

Implementation and Capacity Development Committee Action List (2018-07-31)

IC ToR objectives	Programme Priority Ranking (1-4)	IC added to action list	Paragraph number of report	Category-1	Category-2	Description of tasks	Start date	Due date	Status (Concept; Planned; In progress; Delayed; Cancelled; Done)	Notes on status, if needed	IC Lead	others participants	IPPC Secretariat lead
		2017-12	Appendix 4	IPPC Meetings	Bureau								Brent
		2017-12	Appendix 4	IPPC Meetings	Commission on Phytosanitary Measures								Brent
		2017-12	Appendix 4	IPPC Meetings	ePhyto, 3rd IPPC Global Symposium 2018-01				Done				Masumi
		2017-12	Appendix 4	IPPC Meetings	EWG on Guidance on pest risk management 2018-02				Done				Brent
		2017-12	Appendix 4	IPPC Meetings	Experts to develop Guide on Risk communication 2018-02				Done				Sarah
		2017-12	Appendix 4	IPPC Meetings	Implementation and Capacity Development Committee (IC)								Masumi
		2017-12	Appendix 4	IPPC Meetings	International seminar on pest free areas 2019?								Ketevan
		2017-12	Appendix 4	IPPC Meetings	IPPC Financial Committee (FC)								Brent
		2017-12	Appendix 4	IPPC Meetings	IPPC Regional Workshop for Africa								Sarah
		2017-12	Appendix 4	IPPC Meetings	IPPC Regional Workshop for Asia								Avetick
		2017-12	Appendix 4	IPPC Meetings	IPPC Regional Workshop for Central and Eastern Europe and Central Asia								Ketevan
		2017-12	Appendix 4	IPPC Meetings	IPPC Regional Workshop for Latin America								Adriana
		2017-12	Appendix 4	IPPC Meetings	IPPC Regional Workshop for Near East								Shoki
		2017-12	Appendix 4	IPPC Meetings	IPPC Regional Workshop for Southwest Pacific								Brent
		2017-12	Appendix 4	IPPC Meetings	IPPC Regional Workshop for the Caribbean								Mirko
		2017-12	Appendix 4	IPPC Meetings	IPPC WG on pilot surveillance projects in Shanghai								?
		2017-12	Appendix 4	IPPC Meetings	IYPH Steering Committee								Sarah
		2017-12	Appendix 4	IPPC Meetings	NRO workshop, CEECA 2018								Dorota
		2017-12	Appendix 4	IPPC Meetings	Sea Container Task Force								Ketevan
		2017-12	Appendix 4	IPPC	Standards Committee (SC)								Sarah
		2017-12	Appendix 4	IPPC	Strategic Planning Group (SPG) Meeting								Brent
		2017-12	Appendix 4	IPPC	TC-RPPO								Sarah
		2018-05		IPPC	Task Force on Topics								Masumi
2-b,c,d		2017-12	83(2)	Surveillance	Support Pilot programme on pest surveillance and emerging pests	To provide material if available related to surveillance and to the three example pests considered in the pilot programme framework			In progress		Chris		Sarah
2-b,c,d		2017-12	83(1)	Surveillance	Support Pilot programme on pest surveillance and emerging pests	To consider providing inputs on emerging pests, in coordination with their NPPOs			Delayed		Chris		Sarah
2-b,c,d		2017-12	83(3)	Surveillance	Support Pilot programme on pest surveillance and emerging pests	To share surveillance training and technical resource materials with the Secretariat			Delayed		Chris		Sarah
2-b,c,d		2018-05	31	Surveillance	Support Pilot programme on pest surveillance and emerging pests	Chris to evaluate the Implementation Programme on Surveillance (CPM-10 (2015) initiated Pilot) and to develop a joint document with the support of the IPPC Secretariat.		2018-10-29	In progress		Chris	Sam	Sarah
2-a,b		2017-12	45(5)	Call for topics	Task force on Topics	The IC Chair and Task force Chair (Bureau representative) to arrange the Focus Group for the Call for topics to revise the current topics submission form	2017-12-01	2018-05-01	Done	An email was sent to the FG members. The FG dissolved. The submission form was developed by the IPPC Secretariat and shared via IPP.	Olga	Chris, Faith	Masumi
