month, send it for comments to CDC members for 2 weeks commenting period and provide the consolidated version to the Secretariat Coordinator, as one of the elements to be analysed for the Framework for implementation.*

### **6.4 Concept of ISPMs: Commodity Standards**

The Secretariat informed the CDC on the request received from the Standard setting team, related to the possibility to provide comments on the concept of a commodity standard.

It was also informed that one CDC member Ms. Magda Gonzalez had been selected to be part of the expert group established by the CPM on the issue.

The CDC addressed the tasks contained in the ToR of the expert group and provided the following comments:

1. On the analysis and proposal of a system to maintain and update commodity standards, the CDC's opinion is that:

- It is advisable to avoid having different setting process for standards of any type.
- Contracting parties may suggest updates to any standard or new topics when needed, on a case by case basis and under a call for topics. Commodity standards should not be an exception to the current procedures.
- There is no reason to set a separate system for commodity standards.

2. On the purpose, content and format of a commodity standard:

- The content of an international standard addressing a commodity could be different of the one of an ISPM and change on a case by case basis.
- On the purpose, a commodity standard does not have clear regulatory purposes (establishment of measures), as in the case of ISPMs, but relates to the harmonization of systems and operations till a certain level of detail with the objective to facilitate safe trade.
- Considering the currently available general standards, the purpose of a commodity standard should be to harmonize operational issues taking into consideration the trade/management particularities of a commodity.
- If there are no clear requirements for an ISPM, other options of tools intended to implement the IPPC could be identified, as for instance international standards (different from ISPMs), guidelines, recommendations, manuals and brochures, among others.

3. On the concept of a commodity standard it should be broad and not limited to ISPMs or to international standards. More similar to a toolbox than to a single document. Other implementation tools (as guidelines, manuals, etc.) or their combinations, could replace ISPMs. The contents of the toolbox needs to be dependant and determined on a case by case basis.

4. On the process for development and consultation, a commodity standard should not be different from any other ISPM, but the process of production of tools for implementing different components of the phytosanitary systems dealing with commodities could cover a broader range of tools (guidelines, recommendations, manuals, etc.) and not to be limited to standards.

The more appropriate type of tool(s) needs to be selected on a case by case basis. When a topic comes, the decision on what to produce should be flexible and determined according to the needs with a process different than the current one. This process should be consistent with the framework for implementation and give more options for harmonization. The proposal for development should be elaborated in agreement between the two pillars of the Secretariat.

The Secretariat should be responsible to present to CPM different options or combinations of options for development of the tools that considers more appropriate for a particular topic (for instance international standard plus manual, only manual, guidelines, plus manual plus brochure, etc.). CPM would then decide on how to proceed. Eg: an international standard and a manual for a particular case, but other combination for another topic, variable according to the issue.

## 6.5 Strategic Issues on Pest Diagnosis

The Secretariat reported that CPM 10 was a key meeting for issues related to diagnostics and commented on a document presented by EPPO and the EC on strategic issues on pest

diagnostic. The document was not fully analysed at CPM 10. On the other hand, a recommendation was presented by the same organizations and shall go for decision at next CPM.

The development of the diagnostic capacities of IPPC contracting parties is a main concern for the IPPC CD area. The production of a guide on Delivering Phytosanitary Diagnostic Services is a very positive asset but does not cover the many CD needs of the IPPC members.

The CDC envisages the need of an imminent step of training on concrete diagnostics methodologies. Side sessions (including hands on activities) could be organized at CPM time.

The Secretariat was charged to develop a concept note for the establishment of a diagnostics initiative that could include all types of alliances, coordinated actions, mentoring, twinning, utilization of contributed resources etc.

The CDC was informed on the existence of many projects concentrated on diagnostic in the UK and it was agreed that the member of the CDC for Europe was going to provide contacts and information on possible opportunities for alliances in the UK.

*The Secretariat will develop a concept note for the establishment of a diagnostics initiative that could include all types of alliances, coordinated actions, mentoring, twinning, utilization of contributed resources etc. The member of the CDC for Europe will provide contacts and information on possible opportunities for alliances in the UK.*

## **6.6 Update of the IPPC Capacity Development Work plan**

The CDC members revised IPPC Capacity Development Work Plan. The revised version of the plan can be seen in the appendix 8.

At the end of 2015, the CDC is going to revise pending issues in the working plan and to decide whether it makes a sense to maintain them in the working plan.

