REPORT

Salvador,
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2008

Standards Committee
November 2008

CONTENTS

1. OPENING OF THE MEETING

1. The IPPC Secretariat opened the meeting and welcomed participants to the first Standards Committee (SC) meeting held outside of Rome. The Chairperson welcomed members to Brazil and a welcome message from the Brazilian Secretary of Animal and Plant Health and Inspection of the Ministry of Agriculture, Livestock and Food Supply was given.

2. The Standards Officer, IPPC Secretariat indicated that he had spoken to the Secretary, who passed his greetings to the SC and thanked Brazil for its tremendous contribution to hosting the meeting. The Secretary felt that this was an important step for members of the Commission on Phytosanitary Measures (CPM) to take and demonstrated that members have ownership in this important work.

3. The Secretariat welcomed the new chairperson, Mr Ribeiro e Silva, who was chairing his first meeting of the SC. Five new SC members from Canada, Denmark, Egypt, Nigeria and the United Kingdom were also introduced and welcomed. The Secretariat noted that four SC members were not in attendance, from India, Tonga, Uganda and Yemen. The meeting was also attended by an observer representing the CPM Bureau (United Kingdom) and six other observers (four from Brazil and two from South Africa).

2. ADOPTION OF THE AGENDA

4. The agenda was reviewed and adopted (Appendix 1).

5. The documents list was reviewed (Appendix 2). One member indicated that for the future, it would be interesting to include the names of authors indicated in the discussion papers submitted to the SC.

6. Local information for participants was outlined by an observer from Brazil.

3. ELECTION OF THE STANDARDS COMMITTEE VICE-CHAIRPERSON AND RAPPORTEUR

7. The SC elected Mr Sakamura (Japan) as vice-chairperson and Mr Porritt (Australia) as rapporteur.

3.1 Functions of the positions of SC Chair, Vice-chair and Rapporteur (in session and inter-sessionally)

8. A discussion paper was introduced by an SC member (Argentina), who indicated that its purpose was to clarify the roles and expected functions of the chair, vice-chair and rapporteur during and between SC meetings. He indicated that it was meant to document the way the SC had been operating up to now.

9. One member sought clarification on the role of the SC chair in regards to facilitating and implementing the work programmes and functions of technical panels. The text was clarified to state that the Chair should ensure that stewards of technical panels liaise with each other and identify any overlaps in their work programmes. If there was a conflict in the work of any technical panels, the SC chair should endeavour to resolve them. It was added that this should be done in conjunction with the Secretariat, who also maintains close contact with technical panel stewards and members.

10. Clarification was also sought on the SC chair's role in seeking consistency in relation to SC proposals and CPM decisions. The text was clarified to state that the chair should provide the SC with guidance on how to implement CPM decisions, as the chair acts as the liaison between the SC and the CPM.

11. The role of the rapporteur was adjusted to indicate that the rapporteur should ensure that the report prepared by the Secretariat records the discussions and decisions of the SC meetings accurately.

12. The SC approved these functions (Appendix 3) and the Secretariat indicated that they would be incorporated into the IPPC procedural manual.

4. DECISIONS AND UPDATES FROM RELEVANT BODIES

13. The Secretariat updated the SC on discussions and decisions taken at meetings of various other IPPC bodies which affected the work of the SC.

4.1 Item arising from CPM-3 (April 2008)

14. CPM-3 adopted several items related to the work of the SC. The CPM adopted the *Hierarchy of terms for standards*, which outlined definitions for the terms *technical area*, *topic* and *subject*. The document also outlines that the SC is able to approve a *subject* (and related priority) suggested by a technical panel within an approved *topic*, whereas the CPM must approve the addition (and related priority) or deletion of *topics* to the IPPC standard setting work programme. At its October 2008 meeting, the Informal Working Group on Strategic Planning and Technical Assistance (SPTA) provided guidance that technical panels should propose new *topics* for consideration for the work programme through the biennial call for topics, and not through the SC unless urgent.

15. The CPM also adopted the *Procedure and criteria for identifying topics for inclusion in the IPPC standard setting work programme*. Among other things, the procedures clarify that, in addition to the biennial call for topics, the CPM may include a new topic or subject in any year when "a situation arises in which a standard is required urgently." At its October 2008 meeting, the SPTA advised that proposals for new topics outside of the biennial call procedure should only be recommended if the topic was urgent. The Secretariat noted that some of the topics currently on the work programme may not meet the core criteria outlined in this document, and invited the SC to consider if it was appropriate to review all topics on the work programme or to apply the criteria only to new topics added. The SC agreed that given the number of topics on the work programme, the limited resources of the Secretariat and the very full workload of the SC, the criteria should only be applied in the review of proposed new topics.

16. The Secretariat informed the SC that the form for the submission of topics for the work programme would be revised in order to account for and correspond with the new procedures and criteria.

17. The Secretariat also informed the SC that the Technical Panel on Diagnostic Protocols (TPDP) had developed specific criteria for the prioritization of diagnostic protocols. The steward pointed out that these made reference to the CPM criteria. The SC agreed that the TPDP should ensure that their criteria are compatible with the criteria for topics adopted by CPM-3.

18. CPM-3 adopted the *General considerations for standard setting*, which outline considerations for the standard setting process that the SC should take into account.

19. The *IPPC standard setting procedure* (Annex 1 of the Rules of Procedure of the CPM) was adopted by CPM-3, after review by many different bodies. The procedures outline the various steps of the standard setting process, both in the regular process and the special process (formerly the fast-track process).

20. The *Terms of reference and rules of procedure for technical panels* were adopted by CPM-3 to help clarify the role of technical panels, which had previously operated using the *Guidelines for the operation of expert working groups*. The terms of reference and rules of procedure no longer limit the role of all technical panels to developing standards in the special process as had been decided at ICPM-6 (2004). The terms of reference provide for a five year term for technical panel members, and also indicate that the SC should review membership of technical panels on a regular basis. The SC decided to ask all technical panels to review their specifications to ensure they were harmonized with the new terms of reference and rules of procedure.

21. *Provisions for the availability of standard setting documents* provides that certain documents presented to the SC are to be made available to IPPC contracting parties and RPPOs through the IPP. The document outlines which documents are to be made available, and which documents may be kept for review by the SC only. The Secretariat indicated that up to now, the decision of which documents should be restricted to the SC had been made in consultation with the SC chair. The SC agreed to this process, and added that the author of the document should also be consulted in the decision.

22. The Secretariat noted that all of these documents adopted by CPM-3 would be incorporated into the next edition of the IPPC procedural manual.

4.2 CPM-3 and the independent external evaluation of the IPPC

23. CPM-3 adopted several recommendations as a result of the independent evaluation of the IPPC and has requested that the SC address several of them.

24. Regarding the recommendation to include a statement regarding biodiversity considerations in all standards (new standards as they are developed and old standards as they are revised) as appropriate, it was suggested that text to this effect should only be added when the standard specifically addressed biodiversity and the environment. If text was added to all standards regardless of their topic, it could result in the text being too generic to have any useful meaning. The SC agreed that a statement was only needed in standards that specifically affect in a specific way the protection of biodiversity and the environment. The following task will be added to all future specifications for SC approval:

> *In addition, consider whether the new or revised ISPM could affect in a specific way (positively or negatively) the protection of biodiversity and the environment. If this is the case, the impact should be identified, addressed and clarified in the ISPM.*

25. The SC also agreed to review the balance between concept and specific standards at its November 2009 meeting when they review the standard setting work programme and topics proposed for new standards resulting from the 2009 biennial call. The criteria adopted by CPM-3 would be used in this process and should help set better priorities. The SC also agreed to make more effort to include in the reference section of specification references to existing standards, such as regional standards, which may present opportunities to incorporate existing work.

26. The SC agreed to ensure that sufficient details on the nature and depth of their debates on key issues are included in their reports.

27. Finally, the SC noted that the introduction of the extended time schedule should help ensure that adequate time is allocated to the various stages of the standard setting process which would in turn help ensure that standards are of a high quality.

4.3 CPM-3 and the focus group on the review of standard setting procedures

28. The Secretariat outlined the CPM-3 reactions to the outcomes of the focus group, and informed the SC that the CPM had requested them to carry out the actions resulting from the focus group. The Secretariat informed the SC of the various documents which would need to be updated in order to take into account the decisions and recommendations and the Secretariat also presented suggestions on how to incorporate them. The SC discussed and reviewed the Secretariat suggestions and made additional changes as outlined below.

4.3.1 Terms of reference and rules of procedure for the Standards Committee

29. The SC reviewed and modified its terms of reference and rules of procedure as requested by CPM-3. The adjustments modified the relationship of the SC to technical panels in order to harmonize with the terms of reference and rules of procedure for technical panels that were adopted at CPM-3. The SC noted that it manages the work of technical panels, but that establishment and disestablishment of technical panels is a decision taken by the CPM. In addition, text was introduced to clarify that the SC may undertake tasks between sessions via electronic means. Issues related to the use of electronic communication for discussions and decisions of the SC were also discussed in further detail under agenda item 6.

30. The document was adjusted to clarify the composition of the SC-7, and to distinguish between the working procedures of the SC and SC-7. Specific guidance on the functions of the SC-7 were removed and placed in the terms of reference and rules of procedure for the SC-7 (section 5).

31. The SC agreed to the revised terms of reference and rules of procedure (Appendix 4), and agreed to inform the CPM that they have made the requested modifications to align them with the CPM-3 decisions and adjusted them to take into account that they had developed rules for the SC-7. The modified document will be incorporated into the IPPC procedural manual.

4.3.2 Guidelines on the duties of members of the Standards Committee

32. The Secretariat introduced the document and outlined the proposed changes. The Secretariat also described the document as an introductory guide for new members of the SC, and solicited feedback from members who have been on the SC for a long time to further improve it.

33. The SC reviewed and updated the guidelines, including text to clarify that some decisions of the SC may be taken via electronic means without previous agreement to do so at a meeting. It was also agreed that SC members should respond to questions related to the SC's discussion of member comments, as well as informing unsuccessful nominees from their region of the selections made for expert drafting groups.

34. The group discussed the time commitments required to serve as an SC member, and agreed that the amount of time described in the document was the minimum necessary to meaningfully participate. It was noted that in some cases SC members have dedicated time to participate, but did not receive the necessary authorization to travel to the SC meetings. It was agreed that the FAO regional chairs should be informed about the time and travel requirements of participation during the nomination process for new SC members. In addition, text was added to the guidelines to note that member governments which nominate SC members should ensure that their nominees will be authorized to travel in order for them to attend meetings and carry out their functions as an SC member.

35. The SC agreed to the proposed changes and adopted the revised guidelines on the duties of members of the SC (Appendix 5).

4.3.3 Common procedures for technical panels

36. The Secretariat introduced the document, which lays out procedures that are common to the five technical panels. The Secretariat, in consultation with technical panel stewards, proposed changes to harmonize the document with the terms of reference and rules of procedure for technical panels as adopted by CPM-3. The proposed modifications clarify that technical panels are under the guidance and supervision of the SC and provide advice to the SC. It was also clarified that proposals for topics by technical panels should be submitted through the Secretariat's biennial call for topics.

37. One member suggested that a point be added about submitting the technical panels' work programmes for approval to the SC. It was thought that this would delay technical panels from carrying out their work as they would have to wait for the SC to meet and review their work programmes. It was noted that work programmes are always presented to the SC as attachments to technical panel meeting reports, which are also posted on the IPP. The SC is able to discuss and give direction on the work of technical panels at the meeting in which the reports and executive summaries of technical panels are presented. The SC is always requested to review and note the technical panel work programmes.

38. It was confirmed that, as stated in the *Hierarchy of terms for standards* approved by the CPM-3, proposed glossary terms referred to the Technical Panel on the Glossary (TPG) are considered to be subjects and therefore do not require to be approved by the CPM before the TPG works on them.

39. The SC agreed to the proposed changes and adopted the revised common procedures for technical panels (Appendix 6).

4.3.4 Guidelines on the role of a steward

40. The SC noted that acting as the steward for a standard requires a lot of time and discussed options to communicate this to steward's governments in order to ensure stewards obtain the necessary support and time needed to complete the tasks outlined in the document. Some members considered that information on the responsibilities of a steward should be sent to FAO regional group chairs. Others considered that contacting government ministries would be the more direct route. The document was modified to specify that, upon the request of a steward, the Secretariat would provide information on the responsibilities and time needed to act as a steward to FAO representatives of the steward's country in order to ensure that the information is transmitted to the appropriate government officials.

41. CPM-3 requested that these guidelines be amended regarding the role of a steward for responses to member comments. The SC agreed that one of the duties of stewards should be to provide to the SC an overview of cases where comments were not incorporated with some reasoning.

42. The SC agreed to the proposed changes and adopted the revised guidelines on the role of a steward (Appendix 7).

4.4 Informal working group on strategic planning and technical assistance (SPTA)

43. The IPPC Secretariat updated the SC on the SPTA meeting held in October 2008. The final report was not yet available but would be posted on the IPP in the coming weeks.

44. The SPTA was given an update on the staffing situation in the Secretariat, and was reminded that the independent external evaluation indicated the Secretariat should have a staff of 18, while the current staff is four, with only one permanent position in standard setting. The SPTA also noted the growing gap between the expectations of the CPM and the ability of the Secretariat to implement.

45. The SPTA noted that few countries had managed to use the online system for the submission of comments, but expressed their support for the system. They encouraged the Secretariat to solicit feedback on the system, and encouraged contracting parties to submit comments in a way that will assist the Secretariat in compiling member comments.

46. The SPTA understood that the SC can review the standard setting work programme at their meetings, but recommended that the addition of new topics outside of the biennial call should only be proposed to the CPM if the SC considered them to be urgent.

47. Regarding the IPPC's resources, the SPTA reviewed the operational plan and budget and recommended the cancellation of the TPDP meeting in 2009 and two expert working group meetings.

48. The SPTA discussed a proposal for the development of technical manuals, which would be another type of document different from standards or explanatory documents. The SPTA has submitted this proposal to the SC for discussion.

49. The issues associated with the registration of the ISPM No 15 symbol were discussed, and the SPTA suggested that the Secretariat pursue other options, such as not registering the mark. The SPTA recommended that a consultant be hired to study the legal implications of this, and the Secretariat requested the SC's permission to discuss this issue at the next Technical Panel on Forest Quarantine (TPFQ) meeting for their feedback and input. The SC agreed with this proposal.

50. One member thought it was interesting to note that the SPTA discussed the international recognition of pest free areas, and that FAO legal service had indicated that this went beyond the mandate of the IPPC and FAO.

5. ESTABLISHMENT OF WORKING PROCEDURES FOR THE SC-7

51. A member of the SC introduced the draft procedures, indicating that they follow the basic outline of the terms of reference and rules of procedure for the SC. The terms of reference outline the scope, structure and functions of the SC-7 and that the rules of procedure outline issues around membership, replacement of members, observers and other procedural rules.

52. The SC agreed that the SC-7 should include one member from each FAO region. One SC member suggested that the membership be rotational among the SC members from a region, allowing for a term of membership of one year. Several members thought that this would be difficult given internal regional procedures for nominating SC-7 members, and also expressed concern that experience and continuity would be lost if there was forced rotation of experts who had gained experience. The SC supported that the term for an SC-7 member would coincide with their SC membership.

53. One member supported that the SC-7 meet only once per year, and not twice as had occurred in 2008. The Secretariat indicated that this was due to budget cuts done by the SPTA and that he had since

requested the SPTA not to propose to cancel other SC meetings as it caused too much disruption in the SC's work to only meet once in a year.

54. The SC discussed the SC-7 rule on observers and agreed that the SC chair may participate as an observer. In addition, stewards of draft ISPMs being discussed and invited subject experts may also participate as observers for specific portions of SC-7 meetings. Several members supported SC members attending as observers and several other members indicated that this would defeat the purpose of having a small drafting group that can discuss issues openly and come to consensus more easily.

55. Some members of the SC, while agreeing to the rules of procedures for the SC-7, noted their concerns regarding the potential of developing nations to be unable to participate in the SC-7 as observers.

56. Other SC members expressed their support for the rule for observers for the SC-7 to be the same as for the SC. They reminded the SC that FAO legal service had indicated that if there were no specific SC-7 rules, the SC rules applied, then CPM-3 decided the same for May 2008 SC-7 meeting. The Secretariat indicated that the SC should create SC-7 rules to suit their needs. A compromise was agreed to allow SC members to attend as observers, upon request to the Secretariat, in cases where the SC-7 meets instead of the SC.

57. The SC agreed to the proposed terms of reference and rules of procedures for the SC-7 (Appendix 8). The Secretariat noted that this document will be incorporated into the IPPC procedural manual.

6. ESTABLISHMENT OF WORKING PROCEDURES FOR DECISIONS TO BE MADE BY E-MAIL

58. An SC member (Argentina) introduced the draft procedures for decisions to be made by e-mail, indicating that they aimed to clarify when and how the SC should make decisions by e-mail by documenting the way the SC had been operating up to now. The document tried to clarify in which cases e-mail could be used as a working procedure for the SC between sessions and how to proceed in cases of lack of agreement on decisions being made by e-mail.

59. One member indicated that no response should not be considered as agreement, as had been the convention in previous e-mail consultations. The Secretariat indicated that very few responses are usually received and to get all members to respond would be difficult. In addition, the Secretariat noted that the use of electronic communication for some activities was a part of the special standard setting process adopted by CPM-3 and may be used without a previous decision to do so at an SC meeting.

60. Several members indicated that it was often very difficult to respond in the short turn around time given due to work schedules, duty travel and problems with e-mail and internet servers. Members supported specifying a time period that would allow SC members sufficient time to provide input on the decisions to be made and consider points raised by other members. It was decided that SC members should be given two weeks to respond. It was also suggested that many of the administrative documents needing SC review, such as terms of reference and rules of procedure and other such documents, could be done by e-mail to allow more time in SC meetings to review and discuss standards.

61. Another member requested that final decisions taken in e-mail discussions be communicated to all SC members so that they are aware of the final outcome.

62. The Secretariat suggested finding new ways to hold discussions using electronic means, such as through discussion boards or through the IPP. Several members described their experiences with this type of approach in their work and indicated that it took some effort to start up discussions and keep them going, but that they often worked well. The Secretariat agreed to look into the possibilities for creating a discussion board or discussion function for the SC to utilize, where comments could be easily posted and viewed by other SC members.

63. The SC agreed that this point be added to the agenda of their next meeting for further analysis.

7. REPORT OF STANDARDS COMMITTEE, NOVEMBER 2007

64. The Secretariat presented the report of the November 2007 meeting, indicating that it had been adopted at the end of the meeting and was presented for information. The SC did not note any errors or omissions in the report or appendices.

8. REPORT OF THE STANDARDS COMMITTEE WORKING GROUP (SC-7), MAY 2008

65. The chair of the May 2008 SC-7 meeting, Ms Aliaga (United States), presented the report. She indicated that the SC-7 approved Specification No. 46 (*Management of phytosanitary risks in the international movement of wood*). The SC-7 had also reviewed and approved for member consultation seven draft ISPMs. Three other draft ISPMs (not widely distributed, appropriate level of protection and plants for planting) were reviewed and the SC-7 decided not to send these drafts for member consultation. The SC-7 recommended that the SC:

- submit the draft on not widely distributed to the TPG
- return the draft ISPM on plants for planting for redrafting and consideration of the specific guidance provided by the SC-7 on changes needed, and
- discuss and decide on the status and future of appropriate level of protection.

