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COMMISSION ON PHYTOSANITARY MEASURES

Thirteenth Session
Rome, 16-20 April 2018
Call for topics "Standards and Implementation"
Agenda item 9.1
Prepared by the IPPC Secretariat

I. Background Information

1. CPM -11, April 2016, agreed¹ that:

- A combined call for topics for standards and tools for implementation should be made, which would be reviewed with input from the Standards Committee (SC) and Capacity Development Committee (CDC), or its successor.
- The SC and CDC to review and adapt the current process to allow the call to be made, including any changes to the assessment criteria needed.
- Any submission in response to a call for topics and tools should clearly define the problem needing resolution in sufficient detail to determine how it fits into the Framework of Standards and Implementation and the cost/benefit of the development of the standard or tool.

2. The CPM Bureau at their October 2016 meeting, suggested² that as recommended in the Focus Group (on Establishment of a New Subsidiary Body For Implementation) meeting report³, the joint call for topics should be deferred until such time as the process for making the call and assessing proposals has been developed by the SC and the new Implementation and Capacity Development Committee (IC).

¹ CPM-11 Report - <https://www.ippc.int/en/publications/82487/>

² CPM Bureau October 2016 meeting report -

https://www.ippc.int/static/media/files/publication/en/2016/11/Report_Bureau_2016_Oct_2016-11-9.pdf

³ Report of the Focus Group on establishment of a new subsidiary body for Implementation, July 2016 -

https://www.ippc.int/static/media/files/publication/en/2016/10/Report_Focus_Group_on_Implementation_0hRd42X.pdf

3. The CPM Bureau at their April 2017 meeting, once again highlighted the need for SC/CDC(IC) to work together on the criteria for a call for topics so that an SC/IC criteria and process for the joint call for topics could be presented to the CPM as soon as possible (a delay of up to one year is expected)⁴.
4. CPM-12, April 2017, agreed⁵ that:
- The call for topics be delayed so that a joint SC/IC call for topics for standards and issues for implementation can be held.
 - A priority task for the IC will be to develop criteria for the joint SC/IC call for topics and issues, in collaboration with SC.
 - Until its dissolution, CDC starts work on these priority tasks of the IC.
 - The SC and IC should develop the criteria for the SC/IC joint call for topics and issues during 2017 and present them to CPM-13 (2018) for approval. The joint call would then be possible in 2018.
 - The CDC at their May 2017 meeting discussed and made suggestions on the joint SC/IC call for topics for standards and issues for implementation⁶.
5. The CPM Bureau at their June 2017 meeting⁷, underlined that:
- A joint call for topics for ISPMs and topics for guidance material, under the remit of the SC and IC respectively, is expected to create closer collaboration between the setting of standards and their implementation while improving and streamlining both processes.
 - The Bureau decided that a focus group should work on developing joint criteria for this call which they agreed should be called a “call for phytosanitary issues” in order to avoid further delays in making the next call. It was decided that this focus group should meet as soon as possible.
 - The “Focus Group to develop joint criteria for the call for phytosanitary issues” will meet on 9 October 2017 and will be composed of two representatives from each the SC and IC, one Bureau member (Corné VAN ALPHEN) and the Secretariat (at least one representative from SSU and IFU). The Focus Group (FG) should draft the criteria and process for a joint call and develop guidance for contracting parties on how to submit issues, taking into account the joint criteria and the Framework for Standards and Implementation.

II. Introduction

6. The FG to develop joint criteria for the call for phytosanitary issues met on 9 October 2017, FAO Headquarters, Rome Italy. The FG developed a proposal for the process for the call and the criteria for the assessment of the submitted topics. The outcomes of the discussions were presented to the SPG October 2017 meeting by the Chairperson of the FG⁸.

7. During the discussion, some SPG members raised questions and concerns on certain elements of the FG outcome⁹. The SPG requested the FG to consider the issues raised and to propose solutions to be reported to the CPM Bureau meeting in December 2017.

