Standard Setting Unit Work Plan for 2018

(Prepared by the Secretariat)

2017-10-26

Background

The IPPC Secretariat has developed an integrated work plan, based on available resources. This paper presents the standard setting part which is based on the clear priorities set by CPM.

The standard setting work plan is developed based on the two main tools that show the status of standards and the planned work within standard setting, and these should be consulted for explanatory details:

1. [The *List of topics for IPPC standards* (LOT)](https://www.ippc.int/en/core-activities/standards-setting/list-topics-ippc-standards/) which is updated after each Standards Committee (SC) meeting and which presents the status of each item as well as the CPM priority (considering also the additional guidance from CPM to give high priority for a draft ISPM that has been developed).

[The calendar on the IPP](https://www.ippc.int/en/year/calendar/) which shows all standard setting tentative and confirmed meetings for the next two years. It also shows the various times members are consulted (consultation on draft ISPMs and specifications, Expert consultations on draft diagnostic protocols (DPs), DP notification periods, etc.)

Outputs from the standard setting work plan are published on the IPP[[1]](#footnote-1): adopted [ISPMs](https://www.ippc.int/en/core-activities/standards-setting/ispms/), [approved Specifications](https://www.ippc.int/en/core-activities/standards-setting/approved-specifications/) and [approved Explanatory Documents](https://www.ippc.int/en/core-activities/standards-setting/explanatory-documents-international-standards-phytosanitary-measures/), as well as meeting reports.

More details on the processes and products that are under the responsibility of the Standard Setting Unit are presented in Appendix 1.

In order to deliver this work plan, it is essential that the standard setting unit has adequate skilled staff. Current staff are indicated in the [linked chart](https://www.ippc.int/en/publications/2463/) (2017-06). A vacancy announcement for a P2 project post in the standard setting unit (SSU) was issued earlier in 2016-17 to cover tasks related to the writing of meeting reports, the management of our complex publication processes for ISPMs and CPM recommendations, as well as the management of their translations as well as leading the work of the Technical Panel for the Glossary. However, the vacancy announcement was recently cancelled, leaving an unfilled gap. To help address the lack of adequate resources in the standard setting unit, the publication and translation of IPPC standards and CPM recommendations, including the LRG process, will be transferred to another unit in the Secretariat, and some other activities will need to be reduced.

It should also be noted that in kind contributions and short term consultants and PSAs (Professional Service Agreements) are not secured for the entire year (2018). In addition, FAO recently changed rules and procedures related to their staffing process for consultants and PSAs and these changes are adding an administrative burden to the SSU.

It is important to recall that the average time for the development of an ISPM is 7 years, a long process before its adoption; thus, experienced staff are needed on a long-term basis for the SSU to function efficiently.

This paper firstly summarizes our main activities under three headings: Governance, Standard setting and Outreach and secondly it provides details on the tentative standard setting work plan for 2018.

Governance and Management

*Governance*: Main outputs include the oversight of the development of draft ISPMs for CPM-13 (2018) and preparation for CPM-14 (2019) including preparation of all standard setting related discussion papers; two meetings of the Standards Committee (SC) (May and November) and one SC-7 May meeting, all organized with outcomes processed, reports posted on the IPP and SC e-decisions processed.

Standard Setting

The major deliverables for the Standard Setting Unit in 2018 are the following (also see Appendix 1):

*Identification and prioritization of topics:* Maintain the ongoing call for phytosanitary treatments (PTs) and process some of the previous and any future submissions; update the list of topics (LOT) in six languages twice a year; Note that the call for topics for standards has been postponed until a call can be made for topics for both standards and implementation.

*Supporting the standard setting process:* Develop and maintain other documents and tools available as needed, such as the Procedure manual for standard setting, IPPC style guide, the P[hytosanitary treatment search tool](http://www.ippc.int/en/core-activities/standards-setting/technical-panels/technical-panel-phytosanitary-treatments/phytosanitary-treatments-tool/), etc.

*Drafting and expert input:* Support for one Expert Working Group (EWG for *Guidance on pest risk management* (2014-001), priority 2); support for technical panels with two face-to-face meetings organized (TPDP, TPPT). It should be noted that, due to the current lack of adequate resources mentioned above, a meeting of the TPG will not be planned for 2018, unless the appropriately skilled staff can be recruited early in 2018; intersessional support to technical panels as needed (follow-up with experts, TP e-decisions processed, approximately ten TP virtual meetings organized, when needed).

*Consultation:*Organize consultation processes on draft specifications and draft standards to ensure all the views of contracting parties, RPPOs and relevant international organizations are collected.

*Adoption:* Ensure draft standards are presented to CPM.

*CPM Recommendations:* Oversee the call and development of CPM Recommendations.

Outreach

**Communications**: Implement the communication work plan for standard setting. Post ongoing news items and announcements.

