

June 1999

E



منظمة الأغذية  
والزراعة  
للأمم المتحدة

联合国  
粮食及  
农业组织

Food  
and  
Agriculture  
Organization  
of  
the  
United  
Nations

Organisation  
des  
Nations  
Unies  
pour  
l'alimentation  
et  
l'agriculture

Organización  
de las  
Naciones  
Unidas  
para la  
Agricultura  
y la  
Alimentación

## INTERIM COMMISSION ON PHYTOSANITARY MEASURES

### Second Session

Rome, 4-8 October 1999

### Items Arising from the First Session of the Interim Commission on Phytosanitary Measures Report of the Informal Working Group on Standard Setting Procedures

Rome, 4-8 October 1999

### Agenda Item 6.1 of the Provisional Agenda

1. The current standard setting mechanism was established by the Twenty-seventh FAO Conference in 1993. It included the formation of the Committee of Experts on Phytosanitary Measures (the CEPM) and the adoption of a 9-step procedure. The Conference was clear that its intention was to put in place interim procedures to facilitate the establishment of international standards for phytosanitary measures. It was noted that these procedures were to be reviewed with a view to improvement as the IPPC Secretariat and contracting parties gained experience in standard setting.
2. In its Resolution 12/97, the Twenty-ninth FAO Conference approved the New Revised Text of the IPPC and agreed that the present standard setting procedure continue until the amendments come into force or the Interim Commission on Phytosanitary Measures (ICPM) decides otherwise. The Terms of Reference for the ICPM, also established at the Twenty-ninth session of FAO Conference, state that one function of the ICPM is to establish and keep under review the necessary institutional arrangements and procedures for the development and adoption of international standards for phytosanitary measures (C 97/REP).
3. At its first meeting in 1998, the ICPM provisionally adopted its Rules of Procedure with the understanding that the Rules of Procedure would be fully adopted after procedures for the establishment of international standards for phytosanitary measures (ISPMs) were agreed by the ICPM and annexed to its Rules of Procedure. It was envisioned that this would occur at the present meeting of the ICPM.

For reasons of economy, this document is produced in a limited number of copies. Delegates and observers are kindly requested to bring it to the meetings and to refrain from asking for additional copies, unless strictly indispensable.

4. The ICPM established an Informal Working Group on Standard Setting Procedures whose purpose was to review the interim standard setting procedures of the IPPC and the procedures of other organizations, and to develop recommendations for standard setting procedures to be implemented by the ICPM in accordance with Article XI.2b of the New Revised Text of the IPPC. The group met 15-19 March 1999 in Montevideo, Uruguay. The Terms of Reference for the meeting and a list of participants are found in Annex I.

5. The working group agreed that key objectives were to expand and accelerate the standard setting process while also increasing transparency and the opportunities for participation by developing countries. Discussions included review of the work programme on global harmonization, including primarily standard setting activities coordinated by the Secretariat and resources provided to the Secretariat for these activities.

6. The meeting noted that the resources provided to the Secretariat were inadequate for the desired work programme. It was recognized that the provision of additional resources for the work programme would require decisions to be taken by Member governments in the FAO governing bodies. However, the meeting noted that the ICPM may be able to realize cost savings for the Secretariat through new standard setting procedures. It was agreed that this should be a further objective.

7. The meeting developed a revised procedure for standard setting (Annex II) accompanied by recommendations in five distinct areas (Annex III). The ICPM is asked to consider the recommendations of the Working Group and, if appropriate, amend the recommendations with the aim to:

- a) adopt the standard setting procedure specified in Annex II, including the formation of a Subsidiary Body to be known as the Standards Committee (Recommendation No. 1);
- b) fully adopt the Rules of Procedure for the ICPM, including the added annex;
- c) endorse the structure and membership proposed for the Standards Committee (Recommendation 2);
- d) urge Members to waive financial assistance from FAO whenever possible, and request the Secretariat to direct savings and extrabudgetary resources wherever possible to the expansion of standard setting and increasing the participation of developing countries (Recommendation 3);
- e) encourage Members to provide extrabudgetary funds to assist the expansion of standard setting and increase the participation of developing countries;
- f) request RPPOs to support standard setting as described in Recommendation 4;
- g) request that the Secretariat and Members make maximum practical use of the Internet and other means to increase transparency in the standard setting procedures of the IPPC.