⁴ CPM Bureau April 2017 meeting report -

https://www.ippc.int/static/media/files/publication/en/2017/04/Final_Bureau_Report_2017_April-2017-04-27.pdf

⁵ CPM-12 Report - <https://www.ippc.int/en/publications/84387/>

⁶ Report of the preparatory meeting for the implementation and Capacity Development Committee -

https://www.ippc.int/static/media/files/publication/en/2017/06/IC_Preparatory_Meeting_Report_2-17_May_EWryz2U.pdf

⁷ CPM Bureau June 2017 meeting report -

https://www.ippc.int/static/media/files/publication/en/2017/08/Bureau_Report_2017_June-2017-08-01_NEW.pdf

⁸ The outcomes of the FG discussions presented to the SPG October 2017 meeting -

<https://www.ippc.int/en/publications/84973/>

⁹ The SPG October 2017 meeting report -

https://www.ippc.int/static/media/files/publication/en/2017/12/Report_SPG_October_2017-2017-12-11.pdf

8. The CPM Bureau December 2017 virtual meeting¹⁰:
- Agreed on the new title of the call - ‘Call for topics: standards and implementation’.
 - Agreed that a call will be open on 1 May until the end of August.
 - Confirmed an agreement to authorize, in exceptional circumstances, the IC and SC to propose topics to the CPM.
 - Decided that, regarding the call criteria agreed by the FG, the Task Force should discuss it at its meeting in mid-September. Following that, the criteria should be readjusted and additionally reviewed at a later stage as it is a new process.
 - Proposed that a call should be issued in May 2018 if no further discussion or redrafting of the process is needed.
9. The purpose of this paper is to provide information to the CPM-13 about the FG deliberations and proposal as agreed by the CPM Bureau December 2017 virtual meeting as per SPG suggestions.

¹⁰ <https://www.ippc.int/en/core-activities/governance/bureau/>

A. Proposals of the FG

The title of the call

1. The FG proposes the title of the call should be “Call for topics: standards and implementation”.
2. The SPG raised the question why the word “issues” was not used in the title. The FG suggests not using the word “issues” in the title as those usually are problems to be solved, while topics for standards and implementation are referring to the solution, such as standards and implementation resources (guidance documents, manuals, workshops etc.).
3. The CPM Bureau agreed on the new title of the call ‘Call for topics: standards and implementation’.

The process of the call

Opportunities to work together

4. Various SPG members indicated that all opportunities should be used to strengthen the collaboration within the IPPC Secretariat and between the Standards Committee (SC) and the Implementation and Capacity Development Committee (IC) (e.g. by creating joint expert working groups that work on various aspects of the same topics (e.g. the revision of ISPM 8) or planning a coordinated, prioritized approach for the development of standards and implementation resources). The SPG very much supported such developments.
5. The FG strongly supports the idea to strengthen the cooperation between SC and IC at the various stages of the call and the follow up process. The FG would like to point out, however, that the group only discussed the initial stage of the process, at which contracting parties and RPPOs can submit topics to be included in the IPPC Framework for Standards and Implementation. The proposed process aims at setting the basis for the cooperation at this early stage through the assessment of the submitted topics by both the SC and IC.

Who can submit topics?

6. The SPG raised the question who should be eligible to submit topics. The current procedure for the call for topics for IPPC standards only allows contracting parties and regional plant protection organizations to submit topics. In exceptional circumstances, in response to a specific need, the Standards Committee may recommend the addition of a topic to the List of topics for IPPC standards. The SPG mentioned that it might be useful if, similarly, the IC were eligible to recommend the addition of topics, based on contracting parties’ needs identified e.g. through the IRSS studies or through other IPPC activities (e.g. workshops).
7. The FG agrees with this suggestion and recommends that the IC should have the same authority as the SC to recommend topics in exceptional circumstances as confirmed by the CPM Bureau.

