

REPORT

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2005

Seventh Interim Commission on Phytosanitary Measures



Food and Agriculture Organization of the United Nations

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Report of the
Seventh Interim Commission on Phytosanitary Measures
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FOOD AND AGRICULTURE ORGANIZATION OF THE UNITED NATIONS
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SEVENTH INTERIM COMMISSION ON PHYTOSANITARY MEASURES

Rome, 4-7 April 2005

REPORT

1. The 7th session of the ICPM took place in Rome, in 4-7 April 2005, with 231 delegates from 117 members, and 26 participants from 18 observer organizations.

1. OPENING OF THE SESSION

2. The Chairperson, Mr Lopian opened the meeting and welcomed the delegates.

3. Ms Fresco (Assistant Director-General, FAO Agriculture Department) gave an opening statement. She welcomed delegates on behalf of the Director General of FAO. She also welcomed Mr Richard Ivess, newly appointed IPPC coordinator. The increased importance of the IPPC and of the ICPM since the late 1980s, and the contribution of the IPPC to the Millennium Development Goals of the United Nations were noted. The importance of harmonization, standard setting and the full participation by all countries in this process was highlighted. Ms Fresco thanked the Standard and Trade Development Facility (STDF) and the Government of Canada for their contribution in holding the recent workshop on the practical application of ISPM No. 15. Regarding information exchange, the extensive programme which had started to improve the IPP and its use was noted. The cooperation with the Convention on Biological Diversity (CBD) in relation to alien invasive species was acknowledged. Technical assistance continued to be a priority for the IPPC Secretariat. Ms Fresco stressed the importance of considering economies of scale by coordination at a national level among regulatory authorities for food safety, animal health, plant health and biosafety, and by cooperation at a regional level.

4. Given the current number of contracting parties having accepted the 1997 amendments of the IPPC, entry into force of the New Revised Text was now on the horizon. All contracting parties that had not accepted the 1997 amendments were called upon to do so in order to achieve entry into force in 2005. Ms Fresco noted that the future budget allocated to the IPPC would be decided at FAO Conference in November 2005, and although the FAO Secretariat had again given a high priority to the funding of IPPC activities, other long-term options should be explored so that sufficient funding is available. She thanked members and organizations that had made such essential contributions, financial or in-kind, since the last meeting.

5. The ICPM noted the Statement of Competence and Voting Rights Submitted by the European Community and its Member States.

1.1 Appointment of Rapporteur

6. Mr Kurzweil (Austria) was elected by the ICPM as rapporteur.

2. ADOPTION OF THE AGENDA

7. Several topics were added to the agenda¹, which was adopted as amended (Appendix D).

¹ ICPM 2005/1/Rev.1

3. REPORT BY THE CHAIRPERSON²

8. Mr Lopian emphasized that the financial situation in 2004-2005 had been satisfactory due to the increased budget from FAO regular programme and from arrear funds, but arrears would not be available for the next biennium to cover the planned activities. He urged Members to contact their authorities responsible for FAO matters in order to give support to the IPPC budget. Long-term funding options were also under discussion, and could assist in getting increased funding for IPPC activities.

9. At its sixth session in 2004, the ICPM had suggested that workshops could be organized on a regular basis on important topics. Such a workshop had been organized on invasive alien species in 2003 in Braunschweig (Germany), followed at the beginning of 2005 by a workshop on the practical application of ISPM No. 15 in Vancouver (Canada). A workshop on plant health risk analysis was being organized for October 2005 in Niagara Falls (Canada).

10. With regard to cooperation with other international organizations, activities had concentrated on the Convention on Biological Diversity (CBD). The Secretariats of both organizations, with the participation of the ICPM Bureau, had met in May 2004 and a similar meeting would also take place in the near future.

11. The Chairperson noted that regionalization was being discussed in the IPPC framework and other fora, especially the Committee on the Application of Sanitary and Phytosanitary Measures of the World Trade Organization (WTO-SPS Committee). The idea that activities could be conducted under the IPPC had been discussed by a Focus Group and by the Informal Working Group on Strategic Planning and Technical Assistance (SPTA). The ICPM Bureau organized an open-ended working group to discuss this issue during ICPM-7.

12. The Chairperson noted that contributions to the special Trust Fund for the IPPC, which had been established at ICPM-5 in 2003, had been relatively scarce. He thanked countries having contributed to it, but urged others to consider contributing.

4. REPORT OF THE SECRETARIAT

13. The IPPC Secretary was pleased to welcome Mr Ivess, as the new IPPC Coordinator. The report of the Secretariat for 2004-2005³ was presented, and further activities were reported that had taken place in the period since January 2005.

14. With regard to standard setting, the Secretariat reported on an increase of activities compared to 2003-2004, and gave details of recent meetings. The Secretariat presented a paper drafted by the Technical Panel on forest quarantine on the methyl bromide treatment schedule in ISPM No. 15. All Technical Panels created at ICPM-6 had started their activities. An extensive programme of standard-setting meetings (expert working groups and technical panels) was planned for 2005-2006. The workshop on the practical application of ISPM No. 15 took place recently with over 170 participants and over 80 countries represented.

15. In relation to information exchange, the Secretariat reported that the International Phytosanitary Portal (IPP) had been developed further and the speed and access of the system had been improved. An outreach programme enabling countries to use the IPP for information exchange had also started.

² ICPM 2005/INF2

³ ICPM 2005/INF1

16. The Secretariat emphasized cooperation with the CBD and other relevant organizations but noted that lack of staff resources had not always allowed sufficient attention to this component of IPPC activities.

17. The ICPM:

1. Expressed its gratitude to countries and organizations that had provided assistance and resources to the work programme.
2. Noted the information provided by the Secretariat on progress on the ICPM work programme since ICPM-6.

Proposed modification of ISPM No. 15 methyl bromide treatment schedule

18. An information document⁴ was presented outlining a proposal to modify the methyl bromide treatment schedule in Annex I of ISPM No. 15 (*Guidelines for regulating wood packaging material in international trade*). Research had been done on the subject and it had been found that the current treatment schedule was inadequate. The new schedule had been developed with scientific data provided by the International Forestry Quarantine Research Group (IFQRG) and had been recommended by the Technical Panel on Forest Quarantine.

19. Some members agreed that the revised treatment schedule should be approved as soon as possible. However, they felt that the standard-setting process should be followed before it was adopted by the ICPM. It was concluded that the revised annex would be an ideal candidate for adoption under the fast-track system and would be submitted to the Standards Committee under this system.

20. Several members mentioned the Montreal Protocol and the need to find alternatives to methyl bromide. It was noted the IFQRG had undertaken a lot of work and research on the issue.

5. REPORT OF THE TECHNICAL CONSULTATION AMONG REGIONAL PLANT PROTECTION ORGANIZATIONS

5.1 Summary Report of the 16th Technical Consultation among Regional Plant Protection Organizations⁵

21. Ms Petter (European and Mediterranean Plant Protection Organization - EPPO) reported on the outcome of the 16th Technical Consultation (TC) which had taken place in Nairobi (Kenya) in 2004. The role of Regional Plant Protection Organizations (RPPOs) in coordinating their members' participation in standard setting and in ICPM-related activities was stressed. The TC had identified potential areas of involvement of RPPOs in relation to standards and explanatory documents. It had also emphasized the need to consider regional approaches to sharing resources and expertise, such as for pest risk analysis. The TC also reviewed a paper on its role and functions, and on the organization of TCs. The TC noted that RPPOs should also be active in information exchange and encourage their members to use the IPP. The TC had also recommended the establishment of a work programme on electronic certification. It was hoped that the TC would continue to make a useful contribution to the work programme of the ICPM. It was noted that the next TC would take place in 2005 in Brazil.

22. The ICPM:

1. Noted the report.

⁴ ICPM 2005/INF1/Add.1

⁵ ICPM 2005/INF6

5.2 Problems Associated with the Implementation of the International Standards for Phytosanitary Measures in Africa

23. Ms Olembo (Inter-African Phytosanitary Council - IAPSC) presented a paper⁶ on the difficulties of implementation of ISPMs in Africa. She emphasized issues relating to the need to update phytosanitary legislations, provide training on pest risk analysis, establish regional laboratories, develop pest lists, address issues such as fraudulence, and to build awareness. She was grateful for the contributions made to the Trust Fund, which would be contribute to activities benefiting developing countries.

24. The ICPM:

1. *Noted* the paper.

6. REPORT OF OBSERVER ORGANIZATIONS

6.1 Report of the Activities of the Sanitary and Phytosanitary Committee and Other Relevant WTO activities in 2004

25. The WTO representative presented a report⁷, which provided a summary of the activities and decisions of the WTO-SPS Committee during 2004. He noted that the review of the implementation of the SPS Agreement would be finished in 2005. He identified issues of possible relevance for the ICPM including undue delays, work on good regulatory practice, special and differential treatment, and clarification of division of labour between the SPS and the three standard-setting organizations.

26. A number of specific trade concerns in relation to plant health had been raised in the SPS Committee in 2004. The Standards and Trade Development Facility (STDF) had provided funding for the workshop on the practical application of ISPM No. 15 and it was hoped that this workshop would help decrease the number of specific trade concerns raised in relation to that standard. He reported that two dispute-settlement panels would finish their work in a few months. The participation of the IPPC Secretariat in SPS regional workshops was valuable, and the SPS Secretariat was funding this participation as resources allowed.

27. Regionalization had been discussed for some time in the SPS Committee, and he welcomed the paper presented by the IPPC Secretariat on this topic and the draft standard on areas of low pest prevalence. Work that the ICPM could advance in that respect would be most gratefully received by the SPS Committee. He also welcomed the presentation of a draft standard on equivalence and commended the ICPM Secretariat for its initiative in advancing this work in response to the request from the SPS Committee.

28. The ICPM:

1. *Noted* the report.

6.2 Report of the Convention on Biological Diversity⁸

29. The CBD representative thanked the ICPM and the IPPC Secretariat for their continued collaboration. The 2004 meeting between the Secretariats of both organizations had been fruitful, and set the stage for continued collaboration. He presented a written report which provided details on activities under the CBD in 2004, and mentioned upcoming meetings of relevance to the ICPM, covering invasive alien species, biosafety, and cooperation among international organizations and initiatives. The 2nd meeting of Parties to the Cartagena protocol on biosafety and a conference on

⁶ ICPM 2005/INF7

⁷ ICPM 2005/INF8

⁸ ICPM 2005/INF12

invasive alien species were mentioned. Both meetings were scheduled in 2005 and would cover topics of relevance to the ICPM.

30. The ICPM:

1. *Noted* the report.

7. STRATEGIC DIRECTION NO. 1: THE DEVELOPMENT, ADOPTION AND MONITORING OF THE IMPLEMENTATION OF INTERNATIONAL STANDARDS FOR PHYTOSANITARY MEASURES (ISPMS) (STANDARD SETTING)

7.1 Report of the Standards Committee

7.1.1 Report by the Chairperson

31. Mr Vereecke, Chairperson of the Standards Committee, presented a report on the activities of the Standards Committee in 2004⁹.

32. The SC had first met in April 2004. It had integrated the supplement on living modified organisms into ISPM No. 11, as requested by ICPM-6. It had considered a number of draft procedures related to standard setting, administrative guidelines on the structure of standard-setting documentation, and the form for submitting topics and priorities for standards.

33. Its main activity had been the review, in two sub-groups, of draft standards and draft specifications for standards. The separation into two sub-groups was not fully satisfactory but had been necessary due to the workload. Eight draft ISPMS had been considered. Six had been approved for country consultation, and the draft revised ISPM No. 1 and 2 had been sent back for further consideration.

34. The SC had not been able to complete its work on standard-setting procedures and some specifications, and therefore four members of the SC had met in an extraordinary working group in July 2004, to complete the work.

35. In November 2004, the SC-7 considered over 2500 country comments on draft standards. This number demonstrated the increased interest in standard setting, but also implied operational difficulties for the SC due to the short time available. The Chairperson stressed the role of stewards whose advanced study of comments before the meeting had facilitated the review of the comments. The SC had then met, with the participation as observers of the five newly nominated SC members. It had considered the work programme submitted by the Technical Panel on diagnostic protocols and the Technical Panel on pest free areas and systems approaches for fruit flies. Stewards for some future standards had also been nominated, and the Chairperson emphasized the essential contribution of stewards in the standard-setting process. The SC had approved five standards for presentation to the ICPM, but could not finalize its discussions on the draft standard on consignments in transit (the steward of the draft had undertaken further work with some experts since the meeting, and a revised draft would be considered by the SC at its April 2005 meeting).

36. The Chairperson noted the general lack of time after country consultation (which was not sufficient for SC members to review comments before the meeting) and the excellent work of stewards whose workload had been very high.

37. The SC had started to discuss possible improvements of the standard-setting process, in particular through a longer development cycle. The Chairperson hoped to be able to supply more information at the next meeting.

⁹ ICPM 2005/INF3

7.1.2 Format, Publication and Distribution of ISPMs

38. The Secretariat presented a proposal made by the SC for the publication of the ISPMs as a book, with one book per language¹⁰. The Glossary of phytosanitary terms would also be maintained as a multilanguage publication. A few countries commented on the proposal, which was subsequently modified. China suggested its involvement in the translation of standards into Chinese to improve the quality of Chinese translations.

39. The ICPM:

1. *Adopted* the recommendations on the format, publication and distribution of ISPMs as presented in Appendix II.
2. *Noted* that the compiled volumes of standards in all languages would be published during 2005-2006 and subsequently submitted to ICPM-8¹¹ in 2006 for further consideration and review.

7.1.3 Electronic Certification¹²

40. An open-ended working group on electronic certification was convened. A presentation of the New Zealand system of electronic certification was made by Mr A. Mudford (New Zealand).

41. There was general support to develop work on electronic certification as a high priority. Now that additional information from the United Nations Centre for Trade Facilitation and Electronic Business (UN/CEFACT) had been made available, it was clear that the work would be most appropriately developed outside the normal programme of standard setting.

42. The ICPM:

1. *Agreed* to establish a working group to formulate policy recommendations regarding electronic certification to be presented to the SPTA for submission to ICPM-8.
2. *Adopted* the terms of reference in Appendix III.

7.1.4 Clarification of Some Spanish Terms

43. The ICPM considered a paper proposing clarification of some Spanish terms and definitions in the Glossary¹³. It also discussed the use of "should", "shall", "must" and "may" in standards (see 7.1.5). An open-ended working group was convened to discuss these two issues.

44. In relation to the clarifications proposed, one member had questions regarding the terms "pest risk analysis" and "intended use". With relation to this issue it was stated that an agreement had already been reached in a previous informal meeting of the Spanish-speaking countries to include the words "*u otras evidencias*" in the Spanish definition of pest risk analysis .

45. With regard to the term "intended use", there was a discussion on the use of the Spanish words "uso propuesto" or "uso destinado". It was not possible to reach an agreement since some countries used one and others the other, and it was decided to keep the present expression "uso destinado".

46. The ICPM:

1. *Adopted* the clarifications as amended, as presented in Appendix IV, for inclusion in the next version of the Glossary.

¹⁰ ICPM 2005/9

¹¹ Or the first session of the Commission on Phytosanitary Measures if the new revised text of the IPPC (1997) enters into force in the meantime.

¹² ICPM 2005/26

¹³ ICPM 2005/27

7.1.5 Use of the Terms "Must", "Shall", "Should" and "May" in Standards

47. In response to a request from the ICPM, FAO provided a report on the translation of "must", "shall", "should" and "may" between English and Spanish. A friends of the Chair group was convened to consider this. It noted the report of the FAO Legal Office in response to questions about the use of these terms in ISPMs. The FAO Legal Office mentioned previous discussions in the Standards Committee (November 2004) on this item. It recalled the view expressed that there were certain circumstances where the use of the terms "must" and "shall" was appropriate in ISPMs. These circumstances included where the terms were used in the context of a quotation of the Convention, and where they were needed for technical or factual purposes within the standard.

48. The Legal Office also noted that the ICPM could decide that it was appropriate to use the term "shall" in other circumstances, but that this would need to be within the framework of the Convention and the legal status of standards.

49. The group further concluded that the use of the terms "deberá" in the Spanish (and "doit" in the French) version of the ISPMs was essentially correct and that the problem may derive from the avoidance of the use of "shall" in the English versions.

50. The group also considered that in the English version of the ISPMs not all the "should" were equivalent to "shall" and that detailed work should be undertaken to review the texts. Additionally the group recognized that such a revision could potentially have a high impact on many countries, and that it should be carefully examined.

51. In light of its discussions, the ICPM:

1. *Requested* a further review by the Secretariat of the translation of the terms "must", "shall", "should" and "may" in ISPMs between English and Spanish and, as appropriate, other languages.
2. *Requested* further input from FAO on the legal aspects of the use of the terms "shall" and "should" in ISPMs.
3. *Requested* the Secretariat to elaborate, in consultation with the Technical Consultation among Regional Plant Protection Organizations, a background document on the use of the terms "must", "shall", "should" and "may" in English in ISPMs, for consideration by ICPM-8.

7.2 Improvements in the Standard-setting Procedure

7.2.1 Terms of Reference and Rules of Procedure of the Standards Committee

52. Many members made comments on the draft Terms of Reference and Rules of Procedure of the Standards Committee¹⁴. A meeting of the friends of the Chair modified the Terms of Reference to provide clarity.

53. With regard to the Rules of Procedure many members had concerns over Rule 9, which outlined the language in which the SC meetings were conducted. These members felt that in order for delegates to fully participate in the meetings and activities of the SC, they should be held in the five official languages of FAO. The Secretary of the IPPC noted that this would have consequences both financially and to the mode of work of the SC. The Chair also indicated that this would mean work programme activities would likely to have to be reduced.

54. The IPPC Secretariat was asked to make an analysis of the costs involved in conducting the SC in the five official FAO languages and the activities of the work programme that would be affected. In light of this discussion, part of Rule 9 of the Rules of Procedures of the Standards Committee, providing that SC meetings are held in all FAO languages, was square bracketed. This analysis would

¹⁴ ICPM 2005/10

be presented to the next ICPM and discussion could take place as to whether the square brackets could be removed.

55. When undertaking the analysis, the following alternatives should be taken into account, without excluding others:

- 1) interpretation of the five official languages during the session and translation of the main documents;
- 2) same as above, but only in English, French and Spanish;
- 3) interpretation for the five official languages without translating documents from English into the other languages;
- 4) same as above, but interpretation only for English, French and Spanish;
- 5) assessment of possible cost of translation and interpretation in other venues outside FAO Headquarters and especially places where daily allowances are lower.

56. The possible impact of each of the alternatives on the work programme of the IPPC must be assessed, as well as the possibility to pay only economy class tickets for SC members.

57. Many members made additional comments on the Rules of Procedure of the Standards Committee. A meeting of friends of the Chair was convened and some modifications were incorporated into these Rules of Procedure to provide clarity, in particular regarding the period of time for which a nomination of a potential replacement would be valid. In addition there was a discussion as to how these new Rules would apply to current members (see decisions 2 and 3 below).

58. The ICPM:

1. *Adopted* the revised Terms of Reference and Rules of Procedure of the Standards Committee as presented in Appendix V.
2. *Agreed* that for current members serving a first term of two years, the duration of this term should be extended by one year. They may then serve one additional term of three years. Any additional terms (of three years) would be allowed only through the exemption procedure in Rule 3.
3. *Agreed* that for current members serving a second term of two years, the duration of this term would be unchanged. These members may then serve one additional term of two years. Any additional terms (of three years) would be allowed only through the exemption procedure in Rule 3.
4. *Agreed* that in all other respects, the revised Terms of Reference and Rules of Procedure would be applied.
5. *Asked* the Secretariat to make an analysis of the costs involved in conducting the SC in the five official FAO languages, taking into account alternatives identified at the ICPM, and the activities of the work programme that would be affected, for presentation at ICPM-8.

7.2.2 Guidelines on the Duties of Members of the SC

59. The ICPM discussed the guidelines on the duties of members of the SC, which had been developed by the SC¹⁵. Several members raised comments on the document.

60. The ICPM:

1. *Invited* members to send their written comments to the IPPC Secretariat by 15 April 2005.
2. *Requested* the Standards Committee to review the text based on comments received for submission to the ICPM through the SPTA.

7.2.3 Guidelines for the Operation of Expert Working Groups

61. The ICPM discussed the guidelines for the operation of expert working groups¹⁶. Written comments were submitted by members and the guidelines modified as appropriate.

¹⁵ ICPM 2005/19

¹⁶ ICPM 2005/18

62. The ICPM:

1. *Adopted* the guidelines for the operation of expert working groups as presented in Appendix VI.

7.2.4 Guidelines on the Role and Responsibilities of a Steward of an ISPM

63. A few members had comments on the paper¹⁷, which they were requested to send in writing to the Secretariat.

64. The ICPM:

1. *Invited* members to send their written comments to the IPPC Secretariat by 15 April 2005.
2. *Requested* the Standards Committee to review the text based on the comments received, for submission to the ICPM through the SPTA.

7.2.5 Criteria for the Formation of Supplements, Annexes and Appendices to International Standards for Phytosanitary Measures

65. Several members felt that the document¹⁸ should be adopted at the ICPM and not be an internal SC procedure as originally intended. It was felt that, since standards had to be implemented, it was important to know which component documents were prescriptive or for information only.

66. The ICPM:

1. *Requested* the Standards Committee to review the text for submission to ICPM-8, through the SPTA.

7.2.6 Procedures for the Development and Adoption of International Standards for Phytosanitary Measures (Including Criteria for Determining the Need for Further Rounds of Consultations on Draft Standards)

67. Several members presented comments¹⁹. It was agreed that they should be submitted in writing to the Secretariat. The biennial system for submission of topics for new ISPMs as agreed to in paragraph 93.4 of the report would be accounted for in Steps 1 and 2 of the document.

68. The ICPM:

1. *Invited* members to send their written comments to the IPPC Secretariat by 15 April 2005.
2. *Requested* the Standards Committee to review the text based on comments received for submission to the ICPM through the SPTA.

7.3 Adoption of International Standards for Phytosanitary Measures

69. The Secretariat introduced the five documents²⁰ for consideration by the ICPM, which consisted of three new standards (*Requirements for the establishment of areas of low pest prevalence, Guidelines for inspection, Guidelines for the determination and recognition of equivalence of phytosanitary measures*), the revision of ISPM No. 3 (*Guidelines for the export, shipment, import and release of biological control agents and other beneficial organisms*), and amendments to ISPM No. 5 (*Glossary of phytosanitary terms*). The Secretariat cited and thanked countries which had sent written comments in advance of the meeting, and the comments were made available to members. The Secretariat apologized for the omission of Uruguay's comments on ISPM No. 3 from the tables of comments presented to the SC. Open-ended working groups, all chaired by Ms. Bast-Tjeerde (Canada), were established to consider the draft standards (except the amendments to the Glossary) and the issues raised.

¹⁷ ICPM 2005/4

¹⁸ ICPM 2005/5

¹⁹ ICPM 2005/6

²⁰ ICPM 2005/2

7.3.1 Requirements for the establishment of areas of low pest prevalence

70. The open-ended working group adjusted the text based on comments submitted before the ICPM and in the plenary.

71. The outline of requirements was further adjusted and adopted. One member noted that there were errors in the Arabic translation and was invited by the Chairperson to submit their comments to the IPPC Secretariat.

72. The New Zealand delegate declared that New Zealand was prepared to join the consensus to adopt this standard, believing that a poor standard was better than no standard. However, New Zealand retained its deep concerns over the content of the standard. New Zealand was concerned over the technical content of the standard and felt that certain issues could have been addressed more adequately. Concepts needed to be described clearly in a way they could be understood easily. For example, guidance on the establishment of “specified levels” in the standard was brief because the experts of the working group found it difficult to describe the concept. Just what officials from developing countries could do, one could only speculate. The delegate, personally, as a member of the Standards Committee, took part of the responsibility for this situation. He noted that the workload of the SC was becoming such as to put the quality of standards in jeopardy. In his opinion, there was insufficient time to examine and prepare concept standards in the present system. He wished to note that the SC would be examining a proposal for a two-year cycle – instead of one year – for the consultation and consideration of concept standards. If this proposal was approved by the SC and sent to the ICPM, he would urge ICPM members to seriously consider such a proposal.

73. The ICPM:

1. *Adopted* as an ISPM: *Requirements for the establishment of areas of low pest prevalence* (Appendix VII).
2. *Recommended* that the Glossary Working Group review the definition of *buffer zone* currently contained in the standard.

7.3.2 Guidelines for inspection

74. The open-ended working group adjusted the text based on comments submitted before the ICPM and in the plenary.

75. The ICPM:

1. *Adopted* as an ISPM: *Guidelines for inspection* (Appendix VIII).

7.3.3 Guidelines for the determination and recognition of equivalence of phytosanitary measures

76. The open-ended working group adjusted the text based on comments submitted before the ICPM and in the plenary.

77. The ICPM:

1. *Adopted* as an ISPM: *Guidelines for the determination and recognition of equivalence of phytosanitary measures* (Appendix IX).

7.3.4 Revision of ISPM No. 3 (Guidelines for the export, shipment, import and release of biological control agents and other beneficial organisms)

78. The open-ended working group adjusted the text based on comments submitted before the ICPM and in the plenary. Some comments on the new and revised definitions in the draft would be considered by the Glossary Working Group.

79. The ICPM:

1. *Adopted* as ISPM No. 3 (2005): *Guidelines for the export, shipment, import and release of biological control agents and other beneficial organisms* (Appendix X).
2. *Decided* that the Glossary Working Group should review the new and revised definitions in the standard, taking into account comments submitted at ICPM.

7.3.5 Amendments to ISPM No. 5 (*Glossary of phytosanitary terms*)

80. The ICPM adopted the document with the exception of two terms that had raised comments from countries, and that were sent back to the Glossary Working Group for further discussion.

81. The ICPM:

1. *Adopted* the amendments to ISPM No. 5 (*Glossary of phytosanitary terms*) as presented in Appendix XI.
2. *Requested* the Glossary Working Group to review the terms “security (phytosanitary)” and “compliance procedure (for a consignment)” in light of comments provided at the ICPM.

7.4 Regionalization

82. The Secretariat introduced the paper on regionalization²¹ and emphasized that the issue had been the subject of discussion at the WTO-SPS Committee. The issue had been brought up in relation to Article 6 of the SPS-Agreement and had been an agenda item of the SPS Committee at every meeting since the twenty-sixth session in April 2003. It was noted that the annex to the paper contained information concerning the relevant articles of the IPPC and the relevant standards. As agreed in the SPTA, the Secretariat had invited representatives from the World Organization for Animal Health (OIE) and SPS Secretariats to the meeting. The OIE had provided a paper on application of the concepts of zoning and compartmentalisation in OIE standards²².

83. The WTO representative introduced a document²³ outlining discussions on regionalization in the SPS Committee. The major issues discussed at the SPS Committee in relation to Article 6 included:

- procedures and standards for the recognition of pest free areas and areas of low pest prevalence including the elevated costs of establishing and maintaining these.
- the international recognition of pest free areas and areas of low pest prevalence for specific pests;
- the timeliness and lengthy administrative procedures for bilateral recognition of pest free areas and areas of low pest prevalence.

84. It was noted that the SPS Committee had not reached a consensus on the way forward in addressing issues of regionalization. While some SPS Committee members wished to adopt administrative guidelines that included timeframes, others had indicated that it should be the mandate of relevant international standard-setting bodies to address these issues. Furthermore the WTO representative emphasized that the appropriate division of labour between the standard-setting bodies on issues of regionalization should be defined. He acknowledged the efforts made by the ICPM on the issue of regionalization, including work on the draft ISPM on areas of low pest prevalence.

85. Some members expressed their concern on regulating the timeframe on administrative procedures for bilateral recognition as this would create new obligations for members of the WTO-SPS and the IPPC.

86. An open-ended working group was convened. Its report is attached as Appendix XII.

²¹ ICPM 2005/8

²² ICPM 2005/INF11

²³ ICPM 2005/CRP15

87. The ICPM:

1. *Endorsed* the report of the working group.
2. *Decided* that a concept standard “Guidelines for the recognition of the establishment of pest free areas and area of low pest prevalence” be urgently developed. The ISPM would provide general guidance on the recognition process but would not provide timelines. The specification for the ISPM would be considered by the Standards Committee at its next session.
3. *Welcomed* the offer of the representative of Brazil and New Zealand to draft the specification for the standard.
4. *Recognized* the need for further pest specific standards for pest free areas and areas of low pest prevalence.
5. *Decided* that a feasibility study be undertaken on the international recognition of pest free areas, which would take into account legal, technical and economical factors and assess feasibility and sustainability of such system. A proposal for the composition of a working group and its terms of reference would be prepared by the Focus Group at its meeting in June/July 2005 for submission, through the SPTA, to the next session of the ICPM.
6. *Requested* that the Secretary of the IPPC provide the report of the open-ended working group on regionalization of ICMP-7 and the decision to the SPS Secretariat and SPS Committee in order to inform the SPS Committee of the IPPC activities in relation to regionalization at its next session.

7.5 Topics and Priorities for Standards

88. The Secretariat introduced a paper on topics and priorities for standards²⁴ and presented a list of draft ISPMs and their stages of development. A framework for standards and procedures of the ICPM²⁵ was also presented and it was suggested by the Secretariat that it could be used as a tool in determining topics and priorities for standards. It was noted that work had been initiated on all topics for standards in the work programme and work on specifications would begin for topics added to the work programme during ICPM. That would allow more time for the development of the specifications.

89. It was agreed to combine the topics on: movement of plants for planting, post-entry quarantine for plants for planting and certification programmes for plants for planting into one conceptual standard entitled “plants for planting”, and which would include risk mitigation.

90. It was also agreed that work on the review of ISPM No. 12 (*Guidelines for Phytosanitary Certificates*) should not begin until the draft standard on transit was completed.

91. With regard to prioritization, the ICPM agreed that topics already on the ICPM work programme would be given the highest priority.

92. The ICPM introduced modifications to the future submissions of topics and priorities for standards, in order to implement a two-year process. The Secretariat noted that a phase-in period would be needed.

93. The ICPM:

1. *Endorsed* the action of the Secretariat in facilitating wherever possible the completion of standards that were already in an advanced stage of development.
2. *Adopted* the topics as outlined in Appendix XIII giving high priority to some standards, as indicated.
3. *Decided* that the proposed standard on the import of plant breeding material should cover research and development purposes, and requested the EC and its Member States to provide details in writing for consideration by the Standards Committee.
4. *Adopted* and *modified* the procedure regarding future submissions of topics as follows:
 - calls for topics should be made biennially
 - it should be made clear that a new list would be compiled every other year

²⁴ ICPM 2005/20

²⁵ ICPM 2005/INF5

- submissions from previous years would not be included for consideration and would need to be re-submitted
- when a situation arises in which a standard is required urgently, a standard could be inserted into the priority list at any session of the ICPM.

5. *Invited* NPPOs, RPPOs, the SPS Committee and other organizations to submit proposed topics and priorities for standards to the IPPC Secretariat by 31 July 2005.

6. *Welcomed* the preparation by the Secretariat of the document showing the status of all draft standards and *asked* that this be prepared for each meeting of the ICPM and Commission on Phytosanitary Measures.

8. STRATEGIC DIRECTION NO. 5: THE MAINTENANCE OF AN EFFECTIVE AND EFFICIENT ADMINISTRATIVE FRAMEWORK

8.1 Preparations for Entry into Force of the New Revised Text of the IPPC

94. The Secretariat introduced a document²⁶ containing a status report on adherences to the IPPC and acceptances of the New Revised Text of the IPPC (which reflects the 1997 amendments). It also identified possible actions that would need to be taken for the transition from current procedures to the entry into force of the New Revised Text.

