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REPORT

2ND MEETING OF THE IPPC SEA CONTAINERS TASK FORCE (SCTF)

**Shenzhen, China
5-9 November, 2018**

IPPC Secretariat

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1. Opening of the Meeting

1.1 Opening Remarks from the Secretariat of International Plant Protection Convention (IPPC)

- [1] Mr Jingyuan XIA, Secretary to the International Plant Protection Convention (IPPC), welcomed participants of the second Sea Containers Task Force (SCTF) meeting. He introduced Ms Juan QU, Director of Shenzhen Customs Plant and Animal Quarantine Department of China, Mr Fuxiang WANG, Deputy Director General of the National Agricultural Technology Extension Service Centre of the MoARA of China, the CPM Bureau member for Asia and Ms Junwen LOU, Deputy Inspector Department of Animal and Animal Quarantine of the General Administration of Customs of China.
- [2] The Secretary provided background information on the IPPC, governing bodies of the Commission on Phytosanitary Measures (CPM), Regional Plant Protection Organizations (RPPOs) and highlighted the importance of international standards for phytosanitary measures (ISPMs) within the framework of the Sanitary and Phytosanitary Agreement (SPS) of the World Trade Organization (WTO). The facilitation of food security and safe trade, and the protection of the environment were noted as the tree main work areas of the IPPC Secretariat and IPPC community. Activities related to standards setting, implementation and capacity development, external cooperation, trade facilitation and preparation for the International Year of Plant Health (IYPH) 2020, to be confirmed by the United Nations General Assembly by the end of November 2018, were referred to as the core activities of the IPPC Secretariat.
- [3] The SCTF work falls under trade facilitation along with ePhyto, e-commerce and commodity and pathway standards-related issues. The expectations from the SCTF second meeting were noted. These included the revision of the multiyear action plan of the SCTF, the development of 2019 annual plan, the setting of the efficient work flow based on the Terms of Reference (TOR) and Rules of Procedures (ROP) of the SCTF with the focuses being on the monitoring and evaluation of the work delivered, and communication and awareness raising activities were noted.
- [4] The Secretary thanked the US, Canadian and Chinese governments for the support provided to the SCTF, as well as the management of Shenzhen Customs district for the organization of the meeting and wished the participants a successful meeting.

1.2 Welcome Address from the Customs Bureau of Shenzhen Region

- [5] Ms Juan QU, Director of Shenzhen Customs Plant and Animal Quarantine Department, welcomed the participants to Shenzhen. She thanked the IPPC Secretariat and the Customs of China for selecting Shenzhen for the meeting. She highlighted that Shenzhen port has ranked third in the world for five years. In 2017, it completed a container throughput of over 25 million TEU and is expected to exceed 26 million in 2018. At present, Shenzhen Port has established relations with 25 international ports.
- [6] Shenzhen Customs mandate covers Shenzhen and Huizhou regions. It supervises the sea, land and air transportation and is the largest customs in terms of employees, nearly 10,000. In April 2018, entry and exit inspection and quarantine Bureau was assigned to China Customs. The participants were informed that the visit to the Food Inspection Center of Shenzhen Customs and Shenzhen Post International Operation Center that would allow them to see the real working conditions on the sites.

1.3 Welcome address from the Ministry of Agriculture and Rural Affairs (MoARA)

- [7] Mr Fuxiang WANG, Deputy Director General of the National Agricultural Technology Extension Service Centre of the MoARA of China, CPM Bureau Member for Asia, stressed the importance of the meeting. The introduction of pests has been a danger to China and plant quarantine has long been an important protection measure. The future cooperation of organisations will help to prevent the movement of pests under the framework of the IPPC. It is hoped that the SCTF will contribute to the improvement of the pest management associated with sea containers. He wished the SCTF a successful meeting.

1.4 Welcome Address from the General Administration of Customs of China (GACC)

[8] Ms Junwen LOU, Assistant counsel of the China Customs extended congratulations on the holding of the SCTF second meeting. She informed the participants of the reforms in Chinese governmental agencies. Currently, there are three national plant protection agencies in Mainland China, including Ministry of Agriculture and Rural Affairs, General Administration of Customs of China (GACC) and National Forestry and Grassland Administration. The Plant and Animal Quarantine Department of the GACC is responsible for implementing ISPMs in China. China Customs has a number of experts in the panels such as TPDP, TPPT and SCTF. In November 2017, China established a national SCTF to continue the promotion of three national standards and two local standards (one on Practice of packing of containers and another on Construction of container yards). This work has been accomplished and is about to be submitted for review to Shenzhen Government. With the financial support of the Standardization Administration, China has started a specific research project 'Implementation for ISPM of Sea Container and Evaluation on Facilitating International Trade'. As the pest risk of sea containers is an unconventional safety threat facing countries and all parties should join efforts to address the issue.

2. Meeting Arrangements

2.1 Introduction of the participants

[9] Participants introduced themselves.

2.2 Election of the Chairperson

[10] Mr Gregory WOLFF, CPM Bureau Member for North America, was elected as the Chair of the SCTF second meeting.

2.3 Election of the Rapporteur

[11] Mr John HEDLEY, invited expert was elected the rapporteur of the meeting.

2.4 Adoption of the Agenda

[12] New agenda items were proposed as follows:

- 1.3 Welcome address from the Ministry of Agriculture and Rural Affairs (MoARA)
- 7. Global Shippers forum (GSF) - Role and Influence
- 11. Discussion on potential options for addressing the risk related sea containers
- 12. China - Update, actions and recommendations

[13] The agenda was adopted with proposed changes (APPENDIX 1).

3. Administrative Matters

3.1 Documents list

[14] The list of documents is in APPENDIX 2 of the report.

3.2 Updated Participants list

[15] The list of participants is detailed in APPENDIX 3 of the report. Mr Frederick MAKATHIMA, SCTF Member representing Kenya, was not able to attend the meeting. The IPPC Secretariat also noted that an IMO representative was not able to attend the meeting.

3.3 Local logistical information and arrangements

[16] Hosts provided the participants with the local information.

4. Review of the revised SCTF ToR and RoP

[17] The participants reviewed the revised SCTF ToR and draft RoP.

Terms of Reference

- [18] One of the invited experts emphasised that clarity is needed on the membership, and roles and responsibilities of SCTF members, invited experts, experts and representatives from RPPOs so that mandates are understood. It was proposed that the membership should be drawn from members and invited experts who would be equally involved in decision-making and the ToR should also allow for observers with no decision-making rights. An alternative proposal suggested having the SCTF membership formed out of core members, experts and stakeholders (intergovernmental organizations).
- [19] It was noted that, under invited experts, a representation of the World Bank was missing from the list. The participants thought that a reference to a “representative from industry, importer/export trading community” was vague. As the Container Owners Association (COA), World Shipping Council (WSC) and Global Shippers Forum (GSF) are all industry associations, it was proposed to group them together under invited experts. The SCTF was initially created to address sea containers related issues with the involvement of different organizations. Therefore, the TOR should allow flexibility on the composition and not define the numbers of representatives of named organizations.
- [20] All references to the CTU code as the “shipping code” should be deleted and replaced with the correct term.
- [21] The Secretariat communicated the IC’s concern on keeping the size of the group manageable.

Rules of Procedures

Rule 2. Procedure for nomination and selection of IC Sub-groups members

- [22] Clarifications is needed what is meant with respect to “members”. If the SCTF proposals on the ToR are accepted Rule 2 should refer to members and invited experts.
- [23] It was noted that the IC selects IC Sub-group members based on the demonstrated technical competence, the statement of commitment and official nomination letter submitted by the nominee’s organization.

Rule 5. Participation of non-members of the IC Sub-groups

- [24] It might be advisable to refer to observers rather than to non-members. Alternatively, the SCTF should be treated differently in this as the group proposed to have three categories of participants (members, invited experts and observers) for the SCTF meetings.

Rule 7. Decision-making

- [25] The expert from the World Shipping Council (WSC) expressed concerns about Rule 7. He noted that invited experts/experts should be involved in decision-making and referred to the experience with the development of the draft ISPM on sea containers when agreement was not reached due to the low involvement of the industry. He highlighted that the SCTF was established *inter alia* to accommodate the industry’s interests alongside the interests of countries. The expert from the Global Shippers Forum (GSF) supported the proposal of decision-making with the involvement of industry, as the industry is crucial for the implementation of the SCTF activities. The Chair noted that the complementary action plan refers to the importance of industry many times, as well as the industry experts being part of the task force.
- [26] It was proposed that the title of the Rule 7, ”Decision-making”, could be changed to the ”Development of Task Force recommendations”. Then the SCTF members and invited experts can be referred to as members would be involved in the adoption of recommendation, while observers, non-members, would not. The nature of consensus and the need for non-consensus to be fully reported was noted.
- [27] It was suggested that the SCTF should follow the General RoP for the IC Sub-groups except in some circumstances, or have its own RoP.
- [28] The SCTF agreed:

- To propose to the IC amendments to the SCTF ToR as reflected in APPENDIX 4 of this report
- To request the IC to clarify and change Rules 2, 5 and 7 of the General RoP for IC Sub-groups for the SCTF purposes based on the proposals of the SCTF
- To request the IC to discuss two options for the SCTF RoP taking into account the specificity of the group:
 - SCTF follows the General RoP for the IC Sub-groups except in some circumstances to be indicated in an annex or
 - Have its own rules of procedure.

5. Outcome of CPM 13 and May 2018 IC Meeting

[29] The SCTF Coordinator and IC Lead briefly presented the agenda item. It was clarified that the SCTF is not responsible for the development of an ISPM nor for recommending that the IPPC community do so. It was stressed that communications activities should increase.

[30] The SCTF *noted* the report.

6. Update on the 2018 Action Items

[31] The SCTF Coordinator led the status report on the progress of 2018 SCTF work plan action items.

1. *Monitoring uptake and efficacy of the CTU Code*

- *Industry to investigate and implement reporting of numbers of contaminated (Pest contaminated in IPPC terms) containers returned or positioned to container depots* - task was not followed due to the retirement of the former COA representative. A new responsible person to be assigned by COA *inter alia* to follow up on the task as the action was meant to provide a baseline information.
- *Industry to engage at various industry forums to encourage acceptance and adoption of the joint Industry Guidelines for Cleaning of Containers and subsequent amendment of existing guidelines where appropriate* - COA action on hold until a new SCTF member confirmed. WSC has been actively involved in efforts with other industry associations to promote the CTU Code, including its guidance prevention on pest contamination. However, those efforts had run their course and there was a need to identify more effective ways to promote the CTU Code. The representative of WSC also informed the group on changes to the U.S. Customs Trade Partnership Against Terrorism (CTPAT). Amongst the new minimum security criteria to be added are five agriculture security criteria, including container cleanliness. Multiple stakeholders are participating in CTPAT, and the criteria reflect their roles and responsibilities in the supply chain. The key elements of the CTPAT implementation strategy were outlined. This US model might be used elsewhere provided there is recognition of the different roles and responsibilities of the supply chain parties also in regard to minimizing pest contamination.
- *To contact IICL and request to include the Industry Guidelines for Container Cleaning in their own documentation* - currently under discussion at IICL.
- *To issue a call to monitor the uptake of the CTU code by NPPOs and effect of the code adoption over time (to ascertain which NPPOs can provide such data and/or who are currently undertaking such monitoring)* - the call was not issued due to the delay with the final version of the questionnaire.