2-a,b		2017-12	45(4)	Call for topics	Task force on Topics	To arrange for the FG to prepare a presentation on the "Call for topics: standards and implementation" process to be delivered possibly during the CPM 13 and Regional Workshops	2017-12-01	2018-06-01	Done	A presentation to be developed for the RWs by June 2018	Olga	Chris, Faith	Masumi
2-a,b		2018-05	15	Call for topics	IC review of submitted topics	To review/analyse submissions from the first call	2018-11-12	2018-11-30	Planned	in 2018 November meeting	Olga	Chris, Faith	Masumi
2-a,b		2018-05	15	Call for topics	IC review of submitted topics	To prepare Recommendations reviewed by committees and submitted to Task Force	2018-11-12	2018-11-30	Planned		Olga	Chris, Faith	Masumi
2-a,b		2018-05	20	Call for topics	Task force on Topics	IC members attending the TFT meeting to share lessons learnt while working on submissions for the Call for Topics Standards and Implementation	2018-10-01	2018-10-29	Planned		Olga	Chris, Faith	Masumi
2-a,b		2018-05	15	Call for topics	Task force on Topics	TFT to finalise and present recommendations to CPM	2018-12-01	2019-03-01	Planned		Olga	Chris, Faith	Masumi

2-g		2018-05	41(5)	Communication and Advocacy	Support IYPH	The IC Lead on IYPH to organize a virtual meeting with the IC IYPH group members to have further discussions on the support to the IYPH and develop a draft plan with relevant budgeting. The outcomes are to be reported to the IYPH StC and IST, SPG October and IC November meetings.		2018-10-29	In progress	Participated to 4th IYPH StC meeting on April 23-25	Dominique	Chris, Kenneth	Sarah
2-g		2018-05	41(2)	Communication and Advocacy	Support IYPH	The IPPC Secretariat to provide the IC members with an information kit on the IYPH to assist them in helping to ensure the UN proclamation for the IYPH is successful.			Done		Dominique	Chris, Kenneth	Sarah
2-g		2018-05	41(3)	Communication and Advocacy	Support IYPH	The IPPC Secretariat to provide a general factsheet on IYPH being developed by StC and IPPC Secretariat to the IC for comments.			Concept		Dominique	Chris, Kenneth	Sarah
2-g		2018-05	41(4)	Communication and Advocacy	Support IYPH	IC members should work at a national level to help ensure that their UN representatives (particularly those present at the UN meeting in New York) are aware of and support the UN proclamation for the IYPH			Concept		Dominique	Chris, Kenneth	Sarah
2-g		2018-05	39	Communication and Advocacy	Support IYPH	After the analysis of the Implementation Programme on Surveillance, a project proposal could be developed based on the results of analysis possibly to inform the programme of the IYPH.			Concept				
		2017-12	30	Cooperation IC/SC	Areas for collaboration	The Secretariat to request the SC to share their work plan to allow for identification of areas of collaboration			Concept		Sam		Sarah
2-c		2017-12	39(4)	Cooperation IC/SC	Attendance of IC member in SC meetings	Chris to attend May and November 2018 meeting to understand the role of IC participation and to present on the IC			Concept		Chris	Sam	Masumi
		2017-12	45(1)	Cooperation IC/SC	Framework for Standard and Implementation	The Framework for Standards and Implementation to be made more comprehensible by providing a summary for CPs to use as a reference			In progress		Yuji		Masumi
		2017-12	32(2)	Cooperation IC/SC	Framework for Standard and Implementation	To task the Joint Task Force on the "Call for topics : standards and implementation" to use the framework for standards and implementation and start considering how to improve it			Done	The CPM 13 thought that the IC and SC should work on the Framework and it is not the TFT task. IC nominated a rep to work on it.	Yuji		Masumi
2-b,c		2017-12	38	Cooperation IC/SC	IC-SC Joint work programme for 2019	To develop SC and IC joint work plans			Delayed				Sarah