---

**ANNEX I****Terms of Reference for the Informal Working Group on Standard Setting Procedures**

1. Examine current mechanisms.
2. Review the processes of other standard setting organizations (with the assistance of the Secretariat).
3. Provide recommendations for the ICPM to consider:
  - standard setting procedures;
  - subsidiary bodies including structure and membership;
  - financial considerations;
  - role of regional plant protection organizations;
  - transparency.
4. Submit report to the Secretariat at least 120 days before the meeting of the Second ICPM.

**Participants in the Informal Working Group on Standard Setting Procedures**Working Group Members

Mr. Felipe Canale (Uruguay) – Chairperson

Mr. John Hedley ( New Zealand) – Chairperson of the ICPM

Mr. Brian Stynes (Australia)

Ms. Reinouw Bast-Tjeerde (Canada)

Mr. Hiroshi Akiyama (Japan)

Mr. Marc Vereecke (European Community)

Mr Ian Smith (European and Mediterranean Plant Protection Organization)

Secretariat and Observers

Mr Robert Griffin, IPPC Secretariat

## ANNEX II

### Standard Setting Procedures Proposed by the Informal Working Group on Standard Setting Procedures

#### Step 1

Proposals for a new International Standard for Phytosanitary Measures (ISPM) or for the review or revision of an existing ISPM are submitted to the Secretariat in the form of a discussion paper accompanied by a topic or draft standard.

#### Step 2

A summary of proposals is submitted by the Secretariat to the ICPM. The ICPM identifies the topics and priorities for standard setting from among the proposals submitted to the Secretariat and others that may be raised by the ICPM.

#### Step 3

Specifications for the standards identified as priorities by the ICPM are drafted by the Secretariat. The draft specifications are submitted to the Standards Committee for approval/amendment and subsequently made available to Members and RPPOs for comment (60 days). Comment is by written submission to the Secretariat. Specifications are finalized by the Standards Committee taking into account the comments.

#### Step 4

The standard is drafted or revised by a Working Group designated by the Standards Committee and in accordance with the specification. The resulting draft standard is submitted to the Standards Committee for review.

#### Step 5

Draft standards approved by the Standards Committee are distributed to Members and RPPOs for consultation (120 days). Comment is by written submission to the Secretariat. Where appropriate, the Standards Committee may establish Open-ended Discussion Groups, as fora for further comment. Comments are summarized by the Secretariat and submitted to the Standards Committee.

#### Step 6

The draft standard is revised by the Secretariat in cooperation with the Standards Committee taking comments into account. The final version is submitted by the Standards Committee to the ICPM for adoption.

**Step 7**

The ISPM is established through formal adoption by the ICPM according to Rule X of the Rules of Procedure of the ICPM.

**Step 8**

The ISPM is reviewed by the specified date or such other date as may be agreed upon by the ICPM.

Circumstances may arise where it would be appropriate to vary this procedure. Any variation will be drawn to the attention of the ICPM at the time of adoption.

## ANNEX III

**Recommendations of the Informal Working Group on Standard Setting Procedures****Recommendation 1: Standard Setting Procedure**

- a) - **That the standard setting procedure as detailed in Annex II be adopted by the ICPM and annexed to the Rules of Procedure of the ICPM.**
- b) - **That a Standards Committee be established as a subsidiary body to the ICPM according to the provisions of Rule IX of the Provisional Rules of Procedure.**

In developing a standard setting procedure, the Working group reviewed the current standard setting procedure and the procedures of other standard setting organizations. The priority setting process was considered by the working group to be of such importance that it is noted in the first two steps of the procedure, recognizing that prioritization is currently a separate process for the ICPM.