2. *Communications / Awareness*

- *NPPOs to attend SC industry events to foster awareness and cooperation* – World Bank Group (WBG) supported Mr. Mamoun ALBAKRI, IC Lead for the SCTF, to attend with Jordan Customs a study tour to Rotterdam to review the WCO Authorized Economic Operator Programme. A pilot project on implementing the cleanliness and inspection guideline will be

supported in one or two of the 40-50 countries receiving technical assistance under the WBG Trade Facilitation Support Programme (TFSP).

- *Develop guidance and best-practice sharing:*
 - o Enhance website for Sea Container Pest Management guidance on the IPP – pending, no feedback was provided to the IPPC Secretariat
 - o Develop communication kit for NPPOs and RPPOs – pending, no feedback was provided to the IPPC Secretariat
 - o Social Media (e.g., Facebook, Twitter) - pending, to be considered within the framework of the communication work plan to be developed.

[32] The SCTF coordinator noted that the SCTF did not recognize the importance and scale of communication activities when developing 2017 SCTF work plan. More attention should be given to communication and awareness raising activities as these are the tools to facilitate the implementation of the Complementary Action Plan. The development of the communication strategy/plan is needed. The issue to be further discussed under the agenda item 6.8.

- *IPPC guidance/fact sheets - translated into FAO languages* - the factsheet language versions are available in French, Spanish and Russian on the IPP Sea Containers (SC) webpage. Chinese and Arabic versions are being finalised.
- *Select and make available the most suitable material (from already available guidance) in an easy to access forum for both Industry and NPPOs* - suitable material is lacking on the IPPC SC webpage. Action item is pending. To be reflected in the SCTF communication strategy/plan.
- *Liaise with WCO to assess feasibility to add IPPC requirements to point number 7 of the Authorised Economic Operators (AEO) requirements* - pending. Liaise with the WCO to investigate the feasibility of making the AEO a ‘Coordinated Border Management (CBM) AEO’ by adding requirements that other border agencies have to uphold - pending. The SCTF note the US Customs and Border Protection (USCBP) initiative in the AEO based programme CTPAT is evaluating the inclusion of agriculture criteria that includes a requirement for containers to be clean. One of the members noted that a status of AEO under an existing Customs program does not exempt the trader’s consignment from phytosanitary or other risk based measures at the border. The WB representative noted the WTO Trade Facilitation Agreement (TFA) includes an article on Authorized Operators that has many commonalities in description with the WCO AEO. To be further discussed under the agenda item 6.6.
- *Pilot to assess what donor agency support is required to set up a basis for managing risk of sea containers in developing countries* - pending. To be further discussed under the agenda item 6.7.
- *Encourage compliance in national regulations “consistent with” CTU Code guidelines* - action item is pending. The implementation of the action would depend on the communication strategy/work plan.

[33] The SCTF agreed:

- To reflect in 2019 work plan pending actions with the deadlines and responsibilities indicated.
- To investigate whether lessons learnt by the US while implementing CTPAT could be used for the CTU code implementation.

6.1 Questionnaire status

[34] The IC SCTF Lead presented the draft questionnaire on Monitoring of Sea Container Cleanliness being developed by the SCTF. It was noted that the main purpose of the questionnaire is to understand conditions on the ground and have indications, which NPPOs would be providing data to be further

analysed to facilitate and measure the CTU code uptake. The group had a discussion on the terms used in the questionnaire such as regulated and contaminating pests, loaded and packed containers, as well as how to find a balance between the CTU code scope that refers to not only pests of phytosanitary concern and but also those outside of the IPPC mandate. The importance of proper communication between different authorities involved in sea containers cleanliness to share information on relevant types of contamination was noted. The questionnaire as it was presented raised concerns on whether cargoes contamination data is to be collected as well. It was clarified that this data is important to understand the scale at which cargoes could cause or whether the handling and storage of certain commodities could influence the contamination level. Otherwise, inspection of cargoes from phytosanitary standpoint falls under the national phytosanitary and plant protection legislation.

[35] The SCTF:

- *Approved* the Questionnaire on Monitoring of Sea Container Cleanliness as attached in APPENDIX 5 of this report
- *Agreed* to submit the Questionnaire to the 2018 November IC meeting to be processed as soon as possible.

6.2 Survey status

[36] The SCTF contracting party Member from Australia presented Guidelines on Sea Container Cleanliness Survey and Inspection. He acknowledged contributions of SCTF members, especially of Mr John Hedley and Mr Lars KJAER in the development of the Guidelines. The new title of the survey Guidelines on Sea Container Surveys for NPPOs was agreed. The representative of the WB informed the participants that several developing countries will be selected as a part of pilot programme to assist in the implementation of the survey. Participants thought that an ongoing survey should be issued as soon as possible so that baseline data are available for the subsequent measurement of the CTU code uptake. It was noted that some contracting parties already have the baseline data available to be aggregated along with the issuing the survey. The WSC representative noted that the cleanliness survey could be linked to other container inspection surveys. Seven IMO member governments have reported to the IMO the 2017 results of their container inspection programmes on incidents involving dangerous goods or marine pollutants in packed form on board ships or in port areas.

[37] It was also noted that New Zealand and the International Cargo Handling Coordination Association (ICHCA) are proposing to the upcoming Maritime Safety Committee meeting (MSC 100) in December 2018 a new work item for the strengthening of inspection programmes for CTUs carrying dangerous goods and clarification of the selection criteria for such container inspection programmes (document MSC 100/17/9). The SCTF thought that as issues related to CTU cleanliness are important integral parts of the CTU code, it would be relevant that CTU cleanliness is included among the selection criteria for the container inspection programmes. This would assist in determining the number of incidences of pest contamination of containers and their cargoes and in identifying ways to manage pest risks associated with the movement of sea containers. The industry will participate in the MSC meeting and will support this proposal if it is made by a member government or FAO.

[38] It was highlighted that that sea containers cleanliness surveys were proved to be very expensive as per the New Zealand experience (US\$ 150-250 per sea container). No solution for this problem was forthcoming from the participants apart from a pilot study in two countries funded by the WB.

[39] The SCTF:

- *Approved* the Guidelines on Sea Container Surveys for NPPOs as available in the APPENDIX 08 of this report
- *Agreed* to submit the Guidelines to 2018 November IC meeting to be processed as soon as possible
- *Requested* that the Questionnaire and Guidelines to be translated in FAO languages and sent to NPPOs simultaneously along with the cover letter to be drafted by the IPPC Secretariat

- *Decided* to establish the following deadlines for the Questionnaire and Guidelines :
 - Questionnaire - deadline for responses 6 months
 - Survey is ongoing, analysis to be conducted before 2-3 months of each SCTF meeting and would include the next SCTF meeting as well
- *Requested* that data analysis will be conducted with the assistance of volunteering contracting parties including Australia
- *Requested* the IPPC Secretariat, in collaboration with the representative of WSC, to liaise with the IMO Secretariat to facilitate the inclusion of sea containers cleanliness related questions into the IMO circulars regarding container inspection programmes
- *Urged* contracting parties who are already conducting sea containers cleanliness surveys to compile and submit data in three months, dating back not earlier than January 2016.

6.3 Industry survey of contaminated containers

[40] The SCTF Coordinator noted that it is vitally important the NPPO survey data be compiled with the industry data.

[41] The SCTF:

- *Deferred* discussion on this agenda item to the agenda item 11, Discussion on potential options for addressing the risk related to the SC.

6.4 Industry engagement on Joint Guidelines

[42] Invited experts from the WSC and GSF noted that the awareness of the CTU code is low. Stakeholders should be encouraged to take shared responsibilities and develop guideline and training materials to educate all stakeholders involved in the implementation of the CTU code to reduce phytosanitary risks. The need for the increased outreach and promotional activities through governments was underscored. The development of training materials *inter alia* a training module and apps to target relevant audiences is crucial. GSF raised an issue of raising funds for the development of a training module (around \$ 5000) for shippers. If funds are made available the development would not take long as the content and platform are already in place.

[43] The SCTF:

- *Agreed* to identify in the SCTF communication strategy/plan and 2019 work plan activities related to the development of training and outreach materials

6.5 Material selection and availability

[44] The alternative representative of RPPOs reported that the IPP SC page lacks materials that could assist in the minimizing sea containers risk.

[45] The SCTF *agreed*:

- The representative of RPPOs to aggregate available materials and make those accessible to NPPOs.

6.6 AEO and IPPC requirements

[46] The invited expert from the WCO presented the way of balancing facilitation and safety in trading starting from the vision and mission of the IPPC and the WCO. SAFE Framework of Standards is the backbone of the WCO instruments and tools for safety/security as well as facilitation. This has four core principals - advance electronic information, risk management, outbound inspection and business partnership, and three pillars - Customs to Customs, Customs to business and Customs to other government and inter-government agencies. An AEO is a party that complies with the supply chain security standards. Benefits for an AEO includes expedited cargo release and lower costs, access to information of value, special measures relating to periods of trade disruption, etc. AEO Mutual Recognition Arrangement (MRA) allows Customs administrations to mutually recognize each other's

AEO regimes in supply chain management. Now there are 77 AEO programmes operational, 17 under development, 57 MRAs concluded and 35 being negotiated.

[47] The SCTF *noted* the presentation.

6.7 Donor Agency support Pilot

[48] The invited expert from the WB expressed readiness to provide technical assistance, as part of the pilot on implementing sea container survey, in two countries where an existing reform programme under the Trade Facilitation Support Programme (TFSP) is underway. She attended a Quarantine Regulators meeting (QRM of which Australia is the current Secretariat), Fisheries Pacific Regional Workshop, the Oceania Customs Organisation annual meeting (where the Secretary General of the World Customs Organisation was present) and reported about the low awareness of the SCTF among participants.

[49] Information was provided on the WB work related to single window and relevant blueprints that should provide opportunities to connect to the IPPC ePhyto hub as well. It was noted that the communication plan is of paramount importance for the efficient uptake of the CTU code and SCTF work. With the single window work being led in a number of countries by Customs it was raised that opportunities to collaborate with WCO to communicate SCTF related issues should be used.

[50] The SCTF thought that setting a calendar of events that would record information on different national, regional and global meetings and activities could assist in better communication of the SCTF objectives.

[51] The SCTF:

- *Noted* the report
- *Agreed* to create a calendar of national, regional and global level events.

6.8 Communications/awareness items

[52] The SCTF Coordinator noted that the IPP SC page does not contain all necessary information. When developing 2018 work plan the group was not clear on either what was meant under the communication kit for NPPOs and RPPOs, or on the target audience. IPPC social media should switch to short user oriented messages. Professional communication experts to be engaged.

[53] The CPM Bureau representative stressed that partnership approaches with different organizations to be adopted including the involvement of volunteer countries. The communication activities planned to be delivered within the framework of the IYPH could assist in raising awareness of SC risks.