		2018-05	54(1)	Cooperation IC/SC	Areas for collaboration	The IC to provide ideas to the SC and IC representatives for collaboration as well as comments on the SC proposed areas for collaboration by 31 July.		2018-07-31	In progress	Email has been sent to the IC members from Chris.	Chris	Sam	Sarah
		2018-05	54(2)	Cooperation IC/SC	Areas for collaboration	The SC and IC representatives to draft a formal draft paper on collaboration based on the comments to be presented to the IC and SC November meetings.		2018-10-15	In progress		Chris	Sam	Sarah
		2018-05	117	Cooperation IC/SC	Areas for collaboration	IC agreed to share the IC work plan with the SC			Concept		Sam		Masumi
		2018-05	54(3)	Cooperation IC/SC	Areas for collaboration	The RPPO representative to the IC present information on RPPOs experiences on I&CD actions to the November IC meeting.		2018-10-29	In progress		Stephanie		Sarah
		2018-05	22(4)	Cooperation IC/SC	Commodity and Pathway Standards	The Secretariat to provide propose changes to the ToR of a Focus Group (FG) on Commodity and Pathway Standards to the Bureau		2018-06-01	Done	The proposed changes were discussed at 2018 June Bureau	Dominique		Brent
		2018-05	22(2)	Cooperation IC/SC	Commodity and Pathway Standards	The IC representative to be involved in the FG should bring up the issue of the benefits of communication consultant in the FG			Concept		Dominique		Brent
		2018-05	63(2)	Cooperation IC/SC	Role of the SC and RPPO representatives	To consider the role of the SC and RPPO representatives within the IC and to forward to the SC and TC -RPPOs for finalizing.			Concept		Sam	Stephanie	Alejandra
2-c		2017-12	91(2)	CPM recommendations	Support the IPPC Secretariat on recommendations on aquatic plants	To develop a message/presentation to raise awareness on aquatic plants for 2018 RW			Done				Sarah
2-a,b,c		2017-12	87(3)	CPM recommendations	Support the IPPC Secretariat on recommendations on pest diagnosis	The RPPOs representative to investigate possibilities to translate the IPPC guide on diagnostics in Spanish and report back			In progress		Stephanie		Ketevan
2-a,b,c		2017-12	87(1)	CPM recommendations	Support the IPPC Secretariat on recommendations on pest diagnosis	The implementation of the recommendation on the importance of pest diagnosis to be part of the IC work programme.			Delayed				Ketevan
2-a,b,c		2017-12	84	CPM recommendations	Support the IPPC Secretariat on recommendations on pest diagnosis	The Sub-group to review the questionnaire developed to assist to collect information on pest diagnosis related issues			Delayed				Ketevan
		2017-12	56(1)	DAS	Dispute Avoidance and Settlement Sub-group (2018)	To create an IC sub-group on dispute avoidance and settlement. The sub-group will develop its ToR.			In progress				Shoki
2-b,e		2017-12	56(2)	DAS	Dispute settlement ad hoc sub-group	The IC will function as the dispute settlement committee and ad-hoc groups will be formed as cases are brought for its consideration.			Done	IC decided that IC Sub-group on Dispute Avoidance and Settlement will fulfill this role	Stephanie		Shoki
2-e		2017-12	56(3)	DAS	Oversee the dispute settlement procedure	To provide draft amendments to IC of the revised version of the current dispute settlement procedures for discussion at the May 2018 IC meeting			Concept		Stephanie		Shoki
2-e		2017-12	56(4)	DAS	Oversee the dispute settlement procedure	The RPPO representative to collect and share relevant materials on dispute settlement and avoidance from NAPPO and other RPPOs			Concept		Stephanie		Shoki
2-c,e		2017-12	52	DAS	Promote dispute avoidance	To develop materials to be used for the promotion of dispute avoidance, and the new materials should not duplicate the WTO guidelines.			Delayed		Stephanie		Shoki
		2018-05	NONE	DAS	IC Sub-group on Dispute avoidance and settlement	re-initiate EU/South africa dispute process			Concept		Stephanie		Shoki