*The CDC will revise pending issues in the working plan at the end of 2015 to decide whether it makes a sense to maintain them in the working plan.*

## **6.7 Action Plan to Review the IPPC Capacity Development Strategy**

The IPPC Secretariat indicated that the strategy set for the CD was the first one to be developed in the IPPC. It was an inspirational text indicating that CD is not undertaken by a single organization. The current strategy is still valid till 2017, and the CD officer considered that the main needs or the environment for its implementation did not change substantially. The CDC needs to indicate how to review this strategy in order to be able to set a new work plan for the CD area of the Secretariat and plan for a budget if needed.

The Chair of the CDC suggested that nothing should be done with the strategy until the consideration of the recommendations of the IPPC Enhancement Evaluation study is finalized. The IPPC Secretariat added that the enhancement study suggests a sole implementation unit within the Secretariat, which would imply a different strategy. This revision may not be so important now as the CDC evaluation is awaited, but the risk is to be late on the revision of the strategy, as the process to set another body will need to be completed in one year. The Bureau and CPM may also suggest that a sole strategy for the IPPC Secretariat should be developed.

The CDC decides to don't work on the development of a new CD strategy till further decisions are adopted as a result of the CDC evaluation and the IPPC Enhancement Evaluation study.

The IPPC Secretariat recalled that the work plan goes until 2017 and even if it has been requested to elaborate one single Secretariat work plan, the actions at the CDC need to be initiated shortly.

This should be included as an agenda item in December.

*The CDC decided to include in its 2015 December agenda an item regarding elaboration of a new capacity development work plan.*

*The CDC decided not to work on the development of a new CD strategy till further decisions are adopted as a result of the CDC evaluation and the IPPC Enhancement Evaluation study.*

## **AGENDA ITEM 7: OTHER BUSINESS**

### **7.1 IPPC Secretariat Enhancement Evaluation**

The IPPC Secretariat mentioned comments from the entire Secretariat on the enhancement study, which they believe contains many inaccuracies particularly for what concerns resources and staff. The IPPC Secretariat was also concerned about financial impacts of the suggestions made in the evaluation report.

*The CDC encouraged the Bureau and the CPM to consider the possibility to provide regular programme funding for the CD activities.*

### **7.2 CDC representation**

The CDC meeting in June 2014 decided CDC members attending different meetings should circulate agenda and documents for previous consultation with the CDC and outcomes of the meeting as a personal report to the CDC. The procedure shall be followed by the CDC members representing the body.

### **7.3 Other issues**

One of the Bureau observers proposed to have a contact point for the possible future ePhyto project. The European participant Sam Bishop in the CDC will be the contact point for it.

For what concerns the attendance of a CDC member to the SPG, the North American participant offered to explore the possibility to attend, and the participant from Africa offered to be a second option if he would not be available.

The IPPC Secretariat informed the CDC that in the framework of the International Year of Soils, links had been established with the FAO unit in charge of this event and agreed to develop a document on soils and plant health. The CDC will be further informed and consulted on the content of the document shortly. A first draft issue is planned for mid-August. The document shall be made widely available electronically, and if possible, would be printed.

The CDC was very supportive of this initiative. The North America representative suggested to use the International Year of soils as a springboard to the IYPH as plant health is as important as soils.

The CDC members also suggested collaborating with FAO units for upcoming UN international years to gain experience for the IYPH.

#### **AGENDA ITEM 8: DATE AND VENUE OF THE NEXT MEETING**

The next CDC meeting will be held in Rome, Italy, in the first week of December (30<sup>th</sup> November - 4<sup>th</sup> December 2015). The CDC members also discussed the possible venues for the 8<sup>th</sup> CDC meeting. There was a generous offer from Korea. The member representing North America will explore possibility to host the meeting in the US.

#### **AGENDA ITEM 9: REVIEW AND ADOPTION OF THE REPORT**

The CDC revised the report and adopted it.