[54] The SCTF member for the US shared their experience with the outreach programme of the North American initiative on sea containers. The programme defines vision, mission, logo and outreach activities that should be delivered to communicate information on local level including operational level. The SCTF thought that the SCTF communication plan should be developed with the assistance of the North American initiative to make the best use of the existing practice. It was also noted that several industry publications could be used to raise awareness and the invited expert from the WSC advised that news stories have been or are scheduled to be published regarding container cleanliness. A list of frequently asked questions (FAQ) should be developed. The SCTF needs to have a clear budget for communications activities.

[55] The members deliberated on objectives of the communication plan and activities and how to better target all possible stakeholders to be involved, as well as on main messages to be delivered through different communication channels. Communications should be a collectively driven initiative involving industry and communicating relevant key simple to understand messages, the right ones at the right time. For NPPOs the importance of the pathway should be stressed, and for industries the importance of the pathway along with the benefits of implementing the CTU code should be noted. The IPPC Secretariat materials should be better advertised so that the industry uses those. Joint efforts should be focused on active and proactive engagement with the industry. The SCTF member for China suggested a dedicated hub be developed where the guideline approach can be contrasted with a mandatory

regulatory approach. The need for the development of a variety of fit for purpose guidelines including the use of Apps was underscored. That would also include the development of a new factsheet for different stakeholders describing the responsibilities of key parties in the supply chain. The importance of reaching packers and unpackers and consignees was stressed.

[56] Facebook and Twitter pages to pass on information in a more dynamic way. This could be shared on NPPO pages. The National Trade Facilitation Committees of the Trade Facilitation Agreement (TFA) to be used as a channel to distribute the SCTF related information.

[57] The SCTF *agreed*:

- Ms Wendolyn BELTZ to lead the development of the SCTF communication plan based on the experience and expertise available in the North American initiative on sea containers. The draft to be ready by April 2019
- Other communication activities to be delivered as reflected in 2019 SCTF work plan attached as APPENDIX 6 of this report.

7. GSF - Role and influence

[58] The invited expert from Global Shippers Forum (GSF) provided presentation on GSF Role and influence. He highlighted that shippers bear regulatory costs. Shippers rely on container depots to dispatch clean empties and usually have commercial relationship with the shipping line and not the depot. When the shipper does not directly perform the packing activities, it will still have a degree of control over the packer as a service provider. On the penetration of the CTU Code it was noted that there is buy-in from the shippers, but awareness needs to be improved through the development of guidelines, investment in educational materials and increased collaboration with governments in the promotion and adoption of the CTU Code.

[59] The SCTF *noted* the report.

8. CPM-11 Recommendation R-06: Roles and responsibilities of shippers and packers in minimizing the risk of pest contamination during packing of containers and associated SCTF action items

[60] It was noted that the CPM Recommendation stresses that container pest contamination is most likely to occur at the packing stage. It was therefore essential that the responsibilities of shippers and packers for the prevention of pest contamination of containers and their cargoes be included in the SCTF's considerations and work programme. (The shipping companies' guidelines only address when the sea container is in the custody of the shipping company).

[61] The SCTF:

- *Agreed* to defer the discussion to agenda item 11 Discussion on potential options for addressing risks related to SCs.

9. Generic IPPC/SCTF Presentation

[62] The SCTF Coordinator highlighted the importance of the generic SCTF presentation for the communication purposes and presented a version developed for the IPPC regional workshops.

[63] The SCTF members suggested that several general presentations should be developed which focus on different audience including regulators, shippers and etc. More pictures are needed. The importance of checking for the external and internal contamination of containers and their cargoes to be underlined. A collection of slides could be created to allow to develop a presentation as needed. To highlight the scale of the issue, the numbers of containers in international traffic should be included. Audience

specific regulatory and industry challenges should be demonstrated along with the importance of the stakeholders' engagement. Slides with the impact of pests could be included.

[64] The IPPC Secretariat underscored that the provided template should be used and copy rights maintained at all possible meetings.

[65] The SCTF *agreed*:

- The SCTF Coordinator to finalize the SCTF generic presentation by the end of 2018
- The SCTF Members to provide relevant slides, pictures and data to the SCTF Coordinator.

10. New Zealand MPI survey data presentation Update on NZ Sea Container Import Health Standard changes

[66] The alternative representative of RPPOs delivered presentation on survey data and Sea Containers Import Health Standards of the Ministry for Primary Industries (MPI), New Zealand. The main challenges including changes in priorities of the NPPO work were highlighted. The MPI's work on Brown Marmorated Stink Bug (BMSB) and PRA updates were described and are reflected in the national standard. The representative of the WSC thought that the experiences of MPI with the BMSB could form the basis for best practices alongside the AGM programmes of the U.S. and Canada to be created as part of communication material.

[67] The SCTF *noted* the report.

11. Discussion on potential options for addressing the risk related to sea containers

[68] The Chair suggested several areas for discussion to facilitate the development of 2019 SCTF work plan and the identification of challenges to be addressed while implementing the Complementary Action Plan:

- Cargo and SCTF work - clarity on scope
- Inclusion of stakeholders involved in packing and unpacking stages in work
- Points of inspection ("touch points"/points of custody) – carriers/depots, shippers/packers, unpackers/consignees
- Inspection internal and external
- Effectiveness, awareness and implementation of the CTU Code (verification consideration - audit approach)
- What constitutes success

Cargo and SCTF work - clarity on scope

[69] The participants thought that cleaning guidelines should be linked to the CTU Code and its description of roles and responsibilities parties in the supply chain. Areas where it is possible to audit the implementation of parts of the Code should be determined. It was noted that Maersk conducts audits of procedures and delivers training programmes on the CTU code.

[70] The participants noted that risk profiles of cargoes can contribute to the pest risks associated with sea containers. In addition, the type of commodity and the handling and storage of certain commodities prior and during packing can influence and result in the contamination of containers. The experience accumulated with wood packaging material presents a good example for clarifying how to approach cargo/sea container contamination risks and management. Packing is the highest risk stage for contamination of sea containers. Essentially, with respect to the work of the SCTF, risks related to cargo should be considered up to and including the packing stage in that the cargo and/or its method of handling/storage may itself be a source of potential contamination of containers, i.e., once the container is packed and in transit the potential contamination of the container itself is the risk pathway being considered. It was stressed that, for risks directly related to agricultural cargo (and some non-

agricultural cargo), individual country import requirements and some IPPC standards already exist and we must be careful not to introduce an unworkable degree of complexity into the SCTF's work by focusing on cargo after the packing stage has been completed.

Inclusion of stakeholders involved in packing and unpacking stages in work

- [71] Risks to be managed by packers and unpackers should be reflected in the CPM recommendation, Complementary Action Plan and in the SCTF multiyear action plan. It was noted that while the responsibility for providing clean empty containers is not disputed by carriers, all parties should accept their responsibilities equally in ensuring clean containers including shippers/packers and unpackers (consignees). It was thought that the sealing could be a touch point to confirm that cleaning and packing was completed properly by the shipper/packer. The chain of an interchange message between parties involved was described. Also described was the information provided by the shipper to the carrier (shipping instructions) that forms the basis for the bill of lading issued by the carrier that is or evidences the contract of carriage, and which includes the seal number.

Points of inspection ("touch points"/points of custody) - carriers/depots, shippers/packers, unpackers/consignees

- [72] The group thought that it would be advisable in due course to work with the IMO to develop a circular for inspection best practices ("touch points"/points custody). However, first a risk based IPPC fact sheet on inspection best practices needs to be developed. It was mentioned that the Safe Container Convention requires inspection of SCs every 30 months. The inspection must be recorded. There is no typical life - cycle for containers however a SC would undergo repair and cleaning 2.1- 2.5 per year. This aspect should be taken into account when developing an approach based on potential "touch points" for containers.

Inspection internal and external

- [73] Attention should be paid to how an internal check is done with packed container. It was noted that 70 % of contamination is located underneath of the container. Internal and external inspections are challenging for NPPOs, however the survey guideline provide good guidance to the NPPOs on that.

Effectiveness, awareness and implementation of the CTU Code (verification consideration - audit approach)

- [74] The Chair raised the issue of auditable documents and processes including the use of seals, as well as whether sealing could be considered as a good management practice to demonstrate to NPPOs that relevant measures were applied by the Industry. However, other SCTF members cautioned against introducing auditing of compliance with voluntary guidelines and the CTU Code that is also voluntary. The SCTF agreed to revisit the issue of audits at its next meeting. It was noted that the CTU Code chapter 13 deals with training.

What constitutes success in terms of progress of the SCTF?

- The SCTF brainstormed on the indicators for the success of the implementation of the SCTF Multy-Year Action plan. The problems that could hinder the implementation were listed:
- Industry unable to undertake survey
- Low response rate to NPPOs' survey
- Lack of awareness of CTU Code
- IMO not accepting recommendations on inspection programme, not do a circular on best practices, app
- Lack of up-take of the CTU code

- [75] Those were converted to the indicators of the success.

[76] The whole CTU code to be promoted to CPs and NPPOs. The IPPC related issues could be extracted in the kind of guidelines. Information on language versions of documents to be communicated well. Audience specific guidelines to carry appropriate messages.

[77] The SCTF *agreed*:

- That cargo phytosanitary risk profiles as well as cargo handling and storage up to and including the packing stage be considered when evaluating contamination risks posed by sea containers
- To develop a risk based touch points/custody fact sheet with inspection best practices
- To work with the IMO Secretariat to use the aforementioned fact sheet to initiate a circular letter informing stakeholders on inspection best practices
- That more discussions are needed on the effectiveness, awareness and implementation of the CTU Code
- On the indicators of the success of the implementation of the SCTF Multi-Year Action plan:
 - NPPOs are conducting surveys and doing outreach to stakeholders
 - SCTF outreach calendar exists
 - Survey is conducted in a consistent manner
 - Increased CTU code awareness and uptake
 - Increased awareness of risks of pest contamination
 - Completion rate of annual work plan action items
 - Effective communication campaign developed and being executed
 - Industry survey is completed
 - All partners provide continued support and collaboration
 - IMO being receptive and includes cleanliness criteria and pest best practices in circular
 - Effective outreach company is launched

12. China update

[78] The representative of hosting country delivered the presentation China - Update, actions and recommendations. She noted the two major tasks for the SCTF - monitoring uptake and efficacy of CTU code and Communication and awareness. It was noted that there are now three national standards and two municipal local standards and one research project on SCs in China. She underscored that the CTU Code does not have mandatory effect. Therefore, an integrated management system should be developed to manage phytosanitary risks associated with the SCs, like the ISPM 15 for wood packaging materials. She stated that sea containers should be cleaned before they are exported and she felt this could only be achieved by an ISPM. The movement of empty containers is a risk as they are not cleaned before movement. It was suggested that a label for an empty clean container together with certification could enable fast, low cost customs clearance. There is a need for a pest risk control technology system and the identification of control techniques for different risk levels. In her view container owners are ultimately responsible for container cleaning and control of risk. Depots and consignees should return the container as clean and the consignor has their right to get a clean SC. China is developing a standard on plant quarantine for SCs exported from China including packed and empty one. Clean empty containers should have labels or some other marks at lowest cost .