		2018-05	89(4)	DAS	ToR of the IC Sub-group on Dispute avoidance and settlement	To send the ToR of the Sub-group on Dispute avoidance and settlement for consultation, from 1st July to 30th August, once approved by the IC.		2018-07-01	Done		Stephanie		Shoki

2-a,b,c,e		2018-05	89(3)	DAS	ToR of the IC Sub-group on Dispute avoidance and settlement	To use an e-decision to make a final decision on the ToR of the IC Sub-group on Dispute avoidance and settlement		2018-06-22	Done	31 May to 14 June	Stephanie		Shoki
2-a,b,c		2017-12	77(3)	e-Commerce	Support IPPC e-commerce initiatives	To review materials on e-Commerce developed by contracting parties inter alia by Australia to be posted on the phytosanitary.info website			Concept		Chris		Sarah
2-a,b,c		2017-12	77(3)	e-Commerce	Support IPPC e-commerce initiatives	To share materials on e-Commerce developed by contracting parties inter alia by Australia with the IC for review and post them on the Phytosanitary.info website			Concept		Chris		Sarah
2-a,b,c		2017-12	77(4)	e-Commerce	Support IPPC e-commerce initiatives	To use Australian gap analysis on e-Commerce for IPPC purposes			Concept		Chris		Sarah
2-a,b,c		2017-12	77(8)	e-Commerce	Support IPPC e-commerce initiatives	To collaborate with FAO food safety colleagues working on e-Commerce for better synergies			In progress		Dominique		Sarah
2-a,b,c		2017-12	77(9)	e-Commerce	Support IPPC e-commerce initiatives	To seek more clarity on the risk assessment undertaken by three sisters and World Customs Organization (WCO) on activities related to e-Commerce			In progress		Dominique		Sarah
2-a,b,c		2017-12	77(5)	e-Commerce	Support IPPC e-commerce initiatives	To consider e-Commerce related activities in their respective regions and to provide materials to the IPPC Secretariat			Concept		Dominique	Chris	Sarah
2-a,b,c		2017-12	77(6)	e-Commerce	Support IPPC e-commerce initiatives	To issue a call for collecting e-Commerce related technical resources			Concept		Dominique		Sarah
2-a,b,c		2017-12	77(7)	e-Commerce	Support IPPC e-commerce initiatives	To arrange the virtual meeting of stakeholders on e-Commerce to be convened to identify lack of technical resources and plan for the coordinated development of resources (factsheet, publication, video, etc.) targeting different audience			Concept		Dominique		Sarah
2-a,b,c		2017-12	74(1)	e-Phyto	Support e-Phyto implementation	The IPPC Secretariat to provide updates on e-Phyto development to the IC meetings			In progress		Dominique		Masumi
2-a,b,c		2017-12	74(2)	e-Phyto	Support e-Phyto implementation	To start defining ePhyto related awareness raising and capacity development programme			Delayed	The CPM-13 (2018) gave clear guidance to the ePhyto Steering Committee to continue its role in building capacity and facilitating the implementation activities related to ePhyto. The IC will not work on ePhyto until requested to do so by CPM.	Dominique		Masumi
		2017-12	100(4)	I & CD Resources	Implementation activities by RPPOs	The RPPOs representative to share NAPPO training materials on ISPM 38 when available			Concept		Stephanie		Ketevan
		2017-12	94	I & CD Resources	IPPC guides and training materials	To provide updates on the Risk Communication, Risk management and Pest Risk Free Area guides being developed in the next IC meeting		2018-10-29	Concept	Planned in 2018 November meeting	Stephanie		Ketevan
		2017-12	66(2)	I & CD Resources	Other partners in Implementation activities	To study the proposal of IAGPRA and IPRRG and their possible merger and inform the IC on potential cooperation mode and relationship with them			Delayed				Sarah
		2018-05	116	I & CD Resources	Implementation activities by RPPOs	The agenda on the COSAVE workshop on the implementation of ISPM 38 in 2019 to be shared with the IC.			Concept		Stephanie		Ketevan
2-a,b,c,d		2018-05	34(1)	I & CD Resources	Support IPPC Regional Workshop	The IC to provide suggestions for the Bureau paper on IPPC regional workshops.		2018-05-28	Done				Sarah
