[1]Draft Terms of Reference for the Implementation and Capacity Development Committee (IC) Sub-group on IRSS **(as revised by IC May 2018)**

[2]**1. Purpose**

[3]The IC Sub-group on Implementation Review and Support System (IRSS) will monitor and evaluate the work undertaken under the IRSS project and prepare work plans and reports for the IC review and approval.

[4]**2. Duration**

[5]The IC Sub-group will operate until the end of the third IRSS cycle (planned March 2021).

[6]**3. Membership**

[7]The IC Sub-group would have representatives with the necessary technical and subject matter experience in phytosanitary issues from the Bureau, the SC, RPPOs and two IC members.

[8]**4. Tasks**

[9]The scope of the IC Sub-group will include the activities carried out under the IRSS project.

[10]The IC Sub-group operates under the guidance and supervision of the IC, and serves as a forum to:

[11] (1) Solicit from the Bureau, SC and IPPC Secretariat ideas for IRSS activities for consideration by the IC and set priorities

[12] (2) Review and approve:

* [13]annual Work Plan for IRSS to address priority topics adopted by the Commission on Phytosanitary Measures (CPM)
* [14]annual progress reports
* [15]reports to donors, prior to submission
* [16]the project proposal for sequential cycles of the IRSS project

[17] (3) Provide direction and guidance for the IRSS work, as necessary

[18]**5. Reporting**

[19]The IC Sub-group reports to the IC annually and if necessary, upon request.

[20]**6. Rules of Procedure**

[21]The IC Sub-group Rules of Procedure will apply to the IC Sub-group.

[22]**7. Amendments**

[23]Amendments to these Terms of Reference, if required, shall be approved by the IC.