[79] Industry representatives made a number of comments to the effect that they could not endorse the proposals put forward. Only a risk-based approach could reasonably and realistically be adopted. One SCTF member stated that he felt that China is not valuing present work if it has already concluded that an ISPM is required.

[80] There was discussion on the sticker used in the New Zealand/Australia Sea Container Hygiene System. It was communicated that it is an industry driven risk based process to demonstrate that SCs are cleaned at exporting country. Seven countries (the most highly risky countries) of the region are applying that,

partially because it is cheaper to do those inspections compared to the high cost countries. The labelling indicates treatment providers thus allowing to trace back. In case of non-compliance the track back process is initiated to check all stages. The system is effective in the risk management with some exceptions.

[81] The SCTF:

- *Noted* the presentation
- *Clarified* that the recommendations on the development of an ISPM is out of the SCTF's scope

13. Review and Update of the IPPC SCTF Multi-Year Action Plan

[82] The SCTF discussed and modified their Multi-Year Action Plan.

[83] The SCTF *approved*:

- The IPPC SCTF Multi-Year Action Plan as attached APPENDIX 8 to this report.

14. Development of the IPPC SCTF Work Plan for 2019

[84] The SCTF Coordinator presented a list of action items to form 2019 SCTF work plan. The IPPC Secretariat noted that the SCTF work plans to be submitted to the IC May meetings for the approval, therefore the work plan being developed to cover the period including May 2020. The group asked that the IC to approve the SCTF work plans in their November meetings.

[85] It was noted that industry will ascertain the ability to conduct a survey. The initial idea was to establish a baseline data through the industry survey. However, COA noted that the task is huge and could not be done on the global level. COA will collect feedback from members on the survey and communicate back options available. The representative of WSC voiced disagreement with the survey idea and submitted that a governmental authority should collect data when the sea container arrives into a country. The point about developing a protocol with IMO from the Complementary plan for a survey was noted. A country representative raised a concern that NPPOs to be involved in the decision with regard to industry surveys.

[86] The IICL Cleaning Guidelines are used in many places and future revisions may include pest decontamination.

[87] The SCTF requested the survey and questionnaire to be approved by the IC as soon as possible. No problems are anticipated with that.

[88] Reference was made to the discussion under 6.2 regarding the proposal to amend the relevant IMO circular to extend the inspection to all cargoes for compliance with the CTU Code. It was suggested that FAO attends the MSC meeting in December to propose to include inspection for cleanliness of sea containers.

[89] The UNECE working party is discussing the development of an App to promote the CTU code. Industry will report back to the Secretariat the outcome of the UNECE WP discussions.

[90] *The SCTF agreed*:

- To ask the IC to approve their work plans during IC November meetings
- On 2019 SCTF work plan as attached in the APPENDIX 6 of this report.

15. Any Other Business

[91] The chair noted that Mr Michael Downes would not be continuing as Coordinator to the SCTF. The participants then sincerely thanked Mr Downes for his substantial input into the work of the SCTF. The coordination of the SCTF will be the IPPC Secretariat's task.

[92] Mr Nico Horn informed the SCTF that he may no longer be attending SCTF meetings as he will be appointed as the Director-General of EPPO in January 2019. The SCTF and IPPC Secretariat asked that the EPPO Executive Committee considers possibilities that he continuous participation in the SCTF meetings as his background and the experience related of SCs is of paramount importance of the SCTF.

16. Date and Venue of the Next Meeting

[93] The next SCTF meeting to convene on 23-27 September, Baltimore, Maryland, the United States.

17. Review and Adoption of the Report

[94] The SCTF reviewed the draft report. The principle comments were made and changes applied. The IPPC Secretariat will share the report for the final comments with the SCTF.

18. Close of the Meeting

[95] The Chair closed the meeting.

Appendix 01 - Agenda

Agenda Item		Document No.	Presenter
8:30-09:00, Monday 6th November - Registration of the Participants			
1.	Opening of the Meeting		
1.1	Opening Remarks from the Secretariat of International Plant Protection Convention (IPPC)		Jingyuan Xia, IPPC Secretary
1.2	Welcome Address from the Customs Bureau of Shenzhen Region		Senior officer from Customs Bureau of Shenzhen Region
1.3	Welcome Address from the Ministry of Agriculture and Rural Affairs(MoARA)		Fuxiang WANG, CPM Bureau representative for Asia
1.4	Welcome Address from the General Administration of Customs of China (GACC)		Senior officer from the General Administration of Customs of China (GACC)
2.	Meeting Arrangements		
2.1	Introduction of the participants		Participants
2.2	Election of the Chairperson		Jingyuan Xia
2.3	Election of the Rapporteur		Chairperson
2.4	Adoption of the Agenda	01_SCTF_2018_Nov	Chairperson
3.	Administrative Matters		
3.1	Documents list	02_SCTF_2018_Nov	Chairperson
3.2	Updated Participants list	03_SCTF_2018_Nov	Chairperson
3.3	Local logistical information and arrangements	04_SCTF_2018_Nov	Local Organizer
4.	Review of the revised SCTF ToR and RoP	05_SCTF_2018_Nov 09_SCTF_2018_Nov	Chairperson SCTF Coordinator All participants
5.	Outcome of CPM 13 and May 2018 IC Meeting	CPM - 13 Report (2018) Report of the 2nd IC Meeting (2018-05)	SCTF Coordinator Albakri
6.	Update on the 2018 Action Items	The Sea Container Task Force (SCTF) 2018 Work Plan with action items 06_SCTF_2018_Nov Report of the 1st SCTF meeting	SCTF Coordinator
6.1	Questionnaire status	07_SCTF_2018_Nov	Albakri
6.2	Survey status	08_SCTF_2018_Nov	Karri
6.3	Industry survey of contaminated containers		Sheng (COA)
6.4	Industry engagement on Joint Guidelines		Kjaer/COA
6.5	Material selection and availability		Hallett
6.6	AEO and IPPC requirements	Presentation - Risk management balancing facilitation and safety	Han

Agenda Item	Document No.	Presenter
6.7	Donor Agency support Pilot	Morrissey
6.8	Communication/awareness items - SC and SCTF IPP pages - Communication kit for NPPOs and RPPOs - SCTF communication plan	Presentation - SCTF Communication Plan Development SC IPP page IC Sub-group Sea Container Task Force (SCTF) IPP page
7.	GSF – Role and influence	Presentation – Shippers Influence and awareness
8.	CPM 11 Recommendation R-06: Roles and responsibilities of shippers and packers in minimizing the risk of pest contamination during packing of containers and associated SCTF action items	CPM 11 Recommendation R-06: Sea containers SCTF Coordinator All participants
9.	Generic IPPC/SCTF Presentation	Presentation - IPPC RW update on the SCTF SCTF Coordinator All participants
10.	New Zealand MPI survey data presentation Update on NZ Sea Container Import Health Standard changes	Presentation - New Zealand's Sea Container Survey and Sea Container Standard update Hallett
11.	Discussion on potential options for addressing risks related to SCs	
12.	China - Update, actions and recommendations	Presentation - Framework & Recommendations for addressing pest risks on Containers Guanghao Gu
13.	Review and Update of the IPPC SCTF Five-Year Action Plan	Sea Container Task Force (SCTF) multiyear plan All participants
14.	Development of the IPPC SCTF Work Plan for 2019	All participants
15.	Any Other Business	All participants
16.	Date and Venue of the Next Meeting	Chairperson
17.	Review and Adoption of the Report	Chairperson
18.	Close of the Meeting	Chairperson

Appendix 02 - Documents List

DOCUMENT NO.	AGEND A ITEM	DOCUMENT TITLE	DATE POSTED / DISTRIBUTED
01_SCTF_2018_Nov	2.4	Adoption of the Agenda	2018-10-30
02_SCTF_2018_Nov	3.1	Document list	2018-10-30
03_SCTF_2018_Nov	3.2	Updated Participants list	2018-10-25
04_SCTF_2018_Nov	3.3	Local logistical information and arrangements	2018-10-23
05_SCTF_2018_Nov	4.	Review of the revised SCTF ToR and RoP	2018-10-15
06_SCTF_2018_Nov	6.	Update on the 2018 Action Items	2018-10-15
07_SCTF_2018_Nov	6.1	Questionnaire status	2018-10-16
08_SCTF_2018_Nov	6.2	Survey status	2018-10-15
09_SCTF_2018_Nov	4.	Draft Rules of Procedure for the IC Sub-groups (as revised by IC May 2018)	2018-10-30
Presentations			
Risk management balancing facilitation and safety	6.6	AEO and IPPC requirements	2018-10-12
Presentation - SCTF Communication Plan Development	6.8	SCTF Communication Plan Development	2018-10-15
IPPC RW update on the SCTF	8.	Generic IPPC/SCTF Presentation	2018-10-12
Shippers influence and awareness	7.0	GSF - Role and influence	2018 -11-05
Framework &Recommendations for addressing pest risks on containers	12.0	China - update, actions and recommendations	2018 -11-05
IPP LINKS:			Agenda item
CPM - 13 Report (2018)			5.
Report of the 2nd IC Meeting (2018-05)			5.
The Sea Container Task Force (SCTF) 2018 Work Plan with action items			6.
Report of the 1st SCTF meeting			6.
SC IPP page			6.8
IC Sub-group Sea Container Task Force (SCTF) IPP page			6.8
Sea Container Task Force (SCTF) multiyear plan			10.

Appendix 03 - Participants list

Region/ Role	Name, mailing, address, telephone	Email address
CPM Bureau Member	Mr Gregory WOLFF Director, Plant Import/Export Division 59 Camelot Drive, OTTAWA, ON. K1A 0Y9 CANADA Tel:(+1) 613 773 7060 Mobile:(+1) 613 325 2941	greg.wolff@canada.ca
Representative of the IC	Mr Mamoun ALBAKRI Head of Phytosanitary Laboratories, Jordan Ministry of Agriculture. P. O. Box 8374, Amman, JORDAN Tel: +96 27990 63228	mambakri@email.com
Contracting party member: United States of America	Ms Wendolyn BELTZ Field Operations Director 2150 Centre Blvd., Bldg. B Fort Collins, CO 80525 970-494-7564 Office 970-215-1048 Cell	wendolyn.beltz@aphis.usda.gov
Contracting party member: Australia	Mr Rama KARRI Assistant Director, Cargo Pathways Team, Compliance Division, Department of Agriculture and Water Resources. 7 London Circuit, Canberra, ACT 2601, AUSTRALIA Tel: +61 6272 5737	rama.karri@agriculture.gov.au
Contracting party member: China	Ms Guanghao GU Deputy director Shenzhen Customs District P.R. China Tel: +86 13538102323	317352941@qq.com
Contracting party member: Kenya	Mr Frederick MAKATHIMA Senior Inspector KEPHIS Mobile:+254722560936 Kenya	makathima@kephis.org fmakathima@gmail.com