## TASK LIST

### The IPPC Secretariat

- Prepare, make available and spread a factsheet presenting CDC's role, goals and achievements.
- Prepare and send a letter to NPPOs and RPPOs when the STDF project 350 is over to inform them of the purpose, availability and possible uses of the materials
- Revise the Phytosanitary Resource page to be more user friendly for finding materials
- Replace the previous version of the criteria by the newly adopted criteria on the Phytosanitary Resources page.
- Elaborate and include a diagram of the implementation plan of the STDF project 401 for more clarity in further versions of the implementation plan.
- Consider options for making the STDF project 401 further known to RPPOs, TC-RPPO meetings and regional workshops, as well as in STDF and SPS publications and workshops.
- Issue a call for contribution of existing technical resources and activities in order to further support the next steps of the pilot programme on surveillance.
- Prepare a news item to be posted on the IPP in order to fully inform contracting parties on the possible items of regional workshop and to explore how countries could express ideas for regional workshops (e.g. through a drop box). Promote CDC itself and its activities during regional workshops; inviting participants to provide some feedback and inputs on national implementation of surveillance and providing more information on the implementation status of project STDF 401.
- Issue a call for contributing different types of software and risk communication materials for plant health.
- Collect existing experience and projects on training activities in the Plant health field. Send an email to the CDC members asking them to provide experiences and information on trainings in plant health matters, and possible collaboration would be considered.
- Prepare list of the suggested topics for the training session, side sessions, special session photo content and flyers to be presented to the next Bureau meeting for the consideration.
- Submit to the CDC the summary of the conclusions of the NRO's training session of the CPM 10.
- End filling in the table on Framework for implementation within one month, send it for comments to CDC members for 2 weeks commenting period and provide the consolidated version to the Secretariat Coordinator, as one of the elements to be analyzed for the Framework for implementation.
- Develop a concept note for the establishment of a diagnostics initiative that could include all types of alliances, coordinated actions, mentoring, twinning, utilization of contributed resources etc.

### All CDC members

- Take leadership roles in promoting the use of technical resources developed under the STDF project 350 in their countries and regions, such as providing more detailed information to NPPOs, RPPOs and to update on progress at the next meeting.
- Revise pending issues in the working plan at the end of 2015 to decide whether it makes a sense to maintain them in the working plan.

Include in its 2015 December agenda an item regarding elaboration of a new capacity development work plan.

**Mr. Bishop**

- Will provide contacts and information on possible opportunities for alliances in the UK on the training activities in plant health and for the establishment of diagnostic initiatives.
- Will be the contact point of the CDC for the future project on ePhyto. As agreed for CDC representation at meetings, he will consult with the CDC on the agenda and share a personal report to the CDC discussing the meeting outcomes.

**Mr. Gilkey**

- Will be representing the CDC to the SPG and Ms. Oraka would replace him if he would not be available. As agreed for CDC representation at meetings, the representative will consult with the CDC on the agenda and share a personal report to the CDC discussing the meeting outcomes.

**RECOMMENDATIONS**

- The CDC suggested that both promotion and monitoring of the use of technical resources developed within the project STDF 350 would be useful in the next steps
- The CDC encouraged that the revision of ISPM 6 (surveillance) take implementation challenges into careful consideration in the process of meaningful revision of the standard
- The CDC suggested waiting for the later version of the National Reporting Obligations Work Plan and will consider it during the December 2015 CDC meeting to allow a more efficient analysis.
- The CDC encouraged the Bureau and the CPM to consider the possibility to provide regular programme funding for the CD activities.

**APPENDIX 1: WELCOME LETTER FROM MR. XIA**

الاتفاقية الدولية  
لوقاية النباتات

国际植物  
保护公约

International Plant  
Protection Convention  
Convention Internationale  
pour la Protection des Végétaux

Международная Конвенция по  
Карантину и защите Растений  
Convención Internacional  
de Protección Fitosanitaria

Rome, 29 May 2015

Dear members and observers of the IPPC Capacity Development Committee,

It is a pleasure for me to welcome all of you to the 6<sup>th</sup> Meeting of the IPPC Capacity Development Committee.

We greatly appreciate your cooperation and hard work in this key IPPC committee that has demonstrated a high level performance in supporting the development of the national phytosanitary capacities of our contracting parties.

We believe that the well based and homogeneous development of capacities among our contracting parties is one of the fundamental IPPC strategic objectives and may be one of the most difficult to fulfil.

Your suggestions and comments are always welcomed on the further development of our National Capacity Development Strategy and corresponding work plan, and your oversight is valuable and fully appreciated by the Secretariat.

In my capacity as IPPC Secretary, I am looking forward to working closely with all of you to meet this objective and providing guidance to strengthen the work in this area.