66. The steward of the draft ISPM on appropriate level of protection responded to the SC-7 comments on the draft. He indicated that the focus of the draft is strongly devoted to the consistency of phytosanitary measures themselves. The draft indicates that governments should base measures on technical information, and outlines how they can implement phytosanitary measures. The draft also outlines the role and function of the IPPC in this regard. The draft also emphasizes the IPPC's role in relation to the World Trade Organization (WTO). A member of the expert working group from the WTO-SPS Secretariat suggested that "appropriate level of protection" was an SPS term. The steward indicated that the topic was very complex and that he hoped the SC could offer some clear guidelines on how to move it forward. He asked for the SC to further discuss and collect more opinions on the draft so that the draft could be modified appropriately.

67. A member of the SC-7 informed the SC that the SC-7 felt that the draft should be put on hold until such time as the IPPC is more justified to look at the issue more deeply and clearly. The SC-7 also felt that ultimately, it remained the remit of the SPS Committee to define appropriate level of protection if they felt it was appropriate.

68. The SC agreed to categorize the draft as pending, noting that the topic had proven to be more difficult than expected and that the limited resources of the IPPC might be better used on other, less difficult topics at this time. The draft may be reconsidered at a later stage when the conditions were more favourable.

69. The steward of the draft ISPM on "plants for planting" responded to the SC-7 comments on the draft. He indicated that he felt the draft could be retained and the suggestions from the SC-7 could be incorporated. He agreed that the standard could focus on lower risk situations, while still addressing higher risk situations.

70. The SC agreed that some active members of the expert working group could be asked to continue their work, along with the steward and interested SC members. It was agreed to ask the expert working group members from Germany and the United States to continue as they had been very active in discussions. In addition, an SC member from Denmark and Nolan Africander (South Africa) were invited to join the discussions to ensure different view points are considered. This group will work with the draft submitted to the SC-7 and will consider the SC-7's comments, and will work by e-mail. The Secretariat indicated that it would investigate ways to bring the group together for a meeting, if possible.

71. The steward of the draft ISPM on "not widely distributed" responded to the SC-7 comments on the draft. The SC agreed that this draft was closely related with Supplement No. 1 of the Glossary on "official control" and requested the TPG to integrate the draft into the supplement in such a way so as to not re-open discussion on "official control."

9. UPDATE ON THE STANDARD SETTING WORK PROGRAMME

72. The Secretariat presented the current status of topics on the standard setting work programme and highlighted some items for the SC's information and consideration.

73. An SC member noted that the TPPT, through e-mail discussions, decided they would no longer recommend the cold treatments for *Citrus paradisi* x *C. reticulata* cultivar 'Murcott' for *Bactrocera tryoni* and *Citrus paradisi* x *C. reticulata* cultivar 'Murcott' for *Ceratitis capitata* and the SC agreed they be removed from the work programme.

74. A member requested that the priority for the topic on "international movement of grain" be changed to high, as this was an important topic for many countries and also coincided well with the special session on pest introduction through food aid shipments that was planned for CPM-4 and this was supported by several members. One member indicated that it is necessary to achieve a very clear specification focused on phytosanitary related issues because of the existence of different relevant aspects of the topic. Another member pointed out that if a steward would be assigned they could attend the CPM and incorporate the outcome of the special session into further work on this topic. The SC agreed to recommend that the CPM change the priority to high.

75. A member also requested that the priority for the topic on "systems for authorizing phytosanitary activities" be changed to normal, as this was seen as a complex topic that was important but not urgent to be developed. A member asked if this topic was related to the issue with the term "public officer," and if so should remain high priority. The Secretariat clarified that a recent decision by the FAO legal service has indicated that public officer should be defined by each country to reflect their national systems. Several members supported keeping this topic as high priority, as the topic will address accreditation of different programs, laboratories, inspections, etc. and will be useful for many regions. The SC agreed not to recommend changing the priority.

76. These changes to the work programme were incorporated and will be recommended to the CPM. Further discussions and decisions on the work programme were also discussed under other agenda items.

10. ISSUES RELATING TO STEWARDS, EXPERTS AND MEETING ATTENDANCE

10.1 Experts who are not authorized to travel and statements of commitment

77. The Secretariat opened this topic by requesting advice from the SC about how to proceed in cases where stewards and experts selected to participate in expert drafting groups are not authorized by their governments to travel to meetings. The Secretariat noted that it is particularly problematic when stewards are unable to travel or when experts cancel at the last minute. In these cases, it may be too late to cancel a meeting, even though the steward's input and participation are essential to the meeting.

78. SC members discussed reasons that selected experts may not be allowed to travel and offered possible solutions. A member who has experienced ongoing problems with travel permissions indicated that the commitment of the individual expert is often not the problem. The possibility of elevating the travel request to a higher level, for example having the Secretariat or SC work through FAO representatives, was suggested. This way the request would get to the appropriate officials in member countries, and a message regarding the importance of the expert's participation could also be conveyed to the appropriate officials.

79. It was also suggested that the importance of releasing selected experts for travel could be reinforced if this issue were made an agenda item for the FAO regional groups when they meet, then the message could be passed down to the relevant member countries. The Secretariat encouraged members to send letters through their Ministries of Foreign Affairs to FAO permanent representatives in Rome to also request this issue be discussed at FAO regional group meetings.

80. The SC noted the efforts and resources of the Secretariat and host to organize travel assistance and make appropriate arrangements. The SC agreed that it was important for experts to commit to attend meetings and urged members to make their arrangements early and avoid last minute cancellations.

81. The SC also requested the Secretariat to work with relevant FAO country representative(s) to help ensure that letters of invitation reach appropriate senior government officials in the expert's country. SC members were also encouraged to help support and highlight the importance of this issue by submitting it as an agenda item for their FAO regional group meetings.

10.2 Composition of expert drafting groups and regional representation

82. An SC member (Australia) introduced this topic by noting that during selection of members for an expert working group in 2008, some SC members suggested that the membership should be based on regional representation rather than solely on technical expertise. A discussion paper submitted raised several issues for the consideration of the SC and the IPPC Secretariat. This paper encouraged the SC to ensure that the best experts are selected for all future expert working groups, and emphasized how important the specification was in ensuring that NPPOs nominate the most appropriate expert.

83. The SC discussed ways experts from regions could better highlight their relevant experience and expertise in their CVs. The need for experts to revise CVs to highlight relevant experience for the specific group was stressed. Members supported a proposal by the Secretariat to develop a template for experts to fill in which would help applicants to more clearly highlight relevant experience, education and work experience in relation to the expertise requirements in the specification. The SC noted that future specification should include more detail in the expertise section to ensure that applicants can better address the criteria.

84. Different views regarding the appropriate balance between technical expertise and regional representation on expert drafting groups were expressed. Several members thought that composition should depend on the topic but that it would not be necessary to specify that all regions be represented. One member indicated that regional representation would be important for working groups like those that reviewed ISPMs (such as that for the review of ISPMs No. 7 and 12) but not as important for groups that drafted ISPMs on topics based on general concepts, such as sampling.

85. Some members expressed the view that while expertise is important, expert drafting groups without balanced regional representation do not express all points of view, which is important when drafting international standards to be used by all member countries.

86. The SC referred to language found in the terms of reference and rules of procedure for technical panels as approved in CPM-3 and the guidelines for the composition and organization of expert working groups, endorsed at ICPM-5 (2005). It was noted that the role of the SC was, among other tasks, to ensure the production of internationally acceptable standards by bringing a range of regional views to the development of ISPMs. The guidelines for composition of expert working groups note that members of an expert working group should have necessary qualifications (scientific expertise, subject matter experience, or experience in phytosanitary risk management) and should also represent a wide geographic area (including proportional developing country participation).

87. The SC agreed that the existing documents referred to above adequately addressed issues of expertise and representation in expert drafting groups. It was also agreed that the Secretariat will not be responsible for seeking and proposing to the SC experts for expert drafting groups from every region.

10.3 Review of stewards of technical panels and ISPMs

88. The Secretariat outlined the status of stewards for technical panels and topics on the work programme. It was noted that some stewards had left the SC and others had indicated that they would be unable to continue with the stewardship for some technical panels and topics.

89. The Secretariat noted that depending on status of the specification, work on the standard could start soon, within the next few years, or much later and the steward would likely only be involved in drafting and finalizing the specification. The importance of specifications was also highlighted, as a well developed specification makes the drafting group's work easier, and also that of the Secretariat to screen experts using the expertise outlined in the expertise section.

90. The SC discussed and adjusted the stewardships and appointed stewards for new topics, as presented in Appendix 9.

91. The SC also discussed the topic on the international movement of grain and would like to build on synergies between some aspects of this topic and the CPM-4 special session on pests moving in food aid shipments. It was also considered that an open workshop on this topic might provide a venue for the broad

concepts in this area to be discussed and provide the appropriate focus for a standard on this topic. A concept paper will be drafted by the steward (Germany) in cooperation with two other interested SC members (Egypt and Zambia), made available to the SC inviting their comments and will then be presented to CPM-4.

10.4 Selection of new technical panel members

92. The Secretariat reminded the SC of the call for nominations for technical panel members for the TPDP and TPPT which was made earlier this year. The TPDP required replacements for the nematologist and virologist, as those members had notified the Secretariat that they will be resigning, and the TPPT requires a replacement with general expertise for a member who is also resigning. The Secretariat noted that it was difficult to make recommendations to the SC for new technical panel members because the expertise outlined in the specification was very broad. In addition, many of the curricula vitae (CVs) submitted did not clearly indicate the relevant expertise of the nominee.

93. The SC had previously decided that an overlap of one meeting for incoming and outgoing members would be useful. The Secretariat indicated that much of the work would be done by e-mail and would involve supervising the drafts done by the small groups of experts that made up the editorial teams.

94. The SC discussed the nominations and agreed on the experts who would become new members of the TPPT. The nematologist for the TPDP was also selected. The Secretariat will summarize the selections in an e-mail to the SC and inform the successful nominees, and SC members are requested to inform the unsuccessful nominees from their regions. The selection of experts for the virologist for the TPDP will take place via electronic communication.

10.5 Selection of expert working group members

95. The Secretariat noted that they had made a call for nominations for all of the adopted specifications, but that the SPTA proposed to cancel two of the planned expert working group meetings. The SC therefore chose experts only for the topic of “pest risk analysis for plants as quarantine pests” as this expert working group meeting was still scheduled to be held.

96. The Secretariat noted that it was difficult to make recommendations to the SC for expert working group members because the expertise outlined in the specification was very broad. The Secretariat again noted that many of the curricula vitae (CVs) submitted did not clearly indicate the relevant expertise of the nominee in relation to the expertise contained in the specification. One member suggested that the Secretariat develop a system of weighting qualifications to facilitate comparisons between nominees. The Secretariat will work with the SC member (Zambia) to develop a template for improving the selection process, and the Secretariat will also consider creating a template for experts to use to outline their expertise in a more clear way.

97. The SC discussed the nominations and agreed on the experts who would take part in the expert working group on pest risk analysis for plants as quarantine pests. The Secretariat will summarize the selections in an e-mail to the SC and inform the successful nominees, and SC members are requested to inform the unsuccessful nominees from their regions.

11. EXECUTIVE SUMMARIES OF THE WORK OF TECHNICAL PANELS

11.1 Technical Panel on Diagnostic Protocols (TPDP)

98. The steward of the TPDP introduced the executive summary and noted that discussions on horizontal issues related to diagnostic protocols were held at the 2008 meeting. The following points were discussed and appropriate procedures were adjusted:

- the scope of diagnostic protocols should be as broad as possible to cover different circumstances of use
- a common format was not possible (section 6.1.4 of the report)
- the target audience was already defined in ISPM No. 27 (section 6.1.1 of the report)
- data sheets that are publicly available and considered to provide useful background information should be referred to and/or quoted as appropriate

- diagnostic protocols should not contain instructions for inspectors or sampling protocols. Diagnostic protocols should, however, include information of relevance to the diagnosis of the pest including relevant symptoms
- flow diagrams should only be included when they provide useful guidance, indicating the combinations of methods that can be used for diagnosis of a pest. If used, flow diagrams should reflect the wording in the text and should not direct NPPOs (decision schemes)
- where photographs are essential they should be included and additional photographs may be made available on the IPP
- the review of the draft by experts outside the editorial team should be as thorough as possible to make sure that they are globally acceptable prior to submission of the draft for review by the TPDP (section 7.1.3 of the report)
- to include a statement at the beginning of the protocol to indicate when it was drafted. No new methods would be added after consultation unless they have an impact on the accuracy or implementation of the methods included in the draft
- a cover note would accompany the draft diagnostic protocols when they go for member consultation to indicate the experts/countries that had reviewed the draft and any issues that had arisen and been resolved
- the draft would be reviewed (refereed) by a member of the TPDP using a checklist to ensure it met the requirements of ISPM No. 27.

99. The SC was informed that the 2009 meeting of the TPDP has been postponed due to lack of Secretariat staff resources. The steward noted the TPDP's disappointment at the cancellation of the 2009 meeting, and indicated that it would be challenging for the panel to carry out its work effectively with a gap of two years between meetings. The SC acknowledged that such a situation presents a problem for continuous work, but nevertheless encouraged the TPDP to continue its work by e-mail as much as possible.

100. The SC:

1. *agreed* that the priorities for the subjects for diagnostic protocols be changed to "normal"
2. *noted* the amended instructions to authors of diagnostic protocols
3. *noted* the revised TPDP working procedures
4. *noted* progress with development of diagnostic protocols and *noted* that they have approved three draft protocols for member consultation (*Thrips palmi, Trogoderma granarium* and *Plum pox virus*)
5. *noted* the new call for authors for *Striga* spp. and "Tephritidae: Identification of immature stages of fruit flies of economic importance by molecular techniques" was completed in October 2008
6. *agreed* to the work programme of the TPDP as given in Annex 7 of their report and *noted* that the TPDP will hold a one day session on quality assurance at their next meeting.

11.2 Technical Panel on Forest Quarantine (TPFQ)

101. As the steward was not present the Secretariat updated the SC on the work of the TPFQ. The TPFQ has not met since it last reported to the Standards Committee in November 2007, as the July 2008 meeting was cancelled due to lack of funds. Funding for a 2008 meeting has subsequently been provided by the United States through a contribution to the IPPC trust fund. At its next meeting the primary focus will be on the development of a draft standard based on Specification No. 46: *Management of phytosanitary risks in the international movement of wood*. The TPFQ was considering inviting experts to the meeting, but could not reach consensus.

102. In January 2008, the steward of the TPFQ announced his retirement from the SC and stewardship of the TPFQ due to a change in the nature of his work. As the May 2008 SC meeting was cancelled the selection of a new steward was not possible and in order to avoid disrupting the work of the steward indicated his willingness to remain steward until the newly appointed steward can take over these functions.

11.2.1 ISPM No. 15 criteria for new and existing treatments

103. An SC member (New Zealand) introduced a paper on criteria to be used for evaluating treatments to be included in ISPM No 15 and suggested that the criteria needed to be stated more clearly. The current treatments in ISPM No. 15 were proven treatments and had been in use for many years. In addition, methyl bromide research on two pests, *Anoplophora glabripennis* (Asian longhorn beetle) and *Bursaphelenchus xylophilus* (Pinewood nematode), provided data to support probit 9 efficacy. The TPPT is currently

reviewing submissions (in response to calls in 2006 and 2007) for new ISPM No. 15 treatments and will use ISPM No. 28 for evaluating these submissions, which requires that data are provided on the treatment to demonstrate the efficacy of the treatment and the results of this research be submitted for review by the TPPT.

104. For the evaluation of treatments submitted in response to future calls the TPFQ proposed more specific criteria. These new treatment submissions would be evaluated considering the treatment effect against a broader range of specified pests from certain groups, identifying the pest and life stage that is most resistant, and using this pest and life stage for full scale tests on the treatment. It was felt that results could then be extrapolated to cover other pests. It is important that criteria are both practical and provide an appropriate level of assurance to member countries that treatments provide adequate levels of effectiveness.

105. The SC agreed the following criteria should be used when considering treatment suitability for inclusion in ISPM No. 15:

- that all treatments submitted in response to the 2006 and 2007 call for treatments for inclusion in ISPM No. 15 should be evaluated for equivalence to the current ISPM No. 15 methyl bromide treatment in the following manner. It must be demonstrated in compliance with ISPM No. 28 and to be at least 99.99683% effective against *Anoplophora glabripennis* (Asian longhorn beetle) and *Bursaphelenchus xylophilus* (Pinewood nematode) or appropriate surrogates.
- that all treatments submitted for inclusion in ISPM No. 15 in the future should be evaluated against criteria that are being developed by the TPFQ and approved by the SC.

106. Some members expressed their concern that the new system may be very strict in regard to the provision of data and these may limit the number of applications for the approval of treatments. The SC asks the TPFQ to consider carefully the feasibility of the efficacy trials and data required and to ensure that while safeguarding the required efficacy of treatments, administrative and technical burdens do not restrict applications for treatments unnecessarily.

11.3 Technical Panel on Fruit Flies (TPFF)

107. The Secretariat introduced the executive summary of the TPFF, noting that it had met two times since last reporting to the SC. It was noted that the Joint FAO/IAEA Division funded and organized the 2007 meeting, which had originally been cancelled. Following that meeting, the Joint Division indicated its intention to also support the 2008 and 2009 meetings of the TPFF. The Secretariat is also giving more secretariat duties to the Joint Division for them to play a stronger role in the organization, running and reporting of the TPFF.

108. At the 2008 meeting, the TPFF integrated text on “pest free places of production and pest free production sites for fruit flies” into the draft ISPM on “systems approaches for fruit flies.” This was done in response to several of the comments submitted on the specification for “pest free places of production for fruit flies” which indicated that this topic did not need to be a stand-alone standard. The TPFF also reviewed and revised the systems approaches draft to update it and improve the text. The Secretariat indicated that since these topics were on the standard setting work programme as two separate topics, the CPM would have to be informed that they have been combined and approve that change.

109. The TPFF was informed that calls for authors of diagnostic protocols were being made and offered their assistance to the TPDP in selecting experts for editorial teams for diagnostic protocols on fruit flies. Regarding the TPFF suggestion to publish a book of fruit fly ISPMs, the Secretariat noted that the SPTA had requested them to publish standards and other documents in electronic form only. The steward of the TPFF indicted that the Joint FAO/IAEA Division might be able to format and publish this book and the Secretariat was requested to follow up on this offer.

110. Jose Fernandes (Portugal) resigned from the TPFF in June 2008 and he was thanked for his work and input into the TPFF. The TPFF discussed this resignation but did not decide to request a replacement.

111. The SC:

1. *agreed* with the TPFF proposal to publish a book of fruit flies standards separately from and in addition to the book of ISPMs, provided this was carried out and funded by the Joint FAO/IAEA Division and *requested* the Secretariat to look into the possibility of this
2. *requested* the TPFF to submit their suggestions for new and revised ISPMs through the biennial call for topics in 2009
3. *agreed* that the steward of the TPDP should ask the TPDP whether they agree to have the assistance of the TPFF to select experts for editorial teams for diagnostic protocols for fruit flies in the future
4. *agreed* to work programme proposed by the TPFF.

11.4 Technical Panel on the *Glossary of phytosanitary terms* (TPG)

112. The steward of the TPG presented three documents for the SC's information and consideration: an executive summary of the October 2008 meeting in Copenhagen, Denmark, a report of the 2007 TPG meeting for information, and the TPG's work programme for 2008-2009, which lists regular tasks undertaken annually and some one-off tasks. The steward also thanked Denmark for hosting and helping support the work of the TPG.