2-a,b,c,d		2018-05	34(2)	I & CD Resources	Support IPPC Regional Workshop	The SC representative to the IC to consolidate suggestions of the SC members for the Bureau paper on IPPC regional workshops.		2018-06-01	Done				Sarah
		2018-05	23(2)	I & CD Resources	Support IPPC Regional Workshop	The IC to provide support for the development of the RWs materials.			Done				
2-b,c		2018-05	50(1)	I & CD Resources	Support Technical resources development	The IC to provide feedback to the IPPC Secretariat on eLearning course 'Introduction to the International Plant Protection Convention'.			In progress		Stephanie		Ketevan
2-b,c		2018-05	50(2)	I & CD Resources	Support Technical resources development	IC requested IST to inform the IC on any implementation or capacity development materials being developed.			Done				
		2017-12	22	IC Management	Develop M&E for IC	The IC members noted that IPPC activities on the Sea Containers Task Force, and the monitoring and evaluation (M&E) systems should be reflected in the new IC work programme.			Delayed				
		2017-12	113(1)	IC Management	Develop Procedure manual for IC	IC members to draft specific sections for the procedural manual		2018-06-29	In progress	An email was sent to assigned IC members on 31 May.	Dominique		Alejandra
		2017-12	39(3)	IC Management	IC actions	To develop the IC priorities before embarking on the development of the joint IC/SC work plan			Concept	IC to use the proposed spread sheet for the IC work plan for reporting	Olga		Masumi
		2017-12	Appendix 4	IC Management	IC meeting administration (develop meeting agenda; experts nomination; logistics; etc.)				Concept		Olga		Alejandra
		2017-12	Appendix 4	IC Management	Maintain Procedure manual for IC	The Procedure Manual should be maintained			Delayed				Masumi
		2017-12	Appendix 4	IC Management	Support IPPC resource mobilization plan				In progress		Olga		Brent
		2018-05	124(2)	IC Management	IC actions	IC to use the proposed spread sheet for the IC actions			In progress		Olga		Masumi
		2018-05	124(3)	IC Management	IC actions	The Secretariat to populate the IC action list (spreadsheet)			In progress		Olga		Masumi

		2018-05	124(4)	IC Management	IC actions	The Secretariat to share the IC actions online and give access to IC members			Done		Olga		Masumi
		2018-05	124(5)	IC Management	IC actions	The IC to have the review of the IC actions as a standing agenda point.			Concept		Olga		Masumi
		2018-05	63(1)	IC Management	IC ToR and RoP	IC to aggregate suggestions for the improvement of the IC ToR and RoP, as well as practical experience with the IC working processes before submitting them for the changes to the ToR and RoP of the IC to the CPM.			Concept		Olga		Brent
		2018-05	129	IC Management	Observers for IC meetings	The following observers will be invited: FAO regional officers, STDF, WB, IICA, CABI, EC.			Concept		Olga		Brent
2-a to g		2017-12	36(2)	IC Strategy	Develop Implementation and Capacity Development Strategy	To add development of the 'Implementation and Capacity Development Strategy' into the annual IC work programme			Delayed	Waiting for the setting of the IPPC Strategic Framework 2020-2030	Olga		Brent
2-a to g		2017-12	14(3)	IC Strategy	Provide comments for IPPC Strategic Framework 2020-2030	The IC Champion to review the IC members individual comments and submit the consolidated set of comments by 15 August to the IPPC Secretariat and post in the OCS.	2018-07-15	2018-08-15	Done		Sally		Masumi
2-a to g		2018-05	14(2)	IC Strategy	Provide comments for IPPC Strategic Framework 2020-2030	The IC members to provide comments by 15 July 2018.		2018-07-15	Done		Sally		Masumi
2-a to g		2018-05	77	IC Strategy	Provide comments for IPPC Strategic Framework 2020-2030	The PCE should be integrated in the IPPC Strategic Framework 2020-2030		2018-07-15	In progress		Sally		Masumi