I hope to meet all of you shortly and wish you have a productive and enjoyable meeting in Costa Rica.

My special thanks to Costa Rica and IICA for hosting this meeting.

Sincerely,

Jingyuan Xia  
Secretary

International Plant Protection Convention

International Plant Protection Convention Secretariat  
Food and Agriculture Organization of the United Nations  
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**APPENDIX 2: AGENDA**

<b>Agenda item</b>	<b>Document No.</b>	<b>Presenter</b>
<b>1. Opening of the meeting</b>		
1.1 Welcome by the IPPC Secretariat		CD Team
1.2 Introductions		Participants
1.3 Selection of a Rapporteur		Chair
<b>2. Adoption of the agenda</b>	01_CDC_2015_June	Chair
<b>3. Updates from the IPPC Secretariat, CPM Bureau, CDC members and Observers</b>		
3.1 Update by the IPPC Secretariat	20_CDC_2015_June	CD Team and Chair
3.2 Update by the CPM Bureau	Report-CPM Bureau, March, 2015	Bureau members
3.3 Update by the CDC members		CDC members
3.4 Update by the Observers		Observers
<b>4. Capacity Development Activities</b>		
4.1 Development of IPPC resources	17_CDC_2015_June	Hammons
4.1.1. STDF project 350 “Global Phytosanitary Manuals, Standard Operating Procedures and Training Kits Project”	STDF 350 project document	
4.1.2. Next steps	STDF 350 project 6th progress report	
4.2 Phytosanitary Resources page	10_CDC_2015_June	Kitahara/Lomsadze
4.2.1 Update on review of resources.		
4.2.2 Next steps		
4.3 STDF project 401 “Training of Phytosanitary Capacity Evaluation (PCE) Facilitators”	12_CDC_2015_June 13_CDC_2015_June	Brunel/Kitahara
	STDF 401 project document	
4.4 IPPC projects and PCE application		Peralta
4.5 Pilot program on Surveillance, Implementation Review and Support System (IRSS)	CPM 2015/23 05_CDC_2015_June 18_CDC_2015_June	Hammons
4.6 Regional IPPC Workshops 2015	14_CDC_2015_June	Peralta
<b>5. Future Capacity Development Activities</b>		
5.1 E-phyto project. Report to CDC members.	CPM 2015/26 CPM 2015/INF/08 <a href="#">Link ePhyto CPM 10 side session</a>	

Agenda item	Document No.	Presenter
5.2 ISPM No.15. Report to CDC members	CPM 2015/INF/10	Peralta
5.3 Training of trainers. Concept note.	19_CDC_2015_June	Lomsadze/Brunel Only CDC and CPM Bureau Members Closed session
5.4 CPM-11 Preparatory meeting, training session and side sessions	21_CDC_2015_June	All participants
5.5 Use of different software applications in plant health	11_CDC_2015_June	Lomsadze
<b>6. Work plan and strategy</b>		
6.1 CDC review		Lopian Only CDC Members Closed Session
6.2 National Reporting Obligations Work Plan	09_CDC_2015_June CPM 2015/22	CD staff All participants
6.3 Framework for implementation	15_CDC_2015_June	All participants
6.4 Concept of ISPMs : Commodity standards	CPM 2015/CRP/08 13_SC_2015_May	Peralta All participants
6.5 Strategic issues on pest diagnosis	CPM 2015/28 CPM 2015/CRP/03	Peralta/Van Alphen All participants
6.6 Update of the IPPC Capacity Development Work Plan	04_CDC_2015_June	Kitahara/Brunel All participants
6.7 Action plan to review the IPPC Capacity Development Strategy. Open discussion	08_CDC_2015_June <a href="#">Link - IPPC National Phytosanitary Capacity Development Strategy</a>	All participants
<b>7. Other business</b>		
7.1 IPPC Secretariat Enhancement Evaluation	06_CDC_2015_June	Peralta
7.2 CDC representation	16_CDC_2015_June 07_CDC_2015_June	Peralta Peralta
<b>8. Next meeting</b>		
<b>9. Review and adoption of the Report</b>		
		Chair