113. The TPG discussed amendments to the Glossary in 2008 and noted that, based on member comments received, some definitions had been modified. The new definitions for incidence and tolerance levels were modified slightly and the definition for corrective action was modified to ensure clarity. The TPG has also proposed that the term "beneficial organism" be withdrawn from the Glossary.

114. The TPG recommended that the draft on terminology of the CBD in relation to the Glossary become an appendix to ISPM No. 5, as appendices are not a prescriptive part of a standard. It was clarified through discussion with the CBD Secretariat that, under the CBD, invasive alien species were moved by human agency only.

115. Regarding definitions contained in draft ISPMs sent for member consultation, the TPG suggested to delete the term and the definition of "microtuber" from the definition of potato micropropagative material. The draft ISPMs were also reviewed for consistency and comments were provided to the stewards of each draft ISPM in this regard. For ISPM No. 15, the TPG recommended the glossary term "debarked wood" be used instead of removal of bark. For the draft on categorization of commodities, the TPG suggested using the term "probability to act as a pathway" rather than the term "phytosanitary risk." There was discussion by the SC on why the TPG recommended not using the term "phytosanitary risk." It was explained that there is no definition for the term, and that after lengthy discussions during the adoption of the revised ISPM No. 2, it was decided that the term "phytosanitary risk" should not be defined and that the IPPC should refrain from using it whenever possible. It was noted that this term appears 57 times in various standards, but these occurrences are in standards that predate the adoption of the revised ISPM No. 2. The steward noted that these instances of the use of "phytosanitary risk" should be considered in the TPG's work on consistency.

116. The TPG thought that the draft on fruit fly trapping should be an appendix rather than an annex, and highlighted terms for consideration. Regarding the draft on post-entry quarantine facilities, the TPG discussed the appropriate Spanish term for "quarantine station." In the potato micro-propagation draft standard inconsistent uses of the term "certification" should be reconsidered, as should other terms like "infection."

117. The TPG also reported on the review of ISPMs for consistency and style carried out by a consultant, and explained that the TPG will begin work on the standards requiring consistency changes. He noted that the TPG felt that some standards may require revision rather than amendments to address consistency changes.

118. In order to process these consistency changes the TPG will group standards requiring consistency changes and propose new wording in a table. The TPG proposed two options: one would be for the SC to agree to amendments to ISPMs and for the CPM to note them, or for the amendments to go for member consultation under the special process and for the CPM to adopt them. The SC considered these options and chose the former. The SC requested the steward to liaise with FAO legal service to propose a system for revision of inconsistencies in ISPMs and then draft a CPM decision paper on this topic.

119. After some discussion, the TPG decided to undertake the development of a guidance document on the use of the terms “should”, “shall”, “must” and “may” in 2010 after more ISPMs have been adopted.

120. The TPG requested clarification on how expert drafting groups make requests to the TPG for new terms and definitions to be considered because there was concern that not all suggestions were being received by the TPG. However discussion by the SC offered sufficient clarification on this point, indicating that new terms should be requested either through the term appearing in a draft ISPM in the definitions section or a request by a technical panel in their executive summary to the SC.

121. It was noted that Ms. Bast-Tjeerde had announced that 2009 would be her last year on the TPG, so a replacement would need to be called for. Ideally the replacement would attend the 2009 meeting to allow for some overlap.

122. The SC:

1. *requested* the steward to liaise with FAO legal service to propose a system for revision of inconsistencies in ISPMs and then draft a CPM decision paper on this topic which will be circulated by electronic means to SC members for approval and submission to the CPM for approval.
2. *requested* the Secretariat to propose a system to confirm and implement changes to translated terms in the Glossary.
3. *agreed* to have a document prepared by the TPG, for review by the SC in May 2009, proposing the deletion of the term and definition of “beneficial organism” from the Glossary.
4. *requested* the Secretariat to issue a call for nominations for an English language member, in time to have the selected new member attend the regular meeting of the TPG in October 2009.
5. *agreed* to the work programme proposed by the TPG.

11.5 Technical Panel on Phytosanitary Treatments (TPPT)

123. The TPPT met in Chiang Mai, Thailand from 3-7 December 2007. Japan has offered to host and fund the next meeting of the TPPT. The TPPT considered the annex to the draft ISPM on classification of commodities and the comments made by the FAO expert on industrial food processing. The panel made recommendations on processes that could be considered to reduce phytosanitary risks to an acceptable level and these recommendations were considered by the steward in the preparation of the draft ISPM that was submitted to the SC-7 and subsequently for member comments on 20 June 2008.

124. Comments and formal objections were received by the IPPC Secretariat in response to the 14 draft irradiation treatments sent for member consultation. The TPPT lead on these treatments responded to these comments and formal objections and these responses were agreed by the whole TPPT. The revised draft treatments had been changed to take into account the comments received and these drafts have been presented and approved for member consultation by the SC.

125. The TPPT considered seven treatment submissions involving cold treatments for fruit flies. The TPPT split some of them into different treatments based on the target pest and host and recommended eight treatments to the SC of which seven were approved for member consultation. The other treatment was returned to the TPPT for further consideration.

126. The TPPT evaluated two irradiation treatment submissions. The panel noted that the assumptions made regarding irradiation treatments at their last meeting (Annex 2 of the report of the 2006 meeting of the TPPT) applied to the proposed irradiation treatment for *Ceratitis capitata.* One treatment was recommended to the SC and approved for member consultation

127. Due to limited Secretariat staff none of the above treatments have yet been sent for member consultation.

128. Thirteen treatment submissions had been received in response to the 2007 call for treatments (four ISPM No. 15 treatments, seven fruit fly treatments, one fruit fly irradiation treatment and one generic irradiation treatment). Apart from an incomplete summary of an experiment using phosphine fumigation to treat sawdust for *Bursaphelenchus xylophilus* (Pinewood nematode), the TPPT subjected all the other submissions to a detailed evaluation. In some cases, further information was required before the TPPT could

evaluate the submissions and the Secretariat has written to the submitters requesting them to supply the information so the treatments can be considered at the TPPT meeting in 2009.

129. Five ISPM No. 15 treatments had been resubmitted for consideration at the last TPPT meeting.

130. The SC:

1. *noted* the TPPT's recommendations on the annex to the draft ISPM on Classification of commodities according to phytosanitary risk had been considered by the steward of the draft ISPM and consequently the draft ISPM reflected some of these comments.
2. *noted* that the Secretariat sent letters to treatment submitters outlining the outcome of the TPPT evaluations of the ISPM No. 15 treatments, two cold treatments and the generic irradiation treatment for insects apart from lepidopteran pupae and adults. Additional information was in most cases requested with a due date of 15 November 2008.
3. *noted* that submissions had referred to different taxonomic information for citrus cultivars and the TPPT had resolved this by using the reference Cottin, R. 2002. *Citrus of the world: a citrus directory*. France, INRA-CIRAD. An instruction going out for calls for treatments should require submitters to quote the taxonomy of any *citrus* spp. in accordance with this reference.
4. *noted* that Japan will host and partially fund the next meeting of the TPPT.
5. *agreed* to a specific call for heat treatments for fruit flies.
6. *recommended* a new topic for treatments to be added to the IPPC work programme (treatments for wood moving in international trade). The SC considered this topic to be urgent as it corresponds with the work of the TPFQ on the international movement of wood.
7. *agreed* to the work programme proposed by the TPPT.

12. ISSUES RELATING TO THE SPECIAL PROCESS

12.1 Use of brand names in diagnostic protocols

131. An SC member introduced a discussion paper on considerations of the use of brand names in ISPMs. The paper suggested that references to brand names may implicitly recommend the specified products, even if a footnote indicates that other products may be used. The paper provided an example of a policy on use of brand names from a document from the International Organization for Standardization (ISO/IEC Directives Part 2, Rules for the structure and drafting of International Standards).

132. The SC discussed the issue and agreed on the following policy:

- The names of particular brands of chemicals, reagents and equipment should, as far as possible, be avoided and a correct designation or description of the chemical, reagent or equipment shall be given rather than a trade name (brand name)
- Brand names should only be included when the brand is considered to affect the level of specificity, sensitivity and/or reproducibility quoted in the diagnostic protocol. If this is the case, the brand name may be given in the text but shall be associated with a footnote as follows:
  FOOTNOTE: "The use of ……in this diagnostic protocol implies no approval of them to the exclusion of others that may also be suitable. This information is given for the convenience of users of this protocol and does not constitute an endorsement by the CPM of the chemical, reagent and/or equipment named. Equivalent products may be used if they can be shown to lead to the same results."
- If it is known that only one chemical, reagent and/or equipment is currently available, that is suitable for the successful application of the protocol, the brand name may be given in the text of the protocol but shall be associated with a footnote as follows:
  FOOTNOTE: "The use of ……in this diagnostic protocol implies no approval to the exclusion of others that may also be suitable. This information is given for the convenience of users of this protocol and does not constitute an endorsement by the CPM of the chemical, reagent and/or equipment named. Equivalent products may be used if they can be shown to lead to the same results."

133. The SC requested that the TPDP steward request and supervise the TPDP discipline leads to ensure the text of each draft diagnostic protocol that has already been cleared by the SC for member consultation is

aligned with this text appropriately. The SC also requested that the TPDP adjust the instructions to authors appropriately and to ensure that this is applied to diagnostic protocols being drafted.

134. In addition, the SC recommended this policy be considered and implemented as appropriate by each of the other technical panels that use brand names in draft ISPMs. This may include the TPPT, TPFF and TPFQ.

12.2 Issues associated with diagnostic protocols and phytosanitary treatments

135. A member of the CPM Bureau (United Kingdom) reported that the Bureau had discussed general issues related to technical standards. There had been concern about the volume and nature of comments received on diagnostic protocols and phytosanitary treatments, and the level of detail requested by members to be put in the standards. It was suggested that the CPM revisit the intent of the technical standards.

136. The Bureau member indicated that a paper would be submitted to the CPM for consideration, which will propose that the CPM agrees to clarify the role of these technical standards. SC members were invited to submit specific comments on the paper to the Bureau member by early December 2008.

12.3 "Formal objections" under the fast-track process

137. As a result of the CPM adopting the special process to replace the fast-track process, the Secretariat asked the SC for guidance on the status of the "formal objections" submitted under the fast-track process on the *Thrips palmi* diagnostic protocol and fourteen irradiation treatments. The Secretariat proposed that these formal objections be considered as member comments, allowing them to be taken into account to revise the documents. Under the special process, formal objections to diagnostic protocols and treatments are submitted up to 14 days prior to the CPM meeting in which they are considered for adoption. The SC agreed with this proposal.

12.4 Identification of a second consultation period for the special process

138. The Secretariat indicated that several members have indicated a preference to hold member consultation for the special process at a defined period to allow for planning and predictability. The Secretariat thought that this could mean that the special process could either be held at the same time as the regular process (June to September), or in another 100 day period during the year. The Secretariat does many tasks to prepare for and follow up from member consultation and recommended, given their current staff resource constraints, that the consultation periods for the two processes be held at the same time (20 June to 30 September).

139. Several members supported this suggestion, and noted that resource limitations are also affecting NPPOs and RPPOs reviewing the standards so it was preferred for standards in the special process to be sent at the same time as draft ISPMs in the regular process.

13. EXTENDED TIME SCHEDULE FOR STANDARD DEVELOPMENT

140. The Secretariat introduced several charts and a table to help outline the steps involved in the development of ISPMs, as well as the shift in timing that takes place when the extended time schedule is followed. The Secretariat had developed the documents to aid in the understanding of the procedures adopted at CPM-3 and highlighted that standard setting will only follow the agreed procedure. It was clarified that the extended time schedule provides stewards with several months to incorporate member comments and revise draft ISPMs instead of just ten days. These revised draft ISPMs will be submitted to the SC-7 at their meeting in May of the year following the consultation period in which the drafts were circulated. The modifications made in the May SC-7 meeting will then be discussed at the November SC meeting for evaluation for submission to the CPM. Using this schedule, an additional year will be taken to review the standards prior to submission to the CPM.

141. Under the extended process, it is anticipated that the meeting of the SC-7 will take place in May of each year instead of November. The Secretariat had initially proposed that the SC-7 meeting take place after the May meeting of the SC, as holding the May meeting of the SC as early as possible facilitates preparation of drafts for the member consultation period. However, the SC preferred to hold the meeting of the SC-7 prior to the meeting of the SC, so that a verbal report of the meeting can be provided.

142. SC members sought clarification on the differences between the regular process and special process, and how these related to the extended schedule. The Secretariat explained that the CPM places each topic into the regular or special process, and that the special process is usually reserved for technical standards such as those developed by technical panels.

143. It was also clarified that the regular process would be divided into two options for timing: the extended time schedule, and the schedule that had been used until this time. In either case, the IPPC standard setting procedure would apply, and the extended process only adjust the timing of the regular process. The SC considered it appropriate to refer to the timing that had been used until this time as the "compressed schedule." It was noted that the timing of the special process is more flexible, as drafts may be sent to the SC for clearance at any time via e-mail.

144. The Secretariat reported that extended time schedule will be the default option for the timing of the development of standards. This is intended to strengthen the quality of the revision process and to adapt to the limited resources of the Secretariat. Some members expressed support for flexibility in the timing of the standard setting process, and sought to maintain the option of continuing with the compressed timing process as necessary. Members also wished to clarify who would take the decision on whether a draft ISPM would proceed with the extended or compressed process, and what criteria would be used to take this decision. It was agreed that this would be a decision of the SC and they would only use the compressed time schedule for urgent standards.

14. REPORT OF THE SC-7, NOVEMBER 2008

145. The chair of the SC-7, Mr Holtzhausen (South Africa), presented a summary of the meeting of the SC-7. The SC-7 reviewed the four draft ISPMs that were on their agenda (amendments to the Glossary, Terminology of the Convention on Biological Diversity (CBD) in relation to the Glossary, Categorization of commodities according to their phytosanitary risk and Post-entry quarantine facilities). The SC-7 noted that it was unfortunate that the stewards of two of these draft ISPMs were not in attendance at the appropriate sessions of the SC-7 meeting to provide the reasons for their revisions.

146. The SC-7 was informed that the Secretariat had compiled comments on ISPM No. 15 and had forwarded them to the steward and, even though the draft was identified for the extended time schedule, a revised draft and responses to comments had already been submitted back to the Secretariat by the steward. The SC-7 considered the urgent need for the revised standard and decided to also discuss the steward's revision of ISPM No. 15. The SC-7 added this to their agenda to be reviewed prior to the draft on post-entry quarantine facilities and recommended that ISPM No. 15 also be added to the agenda of the SC meeting, and forwarded a revised version of the draft ISPM for the SC to discuss. The SC-7 also noted that it was unfortunate that the steward for this draft was not in attendance at the appropriate sessions of the SC-7 meeting, although noted that since the draft was not originally on the agenda he had not made the appropriate travel plans.

147. The SC-7 made minor changes to the proposed amendments to the Glossary and appendix to the Glossary on Terminology of the CBD in relation to the *Glossary of phytosanitary terms*.

148. The SC-7 made additional revisions to the draft ISPM on "Categorization of commodities according to their phytosanitary risk." The SC-7 felt it was important to emphasize that importing countries should not request a phytosanitary certificate if the pest risk did not warrant it and felt the draft should be a stand-alone standard to give this concept a high profile. Some of the descriptions of the processes in the annexes were modified to provide clarity and more guidance. Ultimately these descriptions describe commercial food processes and it was felt that they should be described in enough detail for plant health officials to be able determine if the process was sufficient to addressed the pest risk.

149. Regarding the draft revision to ISPM No. 15, the SC-7 made several additional revisions to the draft submitted from the steward. Among these changes, the SC-7 incorporated the comment from the TPG that the term *debarked wood*, which is a newly adopted glossary term, be used instead of the phrase *removal of bark*. The SC-7 identified the three main groups of people involved in production of wood packaging material: those that provide the treatment, those that manufacture the wood packaging material, and those

that apply the mark. Throughout the text, treatment provider was used for the former and producer for the latter two.

150. SC-7 agreed to keep the treatment code in the mark as proposed by the steward and it was specified that the mark must be a rectangle or square. The treatment descriptions were redrafted to specify that debarked wood should be used to manufacture wood packaging and that the process of removing the bark should take place before fumigation, although for heat treatment it did not matter if the bark is removed before or after treatment. The word *should* in the methyl bromide treatment was changed in several places to *must*, as it was thought necessary to follow the steps outlined in order for the treatment to be effective.

151. In addition, the definition of remanufactured was revised to differentiate more clearly between remanufactured and repaired wood packaging material. It was clarified that remanufacturing referred to a situation in which the wood packaging unit had been completely dismantled.

152. The SC-7 discussed the draft on "post-entry quarantine facilities." It was recalled that the expert working group met in 2005 and that the steward had changed three times. It was also noted that the specification for this standard had been adopted prior to the current procedure of soliciting member comments on specifications. Member comments on the draft ISPM indicated that the draft did not address what was needed in relation to the topic. The SC-7 was presented with a redrafted version of the draft ISPM submitted by New Zealand during the consultation period and felt that this was more in line with what was needed.

153. The SC-7 considered that the ISPM should provide general guidelines for the design and operation of post-entry quarantine stations for holding consignments of plants in quarantine that may be infested with quarantine pests. The SC-7 thought that the standard should focus on guidelines for safe handling of plants and that, if possible, additions to the standard, including the handling of quarantine pests, biological control agents, etc. should be also considered. The SC-7 felt that the specifications for the stations in the ISPM should reflect the biology of the quarantine pests to be confined. The SC-7 emphasized that levels of quarantine, infrastructural requirements and expertise should be reconsidered and should be guidance only, allowing flexible application in countries, and should match the biology of the pests.

154. The SC-7 proposed that a small group of experts consisting of the steward, the author of the New Zealand redraft and another SC member revise the draft ISPM, taking into consideration the current draft, member comments, SC-7 comments and New Zealand redraft. The SC-7 considered revising the specification, but thought that giving additional guidance to the working group would be sufficient and more time efficient. The SC discussed this suggestion. The steward suggested that the specification be revised and sent for member consultation to clarify the intent of the document before holding another meeting, which the SC-7 said they had also considered. Others considered that the draft text provided a good basis and a revised specification was not needed. The Secretariat noted that this topic had a normal priority and therefore there may be a delay of many years before a new expert working group is held. While recognizing that sending a revised specification for member consultation would provide useful feedback, the SC agreed to have a small expert working group (composed of the steward, the author of the New Zealand revision and an SC member (United Kingdom)) revise the draft by e-mail for consideration by the SC-7 at their May 2009 meeting.

155. The SC-7 also drafted terms of reference and rules of procedure to help define the procedures for their work. These were subsequently submitted to the SC for their review and approval.

156. The Secretariat informed the SC-7 of the decision of the CPM for the SC to provide summaries of SC reactions to substantive comments in their meeting reports. The SC-7 found this new task unfeasible due to:

- the overwhelming workload charged to the SC as well as the stewards
- lack of drafts of summaries developed by the stewards based on their detailed considerations as a result of the huge workload of the steward
- lack of attendance of some stewards at the SC-7 meeting
- the several steps and many changes made to the draft ISPMs, the member comments not incorporated often have no direct relation to the final draft

- the volume of comments, making it difficult for the SC-25 to analyze and come to consensus on the written response to specific comments not incorporated
- difficulties in summarizing large volumes of comments on many varying subjects.