The duration of the process and the interval between the calls

8. The FG proposed that the IPPC Secretariat would issue the call in November, to be followed by the joint assessment of submitted topics by the SC and IC, in two steps, first by a Task Force on Topics (proposed composition presented later in this paper) and then by the two Committees during their two meeting the following year. A recommendation of the topics, along with proposed priorities would be presented to the CPM, where the recommended topics would be reviewed and then adopted. Any changes would be incorporated into the IPPC Framework for Standards and Implementation and posted on the IPP. Furthermore, the FG proposed that the call be issued every three years, instead of currently two years, given the resource implications of processing the topics.

9. The SPG had concerns about the length of the process and the intervals between the calls and therefore requested the FG to reconsider this. In addition, the SPG had concerns that this process would not allow urgent issues to be addressed quickly.

10. In response to the SPG concerns the Focus Group proposed to open the call in June and that the call ends by either the end of August or Mid-September. Ending the call in August would allow the TFT more time to prepare the SC/IC discussions. Ending the call in Mid-September would allow the IPPC Regional Workshops (including the participating/organizing RPPOs) to be more involved in the submission of topics, however this would give the TFT less time to prepare the SC/IC discussions. The revised process would shorten the whole cycle to approx. eight months (from June to March/April).

11. The CPM Bureau decided that a call should be opened on 1 May and end 31 August. Therefore the FG adjusted the process which is shown in Annex 1 of this document.

12. To further address SPG concerns on the duration of the call would be issued every two years. It was also noted that the CPM can use any method they wish to address urgent issues and may, in exceptional circumstances add a topic if needed.

Urgent issues

13. The SPG raised the question how CPM could deal with urgent issues within this process. The Focus Group thinks that the proposed process for the call is not designed to deal with urgent issues. This process is developed for routine submission of topics and the adoption and adjustment of the IPPC Framework for Standards and Implementation in that regard. Urgent issues can be dealt with by allowing both the SC and the IC, when necessary, to recommend adding topics, or propose changing priority in response to specific needs as suggested earlier. The FG feels that emerging issues might be dealt with through other existing mechanisms: CPM-recommendations or other decisions as appropriate.

B. Criteria for the call for topics: Standards and Implementation

14. The FG reviewed the current “Call for Topics: Criteria For Justification And Prioritization of Proposed Topics”. The current criteria were amended (revised, merged or deleted) to reflect the new scope of the Call for Topics, which would identify topics for both standards and implementation. The “Criteria for the call for topics: Standards and Implementation” is presented in Annex 2 of this document.

C. Establishment of a Task Force on Topics

15. The FG recommends to establish a Task Force on Topics (TFT) to review the submissions for topics and to provide relevant recommendations (including proposed priorities) to both the SC and IC. The TFT will be composed of the Chairs of the SC and IC, two members from each the SC and IC and a representative from the CPM Bureau. It is proposed that the TFT operates as much as possible virtually. Face-to-face meetings might be needed, in particular at the start of the new process. Chairs of the SC and IC are expected to actively participate in the process. The Chairs of the SC and IC also should work together to report to CPM the outcome of the assessment of the submitted topics.

16. The Draft Terms of reference agreed by the Bureau for the TFT is attached in Annex 3 of this document.

17. It should be clarified that the FG proposes that both the SC and IC review the whole package of submissions of topics so that both committees have a complete overview of raised topics for the development of standards and/or implementation resources and how they should be dealt with.

D. Use of the IPPC Framework for Standards and Implementation

18. A few years ago an IPPC Framework for Standards and Implementation was developed. The CPM endorsed the use of the Framework to record the standards and implementation resources that support and enable the implementation of the Convention and its ISPMs. This Framework includes standards and implementation resources that have been adopted/developed, are under development or are planned to be developed. The Framework is updated annually and maintained by the Secretariat, with responsibility for review and amendment resting jointly with the SC and IC, and reviewed by SPG. The CPM agreed that it is a working document that provides the transparency of existing or proposed standards and implementation resources and assists with the identification of gaps and it would be a means of capturing agreed priorities for standards and implementation resources that are separately approved by CPM.