2-a to g		2018-05	14(1)	IC Strategy	Provide comments for IPPC Strategic Framework 2020-2030	The IPPC Secretariat to open eForum on the IC work area on 15 June for IC comments.		2018-06-15	Done		Sally		Masumi
2-a to g		2018-05	14(4)	IC Strategy	Provide comments for IPPC Strategic Framework 2020-2030	The Secretariat to post the compiled comments on the IPP.			Concept				
2-a,b,c,d		2018-05	77(2)	PCE	Support PCE tool implementation	The PCE strategy to be developed to reflect components of the IPPC 2020 - 2030 Strategic Framework.		2018-07-15	In progress	IC to provide comments by 15 July	Magda	Olga, Francisco, Mekki, Fitzroy	Sarah
2-a,b,c,d		2018-05	80(2)	PCE	Support PCE tool implementation	The outcomes of the IC Team to develop the PCE strategy to be reported to the IC November 2018 meeting and shared with the SC for comments.		2018-10-29	In progress		Magda	Olga, Francisco, Mekki, Fitzroy	Sarah
2-a,b,c,d		2018-05	80(3)	PCE	Support PCE tool implementation	The PCE Strategy to be reported to CPM.			Concept		Magda	Olga, Francisco, Mekki, Fitzroy	Sarah
2-a,b,c,d		2018-05	77(3)	PCE	Support PCE tool implementation	The promotion of the PCE to be undertaken through FAO regional offices and RPPOs.			Concept		Magda	Olga, Francisco, Mekki, Fitzroy	Sarah
2-a,b,c,d		2018-05	77(4)	PCE	Support PCE tool implementation	A table to be developed by the IC working group to demonstrate the relevance of the PCE outcomes to donors (benefits aligned to donors objectives).			Concept		Magda	Olga, Francisco, Mekki, Fitzroy	Sarah
2-a,b,c,d		2018-05	77(5)	PCE	Support PCE tool implementation	Case studies to be accumulated and used for promotional purposes.			Concept		Magda	Olga, Francisco, Mekki, Fitzroy	Sarah
2-a,b,c,d		2018-05	77(6)	PCE	Support PCE tool implementation	To employ a regional approach to inform countries of each region on the PCE related work and outcomes of its application.			Concept		Magda	Olga, Francisco, Mekki, Fitzroy	Sarah
2-a,b,c,d		2018-05	77(7)	PCE	Support PCE tool implementation	Bilateral cooperation - developed countries providing funds for their exporting partners.			Concept		Magda	Olga, Francisco, Mekki, Fitzroy	Sarah
2-a,b,c,d		2018-05	77(8)	PCE	Support PCE tool implementation	Nationally funded projects, including through loans			Concept		Magda	Olga, Francisco, Mekki, Fitzroy	Sarah
2-a,b,c,d		2018-05	77(9)	PCE	Support PCE tool implementation	To transparently demonstrate the cost of the PCE application and expenditure versus benefits to enable NPPOs to encourage central government to invest, industries to subsidize the PCE application and donors to fund.			Concept		Magda	Olga, Francisco, Mekki, Fitzroy	Sarah
2-a,b,c,d		2018-05	77(10)	PCE	Support PCE tool implementation	The PCE modules to be reviewed and rethought by an expert group (to be established) having experience in conducting PCEs and on the basis of feedback from countries that conducted the PCE.			Concept		Magda	Olga, Francisco, Mekki, Fitzroy	Sarah
2-a,b,c,d		2018-05	77(11)	PCE	Support PCE tool implementation	Indicators to evaluate the impact and outcomes of the PCE application and success of the process to be developed.			Concept		Magda	Olga, Francisco, Mekki, Fitzroy	Sarah
2-a,b,c,d		2018-05	77(12)	PCE	Support PCE tool implementation	A new environmental module to be developed through an expert group (to be established).			Concept		Magda	Olga, Francisco, Mekki, Fitzroy	Sarah
2-a,b,c,d		2018-05	77(13)	PCE	Support PCE tool implementation	PCE online tool to be moved to a new platform.			Concept		Magda	Olga, Francisco, Mekki, Fitzroy	Sarah
2-a,b,c,d		2018-05	79	PCE	Support PCE tool implementation	The SC representative suggested assessing the effectiveness of the current approach to ensure that all PCEs are implemented in the same way.			Concept		Magda	Olga, Francisco, Mekki, Fitzroy	Sarah