**APPENDIX 3: LIST OF DOCUMENTS**

Document No.	Agenda item	Document title	Date posted/ Distributed
01_CDC_2015_June	2	Draft Agenda	2015-04-17
02_CDC_2015_June	-	Documents list	2015-05-22
03_CDC_2015_June	-	Participants list	2015-04-29
04_CDC_2015_June	6.6	Update of the IPPC Capacity Development Work Plan	2015-04-21
05_CDC_2015_June	4.5	CPM 10 draft report on Implementation programme on surveillance and the IRSS - Extract	2015-04-20
06_CDC_2015_June	7.1	CPM 10 draft report on IPPC Secretariat Enhancement Evaluation - Extract	2015-04-21
07_CDC_2015_June	7.2	CDC representation – CDC 4 <sup>th</sup> meeting – Extract	2015-04-21
08_CDC_2015_June	6.7	CDC task list – CDC 4 <sup>th</sup> meeting report - Extract	2015-04-23
09_CDC_2015_June	6.2	National Reporting Obligations Work Plan - Draft	2015-05-19
10_CDC_2015_June	4.2	Phytosanitary Resources page - Update on review of resources and next steps	2015-05-22
11_CDC_2015_June	5.5	Use of Different Software Applications in Plant Health	2015-05-22
12_CDC_2015_June	4.3	Detailed Report on the Completion of the Selection process for STDF Project 401	2015-05-22
13_CDC_2015_June	4.3	Provisional implementation plan STDF Project 401	2015-05-22
14_CDC_2015_June	4.6	Regional IPPC Workshops 2015	2015-05-25
15_CDC_2015_June	6.3	Framework for Implementation	2015-05-26
16_CDC_2015_June	7.1	IPPC Secretariat Comments to the Final Enhancement Evaluation Report	2015-05-25
17_CDC_2015_June	4.1	STDF350 - Updates	2015-05-26
18_CDC_2015_June	4.5	IPPC Pilot implementation project on surveillance	2015-05-26

Document No.	Agenda item	Document title	Date posted/ Distributed
19_CDC_2015_June	5.3	Concept Note -Trainings	2015-05-26
20_CDC_2015_June	3.1	Update by the IPPC Secretariat on CPM 10	2015-05-26
21_CDC_2015_June	5.4	TC suggestions for future CPM scientific sessions	2015-06-03
CPM 2015/23	4.5	Implementation Programme on Surveillance and the Implementation, Review and Support System (IRSS) - update	2015-05-26
CPM 2015/26	5.1	ePhyto update	2015-04-20
CPM 2015/INF/08	5.1	Contracting parties reports of successes and challenges of implementation	2015-04-20
CPM 2015/INF/10	5.2	Contracting Parties Reports of Successes and Challenges of Implementation - Implementation of the ISPM 15	2015-05-25
CPM 2015/22	6.2	NRO program	2015-04-22
CPM 2015/CRP/08	6.4	Adoption of International Standards for Phytosanitary measures – Terms of References for a working Group to discuss the Concept of a Commodity Standard	2015-04-21
13_SC_2015_May	6.4	Purpose, Status and Content of ISPMs	2015-05-08
CPM 2015/28	6.5	Recommendations – Proposed recommendation on the importance of pest diagnosis	2015-04-21
CPM 2015/CRP/03	6.5	Strategic issues associated with pest diagnoses	2015-04-21
	3.2	Report-CPM Bureau, March,2015	2015-05-26
	4.1	STDF 350 project document	2015-04-20
	4.1	STDF 350 project 6 <sup>th</sup> progress report	2015-04-20
	4.3	STDF 401 project document	2015-04-20

**APPENDIX 4: LIST OF PARTICIPANTS**

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## APPENDIX 5: SPECIFIC UPDATES ON MATERIALS DEVELOPED THROUGH THE PROJECT STDF 350

The commitment of the project was to produce 20 materials.