Region/ Role	Name, mailing, address, telephone	Email address
Expert from ex-SC EWG for sea containers	<p>Mr Nico M. HORN Chief Officer International Phytosanitary Relation Ministry of Economic Affairs Netherlands Food and Consumer Product Safety Authority, National Plant Protection Organization, P.O. Box 9102, 6700 HC Wageningen, Netherlands Tel:(+31) 651998151 Fax:(+31) 317 421701</p>	<p>n.m.horn@nvwa.nl</p>
Expert from the Chinese industry	<p>Mr MINDE Jiang Manager of Integrated Container Services Dept, Equipment Control Center COSCO Shipping Lines Co. , Ltd No.378 Dong Daming Road, Shanghai, China Tel:+86 21 35124888 x 1968 Mobile:+86 13801768996 Fax:+86 21 65953113</p>	<p>jiangmd@coscon.com</p>
Expert from WSC	<p>Mr Lars KJAER World Shipping Council 1156 15th Street, NW Suite 300 Washington, DC 20005 Tel:+1-202-589-1234 Mobile:+1-571-214-8545 Fax:+1-202-589-1231</p>	<p>lkjaer@worldshipping.org</p>
Expert from WB	<p>Ms Theresa MORRISSEY Senior Trade Facilitation Expert World Bank Auckland, NEW ZEALAND Tel: +64 212770086</p>	<p>Theresa.morrissey.nz@gmail.com</p>

Region/ Role	Name, mailing, address, telephone	Email address
Representative of the RPPOs (Alternative)	Mr Paul HALLETT Manager Facilities and Pathway Plants and Pathways Ministry for Primary Industries Pastoral House 25 PO Box 2526 Wellington, New Zealand Telephone: 64-4-894 0233 Mobile: 029 894 0233 Web: www.mpi.govt.nz	Paul.hallett@mpi.govt.nz
Invited Expert WCO	Mr Min HAN Technical Attaché World Customs Organization WCO Rue du Marché 41, Bruxelles,Belgique Tel; +32 22 09 9493	Min.HAN@wcoomd.org
Invited Expert Global Shippers Forum/ Australian Peak Shippers Association	Mr Travis John BROOKS-GARRETT Director Freight & Trade Alliance (FTA) Pty Ltd Australian Peak Shippers Association (APSA) Ph +6139029 9935 Mob +61 434 105 145	tbrooks-garrett@ftalliance.com.au secretariat@auspsa.com
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IPPC Secretary	Mr Jingyuan XIA Secretary International Plant Protection Convention Viale delle terme di Caracalla, 00153 FAO HQs Rome, Italy	Jingyuan.xia@fao.org
IPPC representative	Ms Ketevan LOMSADZE Agricultural officer, Capacity Development International Plant Protection Convention Viale delle terme di Caracalla, 00153 FAO Hqs Rome, Italy	ketevan.lomsadze@fao.org

Appendix 04 - SCTF ToR with Proposed Changes to be Considered by the IC November 2018 Meeting

Terms of Reference of the SEA CONTAINERS TASK FORCE (SCTF) (IC Sub-group)

1. Purpose

- [1] The Sea Containers Task Force (SCTF) will supervise the actions contained in the Sea Container Complementary Action Plan¹ for Assessing and Managing the Pest Threats Associated with Sea Containers, under the oversight of the IC.

2. Duration

- [2] The SCTF will operate until a final report is submitted to CPM-16 (2021).

3. Membership

- [3] SCTF members should have experience relevant to the pest risks on sea containers and their management. [The membership consists of nominated members and invited experts.](#)

- [4] The SCTF [nominated](#) members may be drawn from contracting parties, RPPOs, international organizations, as follows:

- Up to three representatives of contracting parties
- One representative from the CPM Bureau
- One Lead from the IC
- One representative of the SC
- One representative from the International Maritime Organisation (IMO)
- One representative from the RPPOs

[5] Invited experts

- [6] The SCTF may invite experts, upon approval by the IC, from the following organizations:

- Former Sea Container Expert Working Group (EWG) member
- [Representative from the World Bank \(WB\)](#)
- [Representative from the World Customs Organization \(WCO\)](#)
- [Representatives from industry](#)
- [Representative from the Container Owners Association \(COA\)](#)
- Representative from World Shipping Council (WSC)
- Representative from Global Shippers Forum (GSF)

¹ Sea Containers Complementary Action Plan endorsed by CPM 12 (2017) - https://www.ippc.int/static/media/files/publication/en/2017/05/CPM-12_Report-2017-05-30_withISPMs.pdf

[7] Observers

[8] Observers are not members and may be invited where expertise such as on risk management, implementation experience, economic and financial analysis, is needed to implement the Sea Container Complementary Action Plan. e.g from.:

- The Convention on Biological Diversity (CBD)
- The World Organization for Animal Health (OIE)
- [Any other observers as considered appropriate](#)

4. **Tasks**

[9] The SCTF operates under the guidance and supervision of the IC, and will undertake the following tasks:

1. Measuring the impact of the CTU code through:
 - 1.1. The development of a joint IPPC/International Maritime Organization (IMO)/industry protocol for the collection of data related to contamination of sea containers to be completed by CPM-16 (2021)
 - 1.2. Monitoring the uptake and implementation of the IMO/ILO/United Nations Economic Commission for Europe (UNECE) Code of Practice for Packing of Cargo Transport Units through:
 - 1.2.1. Industry reporting
 - 1.2.2. NPPO monitoring
 - 1.3. Verifying the efficacy of the CTU code in ensuring the arrival of clean sea container through:
 - 1.3.1. Monitoring for pest contamination and freedom of soil by NPPOs;
 - 1.3.2. Assisting NPPOs manage pest risks associated with sea containers,
2. Increasing awareness of pest risks of sea container through:
 - 2.1. Publication of the data of the Sea Container Task Force;
 - 2.2. A request for countries having data on contamination of sea containers to make it publically available;
 - 2.3. Calling for and publication of pest risk management guidance material for sea containers;
 - 2.4. Encouraging NPPOs to inform industry on the risks and possible international actions to manage pest risks associated with sea containers;
3. Providing information on pest risks of sea containers and their management;
4. Coordinating with contracting parties, regional plant protection organizations (RPPOs), industry and other international organizations;
5. Establishing a mechanism for contracting parties to report to Commission on Phytosanitary Measures (CPM) on their progress and achievements;
6. Providing advice on how the Cargo Transport Unit (CTU) code or any other instrument could be updated;

5. **Reporting**

[10] The SCTF reports to the IC annually and if necessary, upon request. A final report of the SCTF will be prepared in time to be reviewed and approved by the IC to submit it to CPM-16 (2021).

6. **Rules of Procedure**

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

7. **Amendments**

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

Appendix 05 - Questionnaire on Monitoring of Sea Container Cleanliness

Monitoring of Sea Container Cleanliness

- [1] Plant pests including contaminating pests, are moved around the globe in and on the agricultural and forestry products we trade. They may also be transported on and in the millions of rail wagons, trailers and sea containers that traverse our oceans and continents on trains, trucks and ships. Once introduced, such pests are very difficult and expensive to control or eradicate. They can severely damage agricultural production, affect property values, and reduce water availability and quality. The total cost of lost revenue and clean-up can run into billions of dollars.
- [2] The Commission on Phytosanitary Measures (CPM) has adopted a CPM Recommendation (R-06) on Sea containers, the purpose of which is to protect agriculture, forestry and natural resources against pests transported by sea containers. This Recommendation helps promote sea container cleanliness and it complements the IMO/ILO/ UNECE Code of Practice for Packing of Cargo Transport Units (CTU Code). Everyone involved in packing and moving containers has an opportunity to protect our crops and forests by ensuring that containers and their cargo are free from pests such as unwanted plants, insects, snails and soil. The [International Phytosanitary Portal \(IPP\) page on Sea Containers](#) provides more information on this initiative.
- [3] [The Sea Containers Task Force \(SCTF\)](#), a Sub-group of the Implementation and Capacity Development Committee (IC), supervises the actions contained in the [Sea Containers Complementary Action Plan for Assessing and Managing the Pest Threats Associated with Sea Containers](#), endorsed by CPM12, under the oversight of the IC.
- [4] The SCTF has proposed a [number of actions](#) to monitor the uptake and efficiency of the CTU Code. The Task Force concluded that monitoring by NPPOs to gauge the uptake and effect of the CTU Code adoption over time is necessary in addition to obtaining industry cleaning data. The questionnaire below is intended to ascertain which NPPOs can provide such data and/or which are currently undertaking such monitoring. Your responses on the questionnaire are highly appreciated.

<p>Q1: Does your National Plant Protection Organization (NPPO) consider sea (shipping) containers including their cargo² a phytosanitary and or a biosecurity risk as a pathway for introduction of plant pests in your country?</p>	<p><input type="checkbox"/> YES</p> <p><input type="checkbox"/> Phytosanitary risk</p> <p><input type="checkbox"/> Biosecurity risk</p> <p><input type="checkbox"/> Both</p> <p><input type="checkbox"/> NO (Please explain):</p>
<p>If yes, do you have a regulatory platform in your phytosanitary and or biosecurity regulations to deal with the risks associated with sea (shipping) containers including their cargo?</p>	<p><input type="checkbox"/> YES</p> <p><input type="checkbox"/> Not yet, but there is a future regulatory plan</p> <p><input type="checkbox"/> NO (Please explain):</p>
<p>1- If yes could you please provide us with soft, hard copies or links to these regulations</p> <p>2- If yes which are the authorized bodies/ agencies responsible for implementation of these regulations.</p>	
	<p>Phytosanitary risk: According to the ISPM 5 - Glossary of phytosanitary terms:</p> <ul style="list-style-type: none"> - pest risk (for quarantine pests) is the probability of introduction and spread of a pest and the magnitude of the associated potential economic consequences [ISPM 2, 2007] - pest risk (for regulated non-quarantine pests) The probability that a pest in plants for planting affects the intended use of those plants with an economically unacceptable impact [ISPM 2, 2007] <p>Phytosanitary risk is concerned with endangered areas - An area where ecological factors favour the establishment of a pest whose presence in the area</p>

² Cargo – including non-agriculture cargo

	<p>will result in economically important loss [ISPM 2, 1995]</p> <p>Biosecurity risk: According to FAO it is all relevant risks to human, animal and plant life and health, and associated risks to the environment.</p>
<p>Q2: Does your NPPO publish information on sea container cleanliness, phytosanitary and /or biosecurity risks associated with sea containers and their cargo</p>	<p>[] YES</p> <p>[] In hard copy</p> <p>[] On the internet, please provide links</p> <p>[] Both</p> <p>[] NO</p>