The procedure developed by the Working group recognizes four critical elements of an effective standards setting procedure comprising development, consultation, adoption and review. The Working group believed that these elements are adequately reflected in the recommended procedure.

**Recommendation 2: Structure and Membership of the Standards Committee**

- a) - **That the Standards Committee have the following structure and membership:**
  - i. **The Committee consists of up to twelve phytosanitary experts of which at least one should come from each of the seven FAO regions .**
  - ii. **ICPM representatives from each FAO region may submit to the Bureau of the ICPM two nominations for membership.**
  - iii. **A proposal for the membership of the Committee is made by the Bureau, on the basis of the nominations received, and approved by the ICPM taking into account the need for a global perspective and for appropriate expertise and experience.**
- b) - **That the Standards Committee prepare Terms of Reference and Rules of Procedure for itself and those required for the establishment of Working Groups.**
- c) - **That there be two meetings of the Standards Committee per year. One of these meetings would correspond with the meeting of the ICPM. The Standards Committee would have both open and closed sessions.**

The meeting agreed that all nominations for the Standards Committee should be based on experience and expertise. The government represented by each member undertakes to make adequate provision for the representative's effective participation except that financial assistance may be requested from FAO for travel and subsistence costs associated with meetings other than the ICPM (see Recommendation 3 below).

The Working Group noted the following points for the Terms of Reference and Rules of Procedure that should be considered by the Standards Committee:

- A Chairperson, Vice-Chairperson and Rapporteur should be elected to form a Steering Group. The Steering Group, in cooperation with the Secretariat, would be responsible for preparing material for the meetings of the Committee and follow-up the work programme of the Standards Committee between its meetings. The Steering Group would provide a link between the Standards Committee and the Bureau of the ICPM.
- The Standards Committee could designate Working Groups on an ad hoc or permanent basis whose composition will depend on the requirements for expertise described in the standard specifications.

### **Recommendation 3: Financial Considerations**

- a) - **That, whenever possible, Members of the Standards Committee and those participating in standard setting activities voluntarily fund their travel and subsistence to attend meetings. Members may request financial assistance from FAO for meetings other than those associated with the meeting of the ICPM, with the understanding that the priority for financial assistance is given to developing country representatives.**
- b) - **That the financial resources made available to the Secretariat for the work programme, including savings realized by Members and others voluntarily accepting costs for participation in the Standards Committee or activities associated with standard setting, be directed as far as possible to expanding the work programme for the establishment of standards and assisting the participation of developing country Members.**
- c) - **That extrabudgetary funds be made available for developing countries to participate in ad hoc Open-ended Discussion groups.**
- d) - **That sponsors and donors be encouraged to make contributions to the work programme.**

### **Recommendation 4: The role of Regional Plant Protection Organizations (RPPOs)**

- a) **That RPPOs:**
  - i. **establish regional standards and deposit them with the Secretariat**
  - ii. **encourage cooperation between their member countries in the preparation of :**
    - **proposals for new or revised International Standards for Phytosanitary Measures (ISPMs) and the deposit of regional standards as candidates for ISPMs;**
    - **comments on specifications for new or revised ISPMs;**
    - **comments on draft ISPMs received for consultation.**
  - iii. **cooperate with the Secretariat in support of the work programme.**

**Recommendation 5: Transparency**

- a) - **That maximum practical transparency be encouraged in the standard setting procedure.**
- b) - **That the ICPM encourage the wide use of electronic communication and the Internet in the standard setting procedure.**

It is noted by the Working group that adoption of the procedure outlined in Annex II would increase transparency in the following ways:

- opportunity to contribute input into the work programme;
- development of specifications for new or revised ISPMs;
- opportunity to comment on specifications;
- opportunity to comment on the draft standard via written submission and through participation in Open-ended Discussion Groups;
- availability of summary documents from consultation activities;
- participation in the approval step;
- one harmonized procedure for all standards including Glossary.