	Product title	Status and notes
1	Phytosanitary resources webpage	100% complete, launched in July 2012. Plan for re-design and strategic improvement is being developed.
2	E-learning on trade of forestry products	100% complete, launched in March 2013 and available online, adapted by the US into a North America version and translated into French
3	Dielectric heating treatment quick guide	100% complete, available online, launched at April 2014 side session, translated with funds from other projects. Feedback on the guide has been received and will be discussed with the CDC at the June 2015 meeting.
4	Stakeholder relations manual	90% complete, in editing/layout with publishing company
5	Establishing an NPPO manual	90% complete, in editing/layout with publishing company
6	Establishing an NPPO training kit	90% complete, in editing/layout with publishing company
7	NPPO Operations Manual	90% complete, in editing/layout with publishing company
8	NPPO Operations training kit	90% complete, in editing/layout with publishing company
9	Import clearance manual	85% complete, peer review work shop taking place in May 2015, for finalization in June/July
10	Export certification manual	85% complete, peer review work shop taking place in May 2015, for finalization in June/July
11	Diagnostics manual	90% complete, peer review work shop taking place in May 2015, for finalization in June/July
12	Surveillance management manual	90% complete, peer review work shop taking place in May 2015, for finalization in June/July
13-19	Pest risk analysis awareness-raising materials	6 sets of products 100% complete, launch session took place CPM-9 in April 2014, products used at several IPPC and external events
20	Manual on IPPC Participation	80% complete
22	Support materials on IPPC meeting participation	80% complete
23	Online tool for participation in CPM	100% complete, launch session took place at CPM-9 in March 2014, available in Spanish and English

24	Market access training materials	50% complete
25	General presentation to support understanding of main elements of IPPC and its implementation	60% complete
26	General presentation to support understanding of IPPC technical resources available	90% complete
27	Market access online learning modules	40% complete
28	Set of fact sheets to promote use and implementation of the materials	80% complete
29	Photo contest launched, posters published	100% complete, with posters displayed at CPM, SPS and STDF events, and photos featured in National Geographic Italy and La Repubblica posters available in physical form and files for display
30	Photo library	60% complete, photo missions taking place in June 2015
31-34	Import SOP, Export SOP, Import training kit, export training kit	Draft outlines developed, now on hold, not to be completed under this project
35	Dielectric heat treatment manual	Draft manual developed by technical panel, on hold due to limited technical expertise on the topic and changing circumstances of the treatment protocol in ISPM 15
36	Phytopsanitary measures outreach materials	Draft outline developed, now on hold, not to be completed under this project

## APPENDIX 6: REVISED CRITERIA FOR POSTING RESOURCES ON THE PHYTOSANITARY RESOURCES PAGE

(Prepared by the IPPC Secretariat and revised by the CDC to reflect additional criteria agreed in the past CDC meetings)

- 1) On the use of language :
  - Key words/flags to be taken into account for review are: Standards, guidelines, recommendations.
  - The resources can be proposed in any language; however less used languages are going to have less priority. Priority should be given to UN languages (English, French, Spanish Chinese, Russian and Arabic). In the process of review of non-UN languages, in-kind translation services could be used by the CDC.
  - A general disclaimer is going to be added to the Phytosanitary Resources page as follows: Resources on this page are not intended to be interpretations of ISPMs and terminology used may not be consistent with ISPM 5. Unless otherwise indicated resources, or pest distributions contained within them are not endorsed/adopted/agreed by the CPM <<http://www.ippc.int/cpm>>.
  
- 2) On the criteria for suitability of technical resources:

Suitable	Unsuitable
Assisting with the implementation of core IPPC provisions (obligations, rights and responsibilities)	Incompatible with the provisions of the IPPC text and ISPMs
Usefulness and relevance of information for NPPOs: <ul style="list-style-type: none"> <li>- Applicability to the implementation of specific ISPMs</li> <li>- Relationship with the areas of the IPPC NPCD Strategy.</li> <li>- Used to implement core functions of the NPPO.</li> <li>- Practicality of the material.</li> </ul>	Non-IPPC standards that could create confusion
Has the potential to have international application	Resources endorsed, approved or adopted by the CPM
Is peer reviewed	Detection of an infringement of copyright
Date of publication	Resources subject to confidentiality agreements, unless the parties agree to its publication
	Resources (except link) subject to frequent update
	Resources published or intended to be published in journals and easily accessible
	Resources addressing other SPS area
	Regional Standards on Phytosanitary Measures (except Diagnostic protocols)

3) On operational aspects:

- Any resource reviewed and noted by other IPPC Subsidiary bodies (not the CDC) is automatically posted and the coordination responsibility relies in the pertinent subsidiary body (subject to meet suitability criteria for publication in the phytosanitary resources page).
- The CDC may seek advice of IPPC Subsidiary Bodies regarding resources submitted.
- PRA documents, bilateral agreements, comprehensive diagnostic resources, pest factsheets and specific pest control manuals are not subjected to review by the CDC and are directly posted in the page.
- The Secretariat will pre-review videos to consider if they need to be submitted for CDC review.
- The Secretariat is going to propose periodically a priority list for review.