157. The SC-7 suggested that SC members be available to respond to concerned contracting parties for further information on why their comments were not incorporated when requested. However, in discussing this, some members of the SC expressed that they could not take on this responsibility (considering the number of countries in their respective regions). It was suggested that the Secretariat prepare these summaries of comments, but several members noted that the stewards and SC members would be more appropriate.

158. The SC-7 recommended that the SC propose that the CPM reconsider these obligations contained in the IPPC standard setting procedure. The SC analyzed and discussed the situation carefully and agreed to this.

15. DRAFT ISPMs FOR REVIEW OF MEMBER COMMENTS AND REDRAFTING (REGULAR PROCESS)

15.1 Draft amendments to ISPM No. 5 (*Glossary of phytosanitary terms*)

159. The steward of the TPG introduced the amendments to the Glossary and thanked the Secretariat for their work in assisting the work of the TPG. The SC noted that the SC-7 had made one change in the notes to the term "corrective action plan," changing *needs to be agreed* to *may need to be agreed*, in order to reduce the necessity for bilateral agreements. The SC agreed with the revised definitions as presented by the TPG and SC-7 and did not make any further changes.

160. The SC agreed to invite the CPM to adopt the amendments to ISPM No. 5 (*Glossary of phytosanitary terms*) as presented in Appendix 10.

15.2 Draft ISPM: Categorization of commodities according to their pest risk

161. The steward provided an overview of modifications made to the draft in response to member comments. References to contracting parties were changed to importing and exporting countries to be more inclusive. The TPG had suggested that the term "pest risk," which is defined in the glossary, be used throughout the draft instead of "phytosanitary risk." Some members considered that the meaning of the term "phytosanitary risk" was widely understood, and noted that it was used in several other ISPMs. Finally the SC agreed to use the term "pest risk" because it is defined in the Glossary.

162. There was discussion on whether the draft ISPM referred to pests in general, quarantine pests or regulated pests. It was clarified that category 1 was concerned with pests in general, categories 2 and 3 with quarantine pests and that regulated pests were relevant for category 4 only, as it is the only category that includes plants for planting (and therefore both quarantine and regulated non-quarantine pests).

163. The SC agreed that contracting parties should not require phytosanitary certification for commodities whose level of risk does not require one, and that the ISPM should be proposed to the CPM as a stand-alone standard to provide it with a high profile.

164. It was proposed to change the title of annex 1 to indicate that commodities in the annex could not be infested with pests. The SC discussed whether it was appropriate to state that commodities in category 1 were unable to be infested with pests and agreed that the original phrasing was more appropriate. The agreed phrasing distinguishes between commodities that do, or do not, remain capable of being infested with pests, and was added throughout the document for consistency. The SC discussed the processes outlined in the annexes, debating whether some currently in annex 1 should be moved to annex 2. The SC differentiated between artificial and natural drying and moved the latter back into annex 2.

165. The SC discussed the annexes and appendices and their status in relation to the document. Some considered that the annexes should become appendices because they provide examples as additional information, and that appendix 1 should become an annex because it simply summarizes the information contained in the text of the standard. It was also suggested that appendix 1 become and an annex. The role of

annexes and appendices in ISPMs was clarified. It was agreed to keep the annexes and appendix as originally proposed.

166. Following a suggestion of the SC-7, the SC discussed a proposal for a new appendix 2, which would provide further specific examples of products that were considered to be processed to the point where they do not remain capable of being infested with pests in accordance with category 1 of this draft ISPM. SC members agreed that such illustrative examples would be useful for the application of the standard.

167. In addition, it was suggested that the list of examples should be grouped in order to improve its usability in different countries. A small group worked further on details of the list based on suggestions from several SC members. The SC discussed several of the items. The SC agreed to incorporate the appendix into the draft ISPM after the Secretariat had reformatted it and the steward, in consultation with other interested SC members, finalized this work and approved the final version for the CPM.

168. The SC agreed to invite the CPM to adopt the draft ISPM *Categorization of commodities according to their pest risk* as presented in Appendix 11.

15.3 Draft appendix to ISPM No. 5: Terminology of the Convention on Biological Diversity (CBD) in relation to the *Glossary of phytosanitary terms*

169. The steward introduced the document and reminded the SC that it had originally been drafted as an explanatory document. The SC had requested that it be redrafted as a supplement to the glossary in order to facilitate potential collaboration between the two conventions. It was clarified that the document was intended to facilitate understanding of the definitions of the CBD using the terms and concepts of the IPPC. One member noted the importance of the TPG and its annual work to revise definitions as necessary, as this strengthens international communication regarding phytosanitary issues.

170. The SC noted that the SC-7 proposed that the document be an appendix instead of an annex to ISPM No. 5 (*Glossary of phytosanitary terms*), added footnotes to clarify intentional and unintentional introduction and made editorial changes. The SC revised the wording of some of the notes to clarify that while phytosanitary import regulatory systems are concerned with unintentional introductions, other agencies may also be involved in this regulation.

171. The SC noted that some member comments supported the suggestion that the document should be an explanatory document, but the SC considered it important that it be adopted as an appendix to the Glossary in order to emphasize the importance of cooperation between the IPPC and CBD.

172. The SC agreed to invite the CPM to adopt the draft appendix to ISPM No. 5 on *Terminology of the Convention on biological Diversity in relation to the Glossary of phytosanitary terms* as presented in Appendix 12.

15.4 Draft ISPM: Regulation of wood packaging material in international trade (revision of ISPM No. 15)

173. The Secretariat, on behalf of the steward, provided an overview of the modifications made in response to member comments and by the SC-7. The steward submitted a note to the Secretariat indicating some changes to be made in response to the SC-7's modifications and these were brought up throughout the discussions. The SC agreed to many modifications proposed by the SC-7.

174. In the methyl bromide treatment schedule, the SC discussed the inclusion of a reference to the Montreal Protocol on substances that deplete the ozone layer, with varying viewpoints as to its relevance. The SC decided to retain the footnote, feeling that it was beneficial to be clear that some contracting parties may have obligations to consider under that convention.

175. The SC also discussed the guidelines given to ensure the methyl bromide treatment was applied properly, and whether the points indicated were suggestions for good practice, meaning that the word "should" was applicable, or necessary, meaning that the word "must" was to be applied. Many SC members did not agree with using "must," while others members felt that the treatment would not be effective if those

guidelines were not followed so "must" was to be used. The SC agreed to use the present tense in place of using either "should" or "must."

176. The SC discussed the examples of marks presented in annex 2. The SC discussed the wording introducing the examples, and whether they represented the only variations to the mark that were acceptable, or some variations to the mark that were acceptable. Some members thought that as few variations as possible to the mark would assist inspectors to easily find the mark. Text was added to indicate that variations to the symbol were not accepted, and variations to the layout of the mark presented should be accepted if they adhere to the requirements outlined in the annex. In addition, the text was clarified to indicate that the mark should be a rectangle or square and that the treatment code should be after the country code and assigned number. Examples 3 and 6 were modified to reflect this.

177. There was some discussion on if the wording in the text should state that NPPOs should follow the standard or if NPPOs are encouraged to follow the standard. After some discussion the SC decided that it would like to use the word "should," which in the context of the IPPC implies that NPPOs are morally obliged to follow the ISPM and which greatly facilitates trade while reducing the pest risk.

178. It was noted that the standard now explained that the difference between repair and remanufacture was that when the wood packaging unit was completely dismantled it would be considered remanufactured.

179. The SC agreed that the following text should appear in the paper submitted to CPM for the adoption of the revised ISPM No. 15:

> *At import, contracting parties should accept formerly produced wood packaging material carrying a mark in accordance with former versions of this standard.*

180. The SC agreed to invite the CPM to adopt the draft ISPM *Regulation of wood packaging material in international trade* as presented in Appendix 13.

16. DRAFT SPECIFICATIONS FOR REVIEW OF MEMBER COMMENTS AND APPROVAL

181. The SC agenda included four specifications for review of member comments and approval. The SC was unable to review the specifications on "stored products," "used machinery and equipment" and "forestry surveillance" and deferred them to their next meeting. The SC also agreed that this would be a priority item on the agenda for their next meeting.

16.1 Draft specification: Forest tree seeds

182. The SC was presented with the specification as revised by the steward in response to member comments, and the steward's responses to member comments. The SC reviewed the specification and agreed to use the term "pest risk," instead of "phytosanitary risk" throughout the document. This harmonizes with the agreement reached regarding the draft ISPM on Categorization of commodities to use "pest risk" because it is defined in the *Glossary of phytosanitary terms*. In addition, the SC added a new task regarding environmental considerations with the text agreed under agenda item 4.2.

183. The SC noted their earlier discussion on the importance of providing clear and specific guidance in the expertise section of specifications. In this particular case, the SC agreed that the TPFQ was the appropriate expert drafting group to develop the standard, so adding additional text to the expertise section was not necessary. The SC encouraged the TPFQ to review the current expertise of their membership and to propose to the SC to invite experts to supplement their expertise. One member suggested that an expert from the International Seed Testing Association may be invited. The SC also adjusted the expertise section to allow flexibility.

184. The SC approved the specification as Specification No. 47: *Reducing pest risks in the international movement of seeds of forest tree species* as presented in Appendix 14.

17. DRAFT SPECIFICATIONS FOR APPROVAL FOR MEMBER CONSULTATION

185. The SC agenda included two specifications for review and approval for member consultation, on the topics "inspection manual" and "host susceptibility for fruit flies." The SC was unable to review the

specifications and deferred them to their next meeting. The SC agreed that this would be a priority item on the agenda for their next meeting.

18. PROCEDURAL MANUAL

186. The Secretariat noted that the IPPC procedural manual is usually updated each year after the CPM and May SC meetings to incorporate the decisions made and procedures adopted by the CPM and approved by the SC. Australia had offered to update the current procedural manual in conjunction with their proposal to consolidate the adopted standard setting procedures. The Secretariat has received a proposal for the revised procedural manual but due to its current staff resource limitations has not yet been able to review it. The SC was informed that the Secretariat would try to update the procedural manual as soon as they were able.

19. UPDATE ON EXPLANATORY DOCUMENTS

187. The Secretariat informed the SC that they had been provided with an outline of the progress made in the development of explanatory documents. The document contained the status of all explanatory documents currently being developed.

20. ADJUSTMENTS TO THE STANDARD SETTING WORK PROGRAMME (FOR SUBMISSION TO CPM-4)

188. The SC reviewed the work programme for submission to the CPM. The Secretariat presented a revised version of the document, including the modifications made by the SC throughout the meeting.

189. The SC suggested some modifications for clarity. It was noted that, in some cases, the TPPT developed specific treatments within a topic, and it was not clear at which point the specific treatments should be considered as added to the work programme. The SC indicated that only treatments which had been approved by the SC should be included on the work programme.

190. The SC agreed to the work programme as presented in Appendix 15. The document will be submitted to the CPM to note the subjects, approve the topics and technical areas, and adopt the work programme.

21. REVIEW OF 2009 MEETING CALENDAR

191. The Secretariat informed the SC of the meetings planned for 2009 for the CPM, SC, technical panels and expert working group meetings. After some discussion the order of the May SC-7 and SC meetings were switched in order for the SC-7 to meet first and then be able to present a verbal report to the SC.

22. DISCUSSION AND EVALUATION OF HOLDING SC MEETINGS OUTSIDE OF ROME

192. The Secretariat solicited feedback from the SC on their experience with holding the SC meeting outside of Rome. The Chair, whose country hosted and organized the meeting, noted that more time is needed to prepare for the meeting as it was necessary to conclude an agreement between FAO and the host country. The Secretariat recommended that the intent to host the SC meeting be communicated to the Secretariat at least one year ahead of time with the formal agreement being signed at least nine months before the meeting.

193. Several SC members noted that since all SC members were staying the same place, it opened up the channels for good communication between SC members. Meeting participants complemented the hosts on the excellent facilities and organization. In addition SC members also noted that they felt the interpretation was excellent.

194. Several members of the SC felt it was very useful not to be restricted by the strict three hour time schedules of the interpreters provided by FAO and appreciated the flexibility offered by the interpreters at this meeting.

195. It was also noted that when countries host the SC meeting they have opportunities to increase the visibility of their NPPO.

196. Several members felt that having the meeting hosted and partially funded resulted in considerable savings for the IPPC Secretariat.

197. Some members noted that the travel time to a meeting in Brazil as compared to Rome was longer but other member countered that for them it was shorter. Lack of access to embassies that are located in Rome was noted by one member.

198. Members also provided their feedback to the Secretariat and hosts through a feedback form, and these will be taken into account for future decisions to hold the SC outside of Rome. Meeting participants suggested that a short report be presented to the CPM encouraging other NPPOs to host and fund future meetings.

23. OTHER BUSINESS

23.1 Proposal for the development of IPPC technical manuals

199. Due to time limitations the SC deferred the discussion on this proposal to their next meeting.

24. DATE AND VENUE OF 2009 SC AND SC-7 MEETINGS

200. The SC discussed and agreed to the tentative meeting dates for their 2009 meetings. It was noted that the SC-7 would be meeting in May instead of November due to the implementation of the extended time schedule for standard development. The SC meetings for 2009 are currently planned as follows:

- SC-7: 4-8 May 2009
- SC: 11-15 May 2009 and 9-13 November 2009.

201. It was also noted that these dates would have to be confirmed by the Secretariat as the decision to switch the order of the May meeting was just taken and the Secretariat would have to check on the availability of rooms.

25. ADOPTION OF THE REPORT

202. The SC adopted the report.

26. CLOSE

203. The Ministry of Agriculture, Livestock and Food Supply, which helped to organize the meeting, including the Brazilian NPPO, the Event Section and the Secretariat of Agribusiness International Relations were thanked, as was COSAVE for supporting a portion of the interpreters' daily subsistence allowance.

204. The Secretariat thanked the European Commission as funds from its trust fund provided travel assistance to some SC members. The Secretariat also thanked the Brazilian government for hosting, organizing and partially funding the meeting and SC members for assisting in the development of meeting documents.

205. The Chair thanked the SC and representatives of the IPPC Secretariat for their cooperation. The Chair congratulated the SC on the work achieved and closed the meeting.

AGENDA

Standards Committee
10 - 14 November 2008
Salvador, Brazil

AGENDA ITEM	DOCUMENT
1. Opening of the meeting	--
2. Adoption of the agenda • Documents list • List of participants • Local information	2008-SC-Nov-01 2008-SC-Nov-02 2008-SC-Nov-03 2008-SC-Nov-04
3. SC Executive • Election of the rapporteur • Election of Vice-Chair • Functions of the positions of Chair, Vice-Chair and Rapporteur (in session and inter-sessionally)	-- -- -- 2008-SC-Nov-25
4. Updates from other relevant bodies	--
4.1 CPM-3 (April 2008)	2008-SC-Nov-27
4.2 CPM-3 and the independent external evaluation	2008-SC-Nov-28
4.3 CPM-3 and the focus group on standard setting • Proposed updates to documents and procedures affected by decisions	2008-SC-Nov-40
4.4 SPTA (October 2008)	2008-SC-Nov-49
5. Establishment of working procedures for the SC-7	2008-SC-Nov-56
6. Establishment of working procedures for decisions to be made by e-mail	2008-SC-Nov-26
7. Report of SC November 2007	2008-SC-Nov-05
8. Report of the SC-7 May 2008 • Appropriate level of protection (Steward: Fuxiang Wang) • Plants for planting (Steward: David Opatowski)	2008-SC-Nov-06
9. Update on the standard setting work programme	2008-SC-Nov-14
10. Issues relating to stewards, experts and meeting attendance	--
10.1 Experts who are not authorized to travel and statements of commitment	--
10.2 Discussion on composition of expert drafting groups and regional representation	2008-SC-Nov-33
10.3 Review of stewards • Review and possible adjustment of stewards of technical panels and ISPMs	2008-SC-Nov-15
10.4 Selection of new technical panel members • TPDP • TPPT	--
10.5 Selection of EWG members • Pest risk analysis for plants as pests • Soil and growing media • Import of plant breeding material	--
11. Executive summaries of technical panels	--
11.1 TP Diagnostic protocols (including review of revised procedures)	2008-SC-Nov-07 2008-SC-Nov-24
11.2 TP Forest quarantine • ISPM No. 15 criteria for treatments existing and new	2008-SC-Nov-08 2008-SC-Nov-29 2008-SC-Nov-30

AGENDA ITEM	DOCUMENT
11.3 TP Fruit flies	2008-SC-Nov-09 2008-SC-Nov-45 2008-SC-Nov-54
11.4 TP Glossary	2008-SC-Nov-10 2008-SC-Nov-31 2008-SC-Nov-46
11.5 TP Phytosanitary treatments	2008-SC-Nov-11 2008-SC-Nov-48
12. Issues relating to the special process	--
12.1 Discussion on the use of brand names in diagnostic protocols	2008-SC-Nov-13 2008-SC-Nov-34
12.2 Issues associated with diagnostic protocols and phytosanitary treatments	2008-SC-Nov-35
12.3 Discussion on former "formal objections"	2008-SC-Nov-36
12.4 Identification of a second consultation period for the special process	2008-SC-Nov-47
13. Extended time schedule for standard development • Implications of the extended time schedule	2008-SC-Nov-41 2008-SC-Nov-42 2008-SC-Nov-43 2008-SC-Nov-44
14. Report of the SC-7 November 2008	-- 2008-SC-Nov-57 2008-SC-Nov-58
15. Draft ISPMs for review of member comments and redrafting (regular process)	--
15.1 Glossary of phytosanitary terms (Amendments to ISPM No. 5) - HIGH (Steward: John Hedley)	2008-SC-Nov-51
15.2 Categorization of commodities according to their phytosanitary risk - HIGH (Steward: Diego Quiroga)	2008-SC-Nov-53 2008-SC-Nov-59
15.3 Terminology of the Convention on Biological Diversity (CBD) in relation to the Glossary of phytosanitary terms (proposed supplement to ISPM No. 5) - HIGH (Steward: John Hedley)	2008-SC-Nov-52
15.4 Regulating wood packaging material in international trade (Revision of ISPM No. 15) - HIGH (Steward: Greg Wolff)	2008-SC-Nov-55
16. Draft specifications for review of member comments and approval	--
16.1 Forest tree seeds - HIGH (Steward: Greg Wolff)	2008-SC-Nov-16 2008-SC-Nov-17
16.2 Stored products - NORMAL (Steward: Robert Karyeija)	2008-SC-Nov-18 2008-SC-Nov-19
16.3 Used machinery and equipment - NORMAL (Steward: Robert Karyeija)	2008-SC-Nov-20 2008-SC-Nov-21
16.4 Forestry surveillance - NORMAL (Steward: Greg Wolff)	2008-SC-Nov-22 2008-SC-Nov-23
17. Draft specifications for approval for member consultation	--
17.1 Inspection manual - HIGH (Steward: Julie Aliaga)	2008-SC-Nov-38 2008-SC-Nov-39
17.2 Experimental protocol to determine susceptibility of fruits to fruit fly (Tephritidae) infestation - HIGH (Steward: Odilson Ribeiro e Silva)	2008-SC-Nov-12
18. Procedural manual	--
19. Update on explanatory documents	2008-SC-Nov-32

