

Guide to Joining the ePhyto Hub



Step One: Get prepared

For a country to participate in the Hub, it must have a system capable of producing electronic phytosanitary certificates (ePhytos).

To ensure correct preparation to connect to the Hub, we recommend for the country representatives to read all relevant documents concerning the Technical Information. The participation of the National Plant Protection Organization (NPPO) is validated by the Official IPPC Contact Point of the Contracting Party. Prior to Step Two, the representative of the NPPO intending to register for the Hub should contact the Official Contact Point to alert them that they will be receiving an automated message from the Hub requiring them to confirm the registration.

N.B: Should you require official confirmation of participation, please write to the IPPC (ippc@fao.org) and we will be happy to provide an official letter.



Step Two: Registration

A representative of the NPPO should initiate registration by clicking on the following link; <https://www.ephytoexchange.org/AdminConsole> and selecting the 'Register NPPO' tab.

Upon completing the registration steps and once the Official IPPC Contact Point validates the registration, the representative will receive a registration confirmation email. Should s/he not receive such an email we advise that you reach out to the IPPC (ippc@fao.org) for further guidance.

This representative will be the contact person for the IPPC and UNICC for technical issues on the Hub and will be responsible for the Hub account. S/he will be the initial system administrator and will grant access to others in the organization



Step Three: Onboarding

Once registration has been confirmed, the NPPO representative will receive all relevant on-boarding documents such as the onboarding guide and the web service Application Programming Interface (API) document. These documents will guide the registrant and her/his team in implementing the Hub. It outlines clearly the next steps and the type of assistance that will be made available.