2-a,b,c,d,g		2017-12	60	Projects	Project reporting related to phytosanitary issues (IC members; IPPC Secretariat; other relevant partners)	To have further discussion to determine the criteria for the inclusion to observers from certain IC meeting sessions			In progress		Chris		Sarah
2-a,b,c,d,g		2017-12	61(2)	Projects	Project reporting related to phytosanitary issues (IC members; IPPC Secretariat; other relevant partners)	To invite observers and donors to report on project implementation in the IC November meetings			Concept	The following observers will be invited: FAO regional officers, STDF, WB, IICA, CABI, EC.	Chris		Sarah
2-a,b,c,g		2018-05	45(4)	Projects	IC as a steering committee for IPPC Secretariat capacity development projects	The IPPC Secretariat should provide a dashboard for the projects the IFU was working on to help IC members understand the progress being made.		2018-10-29	In progress		Chris		Sarah
2-a,b,c,g		2018-05	45(3)	Projects	IC as a steering committee for IPPC Secretariat capacity development projects	Bureau representative to the IC to request the Bureau guidance on how the IC will be involved in the China SSC project.			In progress	Discussed in 2018 June Bureau meeting	Chris		Sarah
2-a,b,c,g		2018-05	101(1)	Projects	IC as a steering committee for IPPC Secretariat capacity development projects	The IPPC Secretariat to provide updates on the projects the IFU is involved in to the IC November 2018 meeting for information	2018-10-12	2018-10-29	Concept		Chris		Sarah

2-a,b,c,g		2018-05	45(2)	Projects	IC as a steering committee for IPPC Secretariat capacity development projects	Future implementation and capacity development projects should be evaluated and selected based on their anticipated global impact.			Concept		Chris		Brent
2-a,b,c,g		2018-05	44	Projects	IC as a steering committee for IPPC Secretariat capacity development projects	The secretariat agreed to circulate the agenda of the High level symposium 'One Belt One Road'.			Concept		Chris		Sarah
		2018-05	126	Projects	IC role on projects	An IC member suggested that the CPM be requested to clarify the IC role in regards to projects. Chris to develop a paper on this subject for IC consideration at their November 2018 meeting.		2018-10-29	In progress		Chris		Brent
2-a,b,c,d,g		2018-05	96	Projects	Project reporting related to phytosanitary issues (IC members; IPPC Secretariat; other relevant partners)	To modify the draft project template to reflect project timing, milestones, personnel and RPPD activities		2018-10-08	In progress	e-decision	Chris		Sarah
2-a,b,c,d,g		2018-05	101(3)	Projects	Project reporting related to phytosanitary issues (IC members; IPPC Secretariat; other relevant partners)	To draft a strategy on how the IC works with implementation and capacity development projects to be presented to the IC November 2018 meeting		2018-10-29	In progress		Chris	Mamoun, Dilli	Sarah
2-a,b,c,d,g		2018-05	100	Projects	Project reporting related to phytosanitary issues (IC members; IPPC Secretariat; other relevant partners)	The IC needs to have a list of ongoing IPPC Secretariat projects, be updated on them		2018-10-29	In progress		Chris		Sarah
2-a,d		2017-12	Appendix 4	SG IRSS	Advise on the IPPC M&E framework				Delayed				
		2018-05	94(3)	SG IRSS	Members of IC Sub-group on IRSS	The Secretariat to ask the TC-RPPOs and Bureau to select a representative to be a member of the IC Sub-group on IRSS			Concept		Stephanie	Marica	Orlando
2-a,d		2018-05	Appendix 4	SG IRSS	Review IRSS work programme and activities	IC to provide ideas for IRSS activities	2018-06-08		Done	eForum is now closed. Summary of comments under development.	Dominique	Sam, Sally, Francisco, Dilli	Orlando