AGENDA ITEM	DOCUMENT
20. Adjustments to the standard setting work programme (for submission to CPM-4)	--
21. Review of 2009 calendar	2008-SC-Nov-50
22. Discussion and evaluation of holding SC meetings outside of Rome	--
23. Other business	--
23.1 Proposal on the development of IPPC technical manuals	2008-SC-Nov-37
24. Date and venue of 2009 SC and SC-7 meetings	--
SC: 4-8 May 2009 and 9-13 November 2009	--
SC-7: 11-15 May 2009	--
25. Adoption of the report	--
26. Close	--

DOCUMENTS LIST

Standards Committee
10 - 14 November 2008
Salvador, Brazil

DOCUMENT NUMBER	AGENDA ITEM	DOCUMENT TITLE	LEVEL OF ACCESS	DATE POSTED /DISTRIBUTED
2008-SC-Nov-01-REV03	2	Provisional agenda	CPs, RPPOs and SC	07-Nov-2008
2008-SC-Nov-02	2	Documents list	CPs, RPPOs and SC	07-Nov-2008
2008-SC-Nov-03-REV02	2	Participants list	CPs, RPPOs and SC	05-Nov-2008
2008-SC-Nov-04-REV01	2	Local information	CPs, RPPOs and SC	24-Oct-2008
2008-SC-Nov-05	7	Report of the SC November 2007 meeting (without ISPMs)*	Not restricted (public)	15-Oct-2008
2008-SC-Nov-06	8	Report of the SC-7 May 2008 meeting (without ISPMs)*	Not restricted (public)	15-Oct-2008
2008-SC-Nov-07	11.1	Report of the TPDP June 2008 meeting	Not restricted (public)	15-Oct-2008
2008-SC-Nov-08	11.2	Report of the TPFQ July 2007 meeting	Not restricted (public)	15-Oct-2008
2008-SC-Nov-09	11.3	Report of the TPFF December 2007 meeting	Not restricted (public)	15-Oct-2008
2008-SC-Nov-10	11.4	Report of the TPG October 2007 meeting	Not restricted (public)	15-Oct-2008
2008-SC-Nov-11	11.5	Report of the TPPT December 2007 meeting	Not restricted (public)	15-Oct-2008
2008-SC-Nov-12	17.2	Draft specification on Experimental protocol to determine susceptibility of fruits to fruit fly (Tephritidae) infestation	CPs, RPPOs and SC	15-Oct-2008
2008-SC-Nov-13	12.1	Discussion Paper on Use of Brand Names	SC only	16-Oct-2008
2008-SC-Nov-14	9	Update on the IPPC standard setting work programme	SC only	21-Oct-2008
2008-SC-Nov-15	10.3	Stewards of technical panels and ISPMs	SC only	21-Oct-2008
2008-SC-Nov-16	16.1	Draft specification on Forest tree seeds: modified by steward	CPs, RPPOs and SC	23-Oct-2008
2008-SC-Nov-17	16.1	Draft specification on Forest tree seeds: 2007 Member comments and steward's response	SC only	23-Oct-2008
2008-SC-Nov-18	16.2	Draft specification on Stored products: modified by steward	CPs, RPPOs and SC	23-Oct-2008
2008-SC-Nov-19	16.2	Draft specification on Stored products: 2007 Member comments and steward's response	SC only	23-Oct-2008
2008-SC-Nov-20	16.3	Draft specification on Used machinery and equipment: modified by steward	CPs, RPPOs and SC	23-Oct-2008
2008-SC-Nov-21	16.3	Draft specification on Used machinery and equipment: 2007 Member comments and steward's response	SC only	23-Oct-2008
2008-SC-Nov-22	16.4	Draft specification on Forestry surveillance: modified by steward	CPs, RPPOs and SC	23-Oct-2008

DOCUMENT NUMBER	AGENDA ITEM	DOCUMENT TITLE	LEVEL OF ACCESS	DATE POSTED /DISTRIBUTED
2008-SC-Nov-23	16.4	Draft specification on Forestry surveillance: 2007 Member comments and steward's response	SC only	23-Oct-2008
2008-SC-Nov-24	11.1	Executive Summary, TPDP 2008	SC only	23-Oct-2008
2008-SC-Nov-25	3	Functions of the SC Chairperson, Vice-Chairperson and Rapporteur	SC only	23-Oct-2008
2008-SC-Nov-26	6	Standards Committee Use of Electronic Communication to Hold Discussions and Make Decisions	SC only	24-Oct-2008
2008-SC-Nov-27	4.1	Update on CPM-3 Decisions and Adopted Standard Setting Procedures	SC only	28-Oct-2008
2008-SC-Nov-28	4.2	SC Action Items from CPM resulting from the independent evaluation of the working of the IPPC and its institutional arrangements	SC only	28-Oct-2008
2008-SC-Nov-29	11.2	Executive Summary, TPFQ 2007 - 2008	SC only	28-Oct-2008
2008-SC-Nov-30	11.2	ISPM No. 15 criteria for treatments existing and new	SC only	28-Oct-2008
2008-SC-Nov-31	11.4	Executive Summary, TPG 2008	SC only	28-Oct-2008
2008-SC-Nov-32	19	Update on explanatory documents for ISPMs	SC only	28-Oct-2008
2008-SC-Nov-33	10.2	Composition of expert drafting groups and regional representation	SC only	28-Oct-2008
2008-SC-Nov-34	12.1	Comments of the steward of the TPDP on the "Discussion Paper on Use of Brand Names"	SC only	28-Oct-2008
2008-SC-Nov-35	12.2	Discussion paper on issues associated with technical standards	SC only	28-Oct-2008
2008-SC-Nov-36	12.3	Discussion paper on former formal objections	SC only	28-Oct-2008
2008-SC-Nov-37	23.1	Consideration for the development of IPPC technical manuals	SC only	28-Oct-2008
2008-SC-Nov-38	17.1	Draft specification on Phytosanitary Inspection Manual	CPs, RPPOs and SC	28-Oct-2008
2008-SC-Nov-39	17.1	Example of the kind of information that could be included in a chapter on inspecting fruits and vegetables	SC only	28-Oct-2008
2008-SC-Nov-40	4.3	Follow up items from CPM-3 (2008) and the Focus Group on the Review of Standard Setting Procedures (2007)	SC only	29-Oct-2008
2008-SC-Nov-41	13	Tracking involved in the development of an ISPM	SC only	29-Oct-2008
2008-SC-Nov-42	13	Comparison of the traditional and extended time schedules- regular process	SC only	29-Oct-2008
2008-SC-Nov-43	13	Example: Extended time schedule-regular process	SC only	29-Oct-2008
2008-SC-Nov-44	13	Example: Special process time schedule	SC only	29-Oct-2008
2008-SC-Nov-45	11.3	Executive summary, TPFF 2007 - 2008	SC only	29-Oct-2008
2008-SC-Nov-46	11.4	TPG work plan – October 2008 to 2009	Not restricted (public)	29-Oct-2008
2008-SC-Nov-47	12.4	Identification of a second member consultation period for the special process	SC only	29-Oct-2008

DOCUMENT NUMBER	AGENDA ITEM	DOCUMENT TITLE	LEVEL OF ACCESS	DATE POSTED /DISTRIBUTED
2008-SC-Nov-48	11.5	Executive summary, TPPT 2007 - 2008	SC only	29-Oct-2008
2008-SC-Nov-49	4.4	Extracts from the Report of the SPTA meeting October 2008	SC only	29-Oct-2008
2008-SC-Nov-50	21	Calendar 2009	SC only	29-Oct-2008
2008-SC-Nov-51	15.1	Draft ISPM from SC-7 - amendments to the glossary	CPs, RPPOs and SC	05-Nov-2008
2008-SC-Nov-52	15.3	Draft ISPM from SC-7 - CBD terminology	CPs, RPPOs and SC	05-Nov-2008
2008-SC-Nov-53	15.2	Draft ISPM from SC-7 – Categorization of commodities	CPs, RPPOs and SC	06-Nov-2008
2008-SC-Nov-54	11.3	Report of the TPFF September 2008 meeting	Not restricted (public)	07-Nov-2008
2008-SC-Nov-55	15.4	Draft ISPM from SC-7 – Revision of ISPM No. 15	CPs, RPPOs and SC	07-Nov-2008
2008-SC-Nov-56	5	Terms of reference and rules of procedure for the SC-7 working group of the Standards Committee	SC only	During meeting
2008-SC-Nov-57	14	Draft ISPM – Post-entry quarantine facilities (redraft submitted by New Zealand)	SC only	During meeting
2008-SC-Nov-58	14	Considerations on transparency and summaries of reactions to comments	SC only	During meeting
2008-SC-Nov-59	15.2	Draft appendix from SC-7 – Categorization of commodities, new appendix 2	CPs, RPPOs and SC	During meeting

* To get full reports including draft ISPMs, please go to the IPP under the tab IPPC Publications.

FUNCTIONS OF THE STANDARDS COMMITTEE CHAIRPERSON, VICE-CHAIRPERSON AND RAPPORTEUR (IN SESSION AND INTER-SESSIONALLY)

Chairperson

The Chairperson of the Standards Committee (SC) is elected in accordance with the Terms of reference and Rules of procedure for the SC. The main functions of the Chairperson are to:

- manage the SC during meetings and inter-sessionally
- provide guidance on the affairs of the SC
- help ensure participation of SC members and facilitate dialogue and understanding among SC members
- help the Secretariat to prepare the agenda and report of the meetings
- represent the SC at IPPC meetings
- upon request by the Secretariat, represent the Secretariat at other meetings
- assist the Secretariat to liaise with technical panels to identify and resolve overlaps in their work programmes and functions
- report to the CPM on SC activities and provide the SC with guidance on how to implement CPM decisions
- finalize decisions taken via electronic means and address cases of lack of consensus during SC discussions via electronic means.

Vice-Chairperson

The Vice-Chairperson of the SC is elected in accordance with the Terms of reference and Rules of procedure for the SC. The main function of the Vice-Chairperson is to:

- assist and replace the SC Chairperson as necessary.

Rapporteur

The Rapporteur of an SC meeting is elected by the SC members participating in that meeting. The main functions of the Rapporteur are to:

- ensure that the report prepared by the Secretariat is an accurate record of the discussions and decisions of the meeting
- assist the Secretariat in drafting, reviewing and finalizing the SC meeting report
- facilitate the SC e-mail discussions in relation to points of the SC reports.

TERMS OF REFERENCE AND RULES OF PROCEDURE FOR THE STANDARDS COMMITTEE

[adopted by CPM-1 (2006) and aligned by the Standards Committee (November 2008), as requested by CPM-3 (2008)]

Terms of reference

1. Scope

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

2. Objective

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

3. Structure of the Standards Committee

The SC consists of 25 members drawn from each of the FAO regions. The distribution for each region will be:

- Africa (4)
- Asia (4)
- Europe (4)
- Latin America and the Caribbean (4)
- Near East (4)
- North America (2)
- Southwest Pacific (3)

Temporary or permanent working groups, and drafting groups consisting of SC members, may be established by the SC as required. SC working groups are selected by the SC from its membership.

Seven SC members are selected by the SC to form the SC-7 and are guided by the terms of reference and rules of procedure for this group which are approved by the SC.

The functions and working procedures of the SC-7 and other SC working groups are determined by the SC.

4. Functions of the Standards Committee

The SC serves as a forum for:

- examination and approval or amendment of specifications;
- review of specifications;
- designation of members of SC working groups and identification of tasks of the groups;
- establishment and disestablishment of expert working groups and SC working groups as appropriate;
- approval of the work programmes of technical panels, and review, guidance and supervision of their activities and outcomes of their meetings;
- selection of membership of expert drafting groups as required and in accordance with the appropriate terms of reference and/or rules of procedure for these groups;
- review of draft ISPMs;
- approval of draft standards to be submitted to contracting parties, NPPOs, RPPOs and relevant international organizations under the member consultation procedure;
- establishment of open-ended discussion groups where appropriate;
- revision of draft ISPMs in cooperation with the IPPC Secretariat taking into account comments of contracting parties, NPPOs, RPPOs and relevant international organizations;
- approval of final drafts of ISPMs for submission to the CPM;
- review of existing ISPMs and identification and review of 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 ISPM ; and
- other functions related to standard setting as directed by the CPM.

These functions may be executed during face to face meetings and between meetings, via electronic means, as determined by the SC.

5. IPPC Secretariat

The Secretariat provides administrative, technical and editorial support as required by the SC. The Secretariat is responsible for reporting and record keeping regarding the standard-setting programme.

Rules of procedure

Rule 1. Membership

Members should be senior officials of National Plant Protection Organizations (NPPO), designated by contracting parties, 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.

Contracting parties agree that SC members dedicate the necessary time to participate in a regular and systematic way in the meetings.

Each FAO region may devise its own procedures for selecting its members of the SC. The IPPC Secretariat is notified of the selections that are submitted to the CPM for confirmation.

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

Rule 2. Replacement of members

Each FAO region shall, following its own procedures, nominate potential replacements for members of the SC and submit them to the CPM for confirmation. Once confirmed, potential replacements are valid for the same periods of time as specified in Rule 3. These potential replacements should meet the qualifications for membership set forth in these Rules. Each FAO region shall identify a maximum of two potential replacements. Where a region nominates two, it should indicate the order in which they would serve as replacements under this Rule.

A member of the SC will be replaced by a confirmed potential replacement from within the same region if the member resigns, no longer meets the qualifications for membership set forth in these Rules, or fails to attend two consecutive meetings of the SC.

The national IPPC contact point should communicate to the Secretariat any circumstances where a member from its country needs to be replaced. The Secretariat should inform the relevant FAO regional chair.

A replacement will serve through the completion of the term of the original member, and may be nominated to serve additional terms.

Rule 3. Period of membership

Members of the SC shall serve for terms of three years. Members may serve no more than two terms, unless a region submits a request to the CPM for an exemption to allow a member from within its region to serve an additional term. In that case, the member may serve an additional term. Regions may submit requests for additional exemptions for the same member on a term-by-term basis. Partial terms served by replacements shall not be counted as a term under these Rules.

Rule 4. Chairperson

The Chairperson and Vice-Chairperson of the SC are elected by the SC from its membership and serve for three years, with a possibility of re-election for one additional term of three years. The Chairperson and Vice-Chairperson may serve in these capacities only when a member of the SC.

Rule 5. Sessions

Meetings of the SC are normally held at FAO Headquarters in Rome. The SC meets at least once per year.

Depending on the workload and resources available, the SC or the Secretariat, in consultation with the Bureau of the CPM, may request additional meetings of the SC. In particular, the SC may need to meet after the CPM meeting in order to prepare draft standards for member consultation.

Depending on the workload and resources available, the SC, in consultation with the Secretariat and the Bureau of the CPM, may authorize the SC-7 or extraordinary working groups of the SC to meet.

A session of the SC shall not be declared open unless there is a quorum. The presence of a majority of the members of the SC is necessary to constitute a quorum.

Some tasks, as agreed by the SC, may be undertaken between meetings via electronic means, and should be reported on in the report of the next session of the SC.

Rule 6. Approval
Approvals relating to specifications or draft standards are sought by consensus. Final drafts of ISPMs which have been approved by the SC are submitted to the CPM without undue delay.

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

Rule 8. Reports
SC 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
- reasons why a draft standard has not been approved
- a generic summary of SC reactions to classes of comments made in member consultation
- draft standards that are sent for member consultation and draft standards recommended for adoption by the CPM.

The Secretariat shall endeavour to provide to CPM Members upon request the rationale of the SC for accepting or not accepting proposals for modifications to specifications or draft standards.

A report on the activities of the SC shall be made by the Chairperson of the SC to the annual session of the CPM.

Reports of SC meetings shall be adopted by the SC before they are made available to Members of the CPM and RPPOs.

Rule 9. Language
The business of the SC shall be conducted in the languages of the organization.

Rule 10. Amendments
Amendments to the Rules of Procedures and the Terms of Reference may be promulgated by the CPM as required.

GUIDELINES ON THE DUTIES OF MEMBERS OF THE STANDARDS COMMITTEE

[modified by the Standards Committee, (November 2008)]

1. Purpose of the Standards Committee

The Standards Committee is an integral component of the standard setting process with the purpose of assisting the production of draft standards that are of sufficient quality to be adopted by the CPM as International Standards for Phytosanitary Measures (ISPMs). The SC does not write standards but prepares draft ISPMs according to the standard setting procedures, monitors each standard's development and ensures they have a consistent quality. The SC may also be assigned additional tasks by the CPM.

The SC ensures that the standards:

- fulfil the specification for the standard
- fall within the scope of the IPPC
- are technically based
- have scientific integrity
- follow the principles and policies of the CPM, including the *General considerations for standard setting*
- are presented in the required format for standards
- are written in a simple, clear and focused language.

The CPM has decided that the SC should be made up of experts from different regions. The CPM intends that the committee include a diversity of global views on any subject it deals with. These views are used in the production of internationally harmonised standards. They encompass, for example, the views of different geographic regions of the world, developing and developed countries, tropical and temperate regions, continental and island nations, highly and sparsely populated countries, countries with intensive agricultural or forestry interests etc. The choice of experts on a regional basis is a pragmatic choice to obtain a range of views that can produce internationally acceptable standards.

The primary purpose of the SC is to ensure that ISPMs help to protect plant health on a global scale. The SC members that are selected are expected to act as individual experts, not as country representatives. However, the views of the expert are usually those characteristic of the region the expert comes from.

In addition to assisting with the development of standards, the SC serves as a forum for other functions as directed by the CPM. These types of functions could include the review of procedural and administrative documents to ensure they are consistent with the standard setting process and are feasible.

2. Structure of the SC

The membership of the SC is outlined in the Terms of reference and Rules of procedure for the SC. The whole body is referred to as the SC and this body selects its own chair and vice chair. In addition, the SC members from each FAO region select a member to form the SC-7 who, in turn, select their own chair. The SC oversees the work of expert drafting groups in particular through the use of specifications. The SC may decide to break into smaller working groups as necessary in order to deal with a heavy workload, maintaining the diversity of global views. Holding additional meetings of the SC should be done in consultation with the Bureau and IPPC Secretariat. The CPM establishes the Terms of reference and Rules of procedure for the SC, and the SC determines the working procedures of the SC working groups.

3. Decision making

The SC is responsible to collectively make decisions presented for consideration to the CPM. These are recorded in the report of the SC. The SC may agree to use electronic means for consultation on specific issues between meetings. The views of the SC members collected at SC meetings and recorded in SC reports on these issues should be taken into consideration. Some decisions, such as those outlined in the *IPPC standard setting procedure*, may be taken between sessions by e-mail without prior agreement.

4. Duties and associated tasks of SC members

During the standard setting process, SC members have a number of duties directly concerned with draft standards by virtue of their membership of the SC. These duties are listed in section 4.1 below. Normally, however, SC members also undertake any one or several of a number of other roles within the standard

drafting procedure. The duties of these roles are described in sections 4.4 and 4.5. The other duties of SC members are listed in the following sections.

4.1 Basic duties directly related to the evaluation of draft standards

The basic duties of the SC member include:

- examination of draft standards from expert drafting groups. Prior to the meeting, the SC member reads the drafts, considers the reports of expert drafting groups and prepares comments. The SC member presents any comments or changes to the draft to the SC meeting, usually held in May.
- examination of comments on draft standards after member consultation. The SC member reviews the member comments (except those relating to editing and translation), discusses them with the SC and proposes appropriate changes to the draft. This meeting is usually held in November of the year of or following the member consultation period.
- the making of consequential proposals to:
  - send draft standards for member consultation
  - approve the standard and send it to the CPM for adoption
  - initiate a further round of consultation or
  - send the draft back for redrafting by the steward or an expert drafting group.