**Phytosanitary treatment search tool**: Maintain the categorized list of treatments that feeds the search tool and update it according to available resources. Liaison with the TPPT for categorizing phytosanitary treatments adopted and those posted on the phytosanitary resource page for presentation to the Implementation and Capacity Development Committee (IC).

Organize and deliver one **IPPC regional workshops**.

Contribute to **resource mobilization, communication** and **advocacy** activities through participation in the IPPC Secretariat Task Forces for Resource Mobilization and for Advocacy and Communication.

Appendix 1 – Details of the SSU tentative 2018 Work Plan

In this appendix abbreviated titles for topics are used for simplicity; full names are available on the LOT[[2]](#footnote-2). Where possible, numbers and titles of draft ISPMs going through different steps of the standard setting process are predicted, but these will depend on decisions made by CPM and the SC. In some cases, only approximate numbers are given.

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| Draft ISPMs, specifications and expert input  Presented to CPM-13 (2018):  • 4 draft ISPMs for adoption: Amendments to ISPM 5, Revision of ISPM 15 (SF treatment and DH section), Revision of ISPM 6, Requirements for temperature treatments  • 1 draft PT for adoption: Vapour heat treatment for *Bactrocera dorsalis* on *Carica papaya*  • 2 DPs for noting as adopted by the SC on behalf of CPM: Tospoviruses, *Phytophthora*  Presented for first consultation (July-September):  • 4 draft ISPMs: Grain, Authorization of entities, Revision of ISPM 8, Requirements for modified atmosphere treatments  • 3 draft DPs: Begomoviruses, *Striga*, “Huanglongbing (HLB)”  • 1 draft specification: Use of systems approaches for wood  Presented for second consultation (July-September):  • 2 draft ISPMs: Cut flowers, Requirements for fumigation, Amendments to ISPM 5  Presented for DP notification period (July-August):  • 6 draft DPs in January: *Bactrocera*, *Conotrachelus*, *Ips*, *Puccinia*, *Xylella*, Rev DP 2: PPV  Presented to expert consultation on draft DPs (March):  • 1 draft DP: *Striga*  Call for experts (Topic TBD)  Manage memberships of:  SC & SC-7 (25 members), 5 TPs (~40 members), 11 EWGs (~70 members), ~100 DP authors,  Organize meetings (organization, liaison, document preparation and meeting reports) and e-decisions  • SC May (interpreted into 3 FAO languages)  • SC-7 May  • SC November (interpreted into 3 FAO languages)  • ~20 expected SC e-decisions  • TPDP February  • TPPT June  • 1 EWG (Pest risk management (priority 2))  • 10 virtual TP meetings (4 TPPT, 2 TPDP, 2 TPFQ)    Prepare Standard setting discussion papers for CPM, 4 Bureau meetings and SPG.  Prepare CPM recommendations call and papers for CPM and if needed the consultation process.  Contribute to Secretariat level activities and internal collaboration: IPPC Annual and mid-year reports and chronicles; Communication and Resource Mobilization; M&EIPPC Regional Workshops; implementation; resource mobilization, communication & advocacy, planning, budgeting & monitoring, 2018 theme “Environment Protection”, IYPH, etc.  Cooperate and liaise with Ozone Secretariat, CBD (GTI), IAEA, OIE, IMO, ILO, UNECE, WCO, international industry associations, ISF, ISO, Ozone Secretariat, IFQRG, PRMG, WCO, RPPOs as well as with FAO units and divisions (eg AGP, FOR etc)  Products:  • Draft ISPMs and CPM Recommendations submitted for translation and once adopted submitted for publication  • Specifications approved and submitted for publication  • IPPC Procedure manual for standard setting published annually (September)  • IPPC Style guide for standard setting documents updated and published as necessary  • *List of topics for IPPC standards* published biannually (after SC May and SC November)  • List of IPPC standards posted in all FAO languages once a year and additional two times in English  • IPP SSU web pages (~60 public pages reviewed and ~20 restricted area pages created and managed)  • Searchable PDF database updated tri-annually with ISPMs, specifications and meeting reports  • Online registration system is used and participants and membership managed.  • PT search tool updated as PTs – Annexes to ISPM 28 are adopted and phytosanitary treatments are included on the Phytosanitary Resources page  • Communication material: numerous news items, announcements and publications related to standard setting prepared  • Quality management: all standard operating procedures updated as necessary  • Training material developed or updated (e.g. “New SC members”) |

1. Adopted ISPMs on the IPP: <https://www.ippc.int/en/core-activities/standards-setting/ispms/> [↑](#footnote-ref-1)
2. LOT: <https://www.ippc.int/en/core-activities/standards-setting/list-topics-ippc-standards/> [↑](#footnote-ref-2)