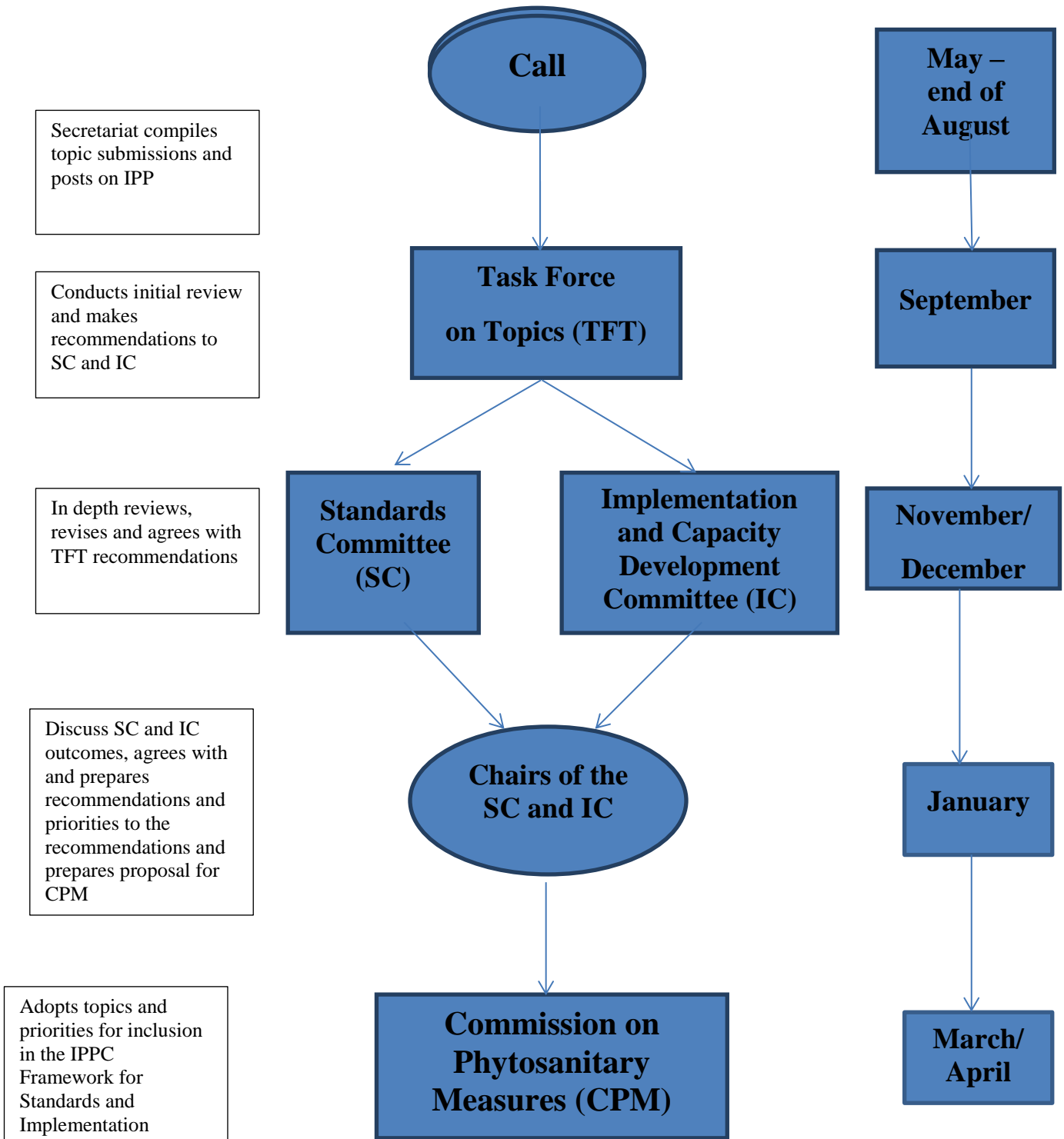
19. The FG supports the use of the IPPC Framework for Standards and Implementation as the reference for contracting parties or RPPOs when responding to the call for topics. The Framework should be used by the TFT, the SC and IC as the basis for the consideration of the submissions and any proposed additions, deletions or changes to topics along with associated proposed priorities agreed by the CPM would be published in the Framework.