4.2 Time requirements

The participation as a SC member may involve a considerable time input. The estimate of this time input would be, as a minimum:

- 3 - 4 weeks for meetings (depending on involvement in the SC-7 and travel distance)
- 2 weeks to review draft standards
- 2 weeks to review member comments.

This may be increased if the SC member participates in regional workshops on draft standards and/or is a steward of an ISPM(s).

SC members should have the required time available to participate in SC meetings. In addition to this time commitment, member governments should ensure that their members can attend SC meetings.

4.3 Regional communication

SC members are requested, where possible, to assist with the communication of information regarding the draft standards to countries within their region. This could be done by discussing the issues with other regional experts, attending regional workshops on draft standards, or contributing to supplementary written information on the draft standards. SC members should also respond to concerned members about comments that were not incorporated into draft ISPMs.

SC members also inform experts nominated for expert drafting groups from their region if they were not selected.

4.4 Duties of SC members in an expert drafting group when they are not a steward

The CPM recommends that each expert drafting group have one SC member within the group. The SC member can be a basic member of the group (see *Guidelines for the operation of expert working groups*) or be a steward (see *Guidelines on the role of a steward* and section 4.5).The SC member may assist with the expert drafting group more than an ordinary member because of their experience. The duties of a SC member of the expert drafting group who is not a steward may include:

Prior to the meeting of the expert drafting group:

- assist with the arrangements for the meeting
- offer their advice to others organizing the meeting.

During the expert drafting group meeting:

- explain the standard setting process, if necessary
- act as the chair or rapporteur if required
- participate as an expert
- assist the steward as required.

At the SC meeting:

- act as a backup to the steward to explain the draft standard and the main discussion points during the expert drafting group meeting.

Frequently the SC member is the steward for the standard (see section 4.5).

4.5 Duties of SC members in an expert drafting group when they are a steward

It is intended that most expert drafting groups will have a steward that is a SC member. The functions of a steward are described in detail in the *Guidelines for the role of a steward of an ISPM*. A brief summary of these duties are:

- participate in the selection of experts
- explain the standard setting process and the specifications to the expert drafting group
- assist in the development of discussion papers
- assist the Secretariat in the organization and running of the meeting
- explain the main points of the draft standard to the SC and answer questions
- assist in the analysis of member comments.

4.6 Examination of specifications for standards

The SC member carefully reviews the specifications for standards that are prepared by, or under the auspices of, the Secretariat.

The SC member reviews the specifications by:

- discussing to ensure the specifications will produce a globally acceptable standard
- ensuring the specifications accurately describe the title and the scope and purpose of the intended standard
- ensuring the tasks and other elements of the specifications are correctly identified
- proposing modifications if necessary
- assisting in the analysis of member comments.

4.7 The examination of procedural and administrative documents

The CPM adopts procedural and administrative documents (e.g. terms of reference and rules of procedure of various groups). These are reviewed by the SC to ensure they are consistent with the standard setting process and feasible. They are then amended if necessary and forwarded to the CPM.

4.8 Other administrative duties

These include:

- approval of the membership of expert drafting groups
- approval of stewards for expert drafting groups
- approval of subjects for specific standards as proposed by technical panels
- establishment of open-ended discussion groups
- review of priorities for ISPMs proposed by the SPTA with the opportunity to add other priorities
- undertaking of other duties as requested by the CPM.

COMMON PROCEDURES FOR TECHNICAL PANELS

[modified by the Standards Committee (November 2008)]

Technical panels operate under the guidance and supervision of the Standards Committee (SC) in accordance with the *Terms of Reference and Rules of Procedure for Technical Panels* (see report of CPM-3 (2008), Appendix 11).

In relation to their technical areas, technical panels should:

1. Assist in the development of draft standards, annexes, appendices, supplements, amendments or additions to standards in response to requests for work by the CPM and as directed by the SC. Specific guidance is provided in the specification for each technical panel.
2. Propose topics and priorities for new or revised standards (including supplements, annexes, appendices or other components of standards) for inclusion in the CPM work programme via the biennial call for topics, and in accordance with the *Procedure and criteria for identifying topics for inclusion in the IPPC standard setting work programme* (see report of CPM-3 (2008), Appendix 8).
3. Propose subjects and priorities to the SC for new or revised standards (including supplements, annexes, appendices or other components of standards) under any topic that is already on the IPPC standard setting work programme.
3. Provide advice on work areas that need further research or investigation and propose a strategy for progression of the topic.
4. Provide advice on whether the work of the technical panel overlaps with the work of other IPPC groups and ensure coordination with these groups to prevent duplication of work. Propose a mechanism for any interactions.
5. Provide advice on outcomes and issues of relevant IPPC workshops or meetings or other relevant meetings and monitor technical and scientific progress in the relevant field. Where appropriate, make recommendations to the SC.
6. Propose an annual work programme for the technical panel taking into account the direction given by the SC.
7. Produce a report of each meeting in accordance with Rule 10 of the Terms and reference and rules of procedures of technical panels, reporting on all the elements above and presenting, as relevant, new or revised technical panel working procedures.
8. Produce an executive summary of the work of the technical panel for the SC as necessary, including recommendations for action. This is reported to the SC, through the steward, generally at the May meeting of the SC (or at the November meeting for specific topics if needed).

GUIDELINES ON THE ROLE OF A STEWARD

[modified by the Standards Committee (November 2008)]

1. Selection of stewards

Stewards are senior plant health officers or scientists who are familiar with the standard setting process. Proposed stewards should recognize that considerable time may be required (see section 4). Stewards should be drawn from the SC if possible or from the membership of the expert drafting group.

2. Role of the steward

In general terms, the role of the steward is to oversee a technical panel or assist with the development of a particular standard from the time of the drafting of the specification to the adoption the standard by the Commission on Phytosanitary Measures (CPM) and to provide a linkage between the expert drafting group and the SC. The functions of a steward will vary according to the nature and complexity of the technical panel or standard and the requirements stated in the specification. The steward should assist the Secretariat to ensure that the expert drafting group follows the IPPC standard setting procedures. The steward could be involved in the following sequence of normal standard development.

2.1 Prior to the expert drafting group meeting

If requested, the steward may be able to provide guidance to the Secretariat and SC in relation to the selection of experts for the expert drafting groups. The steward should liaise with the Secretariat to ensure that discussion papers are produced for the expert drafting group meeting.

2.2 At the expert drafting group meeting

The steward would be expected to:

- explain the standard setting process
- explain the requirements of the specification to the expert drafting group at the time of its first meeting. Hence, the steward should have a good understanding of the specification for the standard. If some issues are unclear, the steward should discuss the matters with the Secretariat or members of the SC.
- assist with the running of the meeting
- assist the Secretariat to complete the draft standard
- assist the Secretariat in the preparation of the meeting report.

2.3 At the SC meeting that approves draft ISPMs for member consultation

The steward may attend the relevant SC meeting to assist the work on the standard that he or she is responsible for. If the steward cannot attend the SC meeting, he or she should provide documentation about the standard, brief a SC member or hold a conference call with the SC.

2.4 At regional workshops on draft ISPMs

In order to support member consultation, stewards should assist the Secretariat in preparing a presentation of their draft standard and by attending a workshop.

2.5 Prior to the SC meeting that approves draft ISPMs for adoption at CPM

In preparation for the meeting, the steward should review member comments according to the following guidelines:

- Sufficient time should be allocated to the task of reviewing member comments. In the interests of quality work it should be anticipated that 50 comments per day is the most that can usually be dealt with adequately.
- A standard response key is recommended for primary indication of how a comment has been acted on by the steward. This keyword should precede any other steward comments. There are four options:
  - incorporated: where a comment has been acted upon and incorporated exactly as written
  - modified: where the comment was acted on, but not exactly as written
  - considered: where the comment has not been acted upon at all and has not been incorporated by the steward
  - for consideration by SC: this may be where the comment has not been acted on by the steward, not because it has not been incorporated, but because consideration of the full SC is

required. In addition, this keyword should be used to indicate where a comment has been acted upon, but it is still necessary to bring it to the attention of the SC for their awareness. This includes comments which the steward believes require review by the SC rather than the steward alone.

- In the interests of transparency for members of the SC, wherever a comment has not been incorporated, a response by the steward may provide some reasoning for this decision. An overview of such cases is also provided by the steward to the SC.
- To assist the SC, the steward may prepare a list of the comments that require their review. This list should identify (by number) every comment that has been identified as "for consideration by SC."
- As part of this task, the steward should also consider and act upon editorial comments as appropriate.

2.6 At the SC working group (SC-7) meeting that modifies draft ISPMs for the SC prior to being recommended for adoption at CPM

The steward, if not a member of the SC-7, is invited by the Secretariat and encouraged to attend the relevant SC-7 session in which his/her standard is discussed to assist with discussions on the member comments. If the steward cannot attend the meeting, he/she should provide documentation about the standard, brief an SC-7 member or be available to hold a conference call with the SC-7.

2.7 Prior to the CPM meeting at which adoption of the ISPM is considered

Prior to the CPM meeting at which the draft standard is presented for adoption, stewards should be provided with copies of any written comments received. Where possible, the steward should review these comments and provide written suggestions on how best to respond to the comments, accompanied by rationale as appropriate.

2.8 At the CPM meeting at which adoption of the ISPM is considered

Where possible, the steward should participate in any special meeting on the draft standard that takes place at the CPM. This would allow the steward to participate in discussions, as appropriate, and indicate the expert drafting group's intention on various points that may arise.

3. Conclusion

The level of involvement of the steward in the preparation of a standard will vary with the complexity of the standard. There is also likely to be limits on the time that some stewards can spend on this work and the travel expenditures regarding SC meeting attendance. The estimated time requirements for the involvement of a steward in a single standard is at least eight weeks, including activities such as reading documents, developing discussion papers, attending the expert drafting group meeting, reporting, preparation of a presentation for regional workshops on draft ISPMs, reviewing member comments, attending SC or SC-7 meetings, or briefing SC members. Contracting parties, and the regional plant protection organizations of which they are members, are encouraged to support the production of standards by supporting the work of stewards where this is possible.

Upon request of the steward, the Secretariat will communicate to the FAO representative of the steward's respective country the responsibilities and time needed for the stewardship.

TERMS OF REFERENCE AND RULES OF PROCEDURE FOR THE SC-7 WORKING GROUP OF THE STANDARDS COMMITTEE

Terms of reference

1. Scope

The SC-7 working group of the Standards Committee supports the work of the Standards Committee (SC) in the detailed consideration of documents.

2. Structure of the SC-7 Working Group of the Standards Committee

The SC-7 consists of seven members.

3. Functions of the SC-7

The SC-7:

- examines all of the substantive member comments (including proposed amendments) identified by the steward;
- reviews and revises draft ISPMs prepared by the stewards in response to member comments and proposes revisions to the SC;
- drafts SC responses to substantive member comments not incorporated into the draft ISPM as identified by the steward;
- proposes which changes to draft ISPM should be considered further by the SC;
- explains the proposed revisions to draft ISPMs to the SC as required, and
- carries out other functions regarding draft standards and specifications as directed by the SC.

4. IPPC Secretariat

The Secretariat provides administrative, technical and editorial support as required by the SC-7. The Secretariat is responsible for record keeping regarding the work of the SC-7 and for the drafting of a report from the SC-7 meeting which is not held in conjunction with a SC meeting.

The Secretariat provides expertise in the use of the English language, if required.

Rules of procedure

Rule 1. Membership

Members should be selected from members of the SC, representing seven FAO regions.

Contracting parties agree that SC-7 members dedicate the necessary time to participate in a regular and systematic way in the SC-7 meetings.

The SC is responsible for selecting the SC-7 members. The IPPC Secretariat is notified of the selections.

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Rule 2. Temporary replacement of members

Temporary replacement members of the SC-7 for specific meetings are selected by the SC members of each FAO region and the SC-7 member notifies the Secretariat well in advance of the meeting.

Rule 3. Period of membership

Terms of membership shall correspond to the terms of membership of the SC as outlined in Rule 3 of the Terms of reference and Rules of procedure for the SC.

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

Rule 4. Chairperson

The Chairperson of the SC-7 is elected by the members of the SC-7 at the beginning of each meeting.

Rule 5. Sessions

Meetings of the SC-7 are normally held at FAO Headquarters in Rome or wherever the SC meets.

The SC-7 meets at least once per year. Depending on the workload and resources available, the SC, in consultation with the Secretariat and the Bureau of the CPM, may authorize the SC-7 to hold an additional meeting.

A session of the SC-7 shall not be declared open unless there is a quorum of at least 5 members.

Rule 6. Observers
Observers are limited to the chair of the SC, stewards and subject experts who are invited by the Secretariat. Stewards and subject experts are invited to attend specified sessions of the SC-7 meeting. The SC-7 recommends experts to be invited if necessary. In cases when the SC-7 meets instead of the SC, members of the SC may participate as observers on request to the Secretariat.

Rule 7. Decision making
Decisions are taken through consensus. If no consensus is possible the matter is referred to the SC.

Rule 8. Reports
The chair of the SC-7 will provide a verbal report to the SC on the activities of the SC-7 and in cases when the SC-7 do not meet in conjunction with a meeting of the SC, a full report of the meeting will be prepared by the Secretariat and adopted by the SC-7.

Rule 9. Records
Records shall be kept by the Secretariat. The record of the meetings shall include:
- SC-7 revisions to steward's draft ISPMs responding to member comments, and
- SC-7 revisions to steward's draft summaries of responses to member comments.

Rule 10. Language
The working language of the SC-7 should be English.

Rule 11. Amendments
Amendments to the Rules of Procedures and the Terms of Reference may be promulgated by the SC as required.

STEWARDS OF TECHNICAL PANELS AND ISPMs

Stewards of technical panels

Steward	Spec no.	Title of specification
Chard, Jane (United Kingdom)	TP3 Rev1	Technical panel on phytosanitary treatments
Hedley, John (New Zealand)	TP5	Technical panel on the *Glossary of phytosanitary terms*
Ribeiro e Silva, Odilson (Brazil)	TP2 Rev2	Technical panel on pest free areas and systems approaches for fruit flies
Unger, Jens (Germany)	TP1 Rev2	Technical panel to develop diagnostic protocols for specific pests
Wang, Fuxiang (China)	TP4 Rev1	Technical panel on forest quarantine

Stewards of ISPMs

Steward	Spec no. (priority)	Title of specification
Aliaga, Julie (United States)	33 (high)	Supplement to ISPM No. 5: Guidelines for the interpretation and application of the phrase not widely distributed in relation to quarantine pests
Aliaga, Julie (United States)	*draft* (normal)	Forest pest surveys for determination of pest status
Aliaga, Julie (United States)	*draft* (high)	Phytosanitary inspection manual
Chard, Jane (United Kingdom)	21 (high)	Guidelines for regulating potato micropropagation material and minitubers in international trade
Enkerlin, Walther (NAPPO)	35 (high)	Trapping procedures for fruit flies (Tephritidae)
Enkerlin, Walther (NAPPO)	*draft* (high)	Experimental protocol to determine susceptibility of fruits to fruit fly (Tephritidae) infestation
Forest, Marie-Claude (Canada)	43 (high)	Movement of soil and growing media in association with plants in international trade
Forest, Marie-Claude (Canada)	-- (high)	Systems for authorizing phytosanitary activities
Gonzalez, Magda (Costa Rica) (Backup: Holtzhausen, Mike (South Africa))	29 (normal)	The use of integrated measures in a systems approach for pest risk management of fruit flies (including fruit fly free places of production and production sites (Specification No. 41))
Gonzalez, Magda (Costa Rica)	-- (normal)	International movement of cut flowers and foliage
Hedley, John (New Zealand)	32 (high)	Review of ISPMs
Hedley, John (New Zealand)	-- (high)	Terminology of the CBD in relation to the Glossary of phytosanitary terms
Holtzhausen, Mike (South Africa) (Backup: Sakala, Arundel (Zambia))	42 (high)	Pre-clearance for regulated articles
Holtzhausen, Mike (South Africa)	45 (normal)	Import of plant breeding material for scientific research, education or other specific use
Karyeija, Robert (Uganda)	*draft* (normal)	International movement of used machinery and equipment

Steward	Spec no. (priority)	Title of specification
Karyeija, Robert (Uganda)	*draft* (normal)	Minimizing regulated pests in common stored products in international trade
Melcho, Beatriz (Uruguay)	24 (normal)	Post-entry quarantine facilities
Nordbo, Ebbe (Denmark)	44 (high)	Pest risk analysis for plants as quarantine pests
Nordbo, Ebbe (Denmark) (Backup: Hedley, John (New Zealand))	-- (high)	Minimizing pest movement by sea containers and conveyances
Opatowski, David (Israel)	34 (high)	Pest risk management for plants for planting in international trade
Opatowski, David (Israel) (Backup: Musa, Khidir (Sudan))	39 (high)	Suppression and eradication procedures for fruit flies (Tephritidae)
Peralta, Ana (COSAVE)	-- (normal)	Terminology of the Montreal Protocol in relation to ISPM No. 5 (*Glossary of phytosanitary terms*)
Porritt, David (Australia)	-- (normal)	Handling and disposal of garbage moved internationally
Quiroga, Diego (Argentina)	18 (high)	Classification of commodities into phytosanitary risk categories
Sakala, Arundel (Zambia)	-- (normal)	Use of permits as import authorization (Annex to ISPM No. 20: *Guidelines for a phytosanitary import regulatory system*)
Sakamura, Motoi (Japan)	38 (high)	Revision of ISPMs No. 7 and 12
Setiawan, Dwi (Indonesia)	-- (normal)	Wood products and handicrafts made from raw wood
Unger, Jens (Germany)	-- (high)	Minimizing pest movement by air containers and aircrafts
Unger, Jens (Germany)	-- (normal)	International movement of grain
Wang, Fuxiang (China)	*draft* (high)	Reducing phytosanitary risks in the international movement of seeds of forest tree species
Wolff, Greg (Canada)	31 (high)	Revision of ISPM No. 15 (Guidelines for regulating wood packaging material in international trade)
Wolff, Greg (Canada)	46 (high)	Management of phytosanitary risks in the international movement of wood

AMENDMENTS TO ISPM No. 5 (*GLOSSARY OF PHYTOSANITARY TERMS*)

Members are asked to consider the following proposals made by the Standards Committee (SC) after recommendations by the Technical Panel for the Glossary (TPG) in relation to additions and revisions in ISPM No. 5 (*Glossary of phytosanitary terms*, 2008). A brief explanation is given for each proposal. For revised terms and definitions, explanations of the changes made to the last approved definition are also given.

1. NEW TERMS AND DEFINITIONS

1.1 Incidence (of a pest)

Background

A definition of *prevalence (of a pest)* was sent for member consultation in 2004, redrafted several times by the TPG and the SC, and sent again for consultation in 2007 as part of the *Amendments to ISPM No. 5*. Many comments supported that the term to be defined should be *incidence*, rather than *prevalence*. In November 2007, the SC agreed to the following TPG suggestions, based on comments received:

- that the definition be withdrawn from the amendments to the glossary to be presented for adoption by CPM-3 (2008)
- that a definition of *incidence* be proposed to the SC in May 2008 prior to member consultation.