<p>Q5: Does your NPPO apply or authorize phytosanitary and/or biosecurity measures where phytosanitary and /or biosecurity risk have been identified, for both empty and packed containers?</p> <p>If yes, what are these measures, select from listed in the right column</p>	<p><input type="checkbox"/> YES</p> <p><input type="checkbox"/> For imported containers</p> <p> <input type="checkbox"/> Rejection of the containers regardless of their condition (empty or packed)</p> <p> <input type="checkbox"/> Cleaning of empty containers and/or treatment</p> <p> <input type="checkbox"/> Packed containers: unpack if necessary, clean, repack</p> <p><input type="checkbox"/> For ready to export sea containers</p> <p> <input type="checkbox"/> Empty containers, do cleaning</p> <p> <input type="checkbox"/> Packed containers: unpack if necessary, clean, repack</p> <p><input type="checkbox"/> Others, clarify</p> <p><input type="checkbox"/> NO</p>
<p>Q6: What are the main pests, organisms or contaminants that your NPPO intercepts during inspections of the sea (shipping) container including their cargo? Please specify in the right column</p> <p>What does your NPPO do if non plant pest are identified? Please describe.</p>	<p><input type="checkbox"/> Soil</p> <p><input type="checkbox"/> Plants/plant products/plant debris</p> <p><input type="checkbox"/> Seeds</p> <p><input type="checkbox"/> Moths, Wasps, Bees</p> <p><input type="checkbox"/> Snails, Slugs, Ants, Spiders</p> <p><input type="checkbox"/> Mould and Fungi</p> <p><input type="checkbox"/> Frass (insect and bird droppings or waste)</p> <p><input type="checkbox"/> Egg sacs</p>

	<p><input type="checkbox"/> Animals, animal parts/ blood/excreta and reproductive components or parts thereof</p> <p><input type="checkbox"/> Other contamination that shows visible signs of harbouring pests.</p> <p><input type="checkbox"/> Quarantine pests (please illustrate in Latin name)</p> <p style="padding-left: 40px;">alive(<input type="checkbox"/>) dead (<input type="checkbox"/>) both (<input type="checkbox"/>)</p> <p><input type="checkbox"/> Others(please illustrate in Latin name)</p> <p style="padding-left: 40px;">alive(<input type="checkbox"/>) dead (<input type="checkbox"/>) both (<input type="checkbox"/>)</p>
<p>Q7: Does your NPPO have or have access to an information management system to collect, manage, validate ,store and report pest records (including records of presence and absence) associated with sea (shipping) containers and/or intercepted in their cargo?</p> <p>If so, would your NPPO be prepared to share that data and/or information with the IPPC Sea Containers Task Force?</p>	<p>Containers only</p> <p>Containers and cargo</p> <p>Cargo</p> <p><input type="checkbox"/> YES please provide links</p> <p><input type="checkbox"/> NO</p>

Appendix 06 - 2019 SCTF Work Plan

Action Item	Detail	Action Party	When	Notes
ToR & RoP	Approval of IC of revised ToR and RoP applicability to SCTF agreement	Mamoun Secretariat	November 2018	
Agreement for Industry Survey	Contaminated containers returned or positioned to container depots	Jason	April 2019	
IICL Cleaning Guidelines	Progress on inclusion of Joint Industry Guidelines	Mike	YE 2018	
Questionnaire revision & approval	Approval of IC for SCTF revisions	Mamoun Secretariat	November 2018	
Survey & Questionnaire distribution	Send out survey & questionnaire	Secretariat Rama Mamoun	YE 2018	
WB pilot	Survey usage & completion etc	Theresa	Initiation by April 2019	
Call for existing survey data	Pre-existing survey data	Secretariat	YE 2018	
Promotion of CTU code Cleanliness aspects to shippers/packers		Travis	Initiation April 2019	
Training/education modules/App development	Availability of funding & resource	Secretariat Chairman	December 2018	
Events calendar	List of forthcoming and attended events	Wendy Secretariat	Ongoing	
Specialist Comms planning support		Wendy	April 2019	
Comms plan	Compile comms plan	Wendy	Draft to be ready April 2019	
Relevant publications: sea container cleanliness articles, any relevant publications, materials	Compile list	Wendy All SCTF participants	November 2018 – October 2019	
Generic SCTF presentations to target different stakeholders	Input for slide deck etc	Mike All SCTF participants	December 2018	
IMO DG inspection regime to be linked to the 2.1 of complementary action plan	SCTF piggyback	IPPC `Secretariat to investigate Lars	December 2018	
UNECE CTU Code App	SCTF piggyback	Lars	November 2018	
IPPC supply chain best practice (flow charts, seal)	Possible IMO Circular	Secretariat Chairman Lars	Draft to be ready by December 2018 (eDecision by SCTF once ready)	
Case studies based on the objective and target audience (including NPPO - industry collaboration, SC hygiene system, Italian tile case)		NZ , US, Australia, China	October 2019	
How AEO status could contribute to the management of pest risks associated with sea containers	SCTF meeting paper	WB WSC US	October 2019	

Appendix 07 - Reviewed and Updated the IPPC SCTF Multiyear Action Plan (2017-2021)**The Sea Containers Task Force (SCTF) Multiyear plan (2017 -2021)*****Year 1 (November 2017 - October 2018)***

Establishment of SCTF

- Inaugural meeting
- Initial action plan assigned
- IC meeting – agreement for and subsequent calls for information

1st report

Update membership

O/C Bureau meeting for approval

Year 2 (November 2018 - October 2019)

- Establishment of publicly accessible Sea Container and SCTF pages on the IPP
- Data collection (survey) – industry/NPPOs
- Alignment of industry container cleaning guidelines
- Develop best practices guidelines
- Receive existing NPPO data. Consolidate for review/analysis
- Work with IC/Secretariat to have actions for NPPO reports on CTU implementation/achievement – advocate work of SCTF at CPM-13 and subsequently
- Create a calendar of events to raise awareness
- Setting up mechanism for best practice sharing Presentation at TC-RPPOs annual meeting
- Production and distribution of outreach material
- Translation of materials
- WB Pilot
- Receive and analyse results of NPPO questionnaire
- Report to IC and CPM.
- Create draft criteria of success

Year 3 (November 2019 - October 2020)

- Data collection
- Communication / awareness activities including RPPOs at the regional level

- Prepare material for 2020 International Year of Plant Health (IYPH).
- Review communication materials
- Update and review success criteria
- Review the continuation of the SCTF (if appropriate in accordance of the complementary action plan)
- Report to IC and CPM

Year 4 (November 2020 - March 2021)

- Continue awareness with continued involvement from NPPOs and RPPOs
- Finalizing monitoring and data collection/analysis
- Final report to the IC

Appendix 08 - Guidelines on Sea Container Surveys for NPPOs



Survey Guidelines

Guidelines on Sea Container Surveys for NPPOs

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1. Introduction

1.1 Purpose

The purpose of this document is to provide a guideline for National Plant Protection Organisations (NPPOs) on how to inspect and record contamination details when undertaking the sea container cleanliness surveys. This guideline has been developed by the Sea Container Task Force (SCTF) in order to have NPPOs use equivalent methodology and procedures to gather inspection data that is consistent and measurable.

1.2 Background

In 2016 the International Plant Protection Convention's (IPPC) Commission on Phytosanitary Measures (CPM) endorsed a Sea Container Complementary Action Plan (SCCAP) to reduce the pest risks associated with sea containers. The SCCAP includes measures to increase awareness of pest risks as well as monitor the uptake, and measure the impact, of the International Maritime Organisation/International Labour Organisation/United Nations Economic Commission for Europe's Code of Practice for Packing of Cargo Transport Units (CTU Code¹) on container pest contamination.

The CTU Code was developed to provide advice on the safe packing of cargo transport units (CTUs) to those responsible for the packing and securing of containerised cargo. It also provides information to assist in minimizing the risk of phytosanitary contamination of containers and their cargoes during packing and movement along the supply chain.

An IPPC Sea Container Task Force (SCTF) was established by CPM to supervise the implementation of the SCCAP. At the first IPPC SCTF meeting held in Shanghai, China from 6 - 10 November 2017 members identified a number of activities to be carried out to minimize pest contamination of sea containers. These were incorporated in a multi-year action plan (the plan) developed to guide the implementation of the SCCAP.

The Sea Container Cleanliness Survey is an activity in the SCCAP. It will be conducted to measure the impact of the CTU Code on the cleanliness of containers and their cargoes globally. The data collected during the survey will assist in determining further complementary actions to be included in the SCCAP, as required. As detections of pest contamination associated with sea containers is recorded differently across countries, the SCTF agreed that developing a guideline document would provide a mechanism for collecting contamination data in a consistent and measurable manner.

2. Objective of the Survey

The survey will be conducted annually with a view to estimate the degree of interior and exterior contamination of some populations of empty and packed (with cargo) sea containers, as well as their cargoes, with a uniform approach. This data will be used to assess the impact of the CTU Code on the phytosanitary risks associated with the movement of sea containers and their cargoes in international trade, as well as provide information towards possible other complimentary actions which may assist in guiding the implementation of the SCCAP.

It is recognised that there will be a number of constraints that will differ from country to country which may impact on a NPPO's ability to undertake, or have undertaken on its behalf, inspections of containers and their cargoes. These may range from resourcing, regulatory as well as practical and safety constraints. For the purposes of this survey, it is requested that NPPOs record any legal constraints or other impediments which may limit the ability to provide a comprehensive response to the survey. Section 7 notes how this information is to be recorded.

3. Definitions

The following table defines the categories to be used in the recording of contamination:

¹ http://www.unece.org/fileadmin/DAM/trans/doc/2014/wp24/CTU_Code_January_2014.pdf

Term	Definition
Pest	Any visible species, strain or biotype of plant, animal or pathogenic agent injurious to plant or plant products.
Container Type	Container types are to be recorded as: <ul style="list-style-type: none"> • Dry box (general containers) • Flat rack • Open top • Reefer (refrigerated containers) • Tanktainer or ISO tank • Other
Country of Export	Country from which the container was exported.
Port of Export	Specific port from which the container was exported.
Contamination Levels	<ul style="list-style-type: none"> • LLC (Low Level Contamination) - includes all dead insects, arthropods and animals (including eggs and snails) AND Animal and plant material, soil, or seed which can be removed in less than 5 minutes. • HLC (High Level Contamination) - includes all live insects, arthropods and animals (including eggs and snails) AND Animal and plant material, soil or seeds which cannot be easily removed in less than 5 minutes.
Contamination Location	The location of contamination is to be recorded as: <ul style="list-style-type: none"> • Internal (ceiling, floor, wall, door, cargo, cargo related packaging i.e. pallets, drums) • External (top, side, underside) • Multiple (comments to be included in inspection record).
Contamination Types	The types of contamination are to be recorded as: <ul style="list-style-type: none"> • Live organisms – live insects/arthropods, snails, eggs, and animals • Dead organisms – dead insects/arthropods, snails, eggs and animals • Environmental contaminants – soil, seeds, plant material, animal material (e.g. faeces and feathers) • Unmanifested cargo residues – Any residue from cargo where such products are not the manifested cargo within container (e.g. wheat found on the surface of a container where manifested cargo is rice).

4. Sampling

The degree of pest contamination consists of the proportion of contaminated sea containers as a proportion of all the containers inspected.

Targeted study population: Sea containers (either arriving empty or packed)

For the survey to produce consistent and comparable results, it is recommended that the sample size for each country is determined by the same formula.

The following information is required to establish the required sample size:

- sea container population size (total import volumes per annum)
- expected error (set at 2%)
- level of confidence (set at 95%)

- expected contamination prevalence² (ranging from 2% to 20% based on previous studies)

The population size is a set number equal to the total number of imported sea containers per annum. The table below is an example how these factors affect the sample size.