95. Recent progress in the deposit of adherences and acceptances was summarized. As of 1 April 2005, there were 136 contracting parties, among which 74 had accepted the New Revised Text. It was noted that the New Revised Text would enter into force after acceptance by two-thirds of the contracting parties to the IPPC at the time (at the present number of parties, this would be 91), and that steady progress was being made in reaching the figure. The Secretariat also outlined the steps required for the adherence or acceptance by members.

96. Various actions and recommendations to prepare for the entry into force were highlighted, including actions relating to the transition from the ICPM to the Commission on Phytosanitary Measures (CPM).

97. The ICPM:

1. *Welcomed* the analysis and commended its quality.
2. *Urged* contracting parties that had not accepted the new revised text to do so as soon as possible.
3. *Urged* FAO Members and non-member States that were not contracting parties to the IPPC to become contracting parties and accept the new revised text as soon as possible.
4. *Noted* the analysis of issues and recommendations for action provided in Annex 1 of document ICPM 2005/3.
5. *Requested* the Secretariat to forward this analysis and the related recommendations to the first meeting of the CPM for its consideration.
6. *Requested* the Secretariat to provide updates or additional information on the subject of entry into force at subsequent meetings of the ICPM.
7. *Requested* the Secretariat in conjunction with the Bureau and SPTA to develop relevant papers to support the recommendations of the analysis.
8. *Requested* the Secretariat to coordinate a process, in conjunction with the Glossary Working Group and the Standards Committee, to prepare for the first meeting of the CPM:
 - a. A proposal for any necessary adjustments to the translations in the authentic language versions of the Convention, to ensure concordance among them
 - b. A list of any necessary adjustments to translations of glossary terms and definitions in ISPMs.

²⁶ ICPM 2005/3 - Note that there was an error in the Arabic translation of the title of tables in this paper. Table 1 lists Contracting Parties to the IPPC that have not deposited their instrument of acceptance of the new revised text, and Table 2 lists FAO Members and non-member States that have not become Contracting Parties to the IPPC.

9. *Requested* the Standards Committee, in coordination with the Glossary Working Group and the Secretariat, to develop a proposal for the first meeting of the CPM on technical adjustments to definitions or other text in ISPMs to promote consistency among standards, taking into account their evolution over time.
10. *Invited* the Subsidiary Body on Dispute Settlement to identify any options or opportunities for consideration at the first meeting of the CPM, to reinforce cooperative means to resolve disputes within the framework of the IPPC and to enhance the structures to review and support compliance, taking into consideration, as appropriate, procedures under other international agreements.
11. *Invited* the Secretariat, in consultation with the SPTA and the Bureau, to identify any options or opportunities to further promote and reinforce technical assistance in light of experience gained, for consideration at the first meeting of the CPM.
12. *Noted* that the reference to enhanced structures to review and support compliance in paragraph 10 of the decision was not intended to constitute an additional function not within the scope of the SBDS.

8.2 Report of the 6th Meeting of the Informal Working Group on Strategic Planning and Technical Assistance (SPTA)

98. The Chairperson presented the report of the 6th meeting of the SPTA²⁷ and provided a brief summary of the major topics according to the strategic directions. The Chairperson refrained from providing greater details as they would be discussed under their respective agenda items.

99. The SPTA had discussed the strategic plan as elaborated by the Focus Group which had met in July 2004. It had noted that the need to develop draft guidelines for providing official ISPM interpretations, with the idea that such interpretations could help countries to avoid entering into a dispute-settlement procedure, could be investigated and had endorsed the Focus Group recommendation that the Subsidiary body on dispute settlement (SBDS) could discuss this issue further.

100. The Chairperson reported that a working group on liaison with research and educational organizations would be held and that it would report its findings to the SPTA, and to ICPM-8.

101. The ICPM:

1. *Noted* the report.

8.3 Financial Report

102. The Secretariat gave an overview of the expenditures of the IPPC for the year 2004²⁸. Details were provided on IPPC activities including information on its funding sources. Voluntary trust fund donations made by Canada, New Zealand and the European Community were acknowledged as well as the contributions of Australia and the United States with regard to their funding of country consultations on draft ISPMs, and the in-kind contributions of Japan and the United States.

103. The ICPM:

1. *Noted* the revenues and expenditures of the IPPC Secretariat for 2004.
2. *Thanked* the European Community for its contribution to help facilitate developing country participation in the standard-setting process.
3. *Thanked* the Government of Japan for funding a Junior Professional Officer.
4. *Thanked* the Government of the United States of America for funding salaries for a visiting scientist and a part-time legal counsel.
5. *Thanked* the Governments of Australia and the United States of America for providing funding for two regional workshop to review draft ISPMs.

²⁷ ICPM 2005/16

²⁸ ICPM 2005/28

8.4 Budget Plan

8.4.1 Budget Plan for 2005

104. The Secretariat introduced the budget plan of the IPPC for 2005²⁹, which provided details of the funding for the IPPC activities.

105. Resources for the IPPC Secretariat were provided by FAO Regular Programme, which is funded through a mandatory assessed contribution from all FAO Members. Several FAO Members made voluntary contributions to the Trust Fund for the IPPC, while others made separate voluntary contributions, financial or in-kind.

106. The ICPM:

1. *Noted* the anticipated revenues and budgeted expenditures for 2005.
2. *Thanked* the European Community and the Standards and Trade Development Facility for their extra-budgetary contributions.
3. *Thanked* Canada for hosting the workshop on the practical application of ISPM No. 15.

8.4.2 Long-Term Funding Options³⁰

107. The SPTA had proposed that long-term funding options should be analyzed, taking into account the need for regular funding for IPPC activities and staff, and the fact that the IPPC budget was critically dependent on the overall priorities of FAO Members. ICPM-6 had agreed to this proposal and established a Focus Group (FG) to analyze long-term funding options for consideration by the SPTA in 2004 and the ICPM in 2005. The FG had met in 2004 and suggested four funding models (i. IPPC independent budget (housed in FAO but budget separate); ii. FAO budget and country contributions; iii. FAO budget and service charges or fees; iv. Continuation of the current system), but also concluded that no definite recommendation for one of these models could be made. The SPTA recommended that a consultant evaluate the long-term funding options for the IPPC with emphasis on a two stage approach. The first stage would relate primarily to the evaluation of funding options for the IPPC and the second stage would incorporate an evaluation of the IPPC and its structures. The first stage would occur in 2005 and the second stage as soon as possible following this.

108. A friends of the Chair group met during ICPM-7 to discuss the proposal. It developed an outline for the development of the basic terms of reference for the evaluation of the IPPC and its structure. The outline would be referred to the FAO Evaluation Service for further development, in consultation with the Secretariat and the Bureau. The terms of reference would then be submitted to the SPTA.

109. The ICPM:

1. *Agreed* to the two stage approach for an evaluation of the IPPC and its funding.
2. *Decided* that an evaluation of the IPPC funding and structures should be initiated and include the implications relating to the future transition of the ICPM to CPM.
3. *Modified* and *approved* the two stage approach as presented in Appendix XIV, and *referred* the outline to the FAO Evaluation Service for further development, in consultation with the Secretariat and the Bureau.
4. *Agreed* on the terms of reference for the Focus group to conduct an analysis of the potential funding arrangements of the IPPC, as presented in Appendix XV.

²⁹ ICPM 2005/29

³⁰ ICPM 2005/7

8.5 Trust Fund for the IPPC

8.5.1 Financial Guidelines for the Trust Fund for the IPPC

110. The Secretariat introduced the financial guidelines for the Trust Fund for the IPPC³¹.

111. The ICPM:

1. *Adopted* the financial guidelines as presented in Appendix XVI.

8.5.2 Financial Report for the Trust Fund for the IPPC in 2004

112. The Secretariat introduced the financial report for the Trust Fund for the IPPC for 2004³².

113. The ICPM:

1. *Noted* the contributions to the Trust Fund for the IPPC.

2. *Accepted* the expenditures against the Trust Fund for the IPPC.

3. *Thanked* the Governments of Canada and New Zealand for their contributions to the Trust Fund for the IPPC in 2004.

8.5.3 Budget 2005 for the Trust Fund for the IPPC

114. The Secretariat introduced the budget 2005 for the Trust Fund for the IPPC³³.

115. The ICPM:

1. *Thanked* the Government of Canada for its contribution for 2005.

2. *Agreed* to the proposed allocations of the Trust Fund for the IPPC to the various activities for 2005 as shown in the paper.

3. *Agreed* to the Secretariat exercising some flexibility with the preparation of the budget for the Trust Fund for the IPPC in future years, for adoption by the ICPM. This variation was fixed as 10% for the following items for the allocation of funds: travel to attend the ICPM; travel for Standards Committee and expert working groups; regional workshops on draft ISPMs; technical assistance for implementation of ISPMs.

4. *Agreed* that in regard to the decision made during ICPM-6 on the allocation of funds from the Trust Fund, the threshold to be used for standard-setting activities would be set at \$USD 200.000 per year, and that other funds made available for the same purpose could be deducted from that amount.

5. *Encouraged* donors to contribute to the Trust Fund for the IPPC.

8.6 Strategic Plan and Business Plan

116. The IPPC Secretariat introduced the Strategic and Business Plan³⁴. It was noted that it was the first time that the Strategic Plan was presented for endorsement as part of the Business Plan. The Focus Group on SPTA matters and the SPTA had felt that the plans complemented each other, as the Strategic Plan outlined the goals of the ICPM and the Business Plan the financial means to reach these goals.

117. It was explained that, for the biennium 2006-2007, it would be difficult to maintain the current level of funding as arrears funding would no longer be available. Under the current situation, there would therefore not be enough resources to meet the expectations of the Business Plan, and extra-budgetary resources would be required.

³¹ ICPM 2005/15

³² ICPM 2005/30

³³ ICPM 2005/31

³⁴ ICPM 2005/32

118. It was noted that the additions of new staff members proposed in the Business Plan, such as a technical panels officer, a full-time Secretary, a standards implementation officer and more technical assistance personnel, would greatly benefit the future of IPPC activities.

119. The ICPM:

1. *Welcomed* the Business Plan.
2. *Endorsed* the revised Business Plan and Strategic Plan as provided in Appendix XVII, *noting* the recommendations given in Section 5 of the revised Business Plan.
3. *Urged* members to request the support of their delegates to the meetings of key FAO Bodies for increased funding to the IPPC.
4. *Called* on countries to look into the possibility of providing extra-budgetary funding.

8.7 Role and functions of the Informal Working Group on Strategic Planning and Technical Assistance (SPTA)

120. The role and functions of the SPTA were discussed in ICPM-6, the Focus Group on SPTA matters and the SPTA. The ICPM considered a document³⁵ including the roles and functions as well as proposed interim terms of reference for the SPTA.

121. Some members would have preferred that the SPTA became a subsidiary body of the ICPM; others insisted that it should remain informal until entry into force of the 1997 amendments of the IPPC.

122. According to the interim terms of reference, it was agreed that each FAO region would nominate one member for the core group of the SPTA.

123. The ICPM:

1. *Considered* the recommendations made by the SPTA on its role and functions.
2. *Adopted* the interim Terms of Reference for the Informal Working Group on Strategic Planning and Technical Assistance as laid down in Appendix XVIII.
3. *Invited* each FAO region to nominate one person to take part in the SPTA, in accordance to the interim terms of reference.

8.8 Role and functions of RPPOs

124. The Chairperson introduced the paper and recommendations made for defining the role and functions of Regional Plant Protection Organizations³⁶. RPPOs expressed their satisfaction and supported the proposed recommendations, and assured the ICPM of their continued collaboration.

125. The ICPM:

1. *Considered* the recommendations made on the roles and functions of RPPOs in their relationships with the ICPM.
2. *Adopted* the recommendations made on the roles and functions of RPPOs in their relationships with the ICPM as laid down in Appendix XIX.

9. STRATEGIC DIRECTION NO. 2: INFORMATION EXCHANGE

9.1 The IPP and the information exchange work programme

126. The Secretariat introduced a document on the information exchange work programme³⁷. It was noted in particular that regarding contact points, there was an improvement of information available, albeit there was still much contact point information missing or out of date.

³⁵ ICPM 2005/11

³⁶ ICPM 2005/12

127. The work programme for the IPP for 2005, which had been reviewed and amended by the Focus Group, the SPTA and the IPP Support Group, was presented. It was noted that navigation in French and Spanish would be available in the near future, and it is anticipated that navigation in Arabic and Chinese would be available by the end of 2005. The programme of training in the use of the IPP for information exchange would continue. The ICPM was invited to recommend modifications or enhancements to the IPP.

128. The ICPM:

1. *Urged* members to provide official contact points or to ensure that information provided on contact points was checked and updated (including e-mail addresses) regularly.
2. *Recalled* the information exchange obligations of members under the IPPC.
3. *Endorsed* the modified information exchange work plan as presented in Appendix XX.

9.2 Exchange of Information within the IPPC

129. The Secretariat introduced a document on the information exchange within the IPPC³⁸. In relation to the flow charts on exchange of information (document ICPM 2005/24), it was noted that the RPPOs should also received a copy of the invitation to ICPM, and that it should be reflected in the relevant flow chart.

130. The Secretariat introduced the document on information exchange within the IPPC.

131. The ICPM:

1. *Noted* the flow charts on information exchange, as presented in Appendix XXI.
2. *Noted* the information provided in the discussion paper at Annex 1 of ICPM 2005/25.
3. *Urged* members to provide official contact points or to ensure that information provided on contact points was checked and updated (including e-mail addresses) regularly.
4. *Agreed* that information relating to the organization and administration of the IPPC should continue to be provided from the Secretariat to contact points.
5. *Requested* the Secretariat to forward the discussion paper in Annex 1 of ICPM 2005/25, after consideration by the Secretariat and Bureau (see ICPM 2005/3 - Annex 1), to the first meeting of the CPM for its consideration.

10. STRATEGIC DIRECTION NO. 3: THE PROVISION OF DISPUTE SETTLEMENT MECHANISMS

10.1 Report of the Subsidiary Body on Dispute Settlement

132. Mr Hedley, Chairperson of the Subsidiary Body on Dispute Settlement (SBDS), reported on the meeting which had taken place immediately prior to the ICPM. No request to utilize the dispute settlement mechanism had arisen during 2004-2005. The dispute settlement manual and advocacy document would be finalized and printed in 2005. Following a request by the SPTA, the SBDS agreed that clarifications on ISPMs could be dealt with within the existing framework of the SBDS, and the dispute settlement manual would be adjusted accordingly.

133. The ICPM:

1. *Noted* the verbal report of the Chairperson of the SBDS.
2. *Requested* that specific guidance be developed by the SBDS for the submission of requests for clarifications of ISPMs for inclusion in the dispute settlement manual.

³⁷ ICPM 2005/24; ICPM 2005/24/Add.1

³⁸ ICPM 2005/25

10.2 Documents produced by the SBDS

134. The Secretariat presented the proposed nomination form for the roster of experts for dispute settlement³⁹ and invited members to provide suggested improvements to the Secretariat.

135. The ICPM:

1. *Noted* the nomination form for the roster of experts for dispute settlement.

11. STRATEGIC DIRECTION NO. 4: THE DEVELOPMENT OF THE PHYTOSANITARY CAPACITY OF MEMBERS BY PROMOTING THE PROVISION OF TECHNICAL ASSISTANCE

11.1 Report on the PCE tool

136. The Secretariat reported on actions taken with respect to the Phytosanitary Capacity Evaluation tool⁴⁰. A multilingual version of the PCE now included English, French, Spanish and Arabic. It was currently being reprogrammed to facilitate storage and retrieval of information so that progress could be tracked over time. The new version should be ready for distribution by June 2005.

137. It reported that the IPPC Secretariat had signed an agreement with CAB International (Africa) to develop an instrument which could be used to evaluate the effectiveness of the phytosanitary capacity evaluation process. It was anticipated that the result of this evaluation would be ready for submission to the 8th Session of the ICPM.

138. The Secretariat presented a summary report and the recommendations of the PCE facilitators' meeting held in March 2005⁴¹. The recommendations were to be further considered by the SPTA in 2005.

139. The ICPM:

1. *Noted* the reports.
2. *Acknowledged* the value of the tool in the technical assistance programme and supported its further development and application.

11.2 Technical assistance work programme

140. The Secretariat summarized the technical assistance activities projected for the year 2005-2006⁴². It listed regional and sub regional workshops for phytosanitary capacity building in Asia, the Caribbean and the CIS countries.

141. Regional workshops on draft international standards were anticipated in several regions subject to the availability of funding for these workshops.

142. National and regional capacity building projects funded under the TCP were listed for implementation. The Secretariat anticipated continued collaboration with the WTO to participate in SPS workshops, and with the World Bank to assist in project formulation and supervision of the phytosanitary component of agricultural strengthening programmes.

143. The Secretariat presented a summary report and the recommendations of the Working Group on Technical Assistance held in March 2005⁴³. The recommendations were to be further considered by the SPTA in 2005.

³⁹ ICPM 2005/INF4

⁴⁰ ICPM 2005/22

⁴¹ ICPM 2005/22/Add.1

⁴² ICPM 2005/23

144. The ICPM:

1. *Noted* the reports.
2. *Noted* the need for workshops in regions other than those listed.

12. STRATEGIC DIRECTION NO. 6: PROMOTION OF IPPC AND COOPERATION WITH RELEVANT INTERNATIONAL ORGANIZATIONS

12.1 Cooperation with the CBD

145. The Secretariat introduced a document⁴⁴ reviewing the collaboration between the IPPC and CBD, and which included a draft decision on “threats to biodiversity posed by alien species: actions within the framework of the IPPC.” It suggested possible further activities on the matter, building upon the outcome of the Workshop on Invasive Alien Species in 2003 in Braunschweig (Germany).

146. The Commission expressed its support for the collaboration between the IPPC and the CBD, and welcomed the paper and its focus. It believed that collaboration helped to prevent duplication or conflicting principles and frameworks where international phytosanitary issues were concerned, and lent support to the achievement of goals of mutual interest and importance to ICPM members.

147. A friends of the Chair group was convened to consider comments to the draft decision, including to more fully focus its text in light of the scope of the IPPC. The working group developed a revised text which was presented to plenary. The ICPM adopted the following decision:

148. The ICPM:

1. *Noting* that invasive alien species that are pests of plants have significant adverse effects on wild as well as cultivated plants world-wide;
2. *Noting* the important current and potential role of the IPPC to address the problem of invasive alien species that harm plants, in light of the mandate of the IPPC to protect wild as well as cultivated plants, and the well-developed structures to guard against pests of plants (including plants that are invasive alien species) established under the framework of the IPPC over a period of several decades;
3. *Noting* that action in this regard may be an important contribution to the conservation of biodiversity, through the protection of wild flora and their habitats and ecosystems, and of agricultural biodiversity;
4. *Welcoming* the publication of the Proceedings of the Workshop on Invasive Alien Species held in Braunschweig, Germany in September 2003;
5. *Desiring* to enhance cooperation between the IPPC and the CBD on matters relating to, inter alia, invasive alien species, and to further strengthen activities in this area within the framework of the IPPC, in a manner that complements work under the CBD and other instruments;
6. *Desiring* to build upon the recommendations made at the workshop in Braunschweig, as reflected in the proceedings of the workshop, and to strengthen international momentum to address this important issue;
7. *Recommended* that contracting parties and NPPOs, as appropriate:
 - a) Enhance plant protection laws and policies, where needed, to include the protection of wild flora and biodiversity from pests of plants (including plants that are invasive alien species);

⁴³ ICPM 2005/23/Add.1

⁴⁴ ICPM 2005/14

- b) Promote the IPPC and participate in broader national strategies to address threats to biodiversity posed by invasive alien species, so that maximum advantage can be taken of existing structures and capacities under the IPPC;
- c) Reinforce efforts to apply and utilize relevant ISPMs and related phytosanitary measures to address threats to biodiversity posed by invasive alien species that are pests of plants (including plants that are invasive alien species);
- d) Give particular attention, when carrying out pest risk analysis, to the possibility that introduced plants could act as invasive alien species, taking into consideration available information on the types of plants for which this has already occurred;
- e) Enhance linkages between environmental, plant protection and agricultural authorities and related ministries, in order to articulate and achieve common goals in work involving the protection of plants and biodiversity from, invasive alien species;
- f) Improve communication between national CBD focal points and IPPC contact points;
- g) Collect, where appropriate, information on the alien invasions of pests of plants (including plants that are invasive alien species), and forward this to the CBD national focal points, to assist in monitoring progress towards the 2010 biodiversity targets outlined in the COP-7 Decision VII/30;
- h) Establish or adapt existing pest alert systems to include all pests of plants (including plants that are invasive alien species) that threaten the environment and biological diversity, including those affecting uncultivated/unmanaged plants, wild flora, habitats and ecosystems, and ensure that relevant agencies and officials have access to lists of plants, plant products, other regulated articles and trade pathways that may carry such pests;
- i) Report to the IPPC Secretariat on actions and progress on the above recommendations.

8. *Supported*, within the framework of the IPPC, actions to:

- a) Further clarify opportunities to address issues of invasive alien species that are pests of plants (including plants that are invasive alien species) within the context of the IPPC, and the benefits of doing so;
- b) Address concerns relating to threats to biodiversity and the environment from pests of plants (including plants that are invasive alien species) and their pathways in the development of new or revised ISPMs and related phytosanitary measures;
- c) Include potential pathways of invasive alien species that are pests of plants (including plants that are invasive alien species) as a criterion for the selection of topics and priorities for future standards;
- d) In the context of technical assistance initiatives under the IPPC, enhance the capacity of developing countries to address pests of plants (including plants that are invasive alien species) that threaten the environment and biological diversity.

9. *Requested* the Secretariat to provide available and relevant information on alien invasions of pests of plants (including plants that are invasive alien species) to the CBD Secretariat, to assist in monitoring progress towards the 2010 biodiversity targets outlined in the COP-7 Decision VII/30.

10. *Requested* the Secretariat to support the implementation of this Decision as a priority for work under the IPPC, within available resources.

11. *Welcomed* the collaboration between the IPPC and the CBD in developing mechanisms to address the threats posed by invasive alien species, and requests the Secretariat to develop a joint work programme with the Secretariat of the CBD in support of these efforts.

12. *Invited* the CBD, in addressing the threats posed by invasive alien species, to continue to take into account work under the IPPC for the protection of plants and its contribution to the conservation of biodiversity.

12.2 Collaboration between OIE, Codex Alimentarius Commission and the IPPC⁴⁵

149. The Chairperson noted that, at ICPM-6, he had proposed a closer cooperation between OIE, the Codex Alimentarius Commission and the IPPC. The SPTA had discussed the strategically important issue and recommended a process for initiating contacts with the two organizations and had proposed a three-step procedure.

150. The ICPM:

1. *Considered* the recommendations of the SPTA on a closer collaboration with OIE and Codex Alimentarius.
2. *Adjusted and adopted* the following three steps for initiating contacts with the OIE and Codex Alimentarius:
 - a) ICPM Bureau initiates contacts with the OIE and Codex Alimentarius
 - b) Meetings as necessary between IPPC, Codex Alimentarius and OIE to identify potential topics and priorities and develop draft procedures for cooperation.
 - c) Adoption by ICPM of the potential topics, priorities and draft procedures.
3. *Requested* a report on the progress of this matter at ICPM-8.

12.3 Coordination among United Nations Bodies on Quarantine and Pre-Shipment Uses of Methyl Bromide⁴⁶

151. Several members stressed the importance of cooperation between the Montreal Protocol and the IPPC, as among other things this could reduce the possibility of duplication and /or overlap in research into alternatives to methyl bromide (MeBr) use for quarantine purposes.

152. Several members raised their concerns about a possible temporary disruption of trade from countries with insufficient capacities for treatments (MeBr and heat treatment) as adopted as part of ISPM No. 15. It was noted that the importation of treated wood or wood packaging material from another country may offer a short term solution for countries that did not have treatment facilities.

153. Several members requested that the work in the development of alternatives to MeBr be accelerated. It was stressed that it would be the responsibility of members to encourage the intensification of research and participate in the work of the International Forest Quarantine Research Group (IFQRG).

154. The Secretariat informed the ICPM that alternatives to MeBr was already on the work programme and that the Technical Panel on Phytosanitary Treatments had allocated one day at the end of their next meeting to discuss the topic.

155. Several questions were raised about the implementation of ISPM No. 15. One member noted that most of these questions had already been addressed at the IPPC workshop on the practical application of ISPM No. 15 held in Vancouver earlier in the year. The Secretariat noted that the presentations and workbook were posted on the IPP (www.ippc.int) and that questions and answers were posted on the IFQRG website (www.forestry-quarantine.org) which was also linked to the IPP.

156. Some members expressed their concern about the decision XVI/11 (from the 16th meeting of the parties to the Montreal Protocol) and the possible results for international trade, because approved treatments in ISPM No. 15 may be considered as pre-shipment treatments and not as quarantine treatments.

157. The ICPM:

⁴⁵ ICPM 2005/17

⁴⁶ ICPM 2005/21

1. *Noted* the decision of the meeting of parties to the Montreal Protocol attached as Annex 1 of ICPM 2005/21.
2. *Agreed* that the IPPC Secretariat should cooperate with the Secretariat to the Montreal Protocol, as appropriate, to coordinate work on the issue.
3. *Encouraged* countries to liaise with their appropriate research organizations and stress the importance and urgency in developing alternatives to MeBr for use for quarantine purposes.

13. CALENDAR

158. The calendar for the IPPC meetings scheduled in 2005 was distributed. It was mentioned that this calendar was available and maintained up-to-date on the IPP.

159. The ICPM:

1. *Noted* the calendar as presented in Appendix XXII.

14. ELECTION OF OFFICERS

14.1 Election of Officers for the ICPM and Membership of Subsidiary Bodies

160. The Secretariat introduced information on the election of officers for the ICPM and membership of subsidiary bodies⁴⁷.

14.2 Nominations for Chair and Vice-Chairs

161. The ICPM *agreed* at the beginning of the meeting that nominations for the Bureau should be submitted by 6 April 2005. Mr Chinappen (current Vice-Chairperson) introduced the elections for the Bureau for the term 2005-2007. The Secretary indicated that three nominations were received:

- Chairperson: Mr Kedera (Kenya)
- Vice-Chairperson: Ms Bast-Tjeerde (Canada)
- Vice-Chairperson: Mr Lopian (Finland).

162. The ICPM *elected* the Bureau by acclamation.

163. Mr Kedera thanked the ICPM and looked forward to working towards achieving the goals and objectives of the ICPM.

14.3 Nominations for Membership of the Standards Committee

164. The Secretariat introduced the nominations for the Standards Committee as received from the various FAO regional bodies.

165. The ICPM:

1. *Confirmed* the membership of the Standards Committee as listed in Appendix XXIII.

14.4 Nominations for Membership of the Subsidiary Body on Dispute Settlement

166. The representative of Japan on the SBDS resigned their membership and the regional group for Asia nominated the Republic of Korea to provide the name of the new member of the SBDS.

167. The ICPM:

1. *Confirmed* the membership of Korea to the SBDS, amending the composition of the SBSD as presented in Appendix XXIV.

⁴⁷ ICPM 2005/13

15. OTHER BUSINESS

168. No issue was raised under other business.

16. DATE AND VENUE OF THE NEXT MEETING

169. The next meeting will be held from 27 to 31 March 2006⁴⁸ in Rome, Italy.

17. ADOPTION OF THE REPORT

170. The ICPM *adopted* the report.

⁴⁸ Note from the Secretariat: this date coincides with the Conference of the Parties to the Convention on Biological Diversity and will be changed to 3 to 7 April 2006 in Rome, Italy.

INTERIM COMMISSION ON PHYTOSANITARY MEASURES**4-7 April 2005****AGENDA**

2. Opening of the Session
 - 1.1 Appointment of Rapporteur
2. Adoption of the Agenda
3. Report by the Chairperson
4. Report of the Secretariat
5. Report of the Technical Consultation among Regional Plant Protection Organizations
 - 5.1 Summary Report of the 16th Technical Consultation among Regional Plant Protection Organizations
 - 5.2 Problems Associated with the Implementation of the International Standards for Phytosanitary Measures in Africa
6. Report of Observer Organizations
 - 6.1 Report of the Activities of the Sanitary and Phytosanitary Committee and other Relevant WTO activities in 2004
 - 6.2 Report of the Convention on Biological Diversity
7. Strategic Direction No. 1: The Development, Adoption and Monitoring of the Implementation of International Standards for Phytosanitary Measures (ISPMs) (Standard Setting)
 - 7.1 Report of the Standards Committee
 - 7.1.1 Report by the Chairperson
 - 7.1.2 Format, Publication and Distribution of ISPMs
 - 7.1.3 Electronic Certification
 - 7.1.4 Spanish Technical Clarifications for some Terms
 - 7.1.5 Use of "Must", "Shall", "Should" and "May" in Standards
 - 7.2 Improvements in the Standard Setting Procedure
 - 7.2.1 Terms of Reference and Rules of Procedures of the Standards Committee
 - 7.2.2 Guidelines on the Duties of Members of the Standards Committee
 - 7.2.3 Guidelines for the Operation of Expert Working Groups
 - 7.2.4 Guidelines on the Role and Responsibilities of a Steward of an International Standard for Phytosanitary Measures
 - 7.2.5 Criteria for the Formation of Supplements, Annexes and Appendices to International Standards for Phytosanitary Measures
 - 7.2.6 Procedures for the Development and Adoption of International Standards for Phytosanitary Measures (Including Criteria for Determining the Need for Further Rounds of Consultations on Draft Standards)
 - 7.3 Adoption of International Standards
 - 7.4 Regionalization
 - 7.5 Topics and Priorities for Standards
 - 7.5.1 Topics and Priorities
 - 7.5.2 Framework for Standards and Procedures of the ICPM
 - 7.5.3 Procedure for Future Submissions of Topics
8. Strategic Direction No. 5: The Maintenance of an Effective and Efficient Administrative Framework
 - 8.1 Preparations for Entry into Force of the New Revised Text of the IPPC
 - 8.2 Report of the 6th Meeting of the Informal Working Group on Strategic Planning and Technical Assistance
 - 8.3 Financial Report

- 8.4 Budget Plan
 - 8.4.1 Budget Plan for 2005
 - 8.4.2 Long-Term Funding Options
- 8.5 IPPC Trust Fund
 - 8.5.1 Financial Guidelines for the Trust Fund for the IPPC
 - 8.5.2 Financial Report for the Trust Fund for the IPPC in 2004
 - 8.5.3 Budget 2005 for the Trust Fund for the IPPC
- 8.6 Strategic Plan and Business Plan
- 8.7 Role and Functions of the Informal Working Group on Strategic Planning and Technical Assistance
- 8.8 Role and Functions of Regional Plant Protection Organizations
9. Strategic Direction No. 2: Information Exchange
 - 9.1 The IPP and the Information Exchange Work Programme
 - 9.2 Exchange of Information within the IPPC
10. Strategic Direction No. 3: The Provision of Dispute Settlement Mechanisms
 - 10.1 Report of the Subsidiary Body on Dispute Settlement
 - 10.2 Documents Produced by the Subsidiary Body on Dispute Settlement
11. Strategic Direction No. 4: The Development of the Phytosanitary Capacity of Members by Promoting the Provision of Technical Assistance
 - 11.1 Report on the Phytosanitary Capacity Evaluation Tool
 - 11.2 Technical Assistance Work Programme
12. Strategic Direction No. 6: Promotion of IPPC and Cooperation with Relevant International Organizations
 - 12.1 Cooperation with the Convention on Biological Diversity
 - 12.2 Collaboration between OIE, Codex Alimentarius Commission and the IPPC
 - 12.3 Coordination among United Nations Bodies on Quarantine and Pre-shipment Uses of Methyl Bromide
13. Calendar
14. Election of Officers
 - 14.1 Election of Officers for the ICPM and Membership of Subsidiary Bodies
 - 14.2 Nominations for Chair and Vice-Chairs
 - 14.3 Nominations for Membership of Standards Committee
 - 14.4 Nominations for Membership of Subsidiary Body on Dispute Settlement
15. Other Business
16. Date and Venue of the Next Meeting
17. Adoption of the Report

FORMAT, PUBLICATION AND DISTRIBUTION OF INTERNATIONAL STANDARDS FOR PHYTOSANITARY MEASURES

A. Format and publication of ISPMs

- a) ISPMs will be published together as one volume in a book form in an A4 format, with one volume per FAO language.
- b) The compiled volumes of standards should be published during 2005-2006, and subsequently submitted to ICPM-8 for review and any further consideration.
- c) The English version of the book will be reviewed by a group before publication, in relation to the section "Definitions" and any changes be carried over to other languages. The Glossary Working Group should function as this review group.
- d) ISPM No. 5 (*Glossary of phytosanitary terms*) should remain separate in multilingual format. ISPM No. 5 in the relevant language would also be part of each language version of the book of standards. The "definitions" section in each ISPM would refer to ISPM No. 5 within that book and not contain any definitions, except where a Glossary definition was amended subsequent to the adoption of the ISPM, and the new definition does not conform to the use of the term in that ISPM. In this case, the original definition will be retained in the individual ISPM with an indication that it is for the purposes of that ISPM only.
- e) The book will be made available electronically and individual ISPMs would still be available electronically (but not in printed form), as extracts from the book.
- f) Appropriate formatting should be considered to enable the use of electronic capabilities (e.g. electronic searches; navigation).
- g) This publication will be prepared on a yearly basis, depending on the availability of resources, and separation into several volumes be considered in the future as appropriate, after the adoption of further standards.