During member consultation in 2007, some comments proposed that the terms *incidence*, *prevalence* and *tolerance level* should be explained in a separate document (either a supplement to ISPM No. 5 or an explanatory document). The SC agreed with the TPG proposal that the need for such explanation be considered once the definitions have been adopted.

The following points may be considered when adopting the definition below:

- The concept of *prevalence* is rarely used independently in ISPMs. It is used in the context of *area of low pest prevalence*, which is appropriately defined in the IPPC, clearly expressing that the pest occurs at low level.
- The terms *prevalence* and *incidence* are used loosely in plant protection, sometimes interchangeably. *Prevalence* (in isolation) is a term that applies more to epidemiology and is used and defined more frequently in the context of human or animal health than in plant protection.
- There is no need for a definition of *prevalence*, but there is a need to define *incidence.* Use of the term *incidence* is more appropriate for plant protection, where it has several uses, in particular in relation to sampling and inspection. It is proposed that in the context of the IPPC *prevalence* be used solely in relation to *areas of low pest prevalence*, and that *incidence* should be used in other cases.
- *Incidence* is not linked to a particular moment in time.
- Although the proportion of units affected by a pest is the most common case for expressing incidence, there might be a need in some circumstances to express the incidence by a number of units affected by a pest, e.g. five plants infected in a 1 ha field. The wording proposed is therefore *proportion or number*.
- *Population* is used in its statistical sense. *Other defined population* is intended to cover cases other than those mentioned in the definition (sample, consignment or field).
- *Population* is broad enough to also apply to situations in aquatic environments.
- The definition as proposed below could also express the incidence of plants that are pests.

[1] **Proposed definition for CPM adoption**

incidence (of a **pest**)	Proportion or number of units in which a pest is present in a sample, **consignment**, **field** or other defined population

1.2 Tolerance level

Background

A definition of *tolerance level* was sent for member consultation in 2004, redrafted several times by the TPG and the SC, and sent again for consultation in 2007 as part of the *Amendments to ISPM No. 5*. It attracted comments in particular because it used the word *prevalence* (see also section 1.1).

The TPG considered the comments, and eventually the draft definition was withdrawn from the amendments to the glossary presented to the SC in November 2007. It was decided that new definitions for incidence and tolerance level would be proposed to the SC in May 2008 prior to member consultation. In November 2007, the SC agreed to the following TPG suggestions, based on comments received:

- that the definition be withdrawn from the amendments to the glossary to be presented for adoption by CPM-3 (2008)
- that a definition of *tolerance level* be proposed to the SC in May 2008 prior to member consultation.

During member consultation in 2007, some comments proposed that the terms *incidence*, *prevalence* and *tolerance level* should be explained in a separate document (either a supplement to ISPM No. 5 or an explanatory document). The SC agreed with the TPG proposal that the need for such explanation be considered once the definitions have been adopted.

The following points may be considered when adopting the definition below:

- The term *tolerance* is used in various contexts, and the definition below, specific to IPPC use, applies to pests. The term *tolerance level* was proposed. The definition applies to pests and this is reflected in the term, which is qualified with *(of a pest)*.
- In relation to pests, the term has a very wide application and the definition should be kept broad so as not to restrict its meaning and use.
- In order to keep the definition broad and not limit usage of the term, the definition uses *pest* (and not *regulated pest*) and *action* (and not *phytosanitary action*, which would limit it to regulated pests).
- The definition creates a link with *incidence* (see section 1.1).
- The proposed definition is applicable to both field situations and consignments.

[2] **Proposed definition for CPM adoption**

tolerance level (of a **pest**)	**Incidence** of a **pest** specified as a threshold for action to control that **pest** or to prevent its **spread** or **introduction**

1.3 Phytosanitary security (of a consignment)

Background

The term and definition were sent for member consultation in 2006 as part of the amendments to the glossary. CPM-2 decided that "The new proposed term and definition for *phytosanitary security (of a consignment)* was referred back to the SC for further work, in particular consideration of transit and the relationship to regulated pests." (Also to be considered were comments submitted during CPM-2 by several countries.)

The following points may be considered when adopting the definition below:

- Some comments suggested that it should refer to maintenance "through the application of appropriate measures". The TPG noted that the use of the term *integrity* in the definition established a link with phytosanitary measures, but there was no harm in repeating this.
- There is no need to mention transit specifically; the definition applies to all situations, including transit, shipping etc., and there is no need to enumerate them.
- The IPPC, in article IV 2.(g), states that the responsibilities of National Plant Protection Organizations shall include ensuring that the phytosanitary security of consignments after certification but prior to export is maintained. The TPG noted that the definition of phytosanitary security should apply in a broader range of circumstances than just prior to export and that the definition as proposed does not imply any additional obligations for National Plant Protection Organizations.

[3] **Proposed definition for CPM adoption**

phytosanitary security (of a **consignment**)	Maintenance of the **integrity** of a **consignment** and prevention of its **infestation** and **contamination** by **regulated pests**, through the application of appropriate **phytosanitary measures**

Note: the use of *security* in ISPM No. 10 in relation to consignments corresponds to a different meaning, and this could be corrected when ISPM No. 10 is reviewed.

1.4 Corrective action plan (in an area)

Background

After member consultation in 2006, the SC asked the TPG to consider the need for a definition of corrective action plan. The TPG thought a definition would be useful.

The following points may be considered when adopting the definition below:

- The definition applies to areas and this is reflected in the term, which is qualified with *(in an area)*.
- Corrective actions plans are linked to "an area officially delimited for phytosanitary purposes" (wording used in the definition of *buffer zone*, where the phrase covers pest free areas, areas of low pest prevalence, pest free places of production, pest free production sites), and this wording was introduced in the definition.
- Application of corrective action plans refers to detection of a pest or exceeding a specified pest level.
- A corrective action plan may need to be agreed with the importing country; it responds to an event that may be expected, and it therefore has to be documented.

- The TPG discussed whether faulty procedures or programme failure would trigger the implementation of corrective action plans. It was recognized that it is really faulty implementation of agreed procedures that would do this.

[4] **Proposed definition for CPM adoption**

corrective action plan (in an **area**)	Documented plan of **phytosanitary actions** to be implemented in an **area** officially delimited for phytosanitary purposes if a **pest** is detected or a specified pest level is exceeded or in the case of faulty implementation of officially established procedures

Notes:
- The use of "corrective actions" in ISPM No. 7 is confusing because it relates to phytosanitary actions and not to a corrective action plan. This should be corrected when ISPM No. 7 is reviewed.
- The use of "emergency action plan" in section 2.1 of ISPM No. 22 should be replaced with "corrective action plan". This should be corrected when ISPM No. 22 is reviewed.

2. REVISED TERMS AND DEFINITIONS

2.1 Compliance procedure (for a consignment)

Background

A revised definition of *compliance procedure (for a consignment)* was sent for member consultation in 2006 as part of the amendments to the glossary. The SC sent back the definition to the TPG, asking the TPG to consider whether the definition should be related to a consignment or should be broader, and provided alternative rewordings.

The following points may be considered when adopting the definition below:
- There are two meanings of compliance: a very general meaning linked to compliance with a treaty, and a more restricted meaning related to compliance with phytosanitary import requirements. In ISPMs, the term is used in the latter context and therefore always in relation to consignments.
- A broader definition proposed by the SC In May 2007 referred to compliance for consignments moving within a country. In the framework of the IPPC, compliance is with import requirements, and there is no need to address compliance with national requirements, which is not an IPPC issue.
- The definition uses the wording "with phytosanitary import requirements or phytosanitary measures related to transit", recognizing the fact that compliance procedure also applies to consignments in transit. Either one or the other applies and there is no need to use additional wording such as "if appropriate".

[5] **Proposed definition**

compliance procedure (for a **consignment**)	**Official** procedure used to verify that a **consignment** complies with **phytosanitary import requirements** or **phytosanitary measures** related to **transit**

2.2 Intended use

Background

In discussing the member comments received in 2007 on the draft ISPM on classification of commodities, in relation to consistency of use of terminology, the TPG identified a change needed in the adopted definition of *intended use*. The intended use, when considered during a commodity-based PRA, does not necessarily refer to regulated articles (because the PRA sets out to determine if the commodity should be regulated), and the definition was amended to read "or other articles".

[6] **Proposed definition**

intended use	Declared purpose for which **plants**, **plant products** or other articles are imported, produced or used

2.3 Reference specimen

Background

ICPM-7 adopted the definition of *reference specimen(s)* as part of the revised ISPM No. 3 (2005), and decided that the glossary working group should review the new and revised definitions in the standard, taking into account comments submitted at the ICPM. A modified definition was submitted for consultation in 2006 but, on the basis of comments received, the TPG felt that there was no need for a specific definition of reference specimens in relation to biological control agents, and recommended deletion of the term and definition from the glossary (the alternative being to widen the definition to cover other uses, such as diagnostics). Deletion was proposed to CPM-2, which requested the SC to consider the expansion of the definition to cover all types of reference specimens.

The following points may be considered when adopting the definition below:

- There are different types of specimen: "type specimen", "reference specimen" or "evidence specimen".
- The definition should not apply to "type specimen", i.e. a unique specimen, authoritatively identified and intended for taxonomic studies, which has no specific IPPC meaning.
- In the framework of the IPPC and in ISPMs, specimens are either *reference specimens*, kept to compare with future new samples, or *evidence specimens* kept for evidence purposes or trace-back in case of dispute. The definition covers only a reference specimen, i.e. a specimen used operationally by an NPPO for the purpose of identification, verification or comparison with future findings.
- The definition covers adequately the use of the term in ISPM No. 3 (in relation to identification of future individuals).
- The location where a reference specimen is kept must be accessible to the people that need to access it. The previous definition contained "publicly available"; this would not be the case for all reference specimens. On the other hand, the definition should be kept open, and should not mention that access could be restricted to the NPPO only.
- Reference specimens may be maintained in many different ways, depending on the type of pest, exact purpose for its maintenance, etc. One way to maintain a reference specimen is in a culture. The TPG decided to remove the reference to a culture from the definition.

[7] **Proposed definition for CPM adoption**

reference specimen	Specimen from a population of a specific **organism** conserved and accessible for the purpose of identification, verification or comparison

INTERNATIONAL STANDARDS FOR PHYTOSANITARY MEASURES

ISPM No. --

[1] *CATEGORIZATION OF COMMODITIES ACCORDING TO THEIR PEST RISK*

(200-)

[2]

CONTENTS

INTRODUCTION

SCOPE

[5] This standard provides criteria for National Plant Protection Organizations (NPPOs) of importing countries on how to categorize commodities according to their pest risk when considering import requirements. This categorization should help in identifying whether further risk analysis is required or not.

[6] The first stage of categorization is based on whether the commodity has been processed and, if so, the method and degree of processing to which the commodity has been subjected before export. The second stage of categorization of commodities is based on their intended use after import.

[7] Contaminating pests or storage pests that may become associated with the commodity after processing are not considered in this standard.

REFERENCES

[9] *Glossary of phytosanitary terms*, 2008. ISPM No. 5, FAO, Rome.
[10] *Guidelines for a phytosanitary import regulatory system*, 2004. ISPM No. 20, FAO, Rome.
[11] *Guidelines for inspection*, 2005. ISPM No. 23, FAO, Rome.
[12] *Guidelines for phytosanitary certificates*, 2001. ISPM No. 12, FAO, Rome.
[13] *Guidelines for regulating wood packaging material in international trade*, 2002. ISPM No. 15, FAO, Rome.
[14] *International Plant Protection Convention*, 1997. FAO, Rome.
[15] *Pest risk analysis for quarantine pests including analysis of environmental risks and living modified organisms*, 2004. ISPM No. 11, FAO, Rome.
[16] *Pest risk analysis for regulated non-quarantine pests*, 2004. ISPM No. 21, FAO, Rome.
[17] *Regulated non-quarantine pests: concept and application*, 2002. ISPM No. 16, FAO, Rome.

DEFINITIONS

[19] Definitions of phytosanitary terms used in the present standard can be found in ISPM No. 5 (*Glossary of phytosanitary terms*, 2008).

OUTLINE OF REQUIREMENTS

[21] The concept of categorization of commodities according to their pest risk considers whether the product has been processed, and if so, the method and degree of processing to which it has been subjected and the commodity's intended use and consequent potential of this pathway for the introduction and spread of regulated pests.

[22] This allows pest risks associated with specific commodities to be assigned to categories. The objective of such categorization is to provide importing countries with criteria to better identify the need for a pathway-initiated pest risk analysis (PRA) and to facilitate the decision-making process regarding the possible establishment of import requirements.

[23] Four categories are identified, which group commodities according to their level of pest risk (two for processed commodities, two for unprocessed commodities). Lists of the methods of processing and the associated resultant commodities are provided.

[24] **BACKGROUND**

[25] As a result of the method of processing to which they have been subjected, some commodities moving in international trade remove the probability of entry of pests and so should not be regulated (i.e. phytosanitary measures are not required). Other commodities, after processing, may still present a pest risk and so may be subject to appropriate phytosanitary measures.

[26] Some intended uses of commodities (e.g. planting) have a much higher probability of introducing pests than others (e.g. processing) (see ISPM No. 11: *Pest risk analysis for quarantine pests including analysis of environmental risks and living modified organisms*, 2004, section 2.2.1.5).

[27] The concept of categorization of commodities according to their pest risk firstly considers if the commodity is processed or not and if so, the effect of the method and degree of processing to which a commodity has been subjected. Secondly, it considers the intended use and consequent potential as a pathway for introduction of regulated pests.

[28] The objective of this standard is to categorize commodities according to their pest risk to provide National Plant Protection Organizations (NPPOs) of importing countries with criteria to better identify whether there is a need for a pathway-initiated PRA and facilitate the decision-making process.

[29] Article VI.1b of the IPPC states: "*Contracting parties may require phytosanitary measures for quarantine pests and regulated non-quarantine pests, provided that such measures are … limited to what is necessary to protect plant health and/or safeguard the intended use ….*" This standard is based on the concepts of intended use of a commodity and the method and degree of its processing, which are also addressed in other ISPMs as outlined below.

[30] Method and degree of processing:

- ISPM No. 12 (*Guidelines for phytosanitary certificates*, 2001), section 1.1, states: "*Importing countries should only require phytosanitary certificates for regulated articles. …*
  "*Phytosanitary certificates may also be used for certain plant products that have been processed where such products, by their nature or that of their processing, have a potential for introducing regulated pests (e.g. wood, cotton). …*
  "Importing countries should not require phytosanitary certificates for plant products that have been processed in such a way that they have no potential for introducing regulated pests, or for other articles that do not require phytosanitary measures."
- ISPM No. 15 (*Guidelines for regulating wood packaging material in international trade*, 2002), section 2, states: "*Wood packaging made wholly of wood-based products such as plywood, particle board, oriented strand board or veneer that have been created using glue, heat and pressure, or a combination thereof, should be considered sufficiently processed to have eliminated the risk associated with the raw wood. It is unlikely to be infested by raw wood pests during its use and therefore should not be regulated for these pests.*"
- ISPM No. 23 (*Guidelines for inspection*, 2005), section 2.3.2, states: "*Inspection can be used to verify the compliance with some phytosanitary requirements.*" Examples include degree of processing.

[31] Intended use:

- ISPM No. 11 (*Pest risk analysis for quarantine pests including analysis of environmental risks and living modified organisms*, 2004), sections 2.2.1.5 and 2.2.3. When analysing the probabilities of transfer of pests to a suitable host and of their spread after establishment, one of the factors to be considered is the intended use of the commodity.
- ISPM No. 12 (*Guidelines for phytosanitary certificates*, 2001), section 2.1. Different phytosanitary requirements may apply to the different intended end uses as indicated on the phytosanitary certificate.
- ISPM No. 16 (*Regulated non-quarantine pests: concept and application*, 2002), section 4.2. Risk of economically unacceptable impact varies with different pests, commodities and intended use.
- ISPM No. 21 (*Pest risk analysis for regulated non-quarantine pests*, 2004), which uses extensively the concept of intended use.

[32] Method and degree of processing together with intended use:

- ISPM No. 20 (*Guidelines for a phytosanitary import regulatory system*, 2004), section 5.1.4, indicates that PRA may be done on a specific pest or on all the pests associated with a particular pathway (e.g. a commodity). A commodity may be classified by its degree of processing and/or its intended use.
- ISPM No. 23 (*Guidelines for inspection*, 2005), section 1.5. One of the factors to decide the use of inspection as a phytosanitary measure is the commodity type and intended use.

[33] **REQUIREMENTS**

[34] The use of the categories by NPPOs in determining any phytosanitary regulations should take into account, in particular, the principles of technical justification, pest risk analysis, managed risk, minimal impact, harmonization and sovereignty.

[35] When the import requirements for a commodity need to be determined, the importing country may categorize the commodity according to its pest risk. Such categorization may be used to distinguish groups of commodities for which further analysis is required from those that do not have the potential to introduce and spread regulated pests. In order to categorize the commodity, the following should be considered:
- method and degree of processing
- intended use of the commodity.

[36] Having evaluated the method and degree of processing taking into consideration the intended use, the NPPO of the importing country makes a decision on the import requirements for the commodity.

[37] This standard does not consider cases of deviation from intended use (e.g. grain for milling used as seed for sowing).

[38] **1. Elements of Categorization of Commodities according to their Pest Risk**

[39] To identify a commodity's associated pest risk, the method and degree of processing to which a commodity has been subjected should be considered before its intended use. The method and degree of processing, by itself, could significantly change the nature of the commodity, so that it does not remain capable of being infested with pests. Such a commodity should not be deemed to require phytosanitary certification[1].

[40] However, if, after processing, a commodity may remain capable of being infested with pests, the intended use should then be considered.

[41] **1.1 Method and degree of processing before export**

[42] The primary objective of the processes addressed in this standard is to modify a commodity for other than phytosanitary purposes, but processing may also have an effect on any associated pest, and hence affect the potential of the commodity to be infested with quarantine pests.

[43] The NPPOs of the importing countries need to know the method of processing undertaken in order to categorize the commodity. In some cases it is also necessary to know the degree of processing (e.g. temperature and heating duration) that affects the physical or chemical properties.

[44] The NPPOs of the importing countries may request information to the NPPOs of exporting countries about the method and degree of processing and its verification, if appropriate (e.g. when the degree of processing is not evident).

[45] Based on the method and degree of processing, commodities can be broadly divided into three types as follows:
- processed to the point where the commodity does not remain capable of being infested with pests
- processed to a point where the commodity remains capable of being infested with quarantine pests
- not processed.

[46] If an assessment of the method and degree of processing concludes that a commodity does not remain capable of being infested with quarantine pests, there is no need to consider intended use and the commodity should not be regulated. However, if an assessment of the method and degree of processing concludes that a commodity remains capable of being infested with quarantine pests, the intended use should then be considered.

[47] For non-processed commodities the intended use should always be considered.

[48] **1.2 Intended use of the commodity**

[49] Intended use is defined as the declared purpose for which plants, plant products or other regulated articles are imported, produced or used (ISPM No. 5: *Glossary of phytosanitary terms*, 2008). The intended use of a commodity may be for:
- planting
- consumption and other uses (e.g. crafts, decorative products, cut flowers)
- processing.

