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des
Nations
Unies
pour
l'alimentation
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l'agriculture

Organización
de las
Naciones
Unidas
para la
Agricultura
y la
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INTERIM COMMISSION ON PHYTOSANITARY MEASURES

Sixth Session

Rome, 29 March – 2 April 2004

Composition of the Standards Committee

Agenda Item 8.8 of the Provisional Agenda

1. The Terms of Reference for the Standards Committee (SC) adopted at ICPM-3 in 2001 state that the SC will consist of 20 members, including three members drawn from each of the FAO regions and two from North America.
2. At ICPM-5 in 2003, the Asia Region members proposed that the SC be comprised of 24 members instead of the current representation of 20 members. The Asia Region proposed that the SC be composed of four members from each of the regions of Europe, Africa, Asia, Latin America/Caribbean and the Near East, and two members from each of the North America and South West Pacific Regions.
3. During discussions at ICPM-5, a number of members supported the proposal, while other members considered that the current SC should be given time to operate because it was only constituted in 2002. The ICPM considered the merits and constraints associated with the proposal of increasing the size of the SC, including the potential financial impact of the proposal.
4. The ICPM-5 agreed to consider the issue of representation on the SC at the Sixth Session of the ICPM. The current Terms of Reference and Rules of Procedure for the SC as amended at ICPM 5 are attached as Annex 1 for information.
5. The ICPM is invited to:

Consider the rules and procedures determining membership of the Standards Committee and if agreed adopt new rules and procedures.

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ANNEX I**TERMS OF REFERENCE AND RULES OF PROCEDURE
FOR THE STANDARDS COMMITTEE****Terms of Reference for the Standards Committee****1. Establishment of the Standards Committee**

The Standards Committee (SC) was established by the Third Interim Commission on Phytosanitary Measures.

2. Scope of the Standards Committee

The Standards Committee manages the standard-setting process and assists in the development of International Standards for Phytosanitary Measures (ISPM) which have been identified by the ICPM as priority standards.

3. Objective

The main objective of the Standards Committee is to prepare draft ISPMs according to the standard-setting procedures in the most expeditious manner for adoption by the ICPM.

4. Structure of the Standards Committee

The Standards Committee consists of 20 members, including three members drawn from each the FAO Regions, and two from North America. The distribution for each region will be:

- Africa (3)
- Asia (3)
- Europe (3)
- Latin America and the Caribbean (3)
- Near East (3)
- North America (2)
- Southwest Pacific (3)

An expert group of seven members, the Standards Committee Working Group (SC-7) is selected by the Standards Committee from its membership.

The functions of the SC-7 are determined by the Standards Committee and include the review and revision of specifications, working group drafts and drafts from the consultation process. Temporary or permanent working groups and drafting groups may be established by the Standards Committee as required to assist the SC-7.

5. Functions of the Standards Committee

The Standards Committee serves as a forum for:

- approval of draft specifications or amendment of specifications;
- finalization of specifications;
- designation of the members of the SC-7 and identification of tasks of the group;
- designation of membership of working groups and drafting groups as required;
- review of draft ISPMs;

- approval of draft standards to be submitted to ICPM Members for consultation;
- establishment of open-ended discussion groups where appropriate;
- revision of draft ISPMs in cooperation with the Secretariat taking into account comments of ICPM Members and RPPOs;
- approval of final drafts of ISPMs for submission to the ICPM;
- review of existing ISPMs and those requiring reconsideration;
- identification of priorities for ISPMs under development;
- ensuring that language used in draft ISPMs is clear, simple and focused;
- assigning stewardship for each ISPM¹; and
- other functions related to standard setting as directed by the ICPM.

6. IPPC Secretariat

The Secretariat provides administrative, technical and editorial support as required by the Standards Committee. The Secretariat is responsible for reporting and recordkeeping regarding the standard.

Rules of Procedure for the Standards Committee

Rule 1. Membership

Members should be senior officials designated by governments and have qualifications in a scientific biological discipline (or equivalent) in plant protection, and experience and skills particularly in the:

- practical operation of a national or international phytosanitary system;
- administration of a national or international phytosanitary system; and
- application of phytosanitary measures related to international trade.

Each FAO Region may devise its own procedures for selecting its members of the Standards Committee. The Secretariat is notified of the selections that are submitted to the ICPM for confirmation.

The Standards Committee is responsible for selecting the SC-7 members from within its membership for confirmation by FAO. Members selected for the SC-7 will meet the above-mentioned qualifications and experience.

Rule 2. Period of Membership

Members of the Standards Committee shall serve for two years, with a maximum of six years. Only seven members are replaced every 2 years to ensure continuity.

Membership of SC-7 lapses with membership of the Standards Committee or upon resignation.

Replacements to the Standards Committee are decided by the FAO Region concerned. Replacements to the SC-7 are selected by the Standards Committee.

Rule 3. Chair

The Chairperson and Vice-Chairperson of the Standards Committee are elected by the Standards Committee from its membership and serve for two years, with a possibility of re-election for an additional term of two years.

¹ The assigning of stewardship involves designating an individual to be responsible for managing the development of a particular standard from its inception to its completion according to the specifications for the standard and any additional directions provided by the SC and IPPC Secretariat.

The Chair of the SC-7 is elected by members of the SC-7. The term is for 2 years with the possibility of re-election.

Rule 4. Sessions

Meetings of the Standards Committee are normally held at FAO-Headquarters in Rome.

The Standards Committee meets at least once per year primarily to facilitate the approval procedures within the standard-setting process.

Regular sessions

Unless otherwise decided by the ICPM, meetings of the Standards Committee shall be held in November. The Standards Committee may authorize the SC-7 or special-purpose groups to meet more frequently than the Standards Committee within the limits of available resources.

Extraordinary sessions

The Standards Committee, in consultation with the Bureau of the ICPM may call an extraordinary session of the Standards Committee within the limits of available resources.

A majority of the Standards Committee shall constitute a quorum.

Rule 5. Approval

Approvals relating to specifications or draft standards are sought by consensus. Final drafts of ISPMs which have been approved by the Standards Committee are submitted to the ICPM without undue delay.

Rule 6. Observers

For observer status, Rule 7 of the Rules of Procedure of the ICPM will apply.

Rule 7. Reports

Standards Committee meeting records shall be kept by the Secretariat. The report of the meetings shall include:

- approval of draft specifications for ISPMs;
- finalization of specifications with a detailed explanation including reasons for changes; and
- reasons why a draft standard has not been approved.

The Secretariat shall endeavor to provide to ICPM Members upon request the rationale of the Standards Committee for accepting or not accepting proposals for modifications to specifications or draft standards.

A report on the activities of the Standards Committee shall be made by the Chairperson of the Standards Committee to the annual session of the ICPM.

Reports shall be adopted by the Standards Committee before they are made available to Members of the ICPM and RPPOs.

Rule 8. Language

The business of the Standards Committee shall be conducted in the English language.

Rule 9. Amendments

Amendments to the Rules of Procedures and the Terms of Reference may be promulgated by the ICPM as required.