Sea Container Population size	10 000	1 000	10 000	1 000	10 000	1 000
Expected contamination prevalence (%)	20%	20%	10%	10%	2%	2%
Accepted error (%)	2%	2%	2%	2%	2%	2%
Level of confidence (%)	95%	95%	95%	95%	95%	95%
Sample size	1333	607	796	464	185	159

A matrix to estimate the sample size for the survey is attached in [Appendix A](#).

Note: The above sample calculations are highlighted in [Appendix A](#).

5. General Guidelines

Where containers arrive on a daily basis, it is recommended that no less than one container per day be inspected during the available working days in the study period.

In countries where container imports are infrequent and annual container import numbers are less than 1,000 per year a random selection of 150 imported containers should be inspected.

The total number of containers inspected (as determined by the sample size) should be, where possible, spread evenly over the duration of the survey.

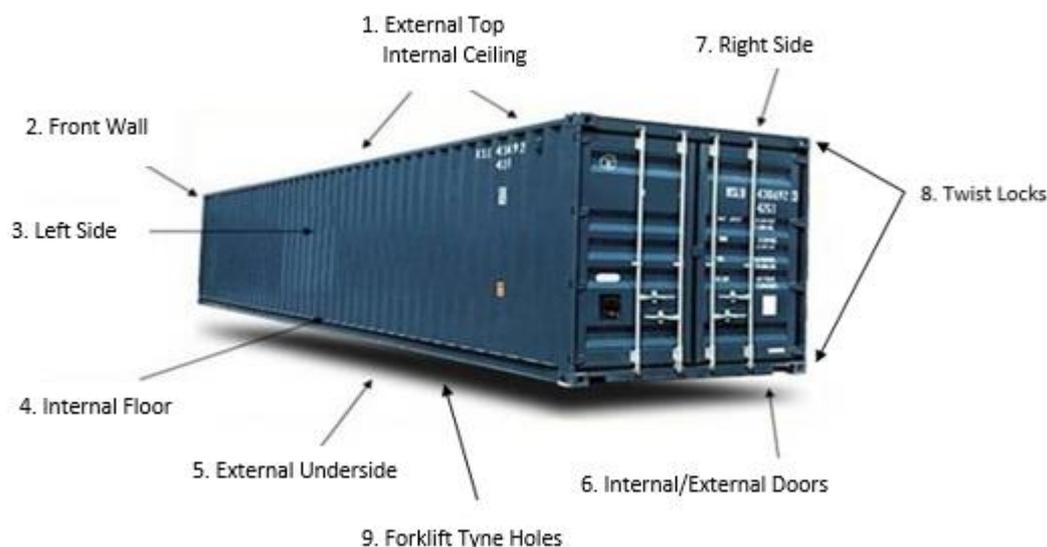
Containers must be randomly chosen for inspection. The best approach for random selection of containers is dependent on sample size and operational convenience. Random selections may be made by varying inspections based on the time and date of arrival. For example, to achieve 5 per cent random sampling, sample every 20th container during the sampling period. Other simple random sampling methods include sampling containers received on a Monday of one week and then containers received on Tuesday of the following week. NPPOs should ensure a proper representation of different types of containers (packed and empty) from multiple countries when considering random selections. In addition, sample size should also include a reasonable representation of inspection results of both external and internal surfaces of containers and cargoes.

6. Inspection Procedures

In order to acquire data that is meaningful, inspection procedures must meet the following requirements:

- Inspections are to be carried out by impartial competent inspectors.
- Inspections are to be carried out during daylight hours and in line with inspection procedures outlined in this document.
- Where possible, all six sides of the interior and exterior of the sea container must be inspected, including any cargo.
- Inspections by NPPOs are to be conducted in coordination with the terminal/wharf/industry representative to ensure inspections can be carried out safely and without unnecessary delay to normal cargo operations.

² Where the expected contamination prevalence is unknown, it is recommended that the level be set at 5%.



6.1 Work Health and Safety

Inspecting officers should consider existing work health and safety practices when conducting container inspections. They should:

1. Take all reasonable steps to ensure their own health and safety and demonstrate duty of care to others when performing inspections.
2. Undergo any site induction activities required by the premises operator.
3. Be aware of emergency evacuation procedures.
4. Be aware of the location of the first aid kit at the inspection site.
5. Alert persons around them about potential safety hazards e.g. depot staff, truck drivers etc.
6. Be aware of environmental factors that may impact upon health and safety while performing inspections, for example, inclement weather or remaining hydrated on hot days.
7. Observe existing risk of a fall protocols where potential fall hazards exist from elevated levels.
8. Encourage the use of container safety chains and stand well clear of containers when they are being opened.
9. On arrival at third party premises, question if there are currently goods on the site that are either under fumigation or venting.
10. Ensure that all local Work Health and Safety procedures are followed.

Personal protective equipment should be used when conducting inspections such as:

1. High visibility safety vests
2. Safety footwear
3. Safety glasses
4. Hard hat
5. Gloves
6. First aid kit in close proximity to inspection area

6.2 External Inspections

1. An external inspection should include the front, back, sides, underside and top of the container.
2. Ensure that before starting the inspection:

- a. The container is placed securely on the inspection stand or the ground (depending on which surfaces of the container are being inspected first).
 - b. The forklift is disengaged and is at a safe distance from the inspection stand/container.
Note: Safe distance should be defined and agreed upon between the terminal/wharf/industry representative and the inspecting officer.
 - c. The appropriate terminal/wharf/industry representative has advised that it is safe to start the inspection.
 - d. All local Work Health and Safety procedures are followed.
3. Check all six sides of the container, paying particular attention to the following areas:
- a. Forklift tyne holes
 - b. Twist lock holes
 - c. Reinforcing ribs
 - d. Ledges
 - e. Door seal
 - f. Cable storage box/motor/compressor
 - g. Ensure flat rack ends are unfolded and locked into place
4. Inspect the top of the container:
- a. Request that the terminal/wharf/industry representative places the container on the ground as required.
 - b. Do not climb on top of the container, use an elevated platform or safety stand/ladder or angled extension mirror to inspect the top of the container and the twist lock holes.
 - c. Ensure that any working at heights protocols are observed.
5. Inspect the underside of the container:
- a. Request that the terminal/wharf/industry representative places the container on a container stand or skeletal trailer that allows good visibility under the container.
 - b. Ensure the stand complies with all relevant safety standards and is safe and fit for purpose.
 - c. Stand clear as the container is positioned.
 - d. Ensure the container is squarely located on the stand/trailer.
 - e. Communicate clearly with the driver when the inspection is to commence.
 - f. Inspect the container underside systematically from one end to the other checking all surfaces.
 - g. Once the inspection is complete stand away from the container and clearly communicate to the driver that the inspection is completed.
6. Container inspection and any contamination information (including types, levels and location) must be recorded using the Sea Container Survey Form (appendix B) as outlined in the definitions in this document. Record must be kept even when no contamination is detected.
7. Information captured in the Sea Container Survey Form must then be entered into the electronic recording form.

6.3 Internal Inspections (containers arriving empty or unpacked containers)

1. Ensure a minimum of two people are present for the internal inspection to prevent inspectors from becoming accidentally locked in a container – one can be an industry or suitably appropriate third party representative.
2. Ensure the container has been placed in one of the following inspection settings:
 - a. On the ground, on a hardstand surface.
 - b. On a container inspections stand or on the back of a truck, provided the inspecting officer has safe access via an inspection dock or platform.
3. All local Work Health and Safety procedures must be followed.

4. Request that the terminal/wharf/industry representative opens the doors of the container.
5. Stand at least two meters back from the container doors while doors are being opened.
6. When the doors have been fully opened, ensure the doors are fastened securely.
7. If your WH&S procedures do not allow inspecting officers to enter the container, assess biosecurity risks using a powerful torch from the container door begin on one side and systematically inspect all the way around the vertical walls of the container.
8. Pay particular attention to:
 - a. Tongue and groove flooring
 - b. Flooring
 - c. Horizontal edges at or near the wall/roof angle
 - d. Roof/walls
 - e. Roof/wall angles
 - f. Corners
 - g. Door and door seals behind rubber folds
 - h. Vents
9. Check the seals of the container doors for pests such as ants or spiders.
10. Container inspection and any contamination information (including types, levels and location) must be recorded using the Sea Container Survey Form ([Appendix B](#)) as outlined in the definitions in this document. Record must be kept even when no contamination is detected.
11. Information captured in the Sea Container Survey Form must then be entered into the running electronic recording form.

6.4 Cargo inspections

6.4.1 Inspection of cargo after unpacking containers

1. Direct the container to be moved to a suitable biosecurity inspection area for unpack.
2. Ensure that before starting the inspection:
 - a. The container is placed securely on the ground
 - b. The forklift is disengaged and is at a safe distance from the inspection stand/container.
Note: Safe distance should be defined and agreed upon between the terminal/wharf/industry representative and the inspecting officer.
 - c. The appropriate terminal/wharf/industry representative has advised that it is safe to start the inspection.
 - d. All local Work Health and Safety procedures are followed.
3. Request that the terminal/wharf/industry representative opens the doors of the container.
4. Stand at least two meters back from the container doors while doors are being opened. This is to minimise risk of injury from loose cargo, especially loose cargo above head height.
5. When the doors have been fully opened, ensure the doors are fastened securely.
6. Use a Photo-Ionisation Detector, or other approved device, to confirm no hazardous gases are present before proceeding with the inspection. Where this is not possible it is advisable to wait for a minimum of 5 – 10 minutes after the doors are opened before proceeding with the inspection to ventilate any harmful gases in the container.
7. Request the terminal/wharf/industry representative unpacks the container for inspection.
8. Ensure you have safe/sufficient access to the cargo.
9. To ensure safety while inspecting cargo:
 - a. Be aware of the environment and moving vehicles within the vicinity
 - b. Do no lift heavy items without assistance (or apply approved lifting techniques to minimize the risk of injuries from lifting or bending)
 - c. Wear suitable gloves to minimise the risk of cuts or injuries from cargo as well as insect or spider bites or stings

10. Inspect the cargo and related packaging, including:
 - a. Packaging that poses a biosecurity risk (e.g. wood packing and bracing material, straw, timber)
 - b. Musty smells which may indicate mould is present
 - c. Outer packaging displaying risk factors for contamination such as insect damage, soil and frass
 - d. Interior and exterior surfaces of goods (e.g. drawers or doors of furniture)
 - e. Spaces between cartons and paper/plastic liners where contamination may be present
11. Container inspection and any contamination information (including types, levels and location) must be recorded using the Sea Container Survey Form ([Appendix B](#)) as outlined in the definitions in this document. Record must be kept even when no contamination is detected.
12. Information captured in the Sea Container Survey Form must then be entered into the running electronic recording form.