[50] The intended use may affect a commodity's pest risk, as some intended uses may allow for the establishment or spread of regulated pests. Some intended uses of the commodity (e.g. planting) are associated with a higher probability of a regulated pest establishing than others (e.g. processing). This may result in the application of different phytosanitary

[1] The presence of contaminating pests, as defined in ISPM No. 5 (*Glossary of phytosanitary terms*, 2008), or infestation by other pests that may become associated with the commodity after processing (e.g. storage pests) is not considered in the pest risk categorization process outlined in this standard. However, it is important to note that the methods of processing described in this standard will, in most cases, render the commodity free of pests at the time of processing, but that some such commodities may have the capacity to become subsequently contaminated or infested. Common contaminating pests may be detected during inspection.

measures for a commodity based on its intended use (e.g. soybean seed for sowing and soybean grain for human consumption). Any phytosanitary measures applied should be proportional to the pest risk identified.

[51] **2. Commodity Categories**

[52] NPPOs may categorize a commodity by taking into account if it has been processed or not. If it has been processed, then the method and degree of processing should be considered.

[53] Each commodity category is described below, along with guidance on the need for phytosanitary measures.

[54] The analytical process outlined in this ISPM is illustrated in the flow chart of Appendix 1.

[55] **Category 1.** Commodities have been processed to the point where they do not remain capable of being infested with pests. Hence, no phytosanitary measures should be applicable. Annex 1 provides examples of processes and the resultant commodities that can meet the criteria for category 1. Furthermore, Appendix 2 provides some illustrative examples of commodities meeting the criteria for category 1.

[56] **Category 2.** Commodities have been processed but remain capable of being infested with some quarantine pests. The intended use may be, for example, consumption or further processing. The NPPO of the importing country may determine that a PRA is necessary. Annex 2 provides examples of processes and the resultant commodities that can meet the criteria for category 2.

[57] Although commodities in category 2 have been processed, the processing method may not completely eliminate all quarantine pests. If it is determined that the method and degree of processing do not eliminate the pest risk of quarantine pests, consideration should then be given to the intended use of the commodity in order to evaluate the probability of establishment and spread of the quarantine pests. In this case, a PRA may be needed to determine this.

[58] To facilitate the categorization, exporting countries should, on request, provide detailed information on method or degree of processing (such as temperature, exposure time, size of particles) in order to assist importing countries in determining to which category the commodity should be assigned.

[59] In cases where the evaluation of the effect of the method and degree of processing has determined that the processed commodity presents no pest risk and therefore should not be subject to phytosanitary measures, the commodity should be reclassified into category 1.

[60] **Category 3.** Commodities have not been processed and the intended use is, for example, consumption or processing. PRA is necessary to identify the pest risks related to this pathway.

[61] Examples of commodities in this category include fresh fruits and vegetables for consumption and cut flowers.

[62] Because commodities in categories 2 and 3 have the potential to introduce and spread quarantine pests, determining phytosanitary measures may be required based on the result of a PRA. The phytosanitary measures determined through a PRA may differ depending on the intended use of the commodity (e.g. consumption or processing).

[63] **Category 4.** Commodities have not been processed and the intended use is planting. PRA is necessary to identify the pest risks related to this pathway.

[64] Examples of commodities in this category include propagative material (e.g. cuttings, seeds, seed potatoes, plants in vitro, micropropagative plant material and other plants to be planted).

[65] Because commodities in this category 4 are not processed and their intended use is for propagation or planting, their potential to introduce or spread regulated pests is higher than that for other intended uses.

[66] **ANNEX 1**

[67] **METHODS OF COMMERCIAL PROCESSING WITH RESULTANT COMMODITIES THAT DO NOT REMAIN CAPABLE OF BEING INFESTED WITH PESTS**

[68]

	COMMERCIAL PROCESS	DESCRIPTION	EXAMPLE OF RESULTANT COMMODITY	ADDITIONAL INFORMATION
[row2]	Artificial drying/ dehydration	Removal of moisture for preservation, or to decrease weight or volume	Dehydrated fruit, vegetables	
[row3]	Carbonization	Anoxic combustion of an organic material to charcoal	Charcoal	
[row4]	Cooking (boiling, heating, microwaving, including rice parboiling)	Preparing food items for consumption by heating, primarily transforming the physical structure of items	Cooked items	Frequently involves chemically transforming a food, thus changing its flavour, texture, appearance, or nutritional properties
[row5]	Dyeing	Colouring of textile fibres and other materials by which the colour becomes an integral part of the fibre or material under the influence of pH and temperature changes plus interaction with chemical products	Dyed vegetable fibres and textiles	
[row6]	Extraction	Physical or chemical process to obtain specific components from plant-based raw materials, usually through mass-transfer operations	Oils, alcohol, essences, sugar	Normally done under high temperature conditions
[row7]	Fermentation	Anaerobic or anoxic process changing food/plant material chemically, often involving micro-organisms (bacteria, moulds or yeasts) and e.g. converting sugars to alcohol or organic acids	Wines, liquors, beer and other alcoholic beverages, fermented vegetables	May be combined with pasteurization
[row8]	Malting	A series of actions allowing the germination of cereal seeds to develop enzymatic activity to digest starchy materials into sugars in order to encourage yeast fermentation	Malted barley	
[row9]	Multi-method processing	A combination of multiple types of processing such as heating, high pressure.	Plywood, particle board, wafer board	
[row10]	Pasteurization	Thermal processing in order to kill undesirable or harmful micro-organisms	Pasteurized juices, alcoholic beverages (beer, wine)	Often combined with fermentation and followed by refrigeration (at 4 °C) and proper packaging and handling. Process time and temperature depends on type of product.
[row11]	Preservation in liquid	Process of preserving plant material in a suitable liquid medium (e.g. in syrup, brine, oil, vinegar or alcohol) of a particular pH, salinity, anaerobic or osmotic state	Preserved fruits, vegetables, nuts, tubers, bulbs	Proper conditions of pH, salinity, etc. must be kept
[row12]	Pureeing (including blending)	Making homogenized and spreadable fruit and/or vegetable tissues, e.g. by high-speed mixing, screening through a sieve or using a blender	Pureed items (fruits, vegetables)	Normally combined with pulping of fruits or vegetables and methods to preserve the puree (e.g. pasteurization and packing)

	COMMERCIAL PROCESS	DESCRIPTION	EXAMPLE OF RESULTANT COMMODITY	ADDITIONAL INFORMATION
[row1]				
[row13]	Quick freezing	Cooling quickly, ensuring that the temperature range of maximum ice crystallization is passed as quickly as possible to preserve the quality of fruits and vegetables	Frozen fruits and vegetables	*Code of hygienic practice for refrigerated packaged foods with extended shelf-life*, 1999, CAC/RCP 46, Codex Alimentarius, FAO, Rome, recommends that for long-term storage products should be kept at a temperature as low as possible (−18 °C for cold storage; −12 °C for display)
[row14]	Roasting	Process of drying and browning foods by exposure to dry heat	Roasted peanuts, coffee and nuts	
[row15]	Sterilization	Process of applying heat (vapours, dry heat or boiling water), irradiation or chemical treatments in order to destroy pests and micro-organisms	Sterilized substrates, juices	Sterilization may not change the condition of the commodity in an evident way, but eliminates pests
[row16]	Sterilization (industrial)	Thermal processing of foods that leads to shelf-stable products in containers by destruction of all pathogenic, toxin-forming and spoilage organisms	Canned vegetables, soups; UHT (ultra-high temperature) juices	Process time and temperature for canned products depends on type of product, treatment and geometry of container. Aseptic processing and packaging involves industrial sterilization of a flowing product and then packaging in sterile environment and package.
[row17]	Sugar infusing	Action of coating and infusing fruits with sugar	Crystallized fruit, fruit infused with sugar, nuts coated with sugar	Usually combined with pulping, boiling, drying
[row18]	Tenderizing	Process to rehydrate dried or dehydrated items by the application of steam under pressure or submerging in hot water	Tenderized fruits	Usually applied to a dried commodity. Can be combined with sugar infusing.

[69]

ANNEX 2

[70]

METHODS OF COMMERCIAL PROCESSING WITH RESULTANT COMMODITIES THAT REMAIN CAPABLE OF BEING INFESTED WITH QUARANTINE PESTS

[71]

[row1]	COMMERCIAL PROCESS	DESCRIPTION	EXAMPLE OF RESULTANT COMMODITY	ADDITIONAL INFORMATION
[row2]	Chipping (of wood)	Wood reduced to small pieces	Chipped wood	
[row3]	Chopping	To cut into pieces	Chopped fruit, nuts, grains, vegetables	
[row4]	Crushing	Breaking plant material into pieces by application of mechanical force	Herbs, nuts	Usually applied to dried products
[row5]	Natural drying/ dehydration	Removal of moisture for preservation, or to decrease weight or volume	Dehydrated fruit, vegetables	
[row6]	Painting (including lacquering, varnishing)	To coat with paint	Wood and canes, fibres	
[row7]	Peeling and shelling	Removal of the outer or epidermal tissues or pods	Peeled fruits, vegetables, grains, nuts	
[row8]	Polishing (of grain and beans)	To make smooth and shiny by rubbing or chemical action removing the outer layers from grains	Polished rice, cocoa beans	
[row9]	Post-harvest handling	Operations such as grading, sorting, washing or brushing, and/or waxing fruits and vegetables	Graded, sorted, washed, or brushed and/or waxed fruit and vegetables	Usually carried out in packing houses

[72]

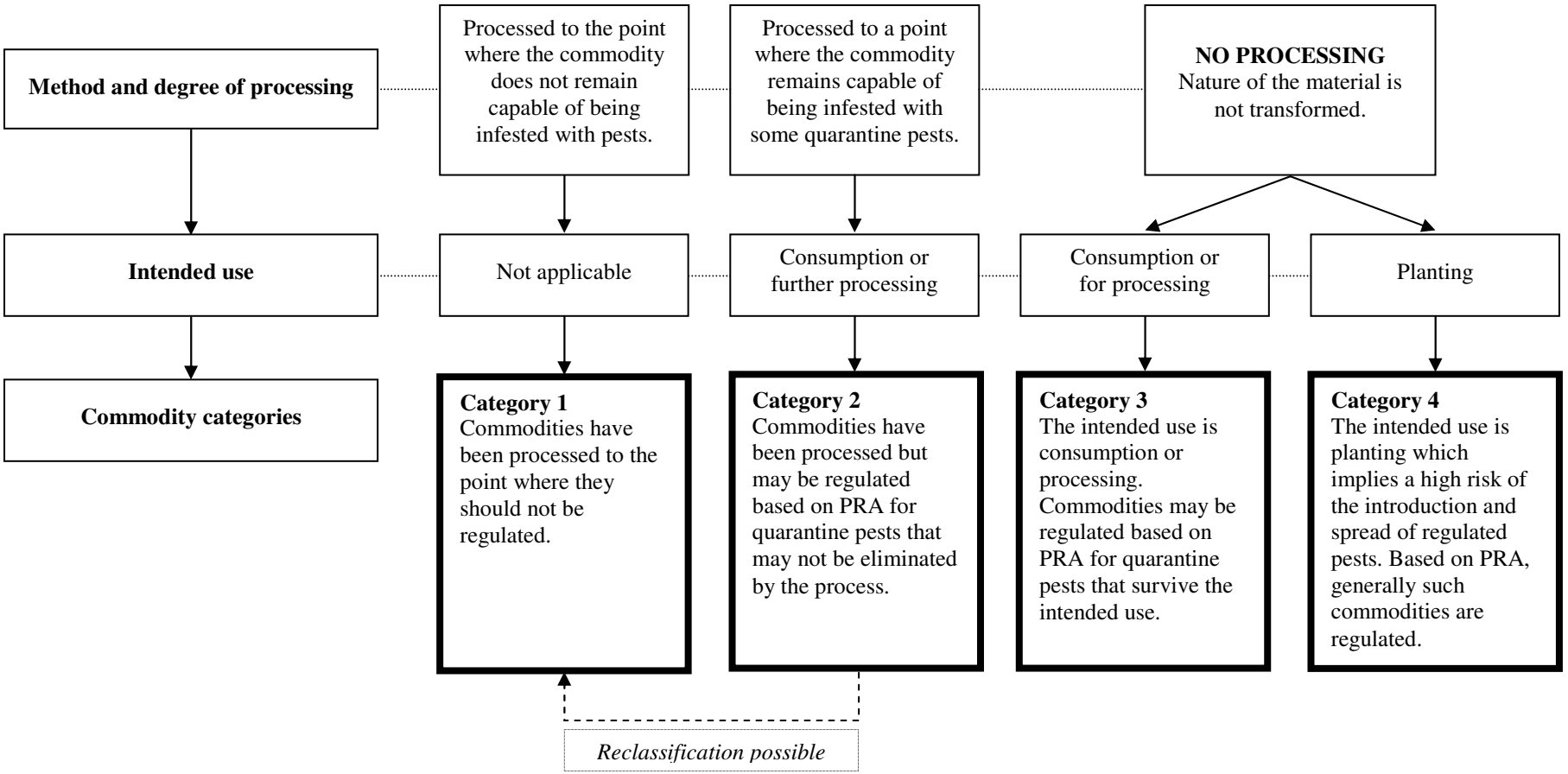
APPENDIX 1

[73] This appendix is for reference purposes only and is not a prescriptive part of the standard.

[74]

FLOW CHART ILLUSTRATING CATEGORIZATION OF COMMODITIES ACCORDING TO THEIR PEST RISK

[75]



[76]

APPENDIX 2

[77] This appendix is for reference purposes only and is not a prescriptive part of the standard.

[78]

ILLUSTRATING EXAMPLES FOR COMMODITIES FALLING UNDER CATEGORY 1

[79]

[row1]	**Extracts**	**Fibres**	**Foodstuffs ready for consumption**	**Fruits and vegetables**	**Grain and oilseed products**	**Liquids**	**Sugars**	**Wood products**	**Other**
[row2]	– Brewer's malt – Extracts (e.g. vanilla) – Fruit pectin – Guar bean derivative – Hop extract – Hydrolyzed vegetable protein – Margarine – Soybean lecithin – Starch (potato, wheat, maize, cassava) – Yeast extract	– Cardboard – Cellulose cotton piece goods – Cotton cloth – Cotton lint – Paper – Plant fibre cloth and threads – Plant fibre for industrial production – Semi-processed plant fibres and its materials (e.g. sisal, flax, jute, sugarcane, bamboo, juncus, vimen, raphia) – Waste paper	– Cacao powder – Cakes and biscuits – Catsup (ketchup) – Chocolate – Condiments – Dessert powder – Dips – Food colouring – Food flavouring – Food seasoning – Food supplements – French fries (frozen) – Frozen food – Fruit sauces – Jelly (jam, marmalade) – Mashed potatoes (dried) – Nut butter – Pastes (e.g. cocoa, quince, peanut butter) – Pie filling – Relish – Salad dressing – Sandwich spread – Sauce, sauce mix – Seasoning, seasoning mix – Soup (dried) – Vegetable flavouring	– Candied – Canned – Concentrates – Dehydrated (artificially) – Freeze-dried – Frozen – Fruit pie filling – Glaceed – Hydrolyzed – In syrup – Pickled – Pomace – Precooked or cooked – Pulped – Shredded	– Baby cereal – Bakery mixes – Bread products – Breakfast cereals – Bulgur wheat (parboiled, dried and ground) – Cassava products (tapioca, fermented and/or fried derivatives for food) – Cooked cereal – Corn chip pellets – Farina – Flour and industrial products made of cereal or oilseeds (and leguminous derivatives) for food and feed – Hominy, corn grits – Rice (parboiled) – Soy corn, corn soy blend, soy flour whey, soy meal, soy pellets, soy proteins	– Alcohols – Coconut water (packed) – Corn soy milk – Fruit drink juices (fruit and vegetable including concentrates, frozen, nectar) – Oils – Soft drinks – Soup – Vinegar – Wood turpentine	– Beet sugar – Corn starch glucose – Corn syrup – Dextrine – Dextrose – Dextrose hydrate – Fructose – Granulated (sugar) – Glucose – Maltose – Maple sugar – Maple syrup – Molasses – Sucrose – Sugar – Sweetener – Syrup – Treacle	– Charcoal – Ice lolly sticks – Laminated beams – Match sticks – Plasterboard – Plywood boxes – Toothpicks – Wood flour – Wood pulp – Wood resin	– Brewer's yeast – Coffee (roasted) – Dietary formula – Enzymes – Gum turpentine – Humate – Minerals – Rubber (crepe, gums) – Scents – Shellac – Tea – Vitamins

DRAFT APPENDIX TO ISPM No. 5
(*GLOSSARY OF PHYTOSANITARY TERMS*)

Appendix No. --

[1] This appendix is for reference purposes only and is not a prescriptive part of the standard.

[2] TERMINOLOGY OF THE CONVENTION ON BIOLOGICAL DIVERSITY IN RELATION TO THE GLOSSARY OF PHYTOSANITARY TERMS

[3] 1. Introduction

[4] Since 2001, it has been made clear that the scope of the IPPC extends to risks arising from pests that primarily affect the environment and biological diversity, including harmful plants. The Technical Panel for the Glossary, which reviews ISPM No. 5 (*Glossary of phytosanitary terms*, 2008, hereinafter referred to as the Glossary), therefore examined the possibility of adding new terms and definitions to the standard to cover this area of concern. In particular, it considered the terms and definitions that are in use by the Convention on Biological Diversity (CBD), with a view to adding them to the Glossary, as has previously been done in several cases for the terminology of other intergovernmental organizations.

[5] However, study of the terms and definitions available from the CBD has shown that they are based on concepts different from those of the IPPC, so that similar terms are given distinctly different meanings. The CBD terms and definitions could not accordingly be used directly in the Glossary. It was decided instead to present these terms and definitions in the present Appendix to the Glossary, providing explanations of how they differ from IPPC terminology.

[6] This Appendix is not intended to provide a clarification of the scope of the CBD, nor of the scope of the IPPC.

[7] 2. Presentation

[8] In relation to each term considered, the CBD definition is first provided. This is placed alongside an "Explanation in IPPC context", in which, as usual, Glossary terms (or derived forms of Glossary terms) are shown in **bold**. These explanations may also include CBD terms, in which case these are also in **bold** and followed by "**(CBD)**". The explanations constitute the main body of this Appendix. Each is followed by notes, providing further clarification of some of the difficulties.

[9] 3. Terminology

[10] 3.1 "Alien species"

	CBD definition	*Explanation in IPPC context*
[row1]		
[row2]	A species, subspecies or lower taxon, introduced outside its natural past[1] or present distribution; includes any part, gametes, seeds, eggs, or propagules of such species that might survive and subsequently reproduce	An **alien**[2] **species (CBD)** is an individual[3] or population, at any life stage, or a viable part of an **organism** that is non-indigenous to an **area** and that has **entered**[4] by human agency[5] into the **area**

[11] *Notes:*

[12] [1] The qualification concerning "past and present" distribution is not relevant for IPPC purposes, since the IPPC is concerned only with existing situations. It does not matter that the species was present in the past if it is present now. The word "past" in the CBD definition presumably allows for the re-introduction of a species into an area where it has recently become extinct and thus a reintroduced species would presumably not be considered an alien species.

[13] [2] "Alien" refers only to the location and distribution of an organism compared with its natural range. It does not imply that the organism is harmful.

[14] [3] The CBD definition emphasizes the physical presence of individuals of a species at a certain time, whereas the IPPC concept of occurrence relates to the geographical distribution of the taxon in general.

[15] [4] For CBD purposes, an alien species is already present in the **area** that is not within its native distribution (see **Introduction** below). The IPPC is more concerned with organisms that are not yet present in the area of concern (i.e. quarantine pests). The term "alien" is not appropriate for them, and terms such as "exotic", "non-