4) Prioritization of review:

- The resources addressing topic areas related to IPPC Technical Resources and IPPC priorities
- The resources able to be applied by a wide range of NPPOs should be given priority over ones only applicable in specific NPPOs or regions.

5) Procedures of the CDC to review resources:

- Among the resources contributed, the Secretariat selects five resources in line with the prioritization of review and they are reviewed by the CDC with one month deadline.
- In the case where all CDC members agree suitability of resources, they would be posted in the Phytosanitary Resources page.
- In the case where at least one CDC member considers a resource unsuitable and/or requests further review, the Chair will initiate a discussion process by electronic means. If consensus is not reached, the resource should not be posted.
- When requested, a reason for not posting or removing a resource should be given to proposers, based on the established criteria, including information on the possible process for revisiting the application.

The review process above is being conducted regularly.

## **APPENDIX 7: LIST OF ITEMS IDENTIFIED FOR CPM-11 PREPARATORY MEETING, TRAINING SESSION AND SIDE SESSIONS**

The themes identified during the consensus workshop were the following:

### ***Education:***

- 1 or 2 manuals presented in detail
- The role and impact of CDC on developing countries for the implementation of standards Education (universities and others)
- Non regulatory solutions

### ***Facilitation of safe trade:***

- Market access (training sessions) (to be kept for the future)
- ISPM 32 in practice
- ePhyto implementation
- Trade facilitation (Explanations on WTO, SPS and trade facilitation agreement)
- Inspection: global challenges and solutions (market place)
- Good safe regulated trade reduces smuggling
- Internet trade
- Non regulatory solutions (least trade restrictive measures)

### ***Plant Health in a wider context:***

- Pests: food security. Global concerns, 9 billion people. What's for dinner.
- 21st Century: develop our image (e.g. OIE, Codex)
- Climatic effect on issues on food security
- Economics! How the phytosanitary community contributes to ecosystem services
- Pests without visa and their effects on the agriculture and economy of the Nations
- Economic impact case studies
- The role of humans in bringing pests
- International Year of Plant Health
- Communication of risks

### ***Engaging partnership:***

- Industry involvement in plant health including resource mobilization and PPPs

### ***Surveillance:***

- Surveillance event series
- Surveillance, national systems
- Plant Health in the 21th Century: use of drones, Apps, smart phones. Technology possible uses
- Sniffing dogs

### ***CPM 11 hot topics:***

- Sunday programme CPM, A to Z of CPM 11
- Concept of ISPMs

- Sea containers: what other organizations do to clean them? (side session)
- CPM decision preparation: sea container, ePhyto
- NROAG
- Build on regional workshop outcomes.

***Emerging issues in plant health:***

- 2 or 3 current issues (e.g. pests such as Elm worm, Tuta absoluta, Bark beetles or specific commodities such as bananas), to be determined in collaboration with regions.

***International events and plant health (e.g. Olympics):***

- How to manage with phytosanitary issues during international events – championships (e.g. global events such as Milan expo, Brazil soccer championship)

***Other ideas which were not retained:***

- Contingency plans
- Diagnosis practices
- Inspectors from different countries – daily problems
- Diplomatic pouches

Botanical wealth fare – how plants are brought, transported.

**APPENDIX 8: UPDATED IPPC CAPACITY DEVELOPMENT WORK PLAN**

**IPPC Capacity Development Work Plan**  
*(living document – updated in June 2015, 6<sup>th</sup> CDC meeting)*

*Activities depend on availability of financial and human resources. Activities are ongoing unless otherwise specified.*

*Activities highlighted in yellow are linked to the surveillance pilot programme.*

Strategic Area	Global Capacity Development Strategy Activities	IPPC Capacity Development Activities	Start date	Status
<b>1: National PS Planning and Managements</b>	Identify and review tools for PCE	Translate the updated PCE	Dec 2013	Done. (Available in all UN languages except Chinese)
		Advise on use of PCE data for use in IRR	May 2013	Done
		Review draft analysis of PCE data in IRR	Nov 2013	Done
		Discuss IRR to determine where and how synergies/investments can be achieved (output 2)	May 2014	Done
	Develop new or revise existing tools	Develop PCE module on environmental considerations of NPPOs	Sep 2013	On-going
	Develop, deploy and maintain IPPC core training materials	Develop at least 20 technical resources	June 2015	On-going
		Make materials available on phyto.info		On-going
		Encourage appropriate protection of PCE tool		On-going
	Encourage use of PCE, including by donor organizations			On-going

Strategic Area	Global Capacity Development Strategy Activities	IPPC Capacity Development Activities	Start date	Status
	Develop tools and guidelines for preparing national phytosanitary action plans	Prepare programs for training PCE facilitators (STDF 401)		On-going
		Collect and make available best practices in contingency and emergency action plans (and associated materials like cost benefit analyses)		On-going
	Develop guidelines for preparing documented procedures for carrying out NPPO work	Development guidelines for core phytosanitary activities such as inspection, surveillance, pest reporting, pest diagnostics etc.		On-going
2: Participation in Standard Setting	Train RPPO staff and regional experts on participation in all stages of the standard setting process (e.g. topics, specifications, representation on the SC and in other technical bodies, draft standards)	Encourage the SC and Standard setting group to produce training material		Done
	An orientation programme for new CPM delegates			Done
	Peer coaching and mentoring for new members of subsidiary bodies of the IPPC			Done
	Identify mentoring opportunities and adopt mentoring practices relevant to standard setting	Develop concept paper on framework		Pending
3: Standards Implementation	Develop resources to support national-level stakeholder coordination of IPPC implementation	Type of resources/tools needs to be defined		On-going
	Identify challenges to implementation through IRSS programme	Analyze IRSS outcomes with a view to identify implementation challenges and related CD actions		Done
		Analyze other data that may give indications on difficulties in implementing standards (e.g. from SBDS or SC)		On-going
		Identify gap for the standard setting work programme (framework for implementation)		On-going
	Provide guidance to NPPOs on developing implementation plans	Guide for implementation plan of revise of ISPM 6		On-going
		Implementation plan for new standards		Pending

Strategic Area	Global Capacity Development Strategy Activities	IPPC Capacity Development Activities	Start date	Status
4: Coordination and Communication	Manage the IPPC Phytosanitary resources page	Conduct an annual call for provision of phytosanitary resources from various sources and in different languages including non-UN languages.		On-going
		Build and maintain database system accessible to donors and recipients to support ISPM 6 pilot		Done
		Make the roster of consultants (see <a href="http://www.phytosanitary.info">www.phytosanitary.info</a> ) available to interested stakeholders		Done
		Populate the system using results of periodic surveys of programs, including surveillance pilot programme		Pending
	Develop linkages between regional and multinational organizations that provide phytosanitary information resources	Give inputs to the IPPC work plans on resource mobilization and communication		On-going
5: Pest information	Provide support to contracting parties to update and document lists of pests that they regulate, information systems, etc.	Examine survey results from IRSS study of ISPMs 17 and 19 and make suggestions		On-going
		Identify good examples of lists of regulated pests for other NPPOs.		Pending
	Encourage gap analysis (through application of PCE and IRSS) to determine requirements for surveillance, diagnostics, reference collections, information systems, etc.	Identify good practices in this area that can serve as examples for other NPPOs		On-going
6: Resource Mobilization	Coordinate and maximize the use of opportunities to secure funds from various sources, e.g. through organizing meetings with donors	Encourage the Secretariat to secure funds		On-going
		Identify funding resources to provide in-kind knowledge to support pilot programme		On-going

Strategic Area	Global Capacity Development Strategy Activities	IPPC Capacity Development Activities	Start date	Status
7: Advocacy	Encourage exchange of experiences on advocacy for phytosanitary issues among regional organizations	Promote good examples through portal, CPM, etc.		On-going
		Collecting, selecting, assessing and promoting good examples of advocacy		Pending
		Develop a section on the Phytosanitary Resources page to exchange good experiences (learning mechanism).		Pending
	Develop advocacy materials on capacity development and review resulting documents before publication.	PRA advocacy material		Done
	Promote the development and inclusion of relevant IPPC issues in the curricula of courses in Universities, Centres of Excellence and other institutions at national and international levels to build capacities as part of Human resource and organizational development	Investigate current curricula of courses and identify good examples.		On-going
8: Monitoring and Evaluation	Monitoring and evaluation of the CDC WP for presentation to CPM	Identify appropriate consultant and coordinate the evaluation		On-going