6.4.2 Inspection of cargo from container doors (where unpack is not possible)

1. Ensure the container has been placed in one of the following inspection settings:
 - a. On the ground, on a hardstand surface.
 - b. On a container inspections stand or on the back of a truck, provided the inspecting officer has safe access via an inspection dock or platform.
2. All local Work Health and Safety procedures must be followed.
3. Request that the terminal/wharf/industry representative open the doors of the container.
4. Stand at least two meters back from the container doors while doors are being opened. This is to minimise risk of injury from loose cargo, especially loose cargo above head height.
5. When the doors have been fully opened, ensure the doors are fastened securely.
6. Use a Photo-Ionisation Detector, or other approved device, to confirm no hazardous gases are present before proceeding with the inspection. Where this is not possible it is advisable to wait for a minimum of 5 – 10 minutes after the doors are opened before proceeding with the inspection to ventilate any harmful gases in the container.
7. Conduct the inspection from the opened container doors without entering the container.
8. Assess biosecurity risks using a powerful torch from the container door begin on one side and systematically inspect all the way around the vertical walls of the container.
9. Pay particular attention to:
 - a. Tongue and groove flooring
 - b. Flooring
 - c. Horizontal edges at or near the wall/roof angle
 - d. Roof/walls
 - e. Roof/wall angles
 - f. Corners
 - g. Door and door seals behind rubber folds
 - h. Vents
 - i. Cargo and cargo related packaging
10. Check the seals of the container doors for pests.
11. Container inspection and any contamination information (including types, levels and location) must be recorded using the Sea Container Survey Form ([Appendix B](#)) as outlined in the definitions in this document. Record must be kept even when no contamination is detected.
12. Information captured in the Sea Container Survey Form must then be entered into the running electronic recording form.

6.5 Common hitchhiker pests and environmental contaminants associated with sea containers and cargo

Make sure to look for pests such as:

1. Soil
2. Plants/plant parts/debris and seeds
3. Moths
4. Snails and slugs
5. Ants
6. Bees and wasps
7. Mould and fungi
8. Spiders
9. Other insects and eggs
10. Animals and animal material

7. Reporting and Record Keeping

Two options of a standardised container inspection survey form have been provided [Appendix B](#) to be filled in for each container inspected. Either option may be used by NPPOs when recording inspections. However, the same option must be used during the survey period. The electronic running record should be updated after each inspection to give a collective overview of all inspection results.

It is requested that NPPOs record any legal constraints or other impediments which may limit their ability to undertake, or have undertaken on their behalf, inspections of containers and their cargoes. This information is to be captured in the running electronic recording form.

Completed recording forms should be sent to the IPPC Secretariat (ippc@fao.org) with the email subject line 'Sea Container Survey Results' at the end of the survey with the relevant contact information of the submitter.

8. Conclusion

Adoption of this guideline document by NPPOs would allow for analysis of the uptake and impact of CTU code on reducing pest movement by sea containers and their cargoes and to allow the SCTF to make recommendations as appropriate. For this reason, it is important that each NPPO take part in the survey and follow the above guidelines to capture the data in a consistent, reliable and measurable manner.

Appendix A – Sample Size for Container Contamination Prevalence Matrix

Population size (N)	Estimated contamination prevalence						
	1%	2%	5%	10%	15%	20%	25%
10	9	9	10	10	10	10	10
20	17	18	19	20	20	20	20
30	23	26	28	29	29	29	30
40	28	33	37	38	39	39	39
50	33	40	45	47	48	48	49
60	37	45	53	56	57	58	58
70	40	51	61	65	66	67	67
80	43	56	68	73	75	76	77
90	46	61	75	82	84	85	86
100	49	65	82	90	92	94	95
120	53	73	95	105	109	111	113
140	57	80	107	120	126	128	130
160	60	86	118	135	142	145	147
180	62	92	129	149	157	161	164
200	64	97	139	162	172	177	180
250	69	107	161	194	208	215	220
300	72	116	181	223	241	251	257
350	75	122	198	249	272	285	293
400	77	128	213	273	302	317	327
450	78	133	227	296	329	348	360
500	80	137	239	317	355	377	391
600	82	143	259	354	403	432	450
700	84	148	276	387	445	481	504
800	85	152	291	415	484	526	554
900	86	156	303	441	519	568	600
1,000	87	158	313	464	550	606	643
1,200	88	163	331	502	606	674	720
1,400	89	166	344	534	653	733	788
1,600	90	168	355	561	694	784	847
1,800	90	170	364	584	729	829	900
2,000	91	172	371	604	760	869	948
3,000	92	177	396	671	870	1016	1125
4,000	93	180	409	711	938	1110	1242
5,000	93	181	418	737	984	1175	1324
6,000	94	183	424	756	1017	1223	1385
7,000	94	183	428	769	1042	1260	1432
8,000	94	184	432	780	1062	1289	1470
9,000	94	184	434	789	1078	1313	1501
10,000	94	185	436	796	1091	1332	1526
20,000	95	186	446	829	1154	1427	1652
30,000	95	187	449	840	1176	1462	1699
40,000	95	187	451	846	1188	1480	1723
50,000	95	188	452	850	1195	1491	1738
60,000	95	188	453	852	1200	1498	1748
70,000	95	188	453	854	1203	1504	1756
80,000	95	188	454	855	1206	1508	1761
90,000	95	188	454	856	1208	1511	1765
100,000	95	188	454	857	1210	1513	1769
200,000	95	188	455	861	1217	1525	1785
300,000	95	188	455	862	1220	1529	1790
400,000	95	188	456	862	1221	1531	1793
500,000	95	188	456	863	1222	1532	1794
600,000	95	188	456	863	1222	1533	1795
700,000	95	188	456	863	1222	1533	1796
800,000	95	188	456	863	1223	1534	1797
900,000	95	188	456	864	1223	1534	1797
1,000,000	95	188	456	864	1223	1534	1798
2,000,000	95	188	456	864	1224	1535	1799
3,000,000	95	188	456	864	1224	1536	1800
4,000,000	95	188	456	864	1224	1536	1800
5,000,000	95	188	456	864	1224	1536	1800

Sampling Formula

Equation used to calculate the number of containers to be inspected:

$$n = \frac{(Z^2 \times N \times p \times (1 - p))}{(A^2 \times N) + (Z^2 \times p \times (1 - p))}$$

Container sampling calculation example:

Working example where 'n = 1,332'		
n	1,332	Number of containers to be inspected (calculated)
N	10,000	Containers imported in the previous year
Z	1.96	Test statistic for 95% confidence
A	0.02	Acceptable margin of error
p	0.2	Estimated incidence of contaminated containers expected

Appendix B – Container Inspection Recording Form

Option 1

Sea Container Cleanliness Survey Form

Inspection Details

Inspection Date	
Importing Country	
Inspection Facility/Institution	
Contact Name/Email/Phone	

Container Details

Container Number <i>(four letter/seven digits)</i>	
Container Type	General (Dry Box) <input type="checkbox"/> Flat Rack <input type="checkbox"/> Open Top <input type="checkbox"/> Reefer <input type="checkbox"/> Tanker/Isotanker <input type="checkbox"/> Other (please specify container type)
Empty, Packed or Unpacked Container	
Country of Export	
Port of Export	
Transshipment Port	
Contamination Detected	No <input type="checkbox"/> Yes <input type="checkbox"/> please record the contamination details below.

Internal Contamination Details

Contamination Level and Type		(mark which is appropriate)	
LLC:			
Soil	<input type="checkbox"/>	Seed	<input type="checkbox"/>
Plant Material	<input type="checkbox"/>	Animal/Animal Material	<input type="checkbox"/>
Insect/Arthropod	<input type="checkbox"/>	Snail	<input type="checkbox"/>
Unmanifested cargo residues	<input type="checkbox"/>	Egg Mass	<input type="checkbox"/>
HLC:			
Soil	<input type="checkbox"/>	Seed	<input type="checkbox"/>
Plant Material	<input type="checkbox"/>	Animal/Animal material	<input type="checkbox"/>
Insect/Arthropod	<input type="checkbox"/>	Snail	<input type="checkbox"/>
Unmanifested Cargo Residue	<input type="checkbox"/>	Egg Mass	<input type="checkbox"/>
Organism Details - Insects/Arthropods, Snails, Animal (provide if known)			
Scientific Name: Genus/Species: Other details (please include description below)			
Contamination Location			
Ceiling	<input type="checkbox"/>	Floor	<input type="checkbox"/>
Door	<input type="checkbox"/>	Cargo	<input type="checkbox"/>
Wall	<input type="checkbox"/>	Cargo packaging	<input type="checkbox"/>
Multiple	<input type="checkbox"/>	(please include description below)	
Other details (please include further details describing the location below if required)			
.....			

External Contamination Details

Contamination Level and Type		(mark which is appropriate)	
LLC:			
Soil	<input type="checkbox"/>	Seed	<input type="checkbox"/>
Plant Material	<input type="checkbox"/>	Animal/Animal Material	<input type="checkbox"/>
Insect/Arthropod	<input type="checkbox"/>	Snail	<input type="checkbox"/>
Egg Mass	<input type="checkbox"/>		
HLC:			
Soil	<input type="checkbox"/>	Seed	<input type="checkbox"/>
Plant Material	<input type="checkbox"/>	Animal/Animal Material	<input type="checkbox"/>
Insect/Arthropod	<input type="checkbox"/>	Snail	<input type="checkbox"/>
Egg Mass	<input type="checkbox"/>		
Organism Details - Insects/Arthropods, Snails, Animal (provide if known)			
Scientific Name: Genus/Species: Other details (please include description below)			
Contamination Location (mark which is appropriate)			
Top	<input type="checkbox"/>	Side	<input type="checkbox"/>
Underside	<input type="checkbox"/>		
Multiple	<input type="checkbox"/>	(please include description below)	
Other details (please include further details describing the location below if required)			
.....			

Option 2

Sea Container Cleanliness Survey Form

Inspection Details

Inspection Date	
Importing Country	
Inspection Facility/Institution	
Contact Name/Email/Phone	

Container Details

Container Number <i>(four letter/seven digits)</i>	
Container Type	
Country of Export	
Port of Export	
Transshipment Port	
Contamination Detected Empty, Packed or Unpacked Container	

Contamination Details (if applicable)

Location of Contamination (mark which is appropriate)			
Internal ceiling	<input type="checkbox"/>	External top	<input type="checkbox"/>
Internal floor	<input type="checkbox"/>	External side	<input type="checkbox"/>
Internal wall	<input type="checkbox"/>	External underside	<input type="checkbox"/>
Internal door	<input type="checkbox"/>	Cargo	<input type="checkbox"/>
Cargo packaging	<input type="checkbox"/>	Multiple <i>(please include description below)</i>	<input type="checkbox"/>
Other details <i>(please include further details describing the location below if required)</i>			
.....			
.....			
Contamination Type (mark which is appropriate)			
Live organisms (e.g. live insects/arthropods and animals)	HLC	<input type="checkbox"/>	
Dead organisms (e.g. dead insects/arthropods and animals)	LLC	<input type="checkbox"/>	
Environmental contaminants (e.g. soil, plant material, seeds, feathers)	LLC	<input type="checkbox"/>	HLC <input type="checkbox"/>
Unmanifested cargo residues (e.g. stored products or grains)	LLC	<input type="checkbox"/>	HLC <input type="checkbox"/>
Please include further description/comments below			
.....			
.....			
Organism Details - Insects/Arthropods, Snails, Animal (provide if known)			
Scientific Name:			
Genus/Species:			
Other details <i>(please include description below)</i>			
.....			
.....			