2-a,d		2018-05	94(7)	SG IRSS	Review IRSS work programme and activities	To solicit ideas for IRSS activities from the Bureau through its Representative for consideration by the IC.			In progress		Marica		Orlando
2-a,d		2018-05	94(6)	SG IRSS	Review IRSS work programme and activities	The SC representative to solicit ideas for IRSS activities from the SC for consideration by the IC			In progress		Sam		Janka
		2018-05	94(5)	SG IRSS	ToR of IC Sub-group on IRSS	ToR of the IC Sub-group on IRSS to be submitted for consultation from 1 July-30 August 2018		2018-07-01	Done		Dominique	Sam, Sally, Francisco, Dilli	Orlando
2-a,b,c		2017-12	71	SG SCTF	Support Sea containers work programme	The North American Sea Containers initiative and the anticipated development of related materials. Those could be shared with the SCTF.			Concept		Stephanie	Mamoun	Ketevan
2-a,b,c		2018-05	72(8)	SG SCTF	Support Sea containers work programme	The IC to recommend to the CPM that the dedicated relevant resources to be allocated to the SCTF.			Concept		Olga	Mamoun	Ketevan
2-a,d,f		2017-12	51(3)	Team NRO	Oversee the NRO work programme	The NRO Sub-group to develop its ToR, working procedures and work programme according to priorities set by CPM-11			Done	This will be consulted by the team	Sally		Dorota
2-a,f		2017-12	Appendix 4	Team NRO	Promote NRO				In progress		Sally		Dorota
2-a,d,f		2018-05	84(3)	Team NRO	Oversee the NRO work programme	Progress report from the NROs IC team will be presented to the IC November 2018 meetings		2018-10-29	In progress		Sally		Dorota
2-a,d,f		2018-05	Appendix 9	Team NRO	Oversee the NRO work programme	The IPPC Secretariat presents an annual report to the IC in May of each year outlining the NRO activities that have been completed		2018-04-15	Concept		Sally		Dorota
2-b,c		2017-12	108(5)	Web resources	Contributes resources	To review technical resources submission, review and posting processes and criteria after the final structure and content of the phytosanitary resources page is decided			Delayed		Stephanie	Dominique, Sally, Yuji, Mamoun	Ketevan
2-b,c		2017-12	113(9)	Web resources	Contributes resources	To issue the call for contributions on the development of technical resources			Delayed		Stephanie	Dominique, Sally, Yuji, Mamoun	Ketevan
2-b,c		2018-05	112(1)	Web resources	Guides and training material	The IPPC Secretariat to make IPPC eLearning courses and guides available to users as soon as possible on the IPP.			Done		Stephanie	Dominique, Sally, Yuji, Mamoun	Ketevan
2-b,c,g		2017-12	108(7)	Web resources	Design the IPP Implementation and capacity development pages	To investigate whether UK could provide a specialist IT resource to support the update and redesign of the Phytosanitary Resources website			In progress		Sam	Chris, Sally, Francisco and Ngatoko	Masumi
2-b,c,g		2017-12	108(4)	Web resources	Design the IPP Implementation and capacity development pages	To organize conference calls with the IC members to agree on the IPP implementation pages and Phytosanitary Resources website structure			Delayed		Sam	Chris, Sally, Francisco and Ngatoko	Masumi
2-b,c,g		2017-12	108(7)	Web resources	Design the IPP Implementation and capacity development pages	To update the IC on the Phytosanitary treatment search tool		2018-10-29	Concept	Updates to be provided in 2018 November meeting	Sam	Chris, Sally, Francisco and Ngatoko	Masumi
2-b,c,g		2018-05	106(2)	Web resources	Design the IPP Implementation and capacity development pages	The Team to work with the Secretariat to improve the interface and content of the IPP I&CD pages			Concept		Sam	Chris, Sally, Francisco and Ngatoko	Masumi
2-b,c		2018-05	112(3)	Web resources	Developing of a strategy and policy on Phytosanitary Resources	The Team to work on a strategy and policy as well to consider how phytosanitary resources should be structured		2018-10-29	In progress		Stephanie	Dominique, Sally, Yuji, Mamoun	Ketevan