20. The CPM is requested:

- 1) *Confirm* the title of the Call: “Call for topics: standards and implementation”.
- 2) *Confirm* agreement to give the IC the same authority as the SC to recommend topics in exceptional circumstances to the CPM.
- 3) *Agree* to the proposed process for the Call for topics as presented in Annex 1 of this paper.
- 4) *Agree* that the call is made every two years beginning May 2018.
- 5) *Agree* to the criteria for assessment of topics as presented in Annex 2 of this paper
- 6) *Agree* to the Terms of Reference and Rules of Procedure for the Task Force on Topics as presented in Annex 3 of this paper.
- 7) *Request* the Task Force on Topics (TFT) to use the Framework for standards and implementation when reviewing submissions in response to the call for topics.
- 8) *Acknowledge* the need to reflect these decisions in the IPPC Standard Setting Procedure or other CPM Procedures as appropriate and request the IPPC Secretariat to consider the impacts and to present proposed changes to CPM.

Annex 1 – The proposed process of the Call for topics: standards and implementation

(The Call to be issued once in two years)



Annex 2 - Criteria for the call for topics: Standards and Implementation

Priority will be given to topics with the largest global impact.

Core criteria (must provide information. It is expected that all submissions meet the following core criteria):

- Contribution to the purpose of the IPPC as described in article I.1.
- Linkage to IPPC Strategic Objectives (SOs) and Organizational results demonstrated.
- Feasibility of implementation at the global level (consider ease of implementation, technical complexity, capacity of NPPO(s) to implement, relevance for more than one region).
- Clear identification of the problems that need to be resolved through the development of the standard or implementation resource.
- Availability of, or possibility to collect, information in support of the proposed standard or implementation resource (e.g. scientific, historical, technical information, experience).

Supporting criteria (provide information as appropriate)

Practical

- 1) Is there a regional standard and/or implementation resource on the same topic already available and used by NPPOs, RPPOs or international organizations.
- 2) Availability of expertise needed to develop the proposed standard and/or implementation resource.

Economic

- 1) Estimated value of the plants protected.
- 2) Estimated value of trade including new trade opportunities affected by the proposed standard and/or implementation resource (e.g. volume of trade, value of trade, the percentage of Gross Domestic Product of this trade) if appropriate.

Environmental

- 1) Utility to reduce the potential negative environmental consequences of certain phytosanitary measures, for example reduction in global emissions for the protection of the ozone layer.
- 2) Utility in the management of non-indigenous species which are pests of plants (such as some invasive alien species).
- 3) Contribution to the protection of the environment, through the protection of wild flora, and their habitats and ecosystems, and of agricultural biodiversity.

Strategic

- 1) Extent of support for the proposed standard and/or implementation resource (e.g. one or more NPPOs or RPPOs have requested it, or one or more RPPOs have adopted a standard on the same topic).
- 2) Frequency with which the issue to be addressed, as identified in the submission emerges as a source of trade disruption (e.g. disputes or need for repeated bilateral discussions, number of times per year trade is disrupted).
- 3) Relevance and utility to developing countries.
- 4) Coverage (application to a wide range of countries/pests/commodities).
- 5) Complements other standards and/or implementation resources (e.g. potential for the standard to be used as part of a systems approach for one pest, complement treatments for other pests).
- 6) Conceptual standard and/or implementation resource to address fundamental concepts (e.g. treatment efficacy, inspection methodology).
- 7) Urgent need for the standard and/or implementation resource.