B. Distribution of ISPMs

- a) Currently printed ISPMs are distributed in an ad-hoc manner to contact points, at various IPPC meeting and made available at the ICPM. All adopted ISPMs are also placed on the IPP, normally as PDF files.
- b) Given the lead times on final translation, formatting and printing, ISPMs are generally available on the IPP many months before the printed versions are available. Some languages are available before others.
- c) The use of electronic means for distributing ISPMs should be promoted. Contact points should be notified when electronic versions are available and should be encouraged to make use of electronic versions wherever possible. Contact points with adequate electronic communication systems should be encouraged to make use of the electronic version of the book and circulate it internally in electronic form.
- d) There should be an adequate number of paper copies of the book to meet requests and needs that might arise.

**TERMS OF REFERENCE FOR THE WORKING GROUP
ON ELECTRONIC CERTIFICATION**

1. Identify a “champion” from the IPPC Secretariat to provide input and direction.
2. Use Codex input as a guide to provide the basic principles for electronic certification.
3. Develop a process and use it to quickly obtain information on the status of electronic certification in Member countries.
4. Suggest a standardization mechanism to ensure compatibility without necessitating standardization of software and hardware.
5. Involve OIE and Codex in the development process.
6. Identify challenges associated with electronic certification and recommend ways in which these could be addressed.
7. Establish a relationship with the electronic certification principles and ISPM No. 12 (*Guidelines for phytosanitary certificates*).

CLARIFICATIONS FOR SOME SPANISH TERMS AND DEFINITIONS

Análisis de Riesgo de Plagas

Proceso de evaluación de las evidencias biológicas u otras evidencias científicas y económicas para determinar si una **plaga** debería reglamentarse y la intensidad de cualesquiera **medidas fitosanitarias** que han de adoptarse contra ella [FAO, 1995; revisado CIPF, 1997; aclaración, 2005]

área de baja prevalencia de plagas

Un **área** identificada por las autoridades competentes, que puede abarcar la totalidad de un país, parte de un país o la totalidad o partes de varios países, en donde una **plaga** específica se encuentra a niveles bajos y que está sujeta a medidas eficaces de **vigilancia, control o erradicación** [CIPF, 1997; aclaración, 2005; anteriormente **área de escasa prevalencia de plagas**]

artículo reglamentado

Cualquier **planta, producto vegetal**, lugar de almacenamiento, de empaçado, medio de transporte, contenedor, suelo y cualquier otro **organismo**, objeto o material capaz de albergar o dispersar plagas, que se considere que debe estar sujeto a **medidas fitosanitarias**, en particular en el transporte internacional [FAO, 1990; revisado FAO, 1995; CIPF, 1997; aclaración, 2005]

medida fitosanitaria

(interpretación convenida)

Cualquier **legislación, reglamento** o procedimiento **oficial** que tenga el propósito de prevenir la **introducción y/o dispersión** de **plagas cuarentenarias** o de limitar las repercusiones económicas de las **plagas no cuarentenarias reglamentadas** [FAO, 1995; revisado CIPF, 1997; CIMF, 2002; aclaración, 2005]

La interpretación convenida del término medida fitosanitaria da cuenta de la relación entre las medidas fitosanitarias y las plagas no cuarentenarias reglamentadas. Esta relación no se refleja de forma adecuada en la definición que ofrece el Artículo II de la CIPF (1997).

medidas fitosanitarias armonizadas

Medidas fitosanitarias establecidas por las partes contratantes de la CIPF, basadas en **normas internacionales** [CIPF, 1997; aclaración, 2005]

normas internacionales

Normas internacionales establecidas de conformidad con lo dispuesto en los párrafos 1 y 2 del Artículo X [CIPF, 1997; aclaración, 2005]

normas regionales

Normas establecidas por una **Organización Regional de Protección Fitosanitaria** para servir de guía a sus miembros [CIPF, 1997; aclaración, 2005]

plaga cuarentenaria

Plaga de importancia económica potencial para el **área en peligro** aun cuando la plaga no esté presente o, si está presente, no está extendida y se encuentra bajo **control oficial** [FAO 1990; revisado FAO, 1995; CIPF, 1997; aclaración, 2005]

plaga no cuarentenaria reglamentada

Plaga no cuarentenaria cuya presencia en las **plantas para plantar** afecta el **uso destinado** para esas **plantas** con repercusiones económicamente inaceptables y que, por lo tanto, está reglamentada en el territorio de la parte contratante importadora [CIPF, 1997; aclaración, 2005]

plantas

Plantas vivas y partes de ellas, incluidas las **semillas** y el **germoplasma** [FAO, 1990; revisado CIPF, 1997; aclaración, 2005]

productos vegetales

Materiales no manufacturados de origen vegetal (incluyendo los **granos**) y aquellos productos manufacturados que, por su naturaleza o por su elaboración, puedan crear un riesgo de **introducción** y **dispersión** de **plagas** [FAO, 1990; revisado CIPF, 1997; aclaración, 2005; anteriormente **producto vegetal**]

Secretario

Secretario de la **Comisión** nombrado de conformidad con el Artículo XII [CIPF, 1997; aclaración, 2005]

técnicamente justificado

Justificado basado en conclusiones alcanzadas mediante un **Análisis de Riesgo de Plagas** apropiado o, cuando proceda, otro examen y evaluación comparable de la información científica disponible [CIPF, 1997; aclaración, 2005]

TERMS OF REFERENCE AND RULES OF PROCEDURE FOR THE STANDARDS COMMITTEE

Terms of reference for the Standards Committee

1. Establishment of the Standards Committee

The Standards Committee (SC) was established by the Third Interim Commission on Phytosanitary Measures (ICPM-3, 2001).

2. Scope of the Standards Committee

The SC manages the standard-setting process and assists in the development of International Standards for Phytosanitary Measures (ISPMs) which have been identified by the ICPM as priority standards.

3. Objective

The main objective of the SC is to prepare draft ISPMs according to the standard-setting procedures in the most expeditious manner for adoption by the ICPM.

4. Structure of the Standards Committee

The SC consists of 25 members drawn from each of the FAO regions. The distribution for each region will be:

- Africa (4)
- Asia (4)
- Europe (4)
- Latin America and the Caribbean (4)
- Near East (4)
- North America (2)
- Southwest Pacific (3)

Temporary or permanent working groups, and drafting groups consisting of SC members, may be established by the SC as required. SC working groups are selected by the SC from its membership.

A SC working group of 7 members, the SC-7, is selected by the SC from its membership.

The functions of the SC-7 and other SC working groups are determined by the SC.

5. Functions of the Standards Committee

The SC serves as a forum for:

- examination and approval or amendment of specifications;
- review of specifications;
- designation of members of SC working groups and identification of tasks of the groups;
- establishment and disestablishment of expert working groups and technical panels as appropriate;
- designation of membership of expert working groups, technical panels and drafting groups as required;
- review of draft ISPMs;
- approval of draft standards to be submitted to ICPM Members under the country consultation procedure;
- establishment of open-ended discussion groups where appropriate;
- revision of draft ISPMs in cooperation with the IPPC Secretariat taking into account comments of ICPM Members and RPPOs;
- approval of final drafts of ISPMs for submission to the ICPM;
- review of existing ISPMs and identification and review of those requiring reconsideration;
- identification of priorities for ISPMs under development;

- ensuring that language used in draft ISPMs is clear, simple and focused;
- assigning stewardship for each ISPM¹; and
- other functions related to standard setting as directed by the ICPM.

6. IPPC Secretariat

The Secretariat provides administrative, technical and editorial support as required by the SC. The Secretariat is responsible for reporting and record keeping regarding the standard-setting programme.

Rules of procedure for the Standards Committee

Rule 1. Membership

Members should be senior officials of the National Plant Protection Organization (NPPO), designated by governments, and have qualifications in a scientific biological discipline (or equivalent) in plant protection, and experience and skills particularly in the:

- practical operation of a national or international phytosanitary system;
- administration of a national or international phytosanitary system; and
- application of phytosanitary measures related to international trade.

Governments agree that SC members dedicate the necessary time to participate in a regular and systematic way in the meetings.

Each FAO region may devise its own procedures for selecting its members of the SC. The IPPC Secretariat is notified of the selections that are submitted to the ICPM for confirmation.

The SC is responsible for selecting the SC-7 members from within its membership for confirmation by FAO. Members selected for the SC-7 will meet the above-mentioned qualifications and experience.

Rule 2. Replacement of members

Each FAO region shall, following its own procedures, nominate potential replacements for members of the SC and submit them to the ICPM for confirmation. Once confirmed, potential replacements are valid for the same periods of time as specified in Rule 3. These potential replacements should meet the qualifications for membership set forth in these Rules. Each FAO region shall identify a maximum of two potential replacements. Where a region nominates two, it should indicate the order in which they would serve as replacements under this Rule.

A member of the SC will be replaced by a confirmed potential replacement from within the same region if the member resigns, no longer meets the qualifications for membership set forth in these Rules, or fails to attend two consecutive meetings of the SC.

The national IPPC contact point should communicate to the Secretariat any circumstances where a member from their country needs to be replaced. The Secretariat should inform the relevant FAO regional chair.

A replacement will serve through the completion of the term of the original member, and may be nominated to serve additional terms.

Rule 3. Period of Membership

Members of the SC shall serve for terms of three years. Members may serve no more than two terms, unless a region submits a request to the ICPM for an exemption to allow a member from within its region to serve an additional term. In that case, the member may serve an additional term. Regions

¹ The assigning of stewardship involves designating an individual to be responsible for managing the development of a particular standard from its inception to its completion according to the specifications for the standard and any additional directions provided by the SC and IPPC Secretariat.

may submit requests for additional exemptions for the same member on a term-by-term basis. Partial terms served by replacements shall not be counted as a term under these Rules.

Membership of the SC-7 lapses with membership of the SC or upon resignation.

Replacements to the SC-7 are selected by the SC.

Rule 4. Chairperson

The Chairperson and Vice-Chairperson of the SC are elected by the SC from its membership and serve for three years, with a possibility of re-election for one additional term of three years. The Chairperson and Vice-Chairperson may serve in these capacities only when a member of the SC.

The Chairperson of the SC-7 is elected by members of the SC-7. The term is for three years with the possibility of re-election for one additional term of three years. The Chairperson of the SC-7 may serve in this capacity only when a member of the SC.

Rule 5. Sessions

Meetings of the SC are normally held at FAO Headquarters in Rome.

The SC meets at least once per year.

Depending on the workload and resources available, the SC or the Secretariat, in consultation with the Bureau of the ICPM, may request additional meetings of the SC. In particular, the SC may need to meet after the ICPM meeting in order to prepare draft standards for country consultation.

Depending on the workload and resources available, the SC, in consultation with the Secretariat and the Bureau of the ICPM, may authorize the SC-7 or extraordinary working groups of the SC to meet.

A session of the SC shall not be declared open unless there is a quorum. The presence of a majority of the members of the SC is necessary to constitute a quorum.

Rule 6. Approval

Approvals relating to specifications or draft standards are sought by consensus. Final drafts of ISPMs which have been approved by the SC are submitted to the ICPM without undue delay.

Rule 7. Observers

For observer status, Rule 7 of the Rules of Procedure of the ICPM will apply.

Rule 8. Reports

SC meeting records shall be kept by the Secretariat. The report of the meetings shall include:

- approval of draft specifications for ISPMs
- finalization of specifications with a detailed explanation including reasons for changes
- reasons why a draft standard has not been approved
- a generic summary of SC reactions to classes of comments made in the country consultation
- draft standards that are sent for country consultation and draft standards recommended for adoption by the ICPM.

The Secretariat shall endeavour to provide to ICPM Members upon request the rationale of the SC for accepting or not accepting proposals for modifications to specifications or draft standards.

A report on the activities of the SC shall be made by the Chairperson of the SC to the annual session of the ICPM.

Reports of SC meetings shall be adopted by the SC before they are made available to Members of the ICPM and RPPOs.

Rule 9. Language

The business of the SC shall be conducted in the [five FAO working] languages.

Rule 10. Amendments

Amendments to the Rules of Procedures and the Terms of Reference may be promulgated by the ICPM as required.

GUIDELINES FOR THE OPERATION OF EXPERT WORKING GROUPS

1. Introduction

These guidelines have been prepared to aid those assisting, involved in organizing or attending an Expert Working Group (EWG) meeting. The guidelines cover most of the requirements and procedures for the successful operation of an EWG. They are general guidelines so not all parts apply to every EWG meeting and some very specific requirements of some groups may not be included.

2. Funding

The main funding for EWG meetings comes from the FAO IPPC budget. This is normally supplemented by member countries or organizations covering participants' expenses [travel and daily subsistence allowance (DSA)]. In some instances, member countries or organizations have funded, or partially funded, an EWG on a specific subject. A member country, organization or agency offering such funding or providing any level of assistance in operating an EWG is referred to as a collaborator in this document.

Participation of the IPPC Secretariat is funded by FAO.

3. Organization

EWG meetings can only be organized for those topics which have been adopted under the topics and priorities for standards at the ICPM. The organization of EWG meetings is normally done by the IPPC Secretariat with varying levels of assistance from a collaborator.

3.1 Composition of the EWG

See the IPPC Procedural manual, first edition, 2004, section 4.3.

3.2 Meetings held at FAO Rome or other FAO Offices

The IPPC Secretariat in general uses FAO offices to make logistical arrangements, including travel and DSA.

For a meeting at FAO in Rome, the IPPC Secretariat does not make hotel bookings, but names and addresses of accommodation are provided on the IPP (www.ippc.int).

3.3 Meetings held outside of FAO offices

Meetings held outside the FAO offices are usually arranged with the assistance of a collaborator. The collaborator may take various levels of involvement. A commonly operated system is where FAO enters into a letter of agreement with the collaborator (after agreeing on a budget) and transfers the funds needed for the meeting. The letter of agreement generally covers participants' expenses (travel and DSA) and may cover other items as appropriate. The collaborator is expected to make arrangements for participants' expenses, meeting rooms, photocopying, field trip etc.

In other cases the collaborator may fund the entire meeting (including participants' expenses, meeting room, photocopying, field trip etc.) or part of the meeting.

4. Roles of meeting organizers and participants

4.1 IPPC Secretariat

The Secretariat is expected to:

- plan a meeting date and seek a collaborator
- provide resources for the meeting, if held on FAO premises
- approve budget being paid by the IPPC and, if necessary, prepare a letter of agreement
- send a letter of invitation to participants (especially for the purpose of obtaining visas) and interact with the FAO visa office if needed
- liaise with collaborator, steward and EWG participants as appropriate

- arrange with the steward for the production of discussion papers
- attempt to find a replacement if an EWG participant approved by the SC is not able to attend the meeting (and inform the SC of such changes)
- describe and explain the mode of operation of the EWG and the roles and responsibilities of participants (ICPM-6 Report, Appendix IX *Improvement in the current standard setting process*)
- coordinate the organization of the meeting and be responsible for the production of the draft ISPM and meeting report.

4.2 Collaborator

The collaborator is expected to:

- select location, make local arrangements, book meeting rooms and arrange for coffee breaks, official dinner (if appropriate) and field trip (if appropriate)
- assist in hotel bookings and obtaining visas
- provide, where possible, a rapporteur (who could be regarded as a resource outside of the EWG)
- arrange for local transportation as appropriate, including airport transfer and transfer from the hotel to the meeting room (or provides suitable information)
- arrange for or provide information on, as necessary, local transportation, local conditions, address of the hotel(s) and meeting venue, map, medical information etc.
- have facilities to provide copies of working papers and of documents drafted during the meeting, as appropriate.

4.3 Steward

The steward is expected to:

- explain the requirements of the specification to the EWG at the time of its first meeting. Hence, the steward should have a good understanding of the specification for the standard. If some issues are unclear, the steward should discuss the matters with the Secretariat or members of the SC.
- liaise with the Secretariat to ensure that discussion papers are produced for the EWG meeting
- assist with the running of the meeting. , the steward may take the role of the chair of the group or of the discussion facilitator
- assist the Secretariat to complete the draft standard
- assist the Secretariat in the preparation of the meeting report.

These duties are discussed in more detail in the *Guidelines for the role of a steward of an ISPM*.

4.4 Chair

The EWG chairperson is selected at the meeting. The function is that of a normal chair - to keep the meeting running smoothly and ensure participation by all experts - . The chairperson is expected to:

- act as facilitator of the group in its production of draft text
- assist the Secretariat, steward and rapporteur to prepare the EWG report
- be involved, where appropriate, with the steward in incorporating EWG comments into the draft standard.

4.5 Experts

The experts in an EWG should:

- take responsibility for their travel and accommodation arrangements and visa requirements. Experts are expected to be in attendance for the entirety of the EWG meeting and should plan to arrive before the meeting starts and depart after the meeting concludes. They should undertake whatever needs to be done in a timely manner so there are no urgent arrangements to be made by the organizers.
- prepare discussion papers, consulting with national or regional experts, as requested

- actively participate in the EWG meeting and in e-mail discussions prior to and after the meeting, if appropriate
- study discussion papers prior to the meeting and develop specific comments and text as appropriate
- in reflecting their individual viewpoints, aim to produce a globally acceptable standard
- assist stewards as needed, particularly when reviewing country comments
- respond, as appropriate, with comments to draft ISPMs within the agreed time.

4.6 Rapporteur

Each EWG requires a rapporteur to take down the text for the draft standard and, where possible, to take notes on the meeting discussions. The rapporteur should have facility with the English language and be able to use a computer for note taking. This is an extremely important supporting function of the EWG. Where possible the rapporteur should not be a member of the EWG but be part of the supporting team. If a member of the EWG does have to act as rapporteur, that expert's contribution to the meeting discussions tends to be severely restricted. The rapporteur should, where possible, assist the Secretariat with the meeting report.

5. Meeting resources

The usual meeting resources are required for an EWG meeting. These include:

- a quiet room large enough to accommodate up to 10 people
- white boards, flip charts and marker pens
- computer and, preferably, a projector for the computer and an internet connection
- coffee/tea making facilities for work breaks
- copies of ISPMs, ICPM reports, dictionary.

6. Time schedule for meeting

The meeting is scheduled by the Secretariat in coordination with interested parties and participants after the ICPM has agreed to the work programme. Meeting dates are posted on the IPP. Experts are nominated by member countries and RPPOs and the specific experts for any particular EWG are selected by the SC. Following this, the nominated Secretariat person and the steward arrange:

At least 3 months prior to the meeting

The Secretariat:

- makes a call for discussion papers.

At least 2 months prior to the meeting

The Secretariat:

- sends the discussion papers to the EWG members
- announces the meeting to participants by e-mail, indicating the date and place of the meeting, and sends out early personal invitations by e-mail and surface mail (in some cases via courier) to those members known to have less rapid national administrative procedures.

At least 1 month prior to the meeting

The Secretariat:

- asks experts to exchange comments on discussion papers
- sends a personal invitation letter by e-mail to each expert announcing the meeting (if not already done). When the meeting is in Rome, and for experts from countries not requiring a visa, paper copies of the letter of invitation may be sent only on request.
- asks experts if they have any specific needs
- forwards information provided by the collaborator.

The collaborator:

- sends a personal invitation letter
- provides to the Secretariat information as outlined in section 4.2.

EWG members:

- undertake to obtain authorization from their authorities, if appropriate
- reply to the IPPC Secretariat and request financial assistance for their expenses, if needed, immediately after they receive a copy of their e-mail invitation
- reply to the organizers as stated in the letter of invitation to acknowledge receipt of the invitation and inform the organizer of their attendance (this requirement facilitates the obtaining of building passes etc.)
- ensure their visa and travel arrangements are completed in time.

At least 2 weeks prior to the meeting

The Secretariat forwards to the EWG members:

- an agenda for the meeting
- time and venue of the meeting
- planned meeting hours.

7. Output of the meeting

The EWG should finish the meeting with a draft standard. Occasionally, this is not the case and further discussions via e-mail are required. However, these should be limited to one month after the EWG meeting and the draft should then be released to the Secretariat.

Where substantial work still needs to be done on the draft standard the Secretariat, in consultation with the steward and SC, arranges for a further meeting.

Each EWG meeting should produce a draft standard and a report (made available on the IPP) of the meeting (noting major discussion points or contentious issues). The steward should be familiar enough with the issues of the draft standard to be able to attend a SC meeting (often the steward is a SC member) and discuss the draft with the SC.

8. Post-meeting consideration of the draft ISPM

The Secretariat will distribute draft ISPMs to EWG members and request them to submit comments within the agreed period of time. The EWG members will submit their comments as appropriate to the Secretariat within this agreed time.

Publication No. 22
April 2005

**INTERNATIONAL STANDARDS FOR
PHYTOSANITARY MEASURES**

***REQUIREMENTS FOR THE ESTABLISHMENT OF AREAS OF LOW
PEST PREVALENCE***



Secretariat of the International Plant Protection Convention
FOOD AND AGRICULTURE ORGANIZATION OF THE UNITED NATIONS
Rome, 2005

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INTRODUCTION

SCOPE

This standard describes the requirements and procedures for the establishment of areas of low pest prevalence (ALPP) for regulated pests in an area and, to facilitate export, for pests regulated by an importing country only. This includes the identification, verification, maintenance and use of those ALPPs.

REFERENCES

- Agreement on the Application of Sanitary and Phytosanitary Measures*, 1994. World Trade Organization, Geneva.
- Determination of pest status in an area*, 1998. ISPM No. 8, FAO, Rome.
- Glossary of phytosanitary terms*, 2004. ISPM No. 5, FAO, Rome.
- Guidelines for pest eradication programmes*, 1998. ISPM No. 9, FAO, Rome.
- Guidelines for surveillance*, 1997. ISPM No. 6, FAO, Rome.
- Guidelines for the notification of non-compliance and emergency action*, 2001. ISPM No. 13, FAO, Rome.
- International Plant Protection Convention*, 1997, FAO, Rome.
- Pest risk analysis for regulated non-quarantine pests*, 2004. ISPM No. 21, FAO, Rome.
- Regulated non-quarantine pests: concept and application*, 2002. ISPM No. 16, FAO, Rome.
- Requirements for the establishment of pest free areas*, 1996. ISPM No. 4, FAO, Rome.
- Requirements for the establishment of pest free places of production and pest free production sites*, 1999. ISPM No. 10, FAO, Rome.
- The use of integrated measures in a systems approach for pest risk management*, 2002. ISPM No. 14, FAO, Rome.

DEFINITIONS

area	An officially defined country, part of a country or all or parts of several countries [FAO, 1990; revised FAO, 1995; CEPF, 1999; based on the World Trade Organization Agreement on the Application of Sanitary and Phytosanitary Measures]
area of low pest prevalence	An area, whether all of a country, part of a country, or all or parts of several countries, as identified by the competent authorities, in which a specific pest occurs at low levels and which is subject to effective surveillance, control or eradication measures [IPPC, 1997]
buffer zone	An area in which a specific pest does not occur or occurs at a low level and is officially controlled, that either encloses or is adjacent to an infested area, an infested place of production, an area of low pest prevalence, a pest free area, a pest free place of production or a pest free production site, and in which phytosanitary measures are taken to prevent spread of the pest [ISPM No. 10, 1999; revised ISPM No. 22, 2005]
containment	Application of phytosanitary measures in and around an infested area to prevent spread of a pest [FAO, 1995]
control (of a pest)	Suppression, containment or eradication of a pest population [FAO, 1995]
delimiting survey	Survey conducted to establish the boundaries of an area considered to be infested by or free from a pest [FAO, 1990]
eradication	Application of phytosanitary measures to eliminate a pest from an area [FAO, 1990; revised FAO, 1995; formerly eradicate]

IPPC	International Plant Protection Convention, as deposited in 1951 with FAO in Rome and as subsequently amended [FAO, 1990; revised ICPM, 2001]
monitoring survey	Ongoing survey to verify the characteristics of a pest population [FAO, 1995]
National Plant Protection Organization	Official service established by a government to discharge the functions specified by the IPPC [FAO, 1990; formerly Plant Protection Organization (National)]
official	Established, authorized or performed by a National Plant Protection Organization [FAO, 1990]
Pest Free Area	An area in which a specific pest does not occur as demonstrated by scientific evidence and in which, where appropriate, this condition is being officially maintained [FAO, 1995]
phytosanitary action	An official operation, such as inspection, testing, surveillance or treatment, undertaken to implement phytosanitary measures [ICPM, 2001; revised ICPM, 2005]
phytosanitary measure (agreed interpretation)	Any legislation, regulation or official procedure having the purpose to prevent the introduction and/or spread of quarantine pests, or to limit the economic impact of regulated non-quarantine pests [FAO, 1995; revised IPPC, 1997; ICPM, 2002]
	<i>The agreed interpretation of the term phytosanitary measure accounts for the relationship of phytosanitary measures to regulated non-quarantine pests. This relationship is not adequately reflected in the definition found in Article II of the IPPC (1997).</i>
phytosanitary procedure	Any official method for implementing phytosanitary measures including the performance of inspections, tests, surveillance or treatments in connection with regulated pests [FAO, 1990; revised FAO, 1995; CEPM, 1999; ICPM, 2001; ICPM, 2005]
phytosanitary regulation	Official rule to prevent the introduction and/or spread of quarantine pests, or to limit the economic impact of regulated non-quarantine pests, including establishment of procedures for phytosanitary certification [FAO, 1990; revised FAO, 1995; CEPM, 1999; ICPM, 2001]
place of production	Any premises or collection of fields operated as a single production or farming unit. This may include production sites which are separately managed for phytosanitary purposes [FAO, 1990; revised CEPM, 1999]
quarantine pest	A pest of potential economic importance to the area endangered thereby and not yet present there, or present but not widely distributed and being officially controlled [FAO, 1990; revised FAO, 1995; IPPC 1997]
regulated article	Any plant, plant product, storage place, packaging, conveyance, container, soil and any other organism, object or material capable of harbouring or spreading pests, deemed to require phytosanitary measures, particularly where international transportation is involved [FAO, 1990; revised FAO, 1995; IPPC, 1997]

regulated non-quarantine pest	A non-quarantine pest whose presence in plants for planting affects the intended use of those plants with an economically unacceptable impact and which is therefore regulated within the territory of the importing contracting party [IPPC, 1997]
regulated pest	A quarantine pest or a regulated non-quarantine pest [IPPC, 1997]
standard	Document established by consensus and approved by a recognized body, that provides, for common and repeated use, rules, guidelines or characteristics for activities or their results, aimed at the achievement of the optimum degree of order in a given context [FAO, 1995; ISO/IEC GUIDE 2:1991 definition]
suppression	The application of phytosanitary measures in an infested area to reduce pest populations [FAO, 1995; revised CEPM, 1999]
surveillance	An official process which collects and records data on pest occurrence or absence by survey, monitoring or other procedures [CEPM, 1996]
survey	An official procedure conducted over a defined period of time to determine the characteristics of a pest population or to determine which species occur in an area [FAO, 1990; revised CEPM, 1996]
systems approach(es)	The integration of different risk management measures, at least two of which act independently, and which cumulatively achieve the appropriate level of protection against regulated pests [ISPM No. 14, 2002; revised ICPM, 2005]
treatment	Official procedure for the killing, inactivation or removal of pests, or for rendering pests infertile or for devitalization [FAO, 1990, revised FAO, 1995; ISPM No. 15, 2002; ISPM No. 18, 2003; ICPM, 2005]

OUTLINE OF REQUIREMENTS

The establishment of an area of low pest prevalence (ALPP) is a pest management option used to maintain or reduce a pest population below a specified level in an area. An ALPP may be used to facilitate exports or to limit pest impact in the area.

A specified low pest level should be determined taking into consideration the overall operational and economic feasibility of establishing a programme to meet or maintain this level, and the objective for which an ALPP is to be established.

In determining an ALPP, a National Plant Protection Organization (NPPO) should describe the area involved. ALPPs may be established and maintained for regulated pests or for pests regulated by an importing country only.

Surveillance of the relevant pest should be conducted according to appropriate protocols. Additional phytosanitary procedures may be required to establish and maintain an ALPP.

Once established, the ALPP should be maintained by the continuation of the measures used for its establishment and the necessary documentation and verification procedures. In most cases an official operational plan which specifies the required phytosanitary procedures is needed. If there is a change in the status of the ALPP, a corrective action plan should be initiated.

BACKGROUND

1. General Considerations

1.1 Concept of areas of low pest prevalence

The concept of areas of low pest prevalence (ALPP) is referred to in the IPPC and the Agreement on Sanitary and Phytosanitary Measures of the World Trade Organization (WTO-SPS Agreement).

The IPPC (1997) defines an ALPP as “an area, whether all of a country, part of a country, or all or parts of several countries, as identified by the competent authorities, in which a specific pest occurs at low levels and which is subject to effective surveillance, control or eradication measures” (Article II). Furthermore, Article IV.2e states that the responsibilities of the National Plant Protection Organization (NPPO) includes the protection of endangered areas and the designation, maintenance and surveillance of pest free areas (PFAs) and ALPPs.

Article 6 of the WTO-SPS Agreement is entitled “Adaptation to regional conditions, including pest or disease-free areas and areas of low pest or disease prevalence”. It further elaborates on the responsibilities of member countries for ALPPs.

1.2 Advantages in using areas of low pest prevalence

Advantages in using ALPPs include:

- removal of the need for post-harvest treatment(s) when the specified pest level is not exceeded;
- for some pests, biological control methods that rely on low pest populations being present may reduce pesticide use;
- facilitation of market access for products from areas that were previously excluded;
- less restrictive movement controls including movement of commodities may be permitted from:
 - an ALPP to or through a pest free area (PFA), if the commodity is pest free;
 - one ALPP to or through another ALPP, if the commodity has equivalent pest risk.

1.3 Distinction between an area of low pest prevalence and a pest free area

The main difference between an ALPP and a PFA is that the presence of the pest below a specified population level is accepted in an ALPP, whereas the pest is absent from a PFA. When the pest is present in an area, the choice of establishing an ALPP or attempting to establish a PFA as a pest management option will depend on the characteristics of the pest, its distribution in the area of concern and the factors that determine this distribution, the overall operational and economic feasibility of the programme, and the objective for the establishment of a specific ALPP or PFA.

REQUIREMENTS

2. General Requirements

2.1 Determination of an area of low pest prevalence

The establishment of an ALPP is a pest management option used to maintain or reduce the pest population below a specified level in an area. It may be used to facilitate the movement of commodities out of areas where the pest is present, such as for domestic movement or for exports, and reduces or limits pest impact in the area. An ALPP can be established for pests across a broad range of environmental conditions and hosts, and should also take into account the biology of the pest and the characteristics of the area. Since ALPPs may be established for different purposes, the size and description of the ALPP will depend on the purpose.

Examples of where an ALPP may be established by an NPPO according to this standard are:

- an area of production where products are intended for export
- an area under an eradication or suppression programme
- an area acting as a buffer zone to protect a PFA

- an area within a PFA which has lost its status and is under an emergency action plan
- as part of official control in relation to regulated non-quarantine pests (see ISPM No. 16: *Regulated non-quarantine pests: concept and application*)
- an area of production in an infested area of a country from which products are intended to be moved to another ALPP in that country.

Where an ALPP is established and host materials are intended to be exported, they may be subject to additional phytosanitary measures. In this way, an ALPP would be part of a systems approach. Systems approaches are detailed in ISPM No. 14: *The use of integrated measures in a systems approach for pest risk management*. Such systems may be very efficient in mitigating the pest risk down to a level acceptable for the importing country and thus, in some cases, the pest risk may be reduced to that of host material originating from a PFA.

2.2 Operational plans

In most cases an official operational plan is needed which specifies the required phytosanitary procedures that a country is applying. If it is intended to use an ALPP to facilitate trade with another country, such plan may have the form of a specific work plan as part of a bilateral arrangement between the NPPOs of both importing and exporting contracting parties, or may be a general requirement of an importing country, which should be made available to it on request. It is recommended that the exporting country consults with the importing country in the early stages of the process in order to ensure that importing country requirements are met.

3. Specific Requirements

3.1 Establishment of an ALPP

Low pest prevalence can occur naturally or be established through the development and application of phytosanitary measures aimed at controlling the pest(s).

3.1.1 Determination of specified pest levels

Specified levels for the relevant pests should be established by the NPPO of the country where the ALPP is located, with sufficient precision to allow assessment of whether surveillance data and protocols are adequate to determine that pest prevalence is below these levels. Specified pest levels may be established through PRA, for example as described in ISPMs No. 11 (*Pest risk analysis for quarantine pests, including analysis of environmental risks and living modified organisms*) and No. 21 (*Pest risk analysis for regulated non-quarantine pests*). If the ALPP is intended to facilitate exports, the specified levels should be established in conjunction with the importing country.

3.1.2 Geographic description

The NPPO should describe the ALPP with supporting maps demonstrating the boundaries of the area. Where appropriate, the description may also include the places of production, the host plants in proximity to commercial production areas, as well as the natural barriers and/or buffer zones which may isolate the area.

It may be useful to indicate how the size and configuration of the natural barriers and buffer zones contribute to the exclusion or management of the pest, or why they serve as a barrier to the pest.

3.1.3 Documentation and verification

The NPPO should verify and document that all procedures are implemented. The elements of this process should include:

- documented procedures to be followed (i.e. procedural manual)
- implemented procedures and record keeping of these procedures
- audit of procedures
- developed and implemented corrective actions.

3.1.4 Phytosanitary procedures

3.1.4.1 Surveillance activities

The status of the relevant pest situation in the area, and when appropriate of the buffer zone, should be determined by surveillance (as described in ISPM No. 6: *Guidelines for surveillance*) during appropriate periods of time and at a level of sensitivity that will detect the specified pest at the specified level with an appropriate level of confidence. Surveillance should be conducted according to protocols for the specified pest(s). These protocols should include how to measure if the specified pest level has been maintained, e.g. type of trap, number of traps per hectare, acceptable number of pest individuals per trap per day or week, number of samples per hectare that need to be tested or inspected, part of the plant to be tested or inspected, etc.

Surveillance data should be collected and documented to demonstrate that the populations of the specified pests do not exceed the specified pest levels in any areas of the proposed ALPP, and any associated buffer zones, and include, where relevant, surveys of cultivated and uncultivated hosts, or habitats in particular in the case where the pest is a plant. The surveillance data should be relevant to the life cycles of the specified pests and should be statistically validated to detect and characterize the population levels of the pests.

When establishing an ALPP, technical reports of the specified pest(s) detections, and results of the surveillance activities should be recorded and maintained for a sufficient number of years, depending on the biology, reproductive potential and host range of the specified pests. However to supplement this information, data should be provided for as many years as possible, prior to the establishment of the ALPP.

3.1.4.2 Reducing pest levels and maintaining low prevalence

In the proposed ALPP, phytosanitary procedures should be documented and applied to meet pest(s) levels in cultivated hosts, uncultivated hosts, or habitats in particular in the case where the pest is a plant. Phytosanitary procedures should be relevant to the biology and behaviour of the specified pests. Examples of procedures used to meet a specified pest level are: removing alternative and/or alternate hosts; applying pesticides; releasing biological control agents; using high density trapping techniques to capture the pest.

When establishing an ALPP, control activities should be recorded for a sufficient number of years, depending on the biology, reproductive potential and host range of the specified pest(s). However to supplement this information, data should be provided for as many years as possible, prior to the establishment of the ALPP.

3.1.4.3 Reducing the risk of entry of specified pest(s)

In cases where an ALPP is established for a regulated pest, phytosanitary measures may be required to reduce the risk of entry of the specified pests into the ALPP (ISPM No. 20: *Guidelines for a phytosanitary import regulatory system*). These may include:

- regulation of the pathways and of the articles that require control to maintain the ALPP. All pathways into and out of the ALPP should be identified. This may include the designation of points of entry, and requirements for documentation, treatment, inspection or sampling before or at entry into the area.
- verification of documents and of the phytosanitary status of consignments including identification of intercepted specimens of specified pest and maintenance of sampling records
- confirmation of the application and effectiveness of required treatments
- documentation of any other phytosanitary procedures.

An ALPP may be established for pests regulated domestically or to facilitate exports for pests regulated in an importing country. When an ALPP is established for a pest that is not a regulated pest for that area, measures to reduce the risk of entry may also be applied. However,

such measures should not restrict trade of plant and plant products into the country, or discriminate between imported and nationally-produced commodities.

3.1.4.4 Corrective action plan

The NPPO should have a documented plan to be implemented if a specified pest level is exceeded in the ALPP, or when appropriate in the buffer zones (section 3.3 describes other situations where the status of an ALPP may change). The plan may include a delimiting survey to determine the area in which the specified pest level has been exceeded, commodity sampling, pesticide applications and/or other suppression activities. Corrective actions should also address all of the pathways.

3.1.5 Verification of an area of low pest prevalence

The NPPO of the country where the ALPP is to be established should verify that the measures necessary to meet the requirements of the ALPP are in place. This includes verification that all aspects of the documentation and verification procedures described in section 3.1.3 are implemented. If the area is being used for exports, the NPPO of the importing country may also want to verify compliance.

3.2 Maintenance of an area of low pest prevalence

Once an ALPP is established, the NPPO should maintain the established documentation and verification procedures, and continue following phytosanitary procedures and movement controls and keeping records. Records should be retained for at least the two previous years or as long as necessary to support the programme. If the ALPP is being used for export purposes, records should be made available to the importing country upon request. In addition, established procedures should be routinely audited, at least once a year.

3.3 Change in the status of an area of low pest prevalence

The main cause leading to a change in the status of an ALPP is the detection of the specified pest(s) at a level exceeding the specified pest level(s) within the ALPP.

Other examples that may cause a change in status of an ALPP and lead to the need to take action are:

- repeated failure of regulatory procedures
- incomplete documentation that jeopardises the integrity of the ALPP.

The change of status should result in the implementation of the corrective action plan as specified in Section 3.1.4.4 of this standard. The corrective actions should be initiated as soon as possible after confirmation that the specified pest level has been exceeded in the ALPP.

Depending on the outcome of the actions taken, the ALPP may be:

- continued (status not lost), if the phytosanitary actions taken (as part of the corrective action plan in the case of detection of specified pests above a specified pest levels) have been successful
- continued, if a failure of regulatory actions or other deficiencies has been rectified
- redefined to exclude a certain area, if the specified pest level of a pest is exceeded in a limited area that can be identified and isolated
- suspended (status lost).

If the ALPP is being used for export purposes, the importing country may require that such situations and associated activities are reported to it. Additional guidance is provided by ISPM No. 17: *Pest reporting*. Furthermore, a corrective action plan may be agreed to between the importing and exporting countries.

3.4 Suspension and reinstatement of the status of an area of low pest prevalence

If an ALPP is suspended, an investigation should be initiated to determine the cause of the failure. Corrective actions, and if necessary additional safeguards, should be implemented to prevent recurrence of the failure. The suspension of the ALPP will remain in effect until it is demonstrated that populations of the pest are below the specified pest level for an appropriate period of time, or that the other deficiencies have been corrected. As with the initial establishment of an ALPP, the minimum period of time below the specified pest level(s) for reinstatement of ALPP status will depend on the biology of the specified pest(s). Once the cause of the failure has been corrected and the integrity of the system is verified, the ALPP can be reinstated.

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**INTERNATIONAL STANDARDS FOR
PHYTOSANITARY MEASURES**

GUIDELINES FOR INSPECTION



Secretariat of the International Plant Protection Convention
FOOD AND AGRICULTURE ORGANIZATION OF THE UNITED NATIONS
Rome, 2005

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INTRODUCTION

SCOPE

This standard describes procedures for the inspection of consignments of plants, plant products and other regulated articles at import and export. It is focused on the determination of compliance with phytosanitary requirements, based on visual examination, documentary checks, and identity and integrity checks.

REFERENCES

- Export certification system*, 1997. ISPM No. 7, FAO, Rome.
- Glossary of phytosanitary terms*, 2004. ISPM No. 5, FAO, Rome.
- Guidelines for a phytosanitary import regulatory system*, 2004. ISPM No. 20, FAO, Rome.
- Guidelines for pest eradication programmes*, 1998. ISPM No. 9, FAO, Rome.
- Guidelines for the notification of non-compliance and emergency action*, 2001. ISPM No. 13, FAO, Rome.
- Guidelines on lists of regulated pests*, 2003. ISPM No. 19, FAO, Rome.
- Guidelines on phytosanitary certificates*, 2001. ISPM No. 12, FAO, Rome.
- International Plant Protection Convention*, 1997. FAO, Rome.
- Pest risk analysis for quarantine pests including analysis of environmental risks and living modified organisms*, 2004. ISPM No. 11, FAO, Rome.
- Pest risk analysis for regulated non-quarantine pests*, 2004. ISPM No. 21, FAO, Rome.
- Principles of plant quarantine as related to international trade*, 1995. ISPM No. 1, FAO, Rome.
- Regulated non-quarantine pests: concept and application*, 2002. ISPM No. 16, FAO, Rome.
- The use of integrated measures in a systems approach for pest risk management*, 2002. ISPM No. 14, FAO, Rome.

DEFINITIONS

consignment	A quantity of plants, plant products and/or other articles being moved from one country to another and covered, when required, by a single phytosanitary certificate (a consignment may be composed of one or more commodities or lots) [FAO, 1990; revised ICPM, 2001]
inspection	Official visual examination of plants, plant products or other regulated articles to determine if pests are present and/or to determine compliance with phytosanitary regulations [FAO, 1990; revised FAO, 1995; formerly inspect]
inspector	Person authorized by a National Plant Protection Organization to discharge its functions [FAO, 1990]
IPPC	International Plant Protection Convention, as deposited in 1951 with FAO in Rome and as subsequently amended [FAO, 1990; revised ICPM, 2001]
lot	A number of units of a single commodity, identifiable by its homogeneity of composition, origin etc., forming part of a consignment [FAO, 1990]
National Plant Protection Organization	Official service established by a government to discharge the functions specified by the IPPC [FAO, 1990; formerly Plant Protection Organization (National)]
pest	Any species, strain or biotype of plant, animal or pathogenic agent injurious to plants or plant products [FAO, 1990; revised FAO, 1995; IPPC, 1997]

Pest Free Area	An area in which a specific pest does not occur as demonstrated by scientific evidence and in which, where appropriate, this condition is being officially maintained [FAO, 1995]
Pest Risk Analysis	The process of evaluating biological or other scientific and economic evidence to determine whether a pest should be regulated and the strength of any phytosanitary measures to be taken against it [FAO, 1995; revised IPPC, 1997]
phytosanitary certification	Use of phytosanitary procedures leading to the issue of a Phytosanitary Certificate [FAO, 1990]
phytosanitary import requirements	Specific phytosanitary measures established by an importing country concerning consignments moving into that country [ICPM, 2005]
quarantine pest	A pest of potential economic importance to the area endangered thereby and not yet present there, or present but not widely distributed and being officially controlled [FAO, 1990; revised FAO, 1995; IPPC 1997]
regulated article	Any plant, plant product, storage place, packaging, conveyance, container, soil and any other organism, object or material capable of harbouring or spreading pests, deemed to require phytosanitary measures, particularly where international transportation is involved [FAO, 1990; revised FAO, 1995; IPPC, 1997]
regulated pest	A quarantine pest or a regulated non-quarantine pest [IPPC, 1997]
visual examination	The physical examination of plants, plant products, or other regulated articles using the unaided eye, lens, stereoscope or microscope to detect pests or contaminants without testing or processing [ISPM No. 23, 2005]

OUTLINE OF REQUIREMENTS

National Plant Protection Organizations (NPPOs) have the responsibility for “*the inspection of consignments of plants and plant products moving in international traffic and, where appropriate, the inspection of other regulated articles, particularly with the object of preventing the introduction and/or spread of pests.*” (Article IV.2c of the IPPC, 1997).

Inspectors determine compliance of consignments with phytosanitary requirements, based on visual examination for detection of pests and regulated articles, and documentary checks, and identity and integrity checks. The result of inspection should allow an inspector to decide whether to accept, detain or reject the consignment, or whether further analysis is required.

NPPOs may determine that consignments should be sampled during inspection. The sampling methodology used should depend on the specific inspection objectives.

REQUIREMENTS

1. General Requirements

The responsibilities of a National Plant Protection Organization (NPPO) include *"the inspection of consignments of plants and plant products moving in international traffic and, where appropriate, the inspection of other regulated articles, particularly with the object of preventing the introduction and/or spread of pests"* (Article IV.2c of the IPPC, 1997).

Consignments may consist of one or more commodities or lots. Where a consignment is comprised of more than one commodity or lot, the inspection to determine compliance may have to consist of several separate visual examinations. Throughout this standard, the term "consignment" is used, but it should be recognized that the guidance provided for consignments may apply equally to individual lots within a consignment.

1.1 Inspection objectives

The objective of inspection of consignments is to confirm compliance with import or export requirements relating to quarantine pests or regulated non-quarantine pests. It often serves to verify the effectiveness of other phytosanitary measures taken at a previous stage in time.

An export inspection is used to ensure that the consignment meets specified phytosanitary requirements of the importing country at the time of inspection. An export inspection of a consignment may result in the issuance of a phytosanitary certificate for the consignment in question.

Inspection at import is used to verify compliance with phytosanitary import requirements. Inspection may also be carried out generally for the detection of organisms for which the phytosanitary risk has not yet been determined.

The collection of samples for laboratory testing or the verification of pest identity may be combined with the inspection procedure.

Inspection can be used as a risk management procedure.

1.2 Assumptions involved in the application of inspections

As inspection of entire consignments is often not feasible, phytosanitary inspection is consequently often based on sampling¹.

The use of inspection as a means to detect the presence of pests in, or to determine or verify the pest level of, a consignment is based on the following assumptions:

- the pests of concern, or the signs or symptoms they cause, are visually detectable
- inspection is operationally practical
- some probability of pests being undetected is recognized.

There is some probability of pests being undetected when inspection is used. This is because inspection is usually based on sampling, which may not involve visual examination of 100% of the lot or consignment, and also because inspection is not 100% effective for detecting a specified pest on the consignment or samples examined. When inspection is used as a risk management procedure, there is also a certain probability that a pest which is present in a consignment or lot may not be detected.

The size of a sample for inspection purposes is normally determined on the basis of a specified regulated pest associated with a specific commodity. It may be more difficult to determine the

¹ Guidance on sampling will be provided in the ISPM under development.

sample size in cases where inspection of consignments is targeted at several or all regulated pests.

1.3 Responsibility for inspection

NPPOs have the responsibility for inspection. Inspections are carried out by NPPOs or under their authority (see also section 3.1 of ISPM No. 7: *Export certification system*; and section 5.1.5.2 of ISPM No. 20: *Guidelines for a phytosanitary import regulatory system*; Articles IV.2a, IV.2c and V.2a of the IPPC, 1997).

1.4 Requirements for inspectors

As authorized officers or agents by the NPPO, inspectors should have:

- authority to discharge their duties and accountability for their actions
- technical qualifications and competencies, especially in pest detection
- knowledge of, or access to capability in, identification of pests, plants and plant products and other regulated articles
- access to appropriate inspection facilities, tools and equipment
- written guidelines (such as regulations, manuals, pest data sheets)
- knowledge of the operation of other regulatory agencies where appropriate
- objectivity and impartiality.

The inspector may be required to inspect consignments for:

- compliance with specified import or export requirements
- specified regulated pests
- organisms for which the phytosanitary risk has not yet been determined.

1.5 Other considerations for inspection

The decision to use inspection as a phytosanitary measure involves consideration of many factors, including in particular the phytosanitary requirements of the importing country and the pests of concern. Other factors that require consideration may include:

- the mitigation measures taken by the exporting country
- whether inspection is the only measure or combined with other measures
- commodity type and intended use
- place/area of production
- consignment size and configuration
- volume, frequency and timing of shipments
- experience with origin/shipper
- means of conveyance and packaging
- available financial and technical resources (including pest diagnostic capabilities)
- previous handling and processing
- sampling design characteristics necessary to achieve the inspection objectives
- difficulty of pest detection on a specific commodity
- experience and the results of previous inspections
- perishability of the commodity (see also Article VII.2e of the IPPC, 1997)
- effectiveness of the inspection procedure.

1.6 Inspection in relation to pest risk analysis

Pest risk analysis (PRA) provides the basis for technical justification for phytosanitary import requirements. PRA also provides the means for developing lists of regulated pests requiring phytosanitary measures, and identifies those for which inspection is appropriate and/or identifies commodities that are subject to inspection. If new pests are reported during inspection, emergency actions may be undertaken, as appropriate. Where emergency actions are taken, a PRA should be used for evaluating these pests and developing recommendations for appropriate further actions when necessary.

When considering inspection as an option for risk management and the basis for phytosanitary decision making, it is important to consider both technical and operational factors associated with a particular type and level of inspection. Such an inspection may be required to detect specified regulated pests at the desired level and confidence depending on the risk associated with them (see also ISPM No. 11: *Pest risk analysis for quarantine pests including analysis of environmental risks and living modified organisms*, 2004, and ISPM No. 21: *Pest risk analysis for regulated non-quarantine pests*).

2. Specific Requirements

The technical requirements for inspection involve three distinct procedures that should be designed with a view to ensuring technical correctness while also considering operational practicality. These procedures are:

- examination of documents associated with a consignment
- verification of consignment identity and integrity
- visual examination for pests and other phytosanitary requirements (such as freedom from soil).

Certain aspects of inspection may differ depending on the purpose, such as for import/export purposes, or verification/risk management purposes.

2.1 Examination of documents associated with a consignment

Import and export documents are examined to ensure that they are:

- complete
- consistent
- accurate
- valid and not fraudulent (see section 1.4 of ISPM No. 12: *Guidelines for phytosanitary certificates*).

Examples of documents that may be associated with import and/or export certification include:

- phytosanitary certificate/re-export phytosanitary certificates
- manifest (including bills of lading, invoice)
- import permit
- treatment documents/certificates, marks (such as provided for in ISPM No. 15: *Guidelines on regulating wood packaging material in international trade*) or other indicators of treatment
- certificate of origin
- field inspection certificates/reports
- producer/packing records
- certification programme documents (e.g. seed potato certification programmes, pest free area documentation)
- inspection reports
- commercial invoices
- laboratory reports.

Problems encountered with either import or export documents should, where appropriate, be investigated first with the parties providing the documents before further action is taken.

2.2 Verification of consignment identity and integrity

The inspection for identity and integrity involves checking to ensure that the consignment is accurately described by its documents. The identity check verifies whether the type of plant or plant product or species is in accordance with the phytosanitary certificate received or to be issued. The integrity check verifies if the consignment is clearly identifiable and the quantity and status is as declared in the phytosanitary certificate received or to be issued. This may require a physical examination of the consignment to confirm the identity and integrity, including checking for seals, safety conditions and other relevant physical aspects of the shipment that may be of phytosanitary concern. Actions taken based on the result will depend

on the extent and nature of the problem encountered.

2.3 Visual examination

Related aspects of visual examination include its use for pest detection and for verifying compliance with phytosanitary requirements.

2.3.1 Pests

A sample is taken from consignments/lots to determine if a pest is present, or if it exceeds a specified level. The ability to detect in a consistent manner the presence of a regulated pest with the desired confidence level requires practical and statistical considerations, such as the probability of detecting the pest, the size of the lot, the desired level of confidence, the sample size and the intensity of the inspection (see ISPM on sampling -under development).

If the objective of inspection is the detection of specified regulated pests to meet phytosanitary import requirements, then the sampling method should be based on a probability of detecting the pest that satisfies the corresponding phytosanitary requirements.

If the objective of the inspection is the verification of the general phytosanitary condition of a consignment/lot, such as when:

- no specified regulated pests have been identified
- no specified pest level has been identified for regulated pests
- the aim is to detect pests when there has been a failure of a phytosanitary measure,

then sampling methodology should reflect this.

The sampling method adopted should be based on transparent technical and operational criteria, and should be consistently applied (see also ISPM No. 20: *Guidelines for a phytosanitary import regulatory system*).

2.3.2 Compliance of phytosanitary requirements

Inspection can be used to verify the compliance with some phytosanitary requirements. Examples include:

- treatment
- degree of processing
- freedom from contaminants (e.g. leaves, soil)
- required growth stage, variety, colour, age, degree of maturity etc.
- absence of unauthorized plants, plant products or other regulated articles
- consignment packaging and shipping requirements
- origin of consignment/lots
- point of entry.

2.4 Inspection methods

The inspection method should be designed either to detect the specified regulated pests on or in the commodity being examined, or to be used for a general inspection for organisms for which the phytosanitary risk has not yet been determined. The inspector visually examines units in the sample until the target or other pest has been detected or all sample units have been examined. At that point, the inspection may cease. However, additional sample units may be examined if the NPPO needs to gather additional information concerning the pest and the commodity, for example if the pest is not observed, but signs or symptoms are. The inspector may also have access to other non visual tools that may be used in conjunction with the inspection process.

It is important that:

- examination of the sample be undertaken as soon as reasonably possible after the sample has been drawn and that the sample is as representative of the consignment/lot as possible.
- techniques are reviewed to take account of experience gained with the technique and of new technical developments.
- procedures are put in place to ensure the independence, integrity, traceability and security of samples for each consignment/lot.
- results of the inspection are documented.

Inspection procedures should be in accordance with the PRA where appropriate, and should be consistently applied.

2.5 Inspection outcome

The result of the inspection contributes to the decision to be made as to whether the consignment meets phytosanitary requirements. If phytosanitary requirements are met, consignments for exports may be provided with appropriate certification, e.g. phytosanitary certificates, and consignments for import will be released.

If phytosanitary requirements are not met, further actions can be taken. These actions may be determined by the nature of the findings, considering the regulated pest or other inspection objectives, and the circumstances. Actions for non-compliance are described in detail in ISPM No. 20 (*Guidelines for a phytosanitary import regulatory system*), section 5.1.6.

In many cases, pests or signs of pests that have been detected may require identification or a specialized analysis in a laboratory or by a specialist before a determination can be made on the phytosanitary status of the consignment. It may be decided that emergency measures are needed where new or previously unknown pests are found. A system for properly documenting and maintaining samples and/or specimens should be in place to ensure trace-back to the relevant consignment and to facilitate later review of the results if necessary.

In cases of repeated non-compliance, amongst other actions, the intensity and frequency of inspections for certain consignments may be increased.

Where a pest is detected in an import, the inspection report should be sufficiently detailed to allow for notifications of non-compliance (in accordance with ISPM No. 13: *Guidelines for the notification of non-compliance and emergency action*). Certain other record-keeping requirements may also rely on the availability of adequately completed inspection reports (e.g. as described in Articles VII and VIII of the IPPC, ISPM No. 8: *Determination of pest status in an area*, and ISPM No. 20: *Guidelines for a phytosanitary import regulatory system*).

2.6 Review of inspection systems

NPPOs should conduct periodic reviews of import and export inspection systems to validate the appropriateness of their design and to determine any course of adjustments needed to ensure that they are technically sound.

Audits should be conducted in order to review the validity of the inspection systems. An additional inspection may be a component of the audit.

2.7 Transparency

As part of the inspection process, information concerning inspection procedures for a commodity should be documented and made available on request to the parties concerned in application of the transparency principle (ISPM No. 1: *Principles of plant quarantine as related to international trade*). This information may be part of bilateral arrangements covering the phytosanitary aspects of a commodity trade.

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**INTERNATIONAL STANDARDS FOR
PHYTOSANITARY MEASURES**

***GUIDELINES FOR THE DETERMINATION AND RECOGNITION OF
EQUIVALENCE OF PHYTOSANITARY MEASURES***



Secretariat of the International Plant Protection Convention
FOOD AND AGRICULTURE ORGANIZATION OF THE UNITED NATIONS
Rome, 2005

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ANNEX 1

Recommendations for a procedure for the determination of equivalence

INTRODUCTION

SCOPE

This standard describes the principles and requirements that apply for the determination and recognition of equivalence of phytosanitary measures. It also describes a procedure for equivalence determinations in international trade.

REFERENCES

- Agreement on the Application of Sanitary and Phytosanitary Measures*, 1994. World Trade Organization, Geneva.
- Export certification system*, 1997. ISPM No. 7, FAO Rome.
- Glossary of phytosanitary terms*, 2004. ISPM No. 5, FAO, Rome.
- Guidelines for pest risk analysis*, 1996. ISPM No. 2, FAO, Rome.
- Guidelines for regulating wood packaging material in international trade*, 2002. ISPM No. 15. FAO, Rome.
- Guidelines for the notification of non-compliance and emergency action*, 2001. ISPM No. 13, FAO, Rome.
- International Plant Protection Convention*, 1997. FAO, Rome.
- Pest risk analysis for quarantine pests including analysis of environmental risks and living modified organisms*, 2004. ISPM No. 11, FAO, Rome.
- Principles of plant quarantine as related to international trade*, 1995. ISPM No. 1, FAO, Rome.
- The use of integrated measures in a systems approach for pest risk management*, 2002. ISPM No. 14, FAO, Rome.

DEFINITIONS

commodity	A type of plant, plant product, or other article being moved for trade or other purpose [FAO, 1990; revised ICPM, 2001]
commodity class	A category of similar commodities that can be considered together in phytosanitary regulations [FAO, 1990]
consignment	A quantity of plants, plant products and/or other articles being moved from one country to another and covered, when required, by a single phytosanitary certificate (a consignment may be composed of one or more commodities or lots) [FAO, 1990; revised ICPM, 2001]
emergency action	A prompt phytosanitary action undertaken in a new or unexpected phytosanitary situation [ICPM, 2001]
equivalence (of phytosanitary measures)	The situation where, for a specified pest risk, different phytosanitary measures achieve a contracting party's appropriate level of protection [FAO, 1995; revised CEPM, 1999; based on the World Trade Organization Agreement on the Application of Sanitary and Phytosanitary Measures; revised ISPM No. 24, 2005].
fumigation	Treatment with a chemical agent that reaches the commodity wholly or primarily in a gaseous state [FAO, 1990; revised FAO, 1995]
IPPC	International Plant Protection Convention, as deposited in 1951 with FAO in Rome and as subsequently amended [FAO 1990; revised ICPM, 2001]
ISPM	International Standard for Phytosanitary Measures [CEPM, 1996; revised ICPM, 2001]

inspection	Official visual examination of plants, plant products or other regulated articles to determine if pests are present and/or to determine compliance with phytosanitary regulations [FAO, 1990; revised FAO, 1995; formerly inspect]
pest	Any species, strain or biotype of plant, animal or pathogenic agent injurious to plants or plant products [FAO, 1990; revised FAO, 1995; IPPC, 1997]
pest risk assessment (for quarantine pests)	Evaluation of the probability of the introduction and spread of a pest and of the associated potential economic consequences [FAO, 1995; revised ISPM No 11, 2001]
phytosanitary measure (agreed interpretation)	Any legislation, regulation or official procedure having the purpose to prevent the introduction and/or spread of quarantine pests, or to limit the economic impact of regulated non-quarantine pests [FAO, 1995; revised IPPC, 1997; ICPM, 2002] <i>The agreed interpretation of the term phytosanitary measure accounts for the relationship of phytosanitary measures to regulated non-quarantine pests. This relationship is not adequately reflected in the definition found in Article II of the IPPC (1997).</i>
PRA	Pest Risk Analysis [FAO, 1995; revised ICPM, 2001]
regulated pest	A quarantine pest or a regulated non-quarantine pest [IPPC, 1997]
required response	A specified level of effect for a treatment [ISPM No. 18, 2003]
surveillance	An official process which collects and records data on pest occurrence or absence by survey, monitoring or other procedures [CEPM, 1996]
systems approach(es)	The integration of different risk management measures, at least two of which act independently, and which cumulatively achieve the appropriate level of protection against regulated pests [ISPM No. 14, 2002; revised ICPM, 2005]
treatment	Official procedure for the killing, inactivation or removal of pests, or for rendering pests infertile or for devitalization [FAO, 1990, revised FAO, 1995; ISPM No. 15, 2002; ISPM No. 18, 2003; ICPM, 2005]

OUTLINE OF REQUIREMENTS

Equivalence is one of the IPPC general principles (ISPM No. 1: *Principles of plant quarantine as related to international trade*).

Equivalence generally applies to cases where phytosanitary measures already exist for a specific pest associated with trade in a commodity or commodity class. Equivalence determinations are based on the specified pest risk and equivalence may apply to individual measures, a combination of measures, or integrated measures in a systems approach.

A determination of equivalence requires an assessment of phytosanitary measures to determine their effectiveness in mitigating a specified pest risk. The determination of equivalence of measures may also include an evaluation of the exporting contracting party's phytosanitary systems or programs that support implementation of those measures. Normally, the determination involves a sequential process of information exchange and evaluation, and is generally an agreed procedure between importing and exporting contracting parties. Information is provided in a form that allows the evaluation of existing and proposed measures for their ability to meet the importing contracting party's appropriate level of protection¹.

The exporting contracting party may request information from the importing contracting party on the contribution that its existing measures make to meeting its appropriate level of protection. The exporting contracting party may propose an alternative measure, indicating how this measure achieves the required level of protection, and this is evaluated by the importing contracting party. In some cases, such as where technical assistance is provided, importing contracting parties may make proposals for alternative phytosanitary measures. Contracting parties should endeavour to undertake equivalence determinations and to resolve any differences without undue delays.

¹ This term is defined in the *Agreement on the Application of Sanitary and Phytosanitary Measures* of the World Trade Organization (WTO-SPS Agreement). Many WTO members otherwise refer to this concept as the "acceptable level of risk".

REQUIREMENTS

1. General Considerations

Equivalence is described as general principle No. 7 in ISPM No. 1 (*Principles of plant quarantine as related to international trade*, 1993): "Equivalence: Countries shall recognize as being equivalent those phytosanitary measures that are not identical but which have the same effect". Furthermore, the concept of equivalence and the obligation of contracting parties to observe the principle of equivalence is an integral element in other existing ISPMs. In addition, equivalence is described in Article 4 of the WTO-SPS Agreement.

The process of recognizing equivalence is the objective examination of alternative phytosanitary measures proposed to determine if they achieve the appropriate level of protection of an importing country as indicated by existing measures of that country.

Contracting parties recognize that alternative phytosanitary measures can achieve their appropriate level of protection. Therefore, while not formalized under the title of "equivalence", there is widespread application of equivalence in current phytosanitary practices.

To manage a specified pest risk and achieve a contracting party's appropriate level of protection, equivalence may be applied to:

- an individual measure,
- a combination of measures, or
- integrated measures in a systems approach.

In the case of a systems approach, alternative measures may be proposed as equivalent to one or more of the integrated measures, rather than changing the entire systems approach. Equivalence arrangements are applicable for commodities rather than for individual consignments.

The evaluation for equivalence of phytosanitary measures may not be limited to an assessment of the measures alone, but may also involve consideration of aspects of the export certification system or other factors associated with the implementation of pest risk management measures.

This standard provides guidelines for situations where an importing contracting party has a phytosanitary measure in place, or is proposing a new measure, and an exporting contracting party proposes an alternative measure to achieve the importing contracting party's appropriate level of protection. The alternative measure is then evaluated for equivalence.

In some cases importing contracting parties list a number of phytosanitary measures that are considered to achieve their appropriate level of protection. Contracting parties are encouraged to include two or more equivalent measures for regulated articles as part of their import regulations. This allows for taking into account different or changing phytosanitary situations in exporting countries. These measures may differ in the extent to which they achieve or exceed the contracting party's appropriate level of protection. The evaluation of the equivalence of such measures listed by an importing contracting party is not the primary subject of this standard.

Although equivalence is generally a bilateral process between importing and exporting contracting parties, multilateral arrangements for comparing alternative measures take place as part of the standard setting process of the IPPC. For example, there are alternative measures approved in ISPM No 15: *Guidelines for regulating wood packaging material in international trade*.

2. General Principles and Requirements

2.1 Sovereign authority

Contracting parties have sovereign authority, in accordance with applicable international agreements, to apply phytosanitary measures to protect plant health within their territories and to determine their appropriate level of protection to plant health. A contracting party has sovereign authority to regulate the entry of plants, plant products and other regulated articles

(Article VII.1 of the IPPC, 1997). Therefore a contracting party has the right to make decisions relating to determinations of equivalence. In order to promote cooperation, an importing contracting party evaluates the equivalence of phytosanitary measures.

2.2 Other relevant principles of the IPPC

In equivalence evaluations, contracting parties should take into account the following principles:

- minimal impact (Article VII.2g of the IPPC, 1997)
- modification (Article VII.2h of the IPPC, 1997)
- transparency (Articles VII.2b, 2c, 2i and VIII.1a of the IPPC, 1997)
- harmonization (Article X.4 of the IPPC, 1997)
- risk analysis (Articles II and VI.1b of the IPPC, 1997)
- managed risk (Article VII.2a and 2g of the IPPC, 1997)
- non-discrimination (Article VI.1a of the IPPC, 1997).

2.3 Technical justification for equivalence

Assessments of equivalence should be risk-based, using an evaluation of available scientific information, either through PRA or by evaluation of the existing measures and the proposed measures. The exporting contracting party has the responsibility for providing the technical information to demonstrate that the alternative measures reduce the specified pest risk and that they achieve the appropriate level of protection of the importing contracting party. In some cases (e.g. as described in section 3.2), however, importing contracting parties may propose alternative measures for the exporting contracting party to consider. This information may be qualitative and/or quantitative as long as comparison is possible.

Although the alternative measures need to be examined, a new complete pest risk assessment may not necessarily be required since, as trade in the commodity or commodity class is already regulated, the importing country should have at least some PRA-related data.

2.4 Non-discrimination in the application of the equivalence of phytosanitary measures

The principle of non-discrimination requires that when equivalence of phytosanitary measures is granted for one exporting contracting party, this should also apply to contracting parties with the same phytosanitary status and similar conditions for the same commodity or commodity class and/or pest. Therefore, an importing contracting party which recognizes the equivalence of alternative phytosanitary measures of an exporting contracting party should ensure that it acts in a non-discriminatory manner. This applies both to applications from third countries for recognition of the equivalence of the same or similar measures, and to the equivalence of any domestic measures.

It should be recognized that equivalence of phytosanitary measures does not, however, mean that when a specific measure is granted equivalence for one exporting contracting party, this applies automatically to another contracting party for the same commodity or commodity class or pest. Phytosanitary measures should always be considered in the context of the pest status and phytosanitary regulatory system of the exporting contracting party, including the policies and procedures.

2.5 Information exchange

Contracting parties have obligations under the IPPC to provide and exchange information, which should be made available for equivalence determinations. This includes making available, on request, the rationale for phytosanitary requirements (Article VII.2c of the IPPC, 1997) and cooperating to the extent practicable in providing technical and biological information necessary for pest risk analysis (Article VIII of the IPPC, 1997). Contracting parties should aim to limit any data requests associated with an evaluation of equivalence to those which are necessary for this evaluation.

To facilitate discussions on equivalence the importing contracting party should, on request, provide information describing how its existing measures reduce the risk of the specified pest and how they achieve its appropriate level of protection. This information may be provided in either quantitative or qualitative terms. Such information should assist the exporting contracting party in understanding the existing measures. It may also help the exporting contracting party to explain how its proposed alternative measures reduce the pest risk and achieve the importing contracting party's appropriate level of protection.

2.6 Technical assistance

In accordance with Article XX of the IPPC (1997), contracting parties are encouraged to consider providing technical assistance for the development of measures based on equivalence if requested by another contracting party.

2.7 Timeliness

Contracting parties should endeavour to determine the equivalence of phytosanitary measures and to resolve any differences without undue delays.

3. Specific Requirements for the Application of Equivalence

3.1 Specific pests and commodities

The process of comparing alternative phytosanitary measures for the purpose of determining their equivalence usually relates to a specified export commodity and specified regulated pests identified through pest risk analysis.

3.2 Existing measures

Equivalence generally applies to cases where the importing contracting party has already existing measures for the current trade concerned. However, it may also apply where new measures are proposed by the importing contracting party. Usually an exporting contracting party presents an alternative measure that is intended to achieve the importing contracting party's appropriate level of protection. In some cases, such as where technical assistance is being provided, contracting parties may propose alternative measures for the consideration of other contracting parties.

Where new commodities or commodity classes are presented for importation and no measures exist, contracting parties should refer to ISPM No. 11 (*Pest risk analysis for quarantine pests including analysis of environmental risks and living modified organisms*, 2004) and ISPM No. 21 (*Pest risk analysis for regulated non-quarantine pests*) for the normal PRA procedure.

3.3 Entry into consultation

When requested, contracting parties are encouraged to enter into consultations with the aim of facilitating a determination of equivalence.

3.4 Agreed procedure

Contracting parties should agree on a procedure to determine equivalence. This may be based on the procedure recommended in Annex 1 of this standard or another bilaterally agreed procedure.

3.5 Factors considered in determining equivalence

The determination of the equivalence of phytosanitary measures depends on a number of factors. These may include:

- the effect of the measure as demonstrated in laboratory or field conditions
- the examination of relevant literature on the effect of the measure
- the results of experience in the practical application of the measure
- the factors affecting the implementation of the measure (e.g. the policies and procedures of the contracting party).

The effect of phytosanitary measures implemented in a third country may be considered as reference. Information on the measure is used by the importing contracting party to assess the contribution of the alternative measure in reducing the pest risk to a level that provides the appropriate level of protection.

When comparing existing measures and measures proposed as equivalent, importing and exporting contracting parties should assess the ability of the measures to reduce a specified pest risk. The proposed measures should be assessed for their ability to achieve the importing contracting party's appropriate level of protection. In cases where the effects of both the existing measures and the proposed measures are expressed in the same way (i.e. the same type of required response), the effects may be compared directly for their ability to reduce the pest risk. For example, a fumigation treatment and a cold treatment may be compared for their effects based on mortality.

Where measures are expressed differently, they may be difficult to compare directly. In such cases, the proposed measures should be assessed for their ability to achieve the importing contracting party's appropriate level of protection. This may require data to be converted or extrapolated so that common units are used before comparison is possible. For example, effects such as mortality and an area of low pest prevalence may be compared if considered in relation to pest freedom at an agreed level of confidence (for example per consignment or per year).

When determining equivalence, a comparison of specific technical requirements of the existing and proposed measures may suffice. In some circumstances, however, the determination of whether a proposed measure achieves the appropriate level of protection may need to be considered in relation to the capacity of the exporting country to apply this measure. In the cases where trade is already established between contracting parties, this provides knowledge about and experience with the exporting contracting party's phytosanitary regulatory systems (e.g. legal, surveillance, inspection, certification, etc.) This knowledge and experience should strengthen confidence between parties and assist, if necessary, with the evaluation of an equivalence proposal. In relation to such information, an importing contracting party may require updated information, when technically justified, of procedures of the exporting contracting party related specifically to the implementation of the phytosanitary measures proposed as equivalent.

The final acceptance of a proposed measure may depend on practical considerations such as availability/approval of the technology, unintended effects of the proposed measure (e.g. phytotoxicity), and operational and economic feasibility.

3.6 Non-disruption of trade

A submission of a request for recognition of equivalence should not in itself alter the way in which trade occurs; it is not a justification for disruption or suspension of existing trade or existing phytosanitary import requirements.

3.7 Provision of access

In order to support an importing contracting party's consideration of an equivalence request, the exporting contracting party should facilitate access by the importing contracting party to relevant sites to conduct any reviews, inspections or verifications for an equivalence determination when technically justified.

3.8 Review and monitoring

After the recognition of equivalence, and to provide continued confidence in the equivalence arrangements, contracting parties should implement the same review and monitoring procedures as for similar phytosanitary measures. These may include assurance procedures such as audits, periodic checks, reporting of non-compliances (see also ISPM No. 13:

Guidelines for the notification of non-compliance and emergency action) or other forms of verification.

3.9 Implementation and transparency

To achieve the required transparency, amendment of regulations and related procedures should also be made available to other interested contracting parties.

ANNEX 1

Procedure for the determination of equivalence

The interactive procedure described below is recommended for assessing phytosanitary measures in order to make a determination as to their equivalence. However, the procedure that trading partners utilise to determine equivalence may vary depending on the circumstances. .

Recommended steps are:

1. The exporting contracting party communicates its interest in an equivalence determination to its trading partner, indicating the specified commodity, the regulated pest of concern and the existing and proposed alternative measures, including relevant data. At the same time it may request from the importing contracting party the technical justification for the existing measures. In discussions on the determination of equivalence, an agreement including an outline of the steps involved, an agenda and a possible timetable may be established.

2. The importing contracting party describes its existing measures in terms that will help to facilitate a comparison with alternative phytosanitary measures. To the best of its ability, the information provided by the importing contracting party should include the following:

- a) the purpose of the phytosanitary measures, including identification of the specific pest risk that these measures are being used to mitigate
- b) to the extent possible, how the existing phytosanitary measures achieve the importing contracting party's appropriate level of protection
- c) the technical justification for the existing phytosanitary measures, including the PRA where appropriate
- d) any additional information that may assist the exporting contracting party in demonstrating that the proposed measures achieve the importing contracting party's appropriate level of protection.

3. The exporting contracting party provides the technical information that it believes demonstrates equivalence of phytosanitary measures, and makes a request for equivalence. This information should be in a form suitable for comparison with the information provided by the importing contracting party and which therefore facilitates the necessary evaluation by the importing contracting party. This should include the following elements:

- a) the description of the proposed alternative measures
- b) the effectiveness of the measures
- c) to the extent possible, the contribution of the proposed alternative measures in achieving the importing contracting party's appropriate level of protection
- d) information on how the measures were evaluated (e.g. laboratory testing, statistical analysis, practical operational experience), and the performance of the measures in practice
- e) a comparison between the proposed alternative measures and the importing contracting party's existing measures for same pest risk
- f) information on technical and operational feasibility of the proposed alternative measures.

4. The importing contracting party receives and evaluates the proposed alternative phytosanitary measures, taking into account, but not being limited to the following:

- a) the submission from the exporting contracting party, including supporting information regarding the effectiveness of the proposed alternative measures
- b) the degree to which the alternative phytosanitary measures achieve the appropriate level of protection, either on the basis of qualitative or quantitative information
- c) information regarding the method, action and operation of the proposed alternative phytosanitary measures in preventing or reducing the specified pest risk
- d) the operational and economic feasibility of adopting the proposed alternative phytosanitary measures.

During the evaluation further clarification may be required. Additional information and/or access to operational procedures may be requested by the importing contracting party in order to complete the assessment. The exporting contracting party should respond to any technical concerns raised by the importing contracting party by providing relevant information and/or providing access to relevant information or sites to facilitate reviews, inspections or other verifications necessary for making an equivalence determination.

5. The importing contracting party notifies the exporting contracting party of its decision and provides, upon request, an explanation and technical justification for its determination as quickly as possible.

6. In the event of a rejection of the request for equivalence, efforts should be made to resolve differences of opinion through bilateral dialogue.

7. If equivalence is recognized by the importing contracting party, implementation should be achieved by the prompt amendment of the import regulations and any associated procedures of the importing contracting party. The amendments should be communicated in accordance with Article VII.2b of the IPPC (1997).

8. An audit and monitoring procedure may be established and included in the plan or arrangement which implements any recognized equivalence measures or programmes.

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**INTERNATIONAL STANDARDS FOR
PHYTOSANITARY MEASURES**

***GUIDELINES FOR THE EXPORT, SHIPMENT, IMPORT AND
RELEASE OF BIOLOGICAL CONTROL AGENTS AND OTHER
BENEFICIAL ORGANISMS***



Secretariat of the International Plant Protection Convention
FOOD AND AGRICULTURE ORGANIZATION OF THE UNITED NATIONS
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INTRODUCTION

SCOPE

This standard¹ provides guidelines for risk management related to the export, shipment, import and release of biological control agents and other beneficial organisms. It lists the related responsibilities of contracting parties to the IPPC ('contracting parties'), National Plant Protection Organizations (NPPOs) or other responsible authorities, importers and exporters (as described in the standard). The standard addresses biological control agents capable of self-replication (including parasitoids, predators, parasites, nematodes, phytophagous organisms, and pathogens such as fungi, bacteria and viruses), as well as sterile insects and other beneficial organisms (such as mycorrhizae and pollinators), and includes those packaged or formulated as commercial products. Provisions are also included for import for research in quarantine facilities of non-indigenous biological control agents and other beneficial organisms.

The scope of this standard does not include living modified organisms, issues related to registration of biopesticides, or microbial agents intended for vertebrate pest control.

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Guidelines for pest risk analysis, 1996. ISPM No. 2, FAO, Rome.
Guidelines for phytosanitary certificates, 2001. ISPM No. 12, FAO, Rome.
Guidelines for a phytosanitary import regulatory system, 2004. ISPM No. 20, FAO, Rome.
Guidelines on lists of regulated pests, 2003. ISPM No. 19, FAO, Rome.
International Plant Protection Convention, 1997. FAO, Rome.
Pest reporting, 2002. ISPM No. 17, FAO, Rome.
Pest risk analysis for quarantine pests including analysis of environmental risks and living modified organisms, 2004. ISPM No. 11, FAO, Rome.

DEFINITIONS

area	An officially defined country, part of a country or all or parts of several countries [FAO, 1990; revised FAO, 1995; CEPF, 1999; based on the World Trade Organization Agreement on the Application of Sanitary and Phytosanitary Measures]
beneficial organism	Any organism directly or indirectly advantageous to plants or plant products, including biological control agents [ISPM No. 3, 2005]
biological control	Pest control strategy making use of living natural enemies, antagonists, competitors or other biological control agents. [ISPM No. 3, 1996; revised ISPM No. 3, 2005; formerly biological control (biocontrol)]
biological control agent	A natural enemy, antagonist or competitor, or other organism, used for pest control [ISPM No. 3, 1996; revised ISPM No. 3, 2005]
competitor	An organism which competes with pests for essential elements (e.g. food, shelter) in the environment [ISPM No. 3, 1996]
consignment	A quantity of plants, plant products and/or other articles being moved from one

¹ Nothing in this standard shall affect the rights or obligations of contracting parties under other international agreements. Provisions of other international agreements may be applicable, for example the Convention on Biological Diversity.

	country to another and covered, when required, by a single phytosanitary certificate (a consignment may be composed of one or more commodities or lots) [FAO, 1990; revised ICPM, 2001]
control (of a pest)	Suppression, containment or eradication of a pest population [FAO, 1995]
ecosystem	A dynamic complex of plant, animal and micro-organism communities and their abiotic environment interacting as a functional unit [ICPM, 2005]
emergency measure	A phytosanitary measure established as a matter of urgency in a new or unexpected phytosanitary situation. An emergency measure may or may not be a provisional measure [ICPM, 2001; revised ICPM, 2005]
entry (of a consignment)	Movement through a point of entry into an area [FAO, 1995]
host range	Species capable, under natural conditions, of sustaining a specific pest or other organism [FAO, 1990; revised ISPM No. 3, 2005]
Import Permit	Official document authorizing importation of a commodity in accordance with specified phytosanitary import requirements [FAO, 1990; revised FAO, 1995; ICPM, 2005]
infestation (of a commodity)	Presence in a commodity of a living pest of the plant or plant product concerned. Infestation includes infection [CEPM, 1997; revised CEPM, 1999]
inundative release	The release of large numbers of a mass-produced biological control agents or beneficial organisms with the expectation of achieving a rapid effect [ISPM N° 3, 1996; revised ISPM No. 3, 2005]
IPPC	International Plant Protection Convention, as deposited in 1951 with FAO in Rome and as subsequently amended [FAO, 1990; revised ICPM, 2001]
legislation	Any act, law, regulation, guideline or other administrative order promulgated by a government [ISPM No. 3, 1996]
National Plant Protection Organization	Official service established by a government to discharge the functions specified by the IPPC [FAO, 1990; formerly Plant Protection Organization (National)]
natural enemy	An organism which lives at the expense of another organism in its area of origin and which may help to limit the population of that organism. This includes parasitoids, parasites, predators, phytophagous organisms and pathogens [ISPM N° 3, 1996; revised ISPM No. 3, 2005]
naturally occurring	A component of an ecosystem or a selection from a wild population, not altered by artificial means [ISPM No. 3, 1996]
NPPO	National Plant Protection Organization [FAO, 1990; revised ICPM, 2001]

organism	Any biotic entity capable of reproduction or replication in its naturally occurring state [ISPM No. 3, 1996; revised ISPM No. 3, 2005]
pest	Any species, strain or biotype of plant, animal or pathogenic agent injurious to plants or plant products [FAO, 1990; revised FAO, 1995; IPPC, 1997]
Phytosanitary Certificate	Certificate patterned after the model certificates of the IPPC [FAO, 1990]
phytosanitary measure (agreed interpretation)	Any legislation, regulation or official procedure having the purpose to prevent the introduction and/or spread of quarantine pests, or to limit the economic impact of regulated non-quarantine pests [FAO, 1995; revised IPPC, 1997; ICPM, 2002] <i>The agreed interpretation of the term phytosanitary measure accounts for the relationship of phytosanitary measures to regulated non-quarantine pests. This relationship is not adequately reflected in the definition found in Article II of the IPPC (1997)</i>
quarantine	Official confinement of regulated articles for observation and research or for further inspection, testing and/or treatment [FAO, 1990; revised FAO, 1995; CEPM, 1999]
reference specimen(s)	Individual specimen(s) from a specific population conserved in a reference culture collection and, where possible, in publicly available collection(s) [ISPM No. 3, 2005]
regulated article	Any plant, plant product, storage place, packaging, conveyance, container, soil and any other organism, object or material capable of harbouring or spreading pests, deemed to require phytosanitary measures, particularly where international transportation is involved [FAO, 1990; revised FAO, 1995; IPPC, 1997]
SIT	sterile insect technique [ISPM No. 3, 2005]
sterile insect	An insect that, as a result of a specific treatment, is unable to reproduce [ISPM No. 3, 2005]
sterile insect technique	Method of pest control using area-wide inundative release of sterile insects to reduce reproduction in a field population of the same species [ISPM No. 3, 2005]
treatment	Official procedure for the killing, inactivation or removal of pests, or for rendering pests infertile or for devitalization [FAO, 1990, revised FAO, 1995; ISPM No. 15, 2002; ISPM No. 18, 2003; ICPM, 2005]

OUTLINE OF REQUIREMENTS

This standard is intended to facilitate the safe export, shipment, import and release of biological control agents and other beneficial organisms. Responsibilities relating to this are held by contracting parties, National Plant Protection Organizations (NPPOs) or other responsible authorities, and by importers and exporters.

Contracting parties, or their designated authorities, should consider and implement appropriate phytosanitary measures related to the export, shipment, import and release of biological control agents and other beneficial organisms and, when necessary, issue related import permits.

As described in this standard, NPPOs or other responsible authorities should:

- carry out pest risk analysis of biological control agents and other beneficial organisms prior to import or prior to release;
- ensure, when certifying exports, that the phytosanitary import requirements of importing contracting parties are complied with;
- obtain, provide and assess documentation as appropriate, relevant to the export, shipment, import or release of biological control agents and other beneficial organisms;
- ensure that biological control agents and other beneficial organisms are taken either directly to designated quarantine facilities or mass-rearing facilities or, if appropriate, passed directly for release into the environment;
- encourage monitoring of release of biological control agents or beneficial organisms in order to assess impact on target and non target organisms.

Responsibilities of, and recommendations for, exporters include ensuring that consignments of biological control agents and other beneficial organisms comply with phytosanitary import requirements of importing countries and relevant international agreements, packaging consignments securely, and providing appropriate documentation relating to biological control agents or other beneficial organisms.

Responsibilities of, and recommendations for, importers include providing appropriate documentation relating to the target pest(s) and biological control agent or other beneficial organisms to the NPPO or other responsible authority of the importing country.

BACKGROUND

The International Plant Protection Convention (IPPC) is based on securing common and effective action to prevent the spread and introduction of pests of plants and plant products, and the promotion of appropriate measures for their control (Article I of the IPPC, 1997). In this context, the provisions of the IPPC extend to any organism capable of harbouring or spreading plant pests, particularly where international transportation is involved (Article I of the IPPC, 1997).

The IPPC (1997) contains the following provision in relation to the regulation of biological control agents and other beneficial organisms. Article VII.1 states:

"With the aim of preventing the introduction and/or spread of regulated pests into their territories, contracting parties shall have sovereign authority to regulate, in accordance with applicable international agreements, the entry of plants and plant products and other regulated articles and, to this end, may: ...

c) prohibit or restrict the movement of regulated pests into their territories;

d) prohibit or restrict the movement of biological control agents and other organisms of phytosanitary concern claimed to be beneficial into their territories."

Section 4.1 of ISPM No. 20 (*Guidelines for a phytosanitary import regulatory system*), contains a reference to the regulation of biological control agents; it states:

"Imported commodities that may be regulated include articles that may be infested or contaminated with regulated pests. ... The following are examples of regulated articles: ... pests and biological control agents."

This revision of ISPM No. 3 provides guidelines related to phytosanitary measures, as well as recommended guidelines for safe usage of biological control agents and other beneficial organisms. In some cases, the scope of these guidelines may be deemed to extend beyond the scope and provisions of the IPPC as described above. For example, although the primary context of this standard relates to phytosanitary concerns, "safe" usage as mentioned in the standard is intended to be interpreted in a broader sense, i.e. minimizing other non-phytosanitary negative effects. Phytosanitary concerns may include the possibility that newly introduced biological control agents may primarily affect other non-target organisms, but thereby result in harmful effects on plant species, or plant health in habitats or ecosystems. However, it is not intended that any aspects of this standard alter in any way the scope or obligations of the IPPC itself as contained in the New Revised Text of the IPPC (1997) or elaborated on in any of the other ISPMs.

The structure of this revised standard broadly follows the same structure of the original ISPM No. 3, and its content is based primarily on risk management relating to the use of biological control agents and other beneficial organisms. It is recognized that the existing standards on pest risk analysis (ISPM No. 2: *Guidelines for pest risk analysis* and ISPM No. 11: *Pest Risk Analysis for quarantine pests including analysis of environmental risks and living modified organisms*, 2004) provide the appropriate fundamental processes for carrying out pest risk assessments for biological control agents and other beneficial organisms. In particular, ISPM No. 11 includes provisions for pest risk assessment in relation to environmental risks, and this aspect covers environmental concerns related to the use of biological control agents.

The IPPC (1997) takes into account internationally approved principles governing the protection of the environment (Preamble). Its purpose includes promoting appropriate phytosanitary measures (Article I.1). When carrying out pest risk analysis in accordance with this and other appropriate ISPMs, and in developing and applying related phytosanitary measures, contracting parties should also consider the potential for broader environmental impacts resulting from releasing biological control agents and other beneficial organisms² (for example, impacts on non-target invertebrates).

² Available expertise, instruments and work in international fora with competence in the area of risks to the environment should be taken into account as appropriate

Most of this standard is based on the premise that a biological control agent or other beneficial organism may be a potential pest itself, and in this sense Article VII.1c of the IPPC (1997) applies because contracting parties may prohibit or restrict the movement of regulated pests into their territories. In some situations, biological control agents and other beneficial organisms may act as a carrier or pathway for plant pests, hyperparasitoids, hyperparasites and entomopathogens. In this sense, biological control agents and other beneficial organisms may be considered to be regulated articles as described in Article VII.1 of the IPPC (1997) and ISPM No. 20: *Guidelines for a phytosanitary import regulatory system*.

Purpose of the standard

The objectives of the standard are to:

- facilitate the safe export, shipment, import and release of biological control agents and other beneficial organisms by providing guidelines for all public and private bodies involved, particularly through the development of national legislation where it does not exist.
- describe the need for cooperation between importing and exporting countries so that:
 - benefits to be derived from using biological control agents or other beneficial organisms are achieved with minimal adverse effects
 - practices which ensure efficient and safe use while minimizing environmental risks due to improper handling or use are promoted.

Guidelines in support of these objectives are described that:

- encourage responsible trade practices
- assist countries to design regulations to address the safe handling, assessment and use of biological control agents and other beneficial organisms
- provide risk management recommendations for the safe export, shipment, import and release of biological control agents and other beneficial organisms
- promote the safe use of biological control agents and other beneficial organisms.

REQUIREMENTS

1. Designation of Responsible Authority and Description of General Responsibilities

1.1 Contracting parties

Contracting parties should designate an authority with appropriate competencies (usually their NPPO) to be responsible for export certification and to regulate the import or release of biological control agents and other beneficial organisms, subject to relevant phytosanitary measures and procedures.

Contracting parties should have provisions for implementing appropriate phytosanitary measures for the export, shipment, import or release of biological control agents and other beneficial organisms.

1.2 General responsibilities

The NPPO or other responsible authority should establish procedures for the implementation of this standard, including for the assessment of relevant documentation specified in section 4.

The NPPO or other responsible authority should:

- carry out pest risk analysis prior to import or release of biological control agents and other beneficial organisms
- ensure, when certifying exports, that the regulations of importing countries are complied with
- provide and assess documentation as appropriate, relevant to the export, shipment, import or release of biological control agents and other beneficial organisms
- ensure that biological control agents and other beneficial organisms are taken either directly to designated quarantine facilities or, if appropriate, passed to mass rearing facilities or directly for release into the environment
- ensure that importers and, where appropriate, exporters meet their responsibilities

- consider possible impacts on the environment, such as impacts on non-target invertebrates.

The NPPO or other responsible authority should maintain communication and, where appropriate, coordinate with relevant parties including other NPPOs or relevant authorities on:

- characteristics of biological control agent and other beneficial organisms
- assessment of risks including environmental risks
- labelling, packaging and storage during shipment
- dispatch and handling procedures
- distribution and trade
- release
- evaluation of performance
- information exchange
- occurrence of unexpected and/or harmful incidents, including remedial action taken.

2. Pest Risk Analysis

The NPPO of the importing country should determine whether an organism is required to be subjected to pest risk analysis (PRA). The NPPO or other responsible authority may also be responsible for ensuring that other national legislative requirements are met; however, these may not be IPPC obligations.

Pest risk assessment should be conducted in accordance with ISPM No. 2 (*Guidelines for pest risk analysis*) and/or stage 2 of ISPM No. 11 (*Pest risk analysis for quarantine pests including analysis of environmental risks and living modified organisms*, 2004) as appropriate, taking into account uncertainties, and potential environmental consequences, as provided for in those standards. In addition to conducting pest risk assessment, contracting parties should also consider possible impacts on the environment, such as impacts on non-target invertebrates.

Most contracting parties require PRA to be completed prior to import and technical justification, as described in ISPM No. 20 (*Guidelines for a phytosanitary import regulatory system*), such as through PRA, is required to determine if pests should be regulated and the strength of phytosanitary measures to be taken against them. Where applicable, if pest risk assessment of the proposed organism has not been undertaken or completed prior to import, it should be completed prior to release (see section 7). However, it is recognized that biological control agents and other beneficial organisms may need to be imported for research and evaluation in secure facilities prior to release. ISPM No. 20 also states that contracting parties may make special provision for the import of biological control agents and other beneficial organisms for scientific research, and that such imports may be authorized subject to the provision of adequate safeguards. The NPPO should be prepared for such imports with the expectation that, where necessary, a full PRA in accordance with ISPM No. 11 (*Pest risk analysis for quarantine pests including analysis of environmental risks and living modified organisms*, 2004) will be completed prior to release. When non-phytosanitary risks are identified, these may need to be referred to other appropriate authorities for possible action.

It may be important that further scientific investigations are carried out in the exporting country prior to importing the biological control agents or other beneficial organisms in order to verify the accuracy and reliability of the risk assessment. Among other options, and where appropriate, NPPOs or other responsible authorities may consider possibilities for such scientific investigations, in cooperation with the authorities of the exporting country and in accordance with relevant procedures and regulations.

3. Responsibilities of Contracting Parties prior to Import

3.1 Responsibilities of the importing contracting party

The importing contracting party or its NPPO or other responsible authority should:

- 3.1.1 Promote awareness of, and compliance with this standard and introduce necessary phytosanitary measures to regulate the import, shipment or release of biological control

agents and other beneficial organisms in its country, and make provision for effective enforcement.

- 3.1.2 Evaluate the documentation on the target pest and on the biological control agent and beneficial organisms supplied by the importer (see section 4) in relation to the level of acceptable risk. The contracting party should establish appropriate phytosanitary measures for import, shipment, quarantine facilities (including approval of research facilities, and phytosanitary measures for containment and disposal) or release of biological control agents appropriate to the assessed risk. If the biological control agent or other beneficial organism is already present in the country, regulation may only be needed to ensure there is no contamination or infestation of this organism, or that interbreeding with local genotypes of the same species does not result in new phytosanitary risks. Inundative release may be restricted for these reasons.
- 3.1.3 Issue regulations stating requirements to be fulfilled by the exporting country, the exporter and the importer³. Where appropriate, these may include:
- the issuing of an accompanying authorising document (import permit or licence)
 - phytosanitary certification, in accordance with ISPM No. 12: *Guidelines for phytosanitary certificates*
 - a specific certification document
 - authoritative identification of organisms during quarantine and provision of a reference specimen
 - specification of the source of the biological control agent or other beneficial organism(s), including origin and/or point of production where relevant
 - precautions to be taken against inclusion of natural enemies of the biological control agent or other beneficial organism and of contamination or infestation
 - requirements regarding packaging for shipment during transport and storage
 - procedures for the disposal of packaging
 - means to validate documentation
 - means to validate the contents of consignments
 - conditions under which the package may be opened
 - designation of point(s) of entry
 - identification of the person or organization to receive the consignment
 - requirements for the facilities in which the biological control agent or other beneficial organisms may be held.
- 3.1.4 Ensure that procedures are in place for the documentation of:
- pest risk analysis
 - the import (identity, origins, dates)
 - nurturing, rearing or multiplication
 - release (quantities released, dates, locations), and
 - any other relevant data.

Such records may be made available to the scientific community and the public, as may be appropriate, while protecting any proprietary rights to the data.

- 3.1.5 If appropriate, ensure entry of consignments, and processing where required, through quarantine facilities. Where a country does not have secure quarantine facilities, import through a quarantine station in a third country, recognized by the importing contracting party, may be considered.

³ Provisions of other international agreements may address the import of biological control agents or other beneficial organisms (for example the Convention on Biological Diversity)

- 3.1.6 Consider, through pest risk analysis, the risk of introducing other organisms associated with the biological control agent or beneficial organism. Considerations (keeping in mind the principles of necessity and minimal impact) should include phytosanitary measures requiring the culturing of imported biological control agents and other beneficial organisms in quarantine before release. Culturing for at least one generation can help in ensuring purity of the culture and freedom from hyperparasites and pathogens or associated pests, as well as facilitating authoritative identification. This is particularly advisable when biological control agents and other beneficial organisms are collected from the wild.
- 3.1.7 Where possible, ensure the deposition in collections of authoritatively identified reference specimens of the imported biological control agent or other beneficial organism (and host(s) where appropriate). It is preferable to deposit a series of specimens, where available, to accommodate natural variation.
- 3.1.8 In the case of sterile insect technique, the sterile insect may be marked to differentiate it from the wild insect.
- 3.1.9 Consider, through pest risk analysis (consistent with the principles of necessity and minimal impact), if, after a first import or release, further imports of the same biological control agent or other beneficial organism may be exempted from some or all of the requirements for import. The publication of lists of approved and prohibited biological control agents and other beneficial organisms may also be considered. If appropriate, biological control agents that are prohibited should be included in lists of regulated pests (established and updated by contracting parties in accordance with the IPPC (1997) and ISPM No. 19: *Guidelines on lists of regulated pests*).

3.2 Responsibilities of the NPPO of an exporting country

The NPPO of an exporting country should ensure that the phytosanitary import requirements of the importing country are satisfied and that phytosanitary certificates are issued in accordance with ISPM No. 12: *Guidelines for phytosanitary certificates*, where required by the importing country for consignments of biological control agents or other beneficial organisms, if these are considered as potential pests or pathways for plant pests.

The NPPO is also encouraged to follow the appropriate elements of this standard where the importing country has no legislation concerning the import of biological control agents and other beneficial organisms.

4. Documentary responsibilities of importer prior to import

4.1 Documentary requirements related to the target organism

Prior to the first importation, the importer of biological control agents or other beneficial organisms should provide information as required by the NPPO or other responsible authority of the importing contracting party. For all biological control agents or other beneficial organisms, this information includes accurate identification of the target organism(s), generally at the species level. Where a biological control agent intended to control a pest is being imported, the information on the target pest may also include:

- its world distribution and probable origin
- its known biology and ecology
- available information on its economic importance and environmental impact
- possible benefits and any conflicting interests surrounding its use
- known natural enemies, antagonists and other biological control agents or competitors of the target pest already present or used in the proposed release area or in other parts of the world.

For all biological control agents or other beneficial organisms, other information relevant to a PRA may also be requested by the NPPO or other responsible authority of the importing contracting party.

4.2 Documentary requirements related to the biological control agent or other beneficial organism

Prior to first import, the importer of biological control agents or other beneficial organisms should coordinate with the exporter to provide documentation, accompanied by appropriate scientific references, to the NPPO or other responsible authority of the importing contracting party with information on the biological control agent or beneficial organism including:

- sufficient characterization of the biological control agent or other beneficial organism to allow for its accurate identification, in general to the species level at minimum
- a summary of all available information on its origin, world distribution, biology, natural enemies, hyperparasites, and impact in its area of distribution
- available information on host specificity (in particular, a list of confirmed hosts) of the biological control agent or beneficial organism and any potential hazards posed to non-target hosts
- description of natural enemies and contaminants of the agent and procedures required for their elimination from laboratory colonies. This includes, where appropriate, procedures to identify accurately and, if necessary, eliminate from the culture the host upon which the biological control agent or beneficial organism was cultured. Information on any phytosanitary measures taken prior to shipment should also be provided.

4.3 Documentary requirements related to potential hazards and emergency actions

Prior to first importation, the importer of biological control agents or other beneficial organisms is encouraged to provide documentation to the NPPO or other responsible authority that:

- identifies potential health hazards and analyzes the risks⁴ posed to staff operatives exposed when handling biological control agents or other beneficial organisms under laboratory, production and application conditions.
- details emergency action plans or procedures already in existence, should the biological control agent or beneficial organism display unexpected adverse properties.

4.4 Documentary requirements related to research in quarantine

An importer of biological control agents or other beneficial organisms proposed for research in quarantine should provide as much information as possible as described in points 4.1–4.3. However, it is recognized that field collected organisms imported by researchers in initial shipments of potential biological control agents may not be described with regard to their exact taxonomic identity, host range, impact on non-target organisms, distribution, biology, impact in an area of distribution, etc. This information will be determined after candidate biological control agents are studied under quarantine security.

The researcher, in conjunction with the quarantine facility to be used, should also provide the following information:

- the nature of the material proposed for importation
- the type of the research to be carried out
- detailed description of containment facilities (including security and the competency and qualifications of the staff)
- an emergency plan that will be implemented in the case of an escape from the facility.

This information may be required by the NPPO or other responsible authority prior to approval of the research to be conducted. The NPPO or other responsible authority may verify the accuracy

⁴ Available expertise, instruments and work in international fora with competence in the area of risks to human health should be taken into account as appropriate.

of the documentation provided and examine the facilities, and may require modifications as necessary.

5. Responsibilities of Exporter

The exporter of biological control agents or other beneficial organisms is encouraged to ensure that:

- all phytosanitary import requirements specified in the regulations of the importing country or on an import permit are complied with (see also section 3.2, which describes the related responsibilities of the NPPO)
- all appropriate documentation accompanies the consignment
- packaging is secure in order to prevent escape of the contents
- organisms for SIT have been treated to achieve the required sterility for SIT purposes (e.g. using irradiation with the required minimum absorbed dose). The treatment(s) used and an indication of the effectiveness of sterilization should also be provided.

5.1 Specific responsibilities regarding organisms intended for inundative release

Exporters of biological control agents or other beneficial organisms for inundative release should provide documentation on measures undertaken to ensure that levels of contamination acceptable to the importing NPPO or other responsible authority are not exceeded.

6. Responsibilities of the NPPO or other responsible authority of the importing contracting party upon import

6.1 Inspection

Where required (see section 3.1.5) after checking the documentation, inspection should take place at an officially nominated quarantine facility.

6.2 Quarantine

The NPPO should ensure that biological control agents or other beneficial organisms are cultured or reared in quarantine, if appropriate (see section 3.1.6), for as long as considered necessary.

6.3 Release

The NPPO or other responsible authority may allow biological control agents or other beneficial organisms to be passed directly for release, provided that all conditions have been complied with (particularly as described in section 3) and required documentary evidence is made available (see section 4).

7. Responsibilities of the NPPO or other responsible authority before, upon and following release

Prior to release, NPPOs or other responsible authorities are encouraged to communicate details of the intended release that may affect neighbouring countries. To facilitate information sharing in this manner, details of intended releases may also be communicated to relevant RPPOs prior to release.

If pest risk analysis was not undertaken prior to import in accordance with ISPM No. 2 (*Guidelines for pest risk analysis*) and/or ISPM No. 11 (*Pest risk analysis for quarantine pests including analysis of environmental risks and living modified organisms*, 2004), it should be undertaken prior to release, taking into account uncertainties, as provided for in those standards. In addition to conducting pest risk assessment, contracting parties should also consider possible impacts on the environment, such as impacts on non-target invertebrates.

The NPPO or other responsible authority may verify the effectiveness of sterilization treatment(s) prior to release of sterile insects.

7.1 Release

The NPPO or other responsible authority should authorize and audit official requirements related to the release of biological control agents or other beneficial organisms, e.g. requirements

related to release only in specific areas. This audit may be used to alter the requirements related to import or release of the organism.

7.2 Documentation

Documentation sufficient to allow trace-back of released biological control agents or other beneficial organisms should be maintained by the NPPO or other responsible authority.

7.3 Monitoring and evaluation

The NPPO or other responsible authority may monitor the release of biological control agents or other beneficial organisms in order to evaluate and, as necessary, respond to the impact on the target and non-target organisms. Where appropriate, it should include a marking system to facilitate recognition of the biological control agent (e.g. sterile insects) or other beneficial organism in comparison with the organism in its natural state and environment.

7.4 Emergency measures

The NPPO or other responsible authority of the importing contracting party is responsible for developing or adopting emergency plans or procedures, as appropriate, for use within the importing country.

Where problems are identified (i.e. unexpected harmful incidents), the NPPO or other responsible authority should consider possible measures or corrective actions and, where appropriate, ensure that they are implemented and that all relevant parties are informed.

7.5 Communication

It is recommended that the NPPO or other responsible authority ensures that local users and suppliers of biological control agents or other beneficial organisms, and farmers, farmer organizations and other stakeholders, are kept sufficiently informed and educated on the appropriate measures for their use.

7.6 Reporting

The contracting party should abide by any reporting obligations under the IPPC, e.g. where an organism used as a biological control agent or beneficial organism has shown pest characteristics.

AMENDMENTS TO ISPM NO. 5 (*GLOSSARY OF PHYTOSANITARY TERMS*)

1. REVISED TERMS AND DEFINITIONS

Additional Declaration	A statement that is required by an importing country to be entered on a Phytosanitary Certificate and which provides specific additional information on a consignment in relation to regulated pests
chemical pressure impregnation	Treatment of wood with a chemical preservative through a process of pressure in accordance with an official technical specification
detention	Keeping a consignment in official custody or confinement, as a phytosanitary measure (see quarantine)
ecosystem	A dynamic complex of plant, animal and micro-organism communities and their abiotic environment interacting as a functional unit
emergency measure	A phytosanitary measure established as a matter of urgency in a new or unexpected phytosanitary situation. An emergency measure may or may not be a provisional measure
heat treatment	The process in which a commodity is heated until it reaches a minimum temperature for a minimum period of time according to an official technical specification
Import Permit	Official document authorizing importation of a commodity in accordance with specified phytosanitary import requirements
phytosanitary action	An official operation, such as inspection, testing, surveillance or treatment, undertaken to implement phytosanitary measures
phytosanitary procedure	Any official method for implementing phytosanitary measures including the performance of inspections, tests, surveillance or treatments in connection with regulated pests
systems approach(es)	The integration of different risk management measures, at least two of which act independently, and which cumulatively achieve the appropriate level of protection against regulated pests
treatment	Official procedure for the killing, inactivation or removal of pests, or for rendering pests infertile or for devitalization

2. NEW TERMS AND DEFINITIONS

habitat	Part of an ecosystem with conditions in which an organism naturally occurs or can establish
pest risk assessment (for regulated non-quarantine pests)	Evaluation of the probability that a pest in plants for planting affects the intended use of those plants with an economically unacceptable impact
pest risk management (for regulated non-quarantine pests)	Evaluation and selection of options to reduce the risk that a pest in plants for planting causes an economically unacceptable impact on the intended use of those plants
phytosanitary import requirements	Specific phytosanitary measures established by an importing country concerning consignments moving into that country

3. DELETIONS

- Ecoarea
- Quarantine (of a biological control agent)

**REPORT OF THE OPEN-ENDED WORKING GROUP
ON REGIONALIZATION
(6 April 2005)**

1. The working group recognized that trade facilitation was a major objective for the establishment of pest free areas and areas of low pest prevalence. The establishment and maintenance of such areas was resource intensive and therefore early recognition of such areas by trade partners was of major importance.

2. The working group was informed by the representative of the WTO of the discussions on the issue of regionalization in the SPS Committee. It agreed that overlap in activities of the IPPC and the SPS Committee should be avoided, and that activities of the IPPC would be without prejudice to work in the SPS Committee.

3. The working group considered the requirements for further general guidance on regionalization taking into account the existing ISPMs that covered the subject. It concluded that a concept standard “Guidelines for the recognition of the establishment of pest free areas and areas of low pest prevalence” was urgently required. This standard would provide general guidance on the recognition process but would not provide timelines. The representatives of Brazil and New Zealand volunteered to draft specifications for the guideline for consideration by the Standards Committee at its next session.

4. Concerning pest-specific standards for pest free areas and areas of low pest prevalence, the working group agreed there was a need for additional standards covering these subjects. It was noted that work was underway in relation to pest free areas and areas of low pest prevalence through the Technical Panel on Fruit Flies. The working group also noted that timelines based on technical considerations may be an integral part of such specific standards.

5. Additional topics for specific standards for pest free areas and areas of low pest prevalence should be submitted through the normal topics and priorities procedure.

6. Concerning Article VII.2h of the Convention that “*Contracting parties shall, as conditions change, and as new facts become available, ensure that phytosanitary measures are promptly modified or removed if found to be unnecessary*”, which is directly related to undue delay and timelines for action, the working group concluded that this sub-article could not be clarified further in relation to regionalization until the concept standard “Guidelines for the recognition of the establishment of pest free areas and areas of low pest prevalence” was concluded.

7. Concerning an international system for the recognition of pest free areas, the working group recognized the potential benefits of such a system, particularly for developing countries. Some Members expressed concern about the complexity of such a system and the potential impact on Secretariat resources. It was recognized that a system could only be considered if it were limited to a small number of pests and when specific standards for these pests were developed. The working group recommended that a feasibility study be undertaken. In the study, legal, technical and economical factors should be taken into account to assess feasibility and sustainability. The working group recommended that the composition of the working group and its terms of reference be developed by the Focus Group at its meeting in June/July 2005 for submission, through the SPTA, to the next session of the ICPM.

Draft decision for the ICPM

1. *Endorsed* the report of the working group.

2. *Decided* that a concept standard “Guidelines for the recognition of the establishment of pest free areas and areas of low pest prevalence” be urgently developed. This ISPM would provide general guidance on the recognition process but would not provide timelines. The specification of the ISPM be considered by the Standards Committee at its next session.

3. *Welcomed* the offer of the representatives of Brazil and New Zealand to draft the specification for the standard.
4. *Recognized* the need for further pest specific standards for pest free areas and areas of low pest prevalence.
5. *Decided* that that a feasibility study be undertaken on the international recognition of pest free areas, which would take into account legal, technical and economical factors and assess feasibility and sustainability of such system. A proposal for the composition of a working group and its terms of reference would be prepared by the Focus Group at its meeting in June/July 2005 for submission, through the SPTA, to the next session of the ICPM.
6. *Requested* that the Secretary of the IPPC provides the report of the open-ended working group on regionalization of ICMP-7 and this decision to the SPS Secretariat and SPS Committee to inform the SPS Committee of the IPPC activities in relation to regionalization at its next session.

TOPICS AND PRIORITIES FOR STANDARDS

Priority	Topic
High	Guidelines for pre-inspection / pre-clearance
High	Guidelines for the recognition of the establishment of pest free areas and area of low pest prevalence
High	Import of organic fertilizers
High	Plants for planting (including movement of plants for planting, post-entry quarantine for plants for planting, certification programmes for plants for planting)
High	PRA for plants as pests
High	Supplement to ISPM No. 5: Appropriate level of protection
High	Supplement to ISPM No. 5: Guidelines on the understanding of “not widely distributed”
Normal	Guidelines for regulating stored products in international trade
Normal	Inspection manual
Normal	Soil and growing media
On hold	Review of ISPM No. 12 (<i>Guidelines for phytosanitary certificates</i>): Section 3.3 in relation to transit (pending completion of draft standard on consignments in transit)

TWO STAGE APPROACH TO EVALUATE THE IPPC AND ITS FUNDING

I. Stage one: Evaluation of funding options for the IPPC

- Recruitment of a consultant familiar with international funding possibilities to analyse funding options for the IPPC.
- Establishment of a new Focus Group, composed of an extended Bureau, assisting the consultant in its task according to terms of reference laid down in Appendix XV.
- The evaluation should be carried out in 2005 and reported to ICPM-8 in 2006, through the SPTA in 2005.

II. Stage two: Evaluation of the IPPC and its structures

The IPPC evaluation is designed to provide an input on future policy organizational structure, funding negotiations, strategy and management of the IPPC.

The IPPC evaluation shall also provide an analysis of the current administrative and working structures of the IPPC, their functioning and output in relation to existing goals and their suitability to implement the strategic plan of the IPPC.

The IPPC evaluation shall be carried out as soon as possible, depending on the availability of funds including those of the FAO Evaluation Service.

The IPPC evaluation shall have considerations for the future on an examination of past performance, current and emerging challenges and innovative ideas. It shall also determine if IPPC activities and administration are satisfactory to meet the needs of surveyed members.

The IPPC evaluation shall be conducted according to specified terms of reference (TORs). These TORs shall be:

- developed by the FAO Evaluation Service in full consultation with the IPPC Secretariat and the ICPM Bureau
- submitted to the SPTA for comments in 2005
- finalized by November 2005.

TERMS OF REFERENCE**FOCUS GROUP TO CONDUCT AN ANALYSIS OF THE POTENTIAL FUNDING ARRANGEMENTS OF THE IPPC**

1. A consultant will be recruited to study current funding arrangements of the IPPC Secretariat, the ICPM and all associated meetings and with this background propose a series of practical potential options as future funding arrangements which will provide the ICPM with increased funding resources.
2. These options will be presented to a focus group, comprised of an extended ICPM Bureau to provide input on phytosanitary considerations to these options.
3. The group will consider the practical and legal implications of each option, the advantages and disadvantages of adopting each option, and the impact each would have on the budget and the activities of the ICPM.
4. The group will make recommendations to the ICPM-8 in 2006 through the SPTA meeting in 2005 for a series of options that should provide increased resources for the ICPM clearly indicating their preferred options with the supporting reasoning.
5. The analysis will be conducted between April 2005 and September 2005.

FINANCIAL GUIDELINES FOR THE TRUST FUND FOR THE INTERNATIONAL PLANT PROTECTION CONVENTION

1. Scope

The objective of the fund is to provide resources to benefit developing countries:

- through their attendance at the standard setting meetings;
- through participating in training programmes and internet access for information exchange;
- through regional workshops on draft standards and implementing standards;
- through development of guidance for countries to use in the evaluation of institutional and regulatory aspects of national phytosanitary systems;
- by encouraging individual Members to utilize Phytosanitary Capacity Evaluation and formulate national phytosanitary plans;
- through any other project agreed by the Interim Commission on Phytosanitary Measures (hereinafter referred to as the Commission).

2. Applicability

2.1 The Trust Fund shall be established under the provisions of Financial Regulation 6.7 of FAO.

2.2 These Guidelines shall govern the financial administration of the Trust Fund for the International Plant Protection Convention in conformity with FAO's Financial Regulations and Rules.

2.3 These Guidelines shall apply to the activities of the Trust Fund for matters not covered by the FAO Financial Rules and Procedures concerning trust funds. In the case of a conflict or inconsistency between FAO's Financial Regulations, Rules and procedures and these guidelines, the former shall prevail.

3. The Financial Period

The financial period shall be one calendar year.

4. The Budget

4.1 The budget estimates shall be prepared by the Secretary of the Commission for submission to the last session of the Commission held in the year before the financial period covered by the budget.

4.2 Before the submission to the Commission, the budget estimates shall be reviewed by the Informal Working Group on Strategic Planning and Technical Assistance (SPTA) for consideration by the Bureau of the Commission, which will make its recommendation on the budget to the Commission.

4.3 The budget shall be circulated to all Members of the Commission not less than 60 days before the opening session of the Commission at which the budget is to be adopted.

4.4 The Commission shall adopt the budget of the Trust Fund by consensus of its Members provided, however, that if, after every effort has been made, a consensus cannot be reached in the course of that session, the matter will be put to a vote and the budget shall be adopted by a two-thirds majority of its Members.

4.5 The budget estimates shall cover income and expenditures for the financial period to which they relate, and shall be presented in United States dollars. The budget shall comprise of estimates of income and expenditures and shall take into account the forecast uncommitted balance of the Trust Fund for the financial year immediately preceding the year covered by the budget:

- a) Income shall consist of voluntary contributions from Members, non-Members and other contributors as well as interest earnings on funds on hand as credited in accordance with FAO's Financial Regulations and Rules; and
- b) Expenditures shall consist of such expenses as are incurred in the implementation of the Programme of Work, including the administrative and operational support costs incurred by FAO and charged strictly in accordance with the policy on support cost reimbursement approved and as amended from time to time by the FAO Finance Committee and Council.

4.6 The budget estimates shall reflect the Programme of Work provided for by the Trust Fund for the financial year elaborated on the basis of appropriate information and data, and shall include the Programme of Work and such other information, annexes or explanatory statements as may be requested by the Commission. The form of the budget shall include:

- a) estimates of income and expenditure, the latter being supported by a Programme of Work which proposes projects that directly address the objective of the Trust Fund as described under the Scope in Article 1 above;
- b) such additional information as may be sought by the Commission which may, at its discretion, amend the format of the Programme of Work and the Budget for future calendar years.

4.7 During implementation of the Programme of Work, the Secretary shall authorize such expenditures as are necessary to execute the approved Programme of Work to the extent that resources are available recognizing that:

- a) transfers between approved Directions may be effected by the Secretary for amounts not exceeding 20% of the approved budget of the projects from which the resources are being transferred;
- b) the annual reports of the Secretary shall include complete information on all transfers that have taken place during the financial year being reported.

4.8 The budget of the Trust Fund shall be adopted by the Commission.

4.9 The Commission shall set priorities among outputs to take account of possible shortfall in funding.

5. Provision of Funds

5.1 Funds may be provided on a voluntary basis by a variety of sources, including Members, non-members, and other sources.

5.2 Special assignment of individual contributions for specific outputs may only be accepted for outputs that are approved by the Commission.

5.3 The Secretary, in consultation with the Bureau, is authorized to finance budgeted expenditure for the purposes outlined in the scope from the uncommitted balance/available cash of the Trust Fund, whichever is the lower.

5.4 The Secretary shall acknowledge promptly the receipt of all pledges and contributions and shall inform members annually of the status of pledges and contributions.

6. Trust Fund

6.1 All contributions received shall be promptly credited to the Trust Fund.

6.2 The uncommitted balance of the Trust Fund shall be carried forward at the end of each financial period and shall be available for use under the approved budget for the following financial period.

6.3 With respect to the Trust Fund, the Organization shall maintain an account to which shall be credited receipts of all contributions paid and from which shall be met all expenditure chargeable against the sums allocated to the annual Trust Fund budget.

7. Annual reports

The Secretary will provide financial reports on the Trust Fund to the Commission on an annual basis. These reports should include links to objectives, activities and outputs as they relate to the Strategic Directions determined by the Commission.

8. Amendment

These Guidelines may be amended by the Commission.

**BUSINESS PLAN FOR THE INTERNATIONAL PLANT PROTECTION
CONVENTION, INCLUDING STRATEGIC PLAN**

**Business Plan for the
International Plant Protection Convention**

Executive Summary

The International Plant Protection Convention (IPPC) is an international treaty of critical importance to the protection of the world's plant resources from the introduction and spread of pests of plants. In 1995, the World Trade Organization (WTO) recognized the IPPC as responsible for the development and adoption of international standards for phytosanitary measures - thus conferring upon the IPPC a fundamental role in relation to international trade of plants and plant products. The IPPC is a sister organization to the Codex Alimentarius Commission and the World Organization for Animal Health (OIE) (responsible for food safety and animal health, respectively).

The development of international standards for phytosanitary measures is the spearhead for the negotiation of market access for plants and plant products worldwide. These standards greatly facilitate market access by establishing an internationally-accepted basis for phytosanitary measures. This trade access is important for all countries but for the majority of developing countries, where the main exports are plants and plant products, market access is critical for sustainable development and poverty alleviation.

International standards for phytosanitary measures also provide an essential technical basis for countries to protect both cultivated plants and wild flora from pests. This is of significant value as introduced pests greatly harm agriculture, threaten food security and damage wild flora and ecosystems. The continued development of concept phytosanitary standards and the initiation of specific pest related standards are essential for providing support and assistance to developing countries in these areas.

The availability of the IPPC Business Plan in the governing bodies of the Food and Agriculture Organization (FAO) in 2002-2003 assisted in gaining strong support for the IPPC programme. This resulted in funding of \$3,470,000 from FAO's regular programme funding plus \$1,675,000 from FAO's arrears funds, totalling \$5,145,000 for the biennium 2004-2005. Real growth (beyond inflation correction) increases were realized despite an overall decline of the FAO budget.

The increased core funding for the IPPC in 2004-2005 and the establishment of a special trust fund and extra budgetary funds have permitted marked increases in the standards development activities and technical assistance programmes, such as regional workshops on draft standards for developing countries in all FAO regions. In 2004, seven regional workshops for discussing draft international standards were arranged and the first meetings of four Technical Panels to develop specific standards were planned. However, these increased funds are not yet sufficient to meet the requirements for the establishment and operation of Technical Panels, and are insufficient to address the requirements of developing countries concerning assistance with the implementation of standards and assistance to capacity building in general.

In 2006-2007, additional funding resulting from payment of FAO arrears will not be available. To maintain the same level of activities, funding would have to be identified to replace arrears funds. Furthermore, additional funding would be required to support the implementation of standards by countries, to build national capacity and to accelerate the development of specific standards identified as priorities by contracting parties. This funding would both support participation of developing countries and provide sufficient staff to implement these activities. Finally, it will also be necessary to respond to a range of issues arising from the entry into force of the 1997 New Revised Text of the Convention, anticipated to occur in the near future.

The proposed biennium expenditures of the IPPC are the following:

2004-2005:	US\$6,488,000 per biennium
2006-2007:	US\$7,344,332 per biennium
2008-2009:	US\$7,564,662 per biennium

Business Plan for the International Plant Protection Convention

1. Importance and Need

The protection of plants from pests is fundamental for food security, trade access and protection of the environment:

- Successful phytosanitary measures are required to protect global food production systems from the attack of pests, diseases and weeds.
- The establishment of trade in plant products between countries depends on market access. International standards for phytosanitary measures provide a fundamental basis for the negotiation of market access for plant products. Access leads to trade, to sustainable development and to poverty alleviation.
- International standards for phytosanitary measures are required to address the need to prevent the spread of pests affecting biological diversity.
- The food security of developing nations can be put at risk by many factors, not the least of which is attack by pests, diseases and weeds.

The IPPC plays an integral role as the international forum and reference point for plant protection concepts, cooperation and action. The standards that currently exist are largely conceptual in nature and provide the basis for future detailed standards dealing with specific pests of specific crops. As an example, standards referring to specific pests are required to complement the conceptual standard which provides guidance for pest free areas. Specific standards are especially important in helping developing countries trade by guiding the establishment of appropriate phytosanitary systems and as a basis for negotiating new market access.

Developing country members of the ICPM have continually stressed the need for assistance in the implementation of standards. To meet this demand for technical assistance, the IPPC has developed and applied an internationally renowned evaluation system for developing countries, known as the Phytosanitary Capacity Evaluation (PCE). As a second step, and based on the results of the PCE results, it is now proposed to develop a programme to assist the ICPM in standards implementation. This program will involve the continued application of projects funded through the FAO Technical Cooperation Programme (TCP), the development of assistance associated with each standard, the improvement of information systems and assistance with the development of legal frameworks.

Although phytosanitary measures have historically been used to protect agriculture, horticulture and forestry from the introduction of exotic pests and/or their spread within countries, there is an increasing concern by governments for controlling the spread of organisms that threaten biological diversity and the environment. The IPPC work programme has addressed specific environmental concerns and living modified organisms through newly adopted IPPC standards on risk analysis. The IPPC must make further efforts in this area and actively pursue linkages and cooperative efforts with other conventions such as the Convention on Biological Diversity.

2. The IPPC and Its Current Situation

The IPPC has been in force since 1952. The IPPC has the unique role of being the premier international instrument for plant protection, and its governing body is responsible for the development of an international system of phytosanitary standards. Every country has a national plant protection organization (NPPO) with regulatory and operational responsibilities based on the IPPC, focused primarily on preventing the introduction of plant pests, certifying exports and protecting the environment.

The IPPC's strategic planning process culminates in a work programme agreed to by all governments. There are six strategic directions for the IPPC that are included in its Mission statement and a series of goals under each of these strategic directions (see Appendix I for the proposed revised strategic plan and goals).

The work programme of 1998 through 2001 had only very limited resources for developing standards, programmes for technical assistance and information exchange. These have been increased to the levels described in the 2002-2003 Business Plan. These levels of standard-setting activity are considered a minimum to provide necessary concept standards. The request to develop standards for particular trade concerns of developing countries has been frequently made in the IPPC and other international organizations, such as the WTO. The availability of extra-budgetary resources from the FAO arrears fund has enabled the ICPM to initiate a moderate work-programme for the development of such standards.

In April 2004 the ICPM approved the establishment of Technical Panels to develop specific technical standards. These panels are the most important development within the ICPM since its establishment. The Technical Panels will manage the development of specific technical standards referring to specific pests and commodities over a period of years. Also, there will need to be a significant increase in the number of standards developed in order to meet priorities identified by contracting parties.

The strong support for the IPPC programme from the governing bodies of FAO resulted in an increase of the FAO's regular programme funding to the IPPC (beyond inflation correction) despite a decline in FAO's overall real budget. This resulted in funding of \$3,470,000 from FAO's regular programme funding plus \$1,675,000 from FAO's arrears funds, totalling \$5,145,000 for the biennium 2004-2005.

This increase in funding has led to a significant increase in output. In 2004, five ISPMs, as well as amendments to the Glossary of Phytosanitary Terms, were submitted for country consultation. It is likely that in 2005 this figure will be well exceeded. The number of regional workshops on draft ISPMs has increased to seven. The number of experts from developing countries attending meetings has again increased markedly.

As part of its financial programme, the ICPM has set up the IPPC Special Trust Fund for the provision of assistance to developing countries to enable them to take part in the various activities of the ICPM. The activities funded by the Trust Fund include:

- the funding of delegates to attend the ICPM annual meeting
- the supporting of a global workshop to help build capacity for the implementation of ISPM No. 15 (wood packaging material)
- the supporting of the Phytosanitary Capacity Evaluation and information exchange
- the supporting of regional workshops on draft ISPMs for developing countries.

It is important to recognize that this is a crucial period in the development of the ICPM's standard setting programme as the ICPM moves to its major task of creating pest specific standards for phytosanitary measures. With the recent development of Technical Panels, strong sustainable funding is essential. Major thrusts needed in the IPPC work programme are:

- standards development, particularly specific standards
- guidance in standards implementation as part of the programme of technical assistance
- the extension of information exchange through the International Phytosanitary Portal.

3. Work Programme: current situation

The current situation (section 3.1 - 3-6) and needs for the next biennium and beyond (section 4) are described below in greater detail. The associated financial implications are summarized in Appendix II.

The work programme activities are categorized according to the six strategic directions drawn from the mission statement.

3.1 Standard setting

Standard setting is of a high priority for the IPPC. Four types of critical standard setting activities occur simultaneously on an ongoing basis:

- the formulation of concept and reference standards;
- the development of Technical Panels and the subsequent formulation of specific pest, treatment and commodity standards;
- the review and updating of existing standards; and
- response to urgent issues, needs raised by developing countries, or requests by other organizations.

The IPPC facilitates the participation of developing countries in the development of standards and in all its meetings, including the annual ICPM meeting (which is attended by government representatives). Phytosanitary officials from developing countries are strongly represented and actively involved in the IPPC standard setting process. Appendix III provides a summary. This accounts for the largest portion of costs associated with standard setting in the IPPC. It can be noted that substantial additional participation by developing countries in meetings of the IPPC has been made possible through use of extra-budgetary funds.

Further efforts are being made by the IPPC to assist developing countries to participate actively in standard setting. These include organizing regional workshops for national officials to attend and have the opportunity to participate fully in the consultation process for the review of draft ISPMs. Seven regional workshops took place in 2004. The ICPM considers these meetings to be important for developing countries and has given a high priority to making them a permanent fixture in the future work programme for standard setting.

Increases in the capacity of the Secretariat personnel and in operating funds (largely to support developing country attendance at working group meetings as noted above) have been achieved with the increased funds for this biennium. Approximately US\$1M per biennium will be directed to this activity, which will effectively double the estimated funding previously spent on this activity and will be sufficient to meet the basic work programme targets.

3.2 Information exchange

Effective exchange of information between members (by governments contributing official information) and between members and the Secretariat is mandated by the Convention.

The ICPM has identified the development of an Internet-based system, the International Phytosanitary Portal (IPP), as the most efficient mechanism for information exchange. The Secretariat has initiated the development of the IPP and substantial revision is under way. However, its rapid development depends on the availability of funds and on Secretariat support and specialised competencies.

Training and support for use of the IPP by national and regional plant protection organizations for information exchange will be delivered, and facilitated through the development of instructional materials and workshops.

3.3 Dispute settlement

The working group on Dispute Settlement has completed its work on developing detailed procedures for the IPPC dispute settlement mechanism. These will be supplemented by the preparation of an operational manual and the development of a roster of experts in the near future. An advocacy document is also being developed.

3.4 Development of phytosanitary capacity by promoting technical assistance

The ICPM recognizes the vital role of technical assistance for the implementation of the IPPC and has made substantial efforts to develop its role in this area. The ICPM's programme for regional workshops on draft ISPMs is an example of these efforts which help to ensure the involvement of developing countries in the consultation phase of the standard setting process. Another important contribution is the development of the Phytosanitary Capacity Evaluation (PCE) as a tool to assist governments in assessing the strengths and weaknesses of their phytosanitary systems and to formulate national strategies for capacity building. The ICPM has, within the limits of its mandate, identified an important and unique role in technical assistance by

undertaking the development of tools such as the PCE that benefit both recipients and donors of technical assistance.

This work is complemented by the work of the Secretariat in assisting with workshops, seminars and other training. One of the professional officers is devoted nearly full-time to phytosanitary capacity building aspects of FAO's Technical Cooperation Programme (TCP).

The ICPM is fully aware of global discussions on the level of participation by developing countries in standard setting. This is why resources for the participation of experts from developing countries are currently provided by the IPPC from its regular programme funding as mentioned above. This policy extends to ICPM business meetings such as those for strategic planning.

3.5 Maintaining an effective administrative framework

Despite its small size, the Secretariat has established a credible profile for the IPPC as an international standard-setting organization. This role is increasingly important and the IPPC Secretariat will need to have greater ability to respond to the requests of governments and organizations (including FAO and WTO) with:

- information (e.g. standards, explanatory documents, position and reference papers);
- representation (e.g. meetings, seminars, conferences);
- services (e.g. workshops, technical reviews, briefings); and
- liaison (e.g. joint work programmes, funding grants, cooperative agreements).

Currently, there are only six professional staff members in the Secretariat who are devoted nearly full-time to IPPC business. These include a Coordinator, a Standards officer, two Information officers, a Technical Assistance officer and an Editor. Website work in particular has become increasingly more demanding and sophisticated as more information exchange is done via Internet and governments are becoming accustomed to finding up-to-date information on the website.

In recent years, significant contributions to the Secretariat have been made by Associate Professional Officers and visiting scientists. But, while these ad-hoc staffing arrangements are very useful they cannot be relied upon to run the long term work programme of the IPPC. The IPPC needs to develop its own core competencies, with additional staff for standards setting, information management, technical assistance and servicing, in order to operate in a sustainable manner.

3.6 International cooperation

As international recognition of the IPPC has gained momentum, this area of activity has increased. However, no specific additional funding beyond the increase of human resources proposed for the Secretariat is required. Some modest operating fund increases have been forecast to cover travel and associated expenses for future cooperative efforts with other international organizations.

4. Work programme: the future

4.1 Introduction

The IPPC Business Plan for 2006-2007 proposes an increase in the funding and staffing of the IPPC Secretariat. This increase supports three major thrusts in the development of the IPPC. These are:

- the development of Technical Panels
- the development of a standards implementation programme directed to developing countries and
- the strengthening of the information services of the IPPC Secretariat to ensure full participation of developing countries.

In addition, it will be necessary to respond to the entry into force of the 1997 New Revised Text of the Convention, anticipated to occur in the near future. Entry into force will give full legal effect to the New Revised Text, including its new standard setting procedures. At that time, the Commission on Phytosanitary Measures (CPM) will begin its operations, in place of the ICPM. Appropriate subsidiary bodies and related rules of procedure also will need to be established, and the new dispute settlement system of the Convention will be fully in effect and need to be put into operation. These changes will require significant investments of time and resources, both upon entry into force and in their implementation.

The proposed operational programme involves changes in the management and staffing of the IPPC Secretariat in particular in the areas of standard setting and technical assistance. Three operational areas are proposed:

- administrative
- standard setting and technical assistance
- information exchange.

The integration of standard setting and technical assistance is to facilitate the development of standard implementation programmes particularly for developing countries. A strengthening of the administration of the Secretariat is also included.

4.2 Implications of the Technical Panels

ICPM-6 adopted procedures to establish and operate Technical Panels to develop specific technical standards. This is the most significant addition to the ICPM's procedures since the ICPM was established, and it will enhance the development and adoption of specific standards. These standards will refer to measures concerning specific pests or specific commodities. It is hoped that they will facilitate trade directly, in particular for developing countries. An example of a specific standard would be a standard to describe the establishment and monitoring of pest free areas for a particular pest.

Four Technical Panels should be operating by early 2005 and will undertake programmes for the development of specific standards involving the use or modification of presently available material or the use of experts to prepare material.

It is estimated that this work will need a special Technical Panels officer. This officer would assist in the planning of work programmes, meetings, communication between panel members and arranging travel to meetings, the acquisition of material for standards, the setting up of sub-groups to undertake considerations for the panel, the contacting of specific experts and the preparation of draft documents and reports. The scale of this new component of the standard setting programme will mean that two standards officers will be needed to run this programme. One of these two standards officers would be a new position.

4.3 Implementation of standards

The implementation of standards has long been a critical concern of ICPM members. Despite the development of standards and their substantial benefits for safe trade, their broad international implementation has not yet been realized. Therefore the ICPM is making a major thrust to develop activities that are directed at the implementation of standards. Efforts will be aimed primarily at assisting developing countries.

A major component of this new activity will be the development of implementation programmes specifically associated with each standard, by the Secretariat in association with the Informal Working Group on Strategic Planning and Technical Assistance. The assistance envisaged would depend on the standard concerned but may take the form of:

- explanatory documents
- the development of manuals or other supporting written material

- the use of the IPP for special communication programmes for example question and answer or coaching sessions
- the running of in-country or regional training seminars or workshops
- the setting up of funded training study awards in Universities or training institutes.

Such programmes would be associated with, and dependent on, specific requests for donor funding. This activity thrust would be supported by the appointment of a Standards Implementation Officer. It is envisaged that this position be filled by a senior officer with the role of overseeing the integration of the standard setting and technical assistance programmes with the basic aim of facilitating the implementation of standards. The programme of work for standards implementation would receive guidance each year from a meeting of a Working Group on Technical Assistance (the first of these is to take place in March 2005), with input from officers in the standard setting and technical assistance areas.

This programme would operate in close association with the FAO technical assistance programme for national plant protection organisations of FAO members. The Secretariat is responsible for this programme which involves the planning, organising and undertaking of projects funded by the Technical Cooperation Programme (TCP) of FAO. At the moment, where possible these programmes are integrated with training activities to further the understanding and implementation of ISPMs. With the appointment of the Standards Implementation Officer and the initiation of the standards implementation programme, this particular input into TCPs would be considerably increased. Two additional Technical Assistance Officer positions would add strong impetus to this programme.

4.4 The information services of the IPPC Secretariat

The information services of the Secretariat consist of a document editorial section and the International Phytosanitary Portal (IPP). The IPP was set up to assist members fulfil their reporting obligations under the Convention and as such provides an information exchange system for official information. It supports transparency in the relations of the Secretariat with members and between members.

The editorial and technical services of the Secretariat will provide an increasingly large amount of documentation for new and existing standards. The number of reports and documents has increased substantially and this work, along with the servicing of the IPP, requires a second editor. The development and maintenance of the IPP now requires a database manager as a permanent staff member.

The information service expects to support the technical assistance programme by assisting developing countries with information exchange and the development of their information systems. Also, the information service would be strongly associated with liaison activities with other organizations.

Thus, the information service as a whole will require strengthening. It is proposed that in the future there should be an information officer, a database manager and two editors.

4.5 Efficient administration

It is proposed that an international standards body such as the IPPC needs a full-time Secretary to the Convention, rather than the 20-30% time made available by the Chief of the Plant Protection Service.

Supporting the Secretariat over the past year there has been a temporary legal adviser on immediate call. This experience has led to the proposal for a permanent position to allow the legal analysis of standards, associated documents and correspondence, to support the employment of the dispute settlement mechanism, and to support technical assistance on legal matters in relation with the implementation of the IPPC. Such an additional service to the IPPC will give the whole IPPC standard setting mechanism a sounder legal basis in the future.

With the increasing number of meetings there is a greatly increased demand for associated administration services (for the arrangement of travel and per diem assistance, meeting venues etc). The increased contact with members and production of documents makes greater demands on document preparation and distribution services. Two permanent administrative assistants are proposed with temporary assistance provided through the year in "high work load" periods – such as the ICPM session.

5. Conclusions

It is noted that:

- the IPPC is an essential part of each country's plant protection programme, and facilitates each country's ability to trade plants and plant products while protecting both cultivated plants and wild flora
- a substantial increase in the number of standards developed and regional workshops held have been achieved with the increase in revenues of 2004-2005
- the majority of the IPPC funds go to increase the participation of developing countries in expert working groups and regional workshops on draft ISPMs

It is recommended that IPPC funding be sufficiently increased to maintain the current work activities and in order to enable:

- development and adoption of standards for specific pests and commodities
- development of assistance for standards implementation
- extension of the information exchange system
- increase the Secretariat's administrative capacity to manage and implement these expanded work activities.

6. Summary of Resource Needs

6.1 Development and adoption of standards for specific pests and commodities

To fund preparation of specific standards on:

- diagnostics
- pest free areas and systems approaches for fruit flies
- phytosanitary treatments
- forestry quarantine.

Existing staff:

1 Standards Officer

Proposed new staff:

+ 1 New Technical Panels Officer
+ 1 Additional Standards Officer

6.2 Development of assistance for standards implementation

To fund preparation of:

- material and systems to facilitate implementation of standards

Existing staff:

1 Technical Assistance Officer

Proposed new staff:

+ 1 New Standards Implementation Officer
+ 2 Additional Technical Assistance Officers (these positions will be self funded)

6.3 Extension of the information exchange system

To fund:

- Expansion of IPP

Existing staff:

2 Information Officers
1 Editor

Proposed new staff:

+ 1 Additional Editor
+ 1 New Database Manager (converting an information officer position)

6.4 Increase of the Secretariat's administrative capacity

Existing staff:

1 Part time Secretary to Convention (20-30%)
1 Coordinator
1 Administrative Assistant

Proposed new staff:

+ 1 New Full-time Secretary to Convention (increase to 100% and replacing the Coordinator)
+ 1 New Legal Adviser
+ 1 Additional Administrative Assistant

6.5 Financial implications

The financial implications of the needs of the IPPC are detailed in Appendix II. A summary is as follows:

2006-2007: An additional increase to the biennium revenues to **US\$7,344,332.**

2008-2009 Maintain at 2006/2007 levels with the same level of activity with a 3% increase to **US\$ 7,564,662.**

Appendix I

Revised Strategic Plan

STRATEGIC DIRECTIONS AND GOALS

Strategic Direction No. 1: The development and adoption of International Standards for Phytosanitary Measures (ISPMs) and the monitoring of their implementation

Setting international phytosanitary standards is a basic and unique role identified in the IPPC, particularly given the status accorded IPPC standards as a result of the WTO SPS Agreement. Internationally accepted phytosanitary standards form the basis for the harmonization of phytosanitary measures that protect natural and cultivated plant resources while ensuring that measures are technically justified and cause the minimum disruption to trade. An increased number of international standards is necessary to facilitate international trade as envisaged by the WTO SPS Agreement.

Goals	Timing	Priority	Means
1.1 Maintain an effective standard development, adoption and revision system using the ICPM and SC			
1.1.1 Increase efficiency of standard development and adoption	Ongoing	High	ICPM, SC, Secretariat
1.1.2 Develop concept and reference standards	Ongoing	High	ICPM, SC, EWG
1.1.3 Develop specific standards where relevant concept standards are in place	Ongoing	High	ICPM, SC, TP, EWG
1.1.4 Involve RPPO cooperation in the development of ISPMs	Ongoing	Low	ICPM, Secretariat, RPPOs
1.1.5 Update existing standards as appropriate	Ongoing	Medium	ICPM, SG, EWGs
1.2 Ensure that ISPMs take into account protection of the environment			
1.2.1 Establish and implement a process to ensure standards take into account the protection of the environment	2005	High	ICPM, Bureau, SC, Secretariat
1.2.2 Monitor the process	Ongoing	High	ICPM, SC, Secretariat
1.3 Ensure transparency in the standard-setting process			
1.3.1 Monitor information sharing systems concerning standard-setting activities and procedures	Ongoing	High	ICPM, Secretariat
1.4 Facilitate the implementation of standards			
1.4.1 Establish explanatory documents corresponding to ISPMs if needed	Ongoing	High	Secretariat, SC
1.4.2 Establish programmes to support the implementation of standards	Ongoing	High	ICPM, SC, EWGs, RPPOs, SPTA Secretariat
1.4.3 Encourage RPPOs to assist their members in the implementation of ISPMs, and report on implementation	Ongoing	Medium	ICPM, Secretariat

Strategic direction No. 2: Information exchange

This strategic direction covers members and the IPPC Secretariat's obligations to provide information as specified in the IPPC. It also includes information exchange that may be specified by the ICPM or in ISPMs, including information such as pest lists, pest reports, and phytosanitary measures. Information exchange activities ensure that members communicate officially on phytosanitary regulations and other issues of phytosanitary significance, and determine the means by which the IPPC Secretariat makes them available to other members.

Goals	Timing	Priority	Means
2.1 Establish procedures for information exchange			
2.1.1 Promote increased access and use of electronic communication/internet	Ongoing	Medium	Secretariat, IPP SG
2.1.2 Develop the IPP for provision of official information by countries	2005	High	Secretariat
2.1.3 Members to fulfil their reporting obligations under the IPPC by entering up-to-date and accurate information into the IPP	Ongoing	High	ICPM, Secretariat, members
2.1.4 Monitor the NPPO data on the IPP	Ongoing	High	IPP SG, Secretariat

Strategic Direction No. 3: The provision of dispute settlement mechanisms

This relates to the non-binding dispute settlement provisions contained in Article XIII of the IPPC (1997). The ICPM is charged with the task of developing rules and procedures for dispute settlement under the IPPC. The Convention explicitly recognizes the role of the IPPC in complementing the formal binding dispute settlement process that exists under the WTO.

Goals	Timing	Priority	Means
3.1 Increase awareness of dispute settlement mechanism			
3.1.1 Develop information material concerning the IPPC dispute settlement procedure	Ongoing	Medium	Subsidiary body
3.2 Provide supporting information on IPPC and other dispute settlement systems			
3.2.1 Establish an inventory of other dispute settlement systems	2006	Medium	Subsidiary body
3.2.2 Provide rulings/precedents from dispute settlements systems with phytosanitary relevance (e.g. WTO)	Ongoing	Medium	Subsidiary body

Strategic Direction No. 4: The development of the phytosanitary capacity of Members to implement the IPPC, by promoting the provision of technical assistance

Article XX in the IPPC (1997) requires members to promote the provision of technical assistance especially to developing contracting parties, either bilaterally or through appropriate international organizations with the purpose of facilitating implementation of the IPPC. Adequate capacity and infrastructure for all Members are critical to accomplish the IPPC's goals.

Goals	Timing	Priority	Means
4.1 Maintain methods and tools for individual countries to evaluate their phytosanitary capacity as well as their needs and demands for technical assistance			
4.1.1 Maintain and update Phytosanitary Capacity Evaluation (PCE)	Ongoing	High	SPTA, Secretariat
4.1.2 Promote use of the PCE	Ongoing	Medium	Secretariat, Bureau
4.1.3 Identify and develop additional technical assistance tools	Ongoing	High	SPTA, Secretariat
4.2 Promote technical cooperation to support the working programme of the ICPM			
4.2.1 Organize regional workshops on draft ISPMs	Ongoing	High	Secretariat
4.2.2 Organize workshops to improve the understanding and implementation of existing standards	Ongoing	High	Secretariat
4.2.3 Increase assistance for the establishment, revision and updating of national legislation	Ongoing	High	Secretariat
4.2.4 Provide legal advice on phytosanitary legal and associated institutional issues to the ICPM	In process	High	Secretariat
4.2.5 Establish a process to identify and rank priorities for the ICPM's activities in technical assistance	2006	High	Secretariat, ICPM, EWG on TA
4.3 Assist members to obtain technical assistance from donors.			
4.3.1 Provide information to help Members obtain technical assistance from donors	Ongoing	High	Secretariat
4.4 Promote the improvement and development of RPPOs			
4.4.1 Develop a policy on the roles and functions of the RPPOs in relation to the IPPC	2006	High	ICPM
4.4.2 Assist RPPOs in the establishment of information systems	Ongoing	Medium	Members, Secretariat, RPPOs
4.5 Increase the participation by developing countries in IPPC activities			
4.5.1 Work to ensure that funds are contributed to the Special Trust Fund to support developing country involvement	Ongoing	High	Secretariat, ICPM, Bureau

Strategic direction No. 5: The maintenance of an effective and efficient administrative framework

To function effectively, the ICPM must establish organizational structures and procedures, identify funding mechanisms, and address various support and administrative functions, including internal review and evaluation mechanisms. This strategic direction is to make provision for the ICPM to address its administrative issues and strategies, making continual improvement to ensure its business practices are effective and efficient.

Goals	Timing	Priority	Means
5.1 Provision of an adequate budget for the IPPC			
5.1.1 Establish strategies for increasing resources available to the IPPC	2005	High	ICPM, Bureau, Secretariat
5.1.2 Provide a transparent budget according to the strategic directions	Ongoing	High	Secretariat, Bureau
5.1.3 Identify and analyze the relationship of the IPPC Secretariat in the context of FAO	2007	Low	Bureau, Secretariat
5.1.4 Increase Secretariat capacity through the use of FAO resources	Ongoing	High	ICPM, Members
5.2 Implement planning, reporting and review mechanisms			
5.2.1 Review business plan annually	Ongoing	High	Bureau, Secretariat
5.2.2 Review strategic plan and update work programme annually	Ongoing	High	SPTA, ICPM
5.2.3 Report on activities of the Secretariat, including reporting by Secretariat on the implementation of the strategic plan	Ongoing	High	Secretariat

Strategic Direction No. 6: Promotion of IPPC and cooperation with relevant international organizations

This strategic direction recognizes the need to communicate IPPC issues, obligations, processes and interests to all concerned, including other bodies with similar or overlapping interests, and to encourage RPPOs to promote regionally the implementation of the IPPC.

Goals	Timing	Priority	Means
6.1 Promote the IPPC			
6.1.1 Encourage Members to deposit their instruments of acceptance to the New Revised Text of the IPPC	Ongoing	High	Members, Secretariat, Bureau, FAO regional and national officers
6.1.2 Encourage non-contracting parties to adopt the IPPC	Ongoing	High	Members, Secretariat, Bureau, FAO regional and national officers
6.1.3 Communicate IPPC issues, obligations, processes and interests to all concerned, including other bodies with similar or overlapping interests	Ongoing	High	Secretariat
6.1.4 Encourage RPPOs to promote regionally the implementation of the IPPC	Ongoing	High	ICPM
6.2 Strengthen cooperation with other international organizations			
6.2.1 Establish relations, identify areas of common interest and, where appropriate, develop coordinated activities and joint programmes with other relevant organizations	Ongoing	Medium	ICPM, Secretariat, Bureau
6.2.2 Strengthen cooperation and coordination with relevant organizations on technical assistance	Ongoing	Medium	ICPM, Secretariat, Bureau
6.2.3 Develop a policy for linkages with research and education institutions (preliminary)	2005	Medium	ICPM
6.2.4 Promote the need for sufficient research and development to sustain the work	Ongoing	Medium	ICPM

Appendix II

4 year projection - Projected expenditures excluding direct technical assistance to countries

	2006-2007		2008-2009*	
Standard setting				
Staff	613,822.32	613,822.32	632,236.99	632,236.99
Non-staff	1,265,000.00	1,265,000.00	1,302,950.00	1,302,950.00
Sub-total	1,878,822.32	1,878,822.32	1,935,186.99	1,935,186.99
Info exchange				
Staff	331,129.80	331,129.80	341,063.69	341,063.69
Non-staff	200,000.00	200,000.00	206,000.00	206,000.00
Sub-total	531,129.80	531,129.80	547,063.69	547,063.69
DS				
Staff	33,841.20	33,841.20	34,856.44	34,856.44
Non-staff	30,000.00	30,000.00	30,900.00	30,900.00
Sub-total	63,841.20	63,841.20	65,756.44	65,756.44
TA				
Staff	369,930.00	369,930.00	381,027.90	381,027.90
Non-staff	100,000.00	100,000.00	103,000.00	103,000.00
Sub-total	469,930.00	469,930.00	484,027.90	484,027.90
Administration				
Staff	211,882.80	211,882.80	218,239.28	218,239.28
Non-staff	250,000.00	250,000.00	257,500.00	257,500.00
Sub-total	461,882.80	461,882.80	475,739.28	475,739.28
Liaison				
Staff	206,560.20	206,560.20	212,757.01	212,757.01
Non-staff	60,000.00	60,000.00	61,800.00	61,800.00
Sub-total	266,560.20	266,560.20	274,557.01	274,557.01
Total Staff	1,767,166.32	1,767,166.32	1,820,181.31	1,820,181.31
Total Non-staff	1,905,000.00	1,905,000.00	1,962,150.00	1,962,150.00
Total	3,672,166.32	3,672,166.32	3,782,331.31	3,782,331.31
Biennium total	7,344,332.64		7,564,662.62	

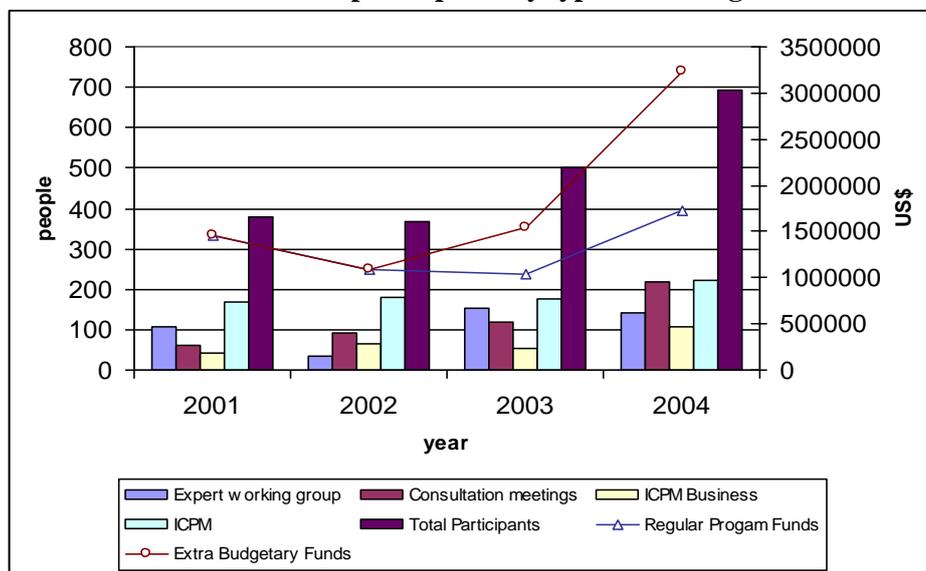
* Staff and non-staff costs for 2008-9 increased by 3% from previous biennium

Appendix III

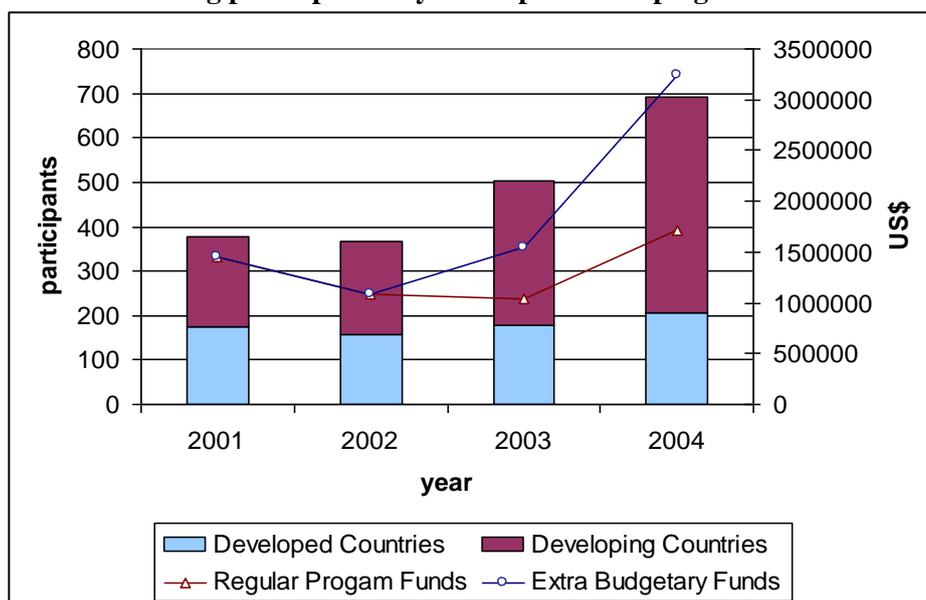
Participants in IPPC meetings

The three figures in this Appendix provide information on participation in meetings of the IPPC between the years 2001 and 2004. It can be noted that substantial additional participation by developing countries has been made possible through the use of extra-budgetary funds.

Number of participants by type of meeting



Meeting participation by developed/developing countries



Distribution of developing country and countries in transition by region

Region	2001	2002	2003	2004
South America	31	45	70	75
Africa	45	40	91	127
Central America and the Caribbean	24	47	31	54
Asia and the Pacific	58	48	69	152
Eastern Europe	9	14	21	27
Near East	37	16	42	52
Total	204	210	324	487

INTERIM TERMS OF REFERENCE FOR THE INFORMAL WORKING GROUP ON STRATEGIC PLANNING AND TECHNICAL ASSISTANCE

These interim terms of reference will be in place until the final structure for the Informal working group on strategic planning and technical assistance will be agreed upon.

1. Establishment

The Informal working group on strategic planning and technical assistance was established by the Second Interim Commission on Phytosanitary Measures (ICPM-2, 1999).

2. Scope of the Informal working group on strategic planning and technical assistance

The Informal working group on strategic planning and technical assistance is to deal with issues in the areas of:

- strategic planning
- technical assistance
- administrative matters (such as financial matters, staffing etc.)
- procedural matters.

3. Objective

The objective of the Informal working group on strategic planning and technical assistance is to formulate recommendations, advise the ICPM on issues referred to it and report on those issues.

4. Structure of the Informal working group on strategic planning and technical assistance

The Informal working group on strategic planning and technical assistance will consist of:

- a core group of 10 members consisting of:
 - the Bureau of the ICPM
 - plus seven representatives, one from each FAO region
- chairpersons of the Subsidiary Body on Dispute Settlement and Standards Committee on invitation for relevant agenda points
- plus other members (interested persons from contracting parties).

Meetings of the informal group will be chaired by one member of the Bureau of the ICPM.

Whenever possible, members of the Informal working group on strategic planning and technical assistance voluntarily fund their travel and subsistence to attend meetings. Members of the core group may request financial assistance from FAO for meetings with the understanding that the priority for financial assistance is given to developing country representatives.

5. Functions of the Informal working group on strategic planning and technical assistance

The Informal working group on strategic planning and technical assistance has the functions listed below, and also provides recommendations and advice to the ICPM, as appropriate, in relation to these functions:

- review of the strategic plan and business plan
- review of the work programme
- review of technical assistance activities
- review of information exchange activities
- recommendation of strategic priorities for new standards

- undertaking of financial planning
- development of appropriate procedures
- consideration of a possible ICPM response to emerging issues
- undertaking of any other activity referred by the ICPM.

6. IPPC Secretariat

The Secretariat provides administrative, technical and editorial support as required by the Informal working group on strategic planning and technical assistance. The Secretariat is responsible for reporting and record keeping regarding the activities of the Informal working group on strategic planning and technical assistance.

RECOMMENDATIONS ON THE ROLES AND FUNCTIONS OF REGIONAL PLANT PROTECTION ORGANIZATIONS IN THEIR RELATIONSHIP WITH THE ICPM

I. This list is presented recognizing the following points:

- None of the following recommendations limit the rights or obligations of members or affect the role of RPPOs.
- This list is not a comprehensive list of the activities that RPPOs may undertake.
- Collaboration or information exchange between RPPOs and the IPPC does not substitute for the obligations of contracting parties under the IPPC.

Areas of cooperation between RPPOs and the IPPC, in accordance with article IX.3 of the New Revised Text of the IPPC, include the following:

Standard setting process

- participation in the development of standards (such as providing comments in the consultation phase, identifying topics for standards, etc.)
- identification of regional standards that could be proposed as ISPMs
- nomination of experts for IPPC expert working groups and technical panels
- action as collaborators/hosts for standard setting meetings
- preparation of draft explanatory documents on ISPMs according to paragraph 111 of the Report of the Sixth Session of the ICPM, under the auspices of the IPPC Secretariat
- as appropriate, provision of technical and administrative support to Standards Committee members.

Information exchange

- operation of an effective International Phytosanitary Portal (IPP)
- assistance to member countries in meeting IPPC obligations in relation to information exchange
- provision of information on regional IPPC-related activities (such as pest interceptions, pest status, pest reports, regional standards, regulations, etc.)
- provision of translations of IPPC documents in languages other than the five official FAO languages.

Technical assistance

- involvement in regional workshops on draft ISPMs in their region (such as participation and logistical and technical support)*
- facilitation of the implementation of ISPMs and identification of implementation difficulties*
- report on implementation difficulties and successes to the Technical Consultation among RPPOs and the IPPC*
- as appropriate, cooperation with the IPPC Secretariat in the delivery of technical assistance.

Dispute settlement

- assistance in obtaining nominations for expert rosters
- assistance, as appropriate, in the settlement of disputes (according to the report of ICPM-3, Appendix 11.L).

Funding issues

- assistance to the IPPC in obtaining funding to support its work plan.

* Items marked with an asterisk may also be considered under the standard setting process.

II. Depending on the availability of funds, the IPPC Secretariat should fund the participation of the Secretaries from RPPOs that are FAO commissions for their participation in the annual TC among RPPOs.

WORK PLAN FOR THE INTERNATIONAL PHYTOSANITARY PORTAL (IPP) (2004 - 2005)

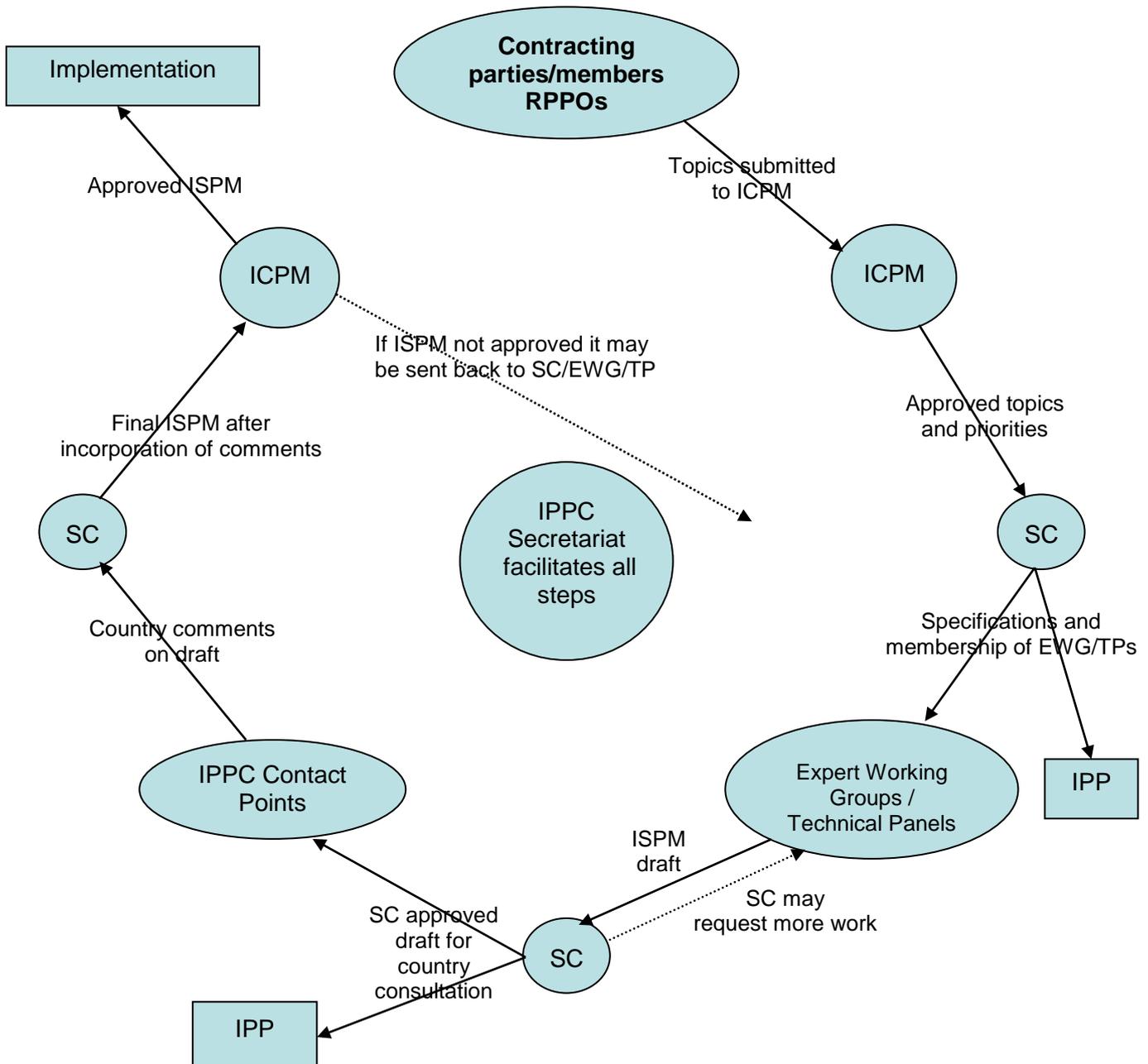
GOALS (in Strategic Plan)		TIMING	PRIORITY	MEANS	OUTPUT	OUTPUT DEADLINE	Comments
2.1 Establish procedures for information exchange							
2.1.1 Promote increased access and use of electronic communication internet			medium	Secretariat, IPP SG, RPPOs	Discuss at all PCE meetings facilitation, Malaysia and Kenya	ongoing	
			high	Secretariat	Add to phytosanitary TCPs	ongoing	
			medium	Secretariat, RPPOs	Report at RPPO meetings, including TC	annual	
			high	Secretariat, IPP SG, RPPOs	Report to ICPM	annual	
			high	Secretariat	Regional and sub-regional workshops	ongoing; monthly	
2.1.2 Develop the IPP for provision of official information by countries	2.1.2.1 develop and document procedures for information exchange	by end of 2005	high	Secretariat; NPPO contacts (during training); IPP SG	Agreed version 1.0 of procedures for information exchange to meet country obligations under IPPC	mid 2005	Secretariat to draft, test with countries and confirm version 1.0 of procedures with IPP SG and Bureau, and report to ICPM-7
			medium	Secretariat	Modified procedures based on experience in the use of version 1.0	end 2005	Secretariat to modify and present to ICPM-8 based on experience during 2005 workshop programme
			high	Secretariat	Clearly documented working practices for information exchange activities of the Secretariat	March 2005	Includes posting publications, documents, calendar items, news items, general information (web page), individual and official contact information, links to web sites and management of work groups, email lists and restricted work areas under the IPPC section of the IPP
			high	Secretariat	Train 4 existing Secretariat staff members in the use of the IPP, including 2 clerks.	March 2005	Use data entered on IPP to manage contact information on various groups for the creation of mailing lists, restricted work areas, merged data files and address labels
			high	Secretariat, NPPOs	Development of metadata standards for the exchange of information between or amongst NPPOs, IPP and other relevant organizations	Dec 2005	Need to develop specifications for an EWG to draft this standard

GOALS (in Strategic Plan)		TIMING	PRIORITY	MEANS	OUTPUT	OUTPUT DEADLINE	Comments
			high	Secretariat	Recruit an IPP Webmaster	April 2005	Would undertake all routine maintenance e.g. ensure system is operational, maintain IPPC contact point information.
			medium	Secretariat	Inclusion of standard pest/host lists	Dec 2005	Would improve data quality significantly and provide a standard terminology that could be built on in future.
	2.1.2.2 Develop systems to support procedures for information exchange	by end of 2005	high	Secretariat	Functional revised IPP	27-Sep-04	Completed
			high	Secretariat	Pilot workshop confirmation of feasibility of work with new version of IPP	Jan 2005	Re-instate planned workshop in Asia but reduce to 3 days for up to 6 countries and use it to test draft procedures and new version of IPP - completed
			medium	Secretariat; IPP SG meeting	Outline development plan for IPP to March 2006	March 2006	IPP SG to review results of workshops and test of procedures and draw up requirements for any IPP modifications
			high	Secretariat; programming team	System modifications based on user feedback in pilot workshop and IPP SG	August 2005	Based on initial testing of new version of IPP at pilot workshop (estimate 6 person months input)
			high	Secretariat; programming team; translator	Navigation in French and Spanish	April 2004	Work to proceed in parallel with system testing; assume 2 person months programming plus \$10,000 translation costs – Spanish completed
			medium	Secretariat; programming team; translator	Navigation in Arabic and Chinese	December 2005	Assume 3 person months programming plus \$15,000 translation costs – functionality operational by end June 2005
			high	Secretariat	Maintenance and improvements to existing functionality/system performance	Ongoing, 2005	6 person months work
			high	Secretariat	Report to RPPO meetings	annual	
			high	Secretariat	Report to ICPM	annual	

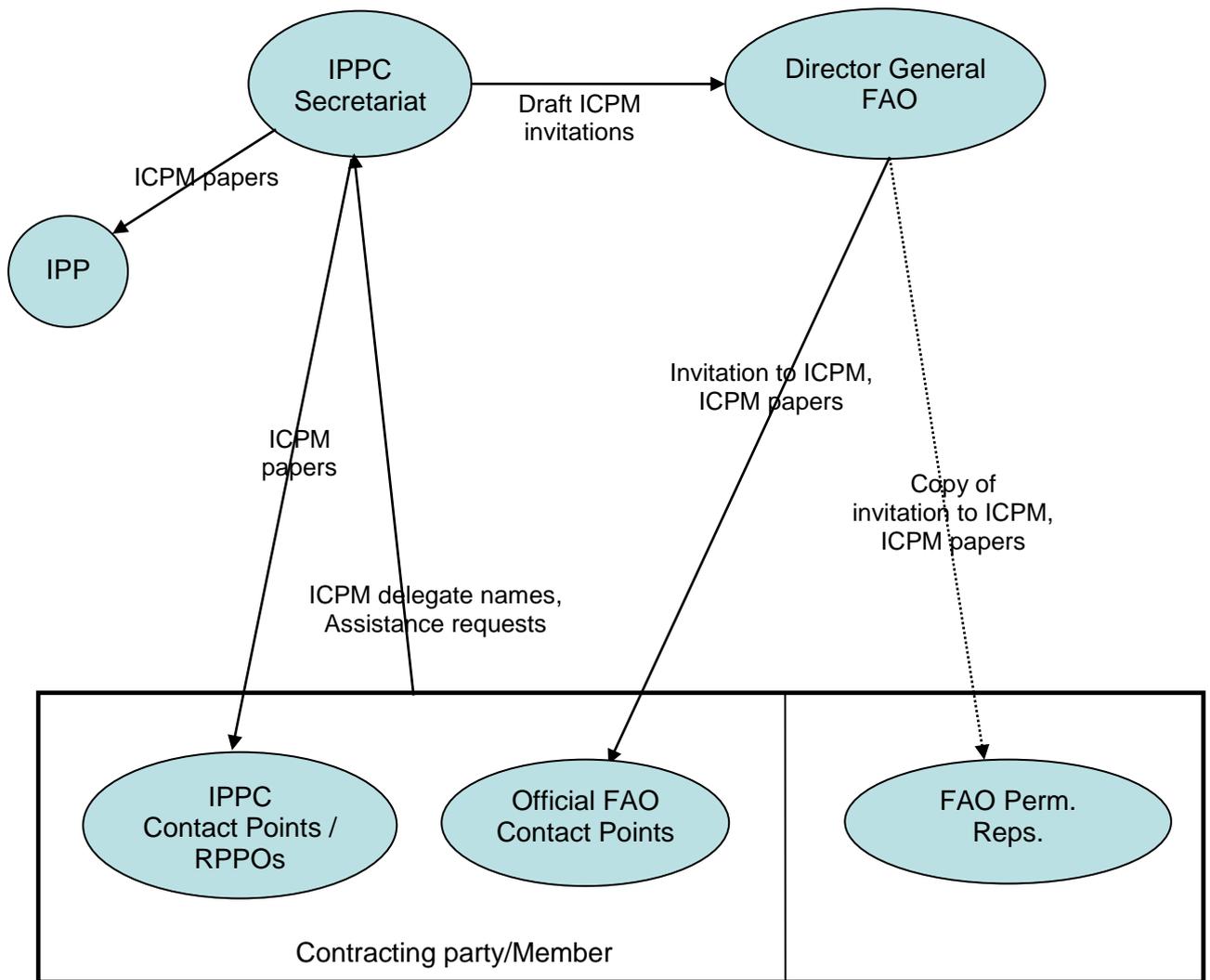
GOALS (in Strategic Plan)		TIMING	PRIORITY	MEANS	OUTPUT	OUTPUT DEADLINE	Comments
			medium	Secretariat	"Toolbox" area in the IPP	Ongoing	Valuable for countries as this could provide valuable data quality tools for NPPO and RPPOs. Suggested a WG before the end of 2005 to initiate planning with the intention of development once official information had been addressed adequately in 2005.
2.1.3 Request NPPOs to fulfil their reporting obligations under the IPPC by entering up-to-date and accurate information into the IPP	2.1.3.1 Train NPPOs in use of IPP to meet reporting obligations		high	Secretariat; NPPOs to participate in programme of workshops to implement procedures for information exchange	120 trained national users able to enter country data to IPP to meet reporting obligations	March-Oct 2005	Regional Workshops for: <ul style="list-style-type: none"> • Asia • Anglophone Africa • Francophone Africa • SADC sub region • Near East • Caribbean • Pacific • Central Europe (complete) • South America • Central America
			medium	Secretariat; RPPO information officers	Trained RPPO staff able to enter relevant information in the IPP either through linking or data entry	Sept 2005	Add workshop on to the existing Technical Consultation among RPPOs scheduled for Sept 2005
	2.1.3.2 Contact NPPOs regarding IPPC reporting obligations		high	ICPM; Secretariat	Letter to NPPOs on meeting IPPC reporting obligations (including contact point) using the IPP	2005	
			high	NPPOs	Data entered and maintained in IPP in support of reporting obligations	ongoing	
			high	Secretariat	Report to ICPM	annual	
2.1.4 Monitor the NPPO data on the IPP	2.1.4.1 Monitor IPP	ongoing	high	IPP SG, Secretariat; programming team	Report to ICPM	Dec 2005	Develop measures of system availability; system use to track log-in activity, quality of data in compliance with IPPC (NPPO contact details, and other obligations), and prepare report for ICPM-8; plus web statistics for non logged-in use; user survey on usability, etc.

FLOW CHARTS ON INFORMATION EXCHANGE

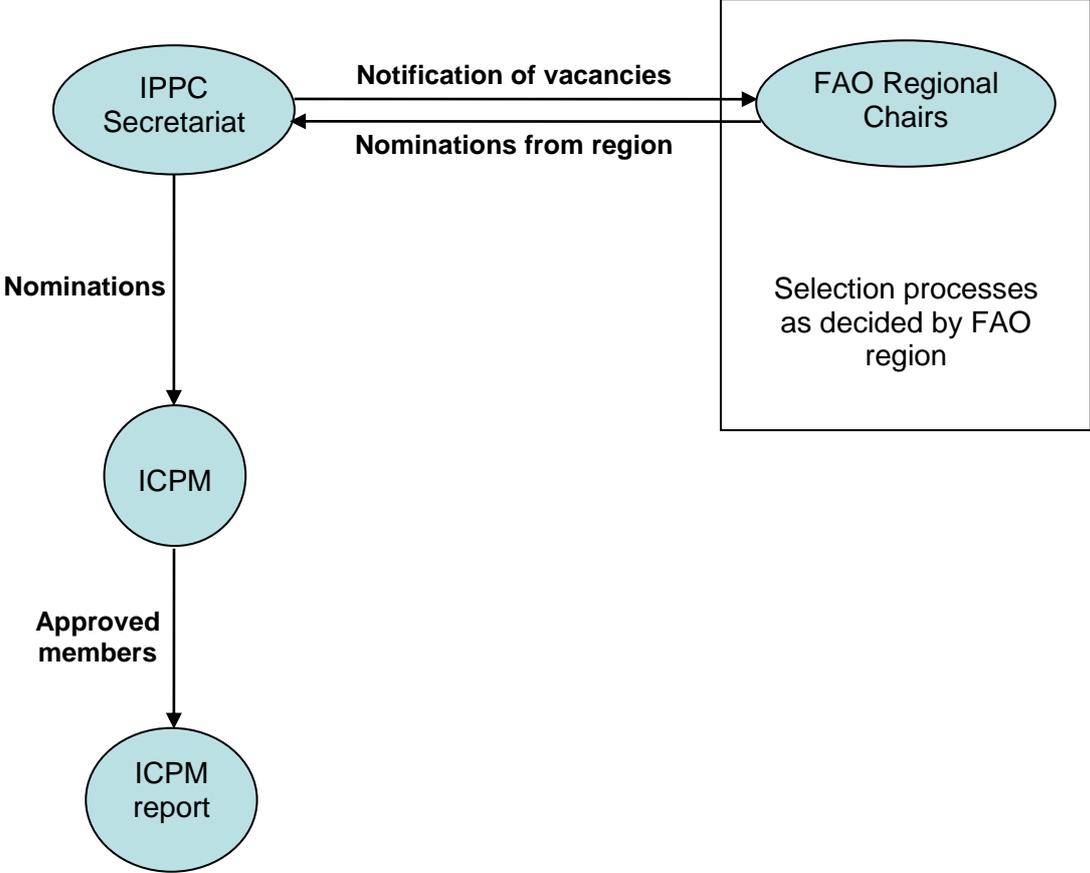
A- STANDARD SETTING PROCESS – INFORMATION FLOW



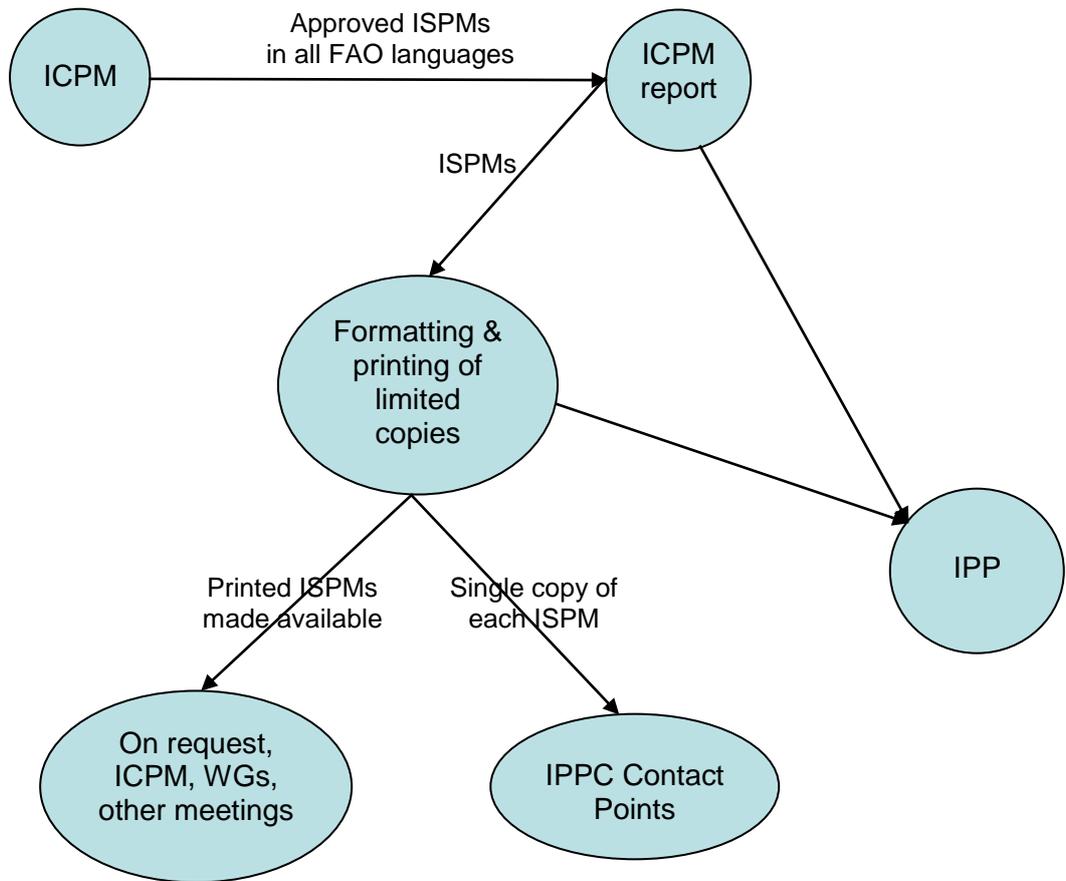
B- ICPM: INVITATION AND DOCUMENT FLOW



C- MEMBERSHIP OF SUBSIDIARY BODIES



D- DISTRIBUTION OF ISPMS



CALENDAR OF MEETINGS PLANNED FOR 2005

As of 7 April 2005

Source: International Phytosanitary Portal (IPP - <https://www.ippc.int>)

Date	Activity	Type	Venue
January 17 - 20, 2005	IPP Capacity Building Pilot Workshop (Asia & Pacific)	Workshop/seminar	Kuala Lumpur, Malaysia
February 7 - 11, 2005	Classification of commodities by phytosanitary risk related to level of processing and intended use - Expert Working Group	Expert Working Group	Buenos Aires, Argentina
February 21 - 23, 2005	International Forest Quarantine Research Group 2nd Meeting	Other Working Group	Victoria, Canada
February 21 - 25, 2005	Reference - Guidelines for the formatting/drafting of ISPMs - Expert Working Group	Expert Working Group	Bangkok, Thailand
February 21 - 25, 2005	IPP Capacity Building Workshop (Central Europe)	Workshop/seminar	Prague, Czech Republic
February 28 - March 4, 2005	Use of integrated measures in a systems approach for pest risk management of citrus fruit for citrus canker - Expert Working Group	Expert Working Group	Buenos Aires, Argentina
February 28 - March 4, 2005	IPPC workshop on the practical application of ISPM No.15	Workshop/seminar	Vancouver, Canada
March 7 - 11, 2005	Technical Panel on forest quarantine issues	Technical panel	Victoria, Canada
March 7 - 11, 2005	Informal Working Group on Technical Assistance	Expert Working Group	Rome, Italy
March 14 - 18, 2005	Phytosanitary Capacity Evaluation Facilitators Workshop	Workshop/seminar	Rome, Italy
March 16 - 18, 2005	Information Exchange Support Group	IPP Support Group	Rome, Italy
March 31 - April 1, 2005	Subsidiary Body on Dispute Settlement - 3rd Meeting	ICPM	Rome, Italy
April 4 - 8, 2005	Interim Commission for Phytosanitary Measures - 7th session	ICPM	Rome, Italy
April 25 - 29, 2005	Standards Committee - 6th Meeting	Standards Committee	Rome, Italy
May 2005	TENTATIVE: IPP Capacity Building Workshop (Africa)	Workshop/seminar	Accra, Ghana
May 2 - 6, 2005	IPP Capacity Building Workshop (Asia)	Workshop/seminar	Kuala Lumpur, Malaysia
May 23 - 27, 2005	Post-entry quarantine facilities - Expert Working Group	Expert Working Group	Clermont-Ferrand, France
May 23 - 27, 2005	IPP Capacity Building Workshop (Pacific)	Workshop/seminar	Suva, Fiji
June 2005	TENTATIVE: IPP Capacity Building Workshop (Caribbean)	Workshop/seminar	Bridgetown, Barbados
June 2005	TENTATIVE: IPP Capacity Building Workshop (Africa) - French	Workshop/seminar	Accra, Ghana
June 2005	TENTATIVE: IPP Capacity Building Workshop (Central America)	Workshop/seminar	San José, Costa Rica
June 6 - 10, 2005	Debarking - Expert Working Group	Expert Working Group	Oslo, Norway
July 2005	Focus group to conduct an analysis of the potential funding arrangements of the IPPC	Focus Group	Rome, Italy

Date	Activity	Type	Venue
July 18 - 22, 2005	Guidelines on sampling of consignments - Expert Working Group	Expert Working Group	Ottawa, Canada
July 18 - 29, 2005	TENTATIVE: Sub-regional workshop for Southeast Asia on ISPMs, pest risk analysis and the PCE	Workshop/seminar	Kuala Lumpur, Malaysia
August 15 - 19, 2005	TENTATIVE: Regional workshop on draft ISPMs: Near East	Workshop/seminar	Cairo, Egypt
August 15 - 19, 2005	TENTATIVE: Regional workshop for the Caribbean on implementation of the PCE and ISPMs	Workshop/seminar	Port of Spain, Trinidad and Tobago
August 22 - 25, 2005	Technical Panel on Phytosanitary Treatments	Technical Panel	South Africa
August 22 - 26, 2005	TENTATIVE: Regional workshop on draft ISPMs: Franco-Africa	Workshop/seminar	Accra, Ghana
August 29 - September 2, 2005	TENTATIVE: Regional workshop on draft ISPMs: Africa	Workshop/seminar	Accra, Ghana
August 26, 2005	Alternatives to methyl bromide - Expert Working Group (Last day of Technical Panel on Phytosanitary Treatments meeting)	Expert Working Group	South Africa
August 29 - September 2, 2005	17th Technical Consultation among Regional Plant Protection Organizations	Technical Consultation of RPPOs	Sao Paulo State, Brazil
September 12 - 16, 2005	Guidelines for regulating potato micropropagation material and minitubers in international trade - Expert Working Group	Expert Working Group	Scotland
September 19 - 23, 2005	Technical Panel on pest free areas and systems approaches for fruit flies	Technical Panel	Costa Rica
September 26 - 30, 2005	TENTATIVE: Workshop for TCDC Consultants and Regional Plant Protection Officers	Workshop/seminar	Hammamet, Tunisia
October 3 - 7, 2005	Glossary Working Group	Expert Working Group	Rome, Italy
October 10 - 14, 2005	TENTATIVE: Strategic Planning and Technical Assistance - 7th meeting	SPTA	Rome, Italy
October 24 - 28, 2005	International Plant Health Risk Analysis Workshop	Workshop/seminar	Niagara Falls, Canada
October 31 - November 4, 2005	Standards Committee Working Group	Standards Committee	Rome, Italy
November 7 - 11, 2005	Standards Committee - 7th meeting	Standards Committee	Rome, Italy
December 5 - 9, 2005	Technical Panel to develop diagnostic protocols for specific pests	Technical Panel	Penang, Malaysia

STANDARDS COMMITTEE: MEMBERSHIP AND POTENTIAL REPLACEMENTS

A- CURRENT MEMBERSHIP

FAO Region	Country	Name	Nominated / Renominated	Current term / Duration	End of current term
Africa	Morocco	Abdellah CHALLAOUI	2003 / ICPM-5	1st term / 3 years	2006
	Nigeria	Gabriel Olayiwola ADEJARE	2004 / ICPM-6	1st term / 3 years	2007
	Uganda	Robert KARYEJJA	2004 / ICPM-6	1st term / 3 years	2007
	South Africa	Mike HOLTZHAUSEN	2005 / ICPM-7	1st term / 3 years	2008
Near East	Iran	Ali ALIZADEH ALIABADI	2005 / ICPM-7	1st term / 3 years	2008
	Jordan	Mohammad R. KATBEH BADER	2002 / ICPM-4 2004 / ICPM-6	2nd term / 2 years	2006
	Kuwait	Hasan SHARAF	2004 / ICPM-6	1st term / 3 years	2007
	Sudan	Ali Ibrahim KAMAL MAHGOUB	2003 / ICPM-5	1st term / 3 years	2006
North America	Canada	Gregory WOLFF	2003 / ICPM-5	1st term / 3 years	2006
	USA	Narcy KLAG	2002 / ICPM-4 2004 / ICPM-6	2nd term / 2 years	2006
Asia	China	Wang FUXIANG	2002 / ICPM-4 2004 / ICPM-6	2nd term / 2 years	2006
	India	Obbineni RAMALINGA REDDY	2004 / ICPM-6	1st term / 3 years	2007
	Japan	Motoi SAKAMURA	2005 / ICPM-7	1st term / 3 years	2008
	Malaysia	Asna BOOTY OTHMAN	2002 / ICPM-4 2004 / ICPM-6	2nd term / 2 years	2006
Europe	EC	Marc VEREECKE	2002 / ICPM-4 2004 / ICPM-6	2nd term / 2 years	2006
	Germany	Jens-Georg UNGER	2004 / ICPM-6	1st term / 3 years	2007
	Israel	David OPATOWSKI	2005 / ICPM-7	1st term / 3 years	2008
	Latvia	Ringolds ARNITIS	2002 / ICPM-4 2004 / ICPM-6	2nd term / 2 years	2006
Latin America and Caribbean	Argentina	Diego QUIROGA	2005 / ICPM-7	1st term / 3 years	2008
	Brazil	Odilson RIBEIRO E SILVA	2002 / ICPM-4 2004 / ICPM-6	2nd term / 2 years	2006
	Costa Rica	Magda GONZÁLEZ ARROYO	2004 / ICPM-6	1st term / 3 years	2007
	Jamaica	Carol THOMAS	2005 / ICPM-7	1st term / 3 years	2008
Southwest Pacific	Australia	David PORRITT	2004 / ICPM-6	1st term / 3 years	2007
	New Zealand	John HEDLEY	2002 / ICPM-4 2004 / ICPM-6	2nd term / 2 years	2006
	Tonga	Sione FOLIAKI	2002 / ICPM-4 2004 / ICPM-6	2nd term / 2 years	2006

B- POTENTIAL REPLACEMENTS

FAO region	Country	Name	Nominated	Current term	End of current term
Africa	Zambia	Arundel SAKALA	2005 / ICPM-7	1st term	2008
	Senegal	Mame Ndene LO	2005 / ICPM-7	1st term	2008
Asia	No replacement nominated				
Europe	No replacement nominated				
Latin America and Caribbean	No replacement nominated				
Near East	Yemen	Abdullah AL-SAYANI	2005 / ICPM-7	1st term	2008
	Turkey	Birol AKBAS	2005 / ICPM-7	1st term	2008
North America	Canada	Reinouw BAST-TJEERDE	2005 / ICPM-7	1st term	2008
	USA	Hesham ABUELNAGA	2005 / ICPM-7	1st term	2008
Southwest Pacific	Papua New Guinea	Roy Timothy Mairavi MASAMDU	2005 / ICPM-7	1st term	2008
	New Zealand	Gavin EDWARDS	2005 / ICPM-7	1st term	2008

CURRENT MEMBERSHIP OF THE SUBSIDIARY BODY ON DISPUTE SETTLEMENT

FAO Region	Country	Name	Nominated Renominated	Status	End of current term
Africa	Algeria	Ali MOUMEN	2002 / ICPM-4 2004 / ICPM-6	2nd term	2006
Asia	Republic of Korea	Jin-Seong KIM	2005 / ICPM-7	1st term	2007
Europe	Netherlands	Mennie GERRITSEN	2002 / ICPM-4 2004 / ICPM-6	2nd term	2006
Latin America and Caribbean	Dominican Republic	Pedro Julio JIMÉNEZ ROJAS	2004 / ICPM-6	1st term	2006
Near East	Jordan	Mohammad R. KATBEH-BADER	2002 / ICPM-4 2004 / ICPM-6	2nd term	2006
North America	USA	John GREIFER	2002 / ICPM-4 2004 / ICPM-6	2nd term	2006
Southwest Pacific	New Zealand	John HEDLEY	2002 / ICPM-4 2004 / ICPM-6	2nd term	2006

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Vice-Chairpersons : Felipe CANALE (Uruguay)
Maghespren CHINAPPEN (Mauritius)

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