Annex 3 - Terms of Reference and Rules of Procedure of the Task Force on Topics

Terms of reference for the Task Force on Topics

1. Scope of the Task Force on Topics

The Task Force on Topics (TFT) assists the Implementation and Capacity Development Committee (IC) and the Standards Committee (SC) in the process of the Call for Topics: Standards and Implementation.

The functions of the TFT are:

- to screen the submitted topics against established Criteria for the Call for Topics: Standards and Implementation, and develop recommendations to the IC and SC on the better way to address the topics: by a standard or by an implementation resource.
- to review if the submitted topics could be addressed jointly between the IC and the SC

2. Structure of TFT

TFT consists of seven members, three of whom are members of the IC (including the Chair of the IC), three are members of the SC (including the Chair of the SC), and one is a CPM Bureau member.

3. Establishment of TFT

Members of the TFT are selected by the IC, the SC and by the CPM Bureau. IC, SC and CPM Bureau should each select one replacement member, to participate in the work of the TFT when members are not available.

Rules of procedure for the Task Force on Topics

Rule 1. Membership

Members of the Task Force on Topics (TFT) should be members of the Implementation and Capacity Development Committee (IC) or the Standards Committee (SC) or the Commission on Phytosanitary Measures (CPM) Bureau, and should be able to participate in the work of TFT.

The IC, the SC and the CPM Bureau should review the membership of TFT as necessary, taking into account, in particular, changes in the membership of the IC, the SC or the CPM Bureau.

Rule 2. Procedure for nomination and selection of TFT members

Members of TFT are selected by the IC (three members and one replacement) and by the SC (three members and one replacement) and by the CPM Bureau (one member and one replacement).

The Secretariat maintains the membership list of TFT on the IPP.

Rule 3. Period of membership

Members of TFT may serve for the period of their membership in the IC, the SC or the CPM Bureau. The IC, the SC or the CPM Bureau may, in accordance with Rule 2 of these Rules of Procedure, change or amend the respective membership of TFT at any time. Members may at any time withdraw from the TFT.

Rule 4. Chairperson and Vice-Chairperson

Meetings of the TFT are chaired by the CPM Bureau member.

The Vice-Chairperson of TFT is elected from the TFT membership by the TFT members for a two years' term.

The Chairperson, or in the absence of the Chairperson or the CPM Bureau replacement member, the Vice-Chairperson, shall preside at meetings of the TFT and shall exercise such other functions as may be required to facilitate the work of the TFT. A Vice-Chairperson acting as a Chairperson shall have the same powers and duties as the Chairperson.

Rule 5: Chairpersons of the Standards Committee and the Implementation and Capacity Development Committee

The Chairpersons of the SC and IC should discuss on the topics recommended by the SC and IC, and prepare the final paper on recommended topics for adoption by CPM.

Rule 6. Observers

TFT should not allow observers.

Rule 7. The IPPC Secretariat

The IPPC Secretariat provides administrative, technical and editorial support for the TFT meetings.

Rule 8. Meetings

TFT should work as necessary, generally after each call for topics. E-mail, teleconferencing, e-decisions and other virtual communication methods should be used where possible to prepare and conduct the meetings of TFT. Face-to-face meetings will be held as needed.

A meeting of the TFT shall not be declared open unless there is a quorum. The presence of a majority of the members of the TFT (five members) is necessary to constitute a quorum.

Rule 9. Approval

Decisions of TFT are taken by its members only. Approvals relating to draft documents and agreement on recommendations provided to the IC and the SC should be by consensus and communicated to the IC and the SC. If consensus is not reached, contentious issues should be mentioned and positions explained in the meeting report and brought to the attention of the IC and the SC.

Rule 10. Reports

The report of each TFT meeting should be published on the IPP. The reports should be presented to the IC and the SC and the CPM Bureau

Rule 11. Working language

English should be the working language of TFT meetings.

Rule 12. Amendments

Amendments to the Terms of Reference and Rules of Procedures, if required, should be adopted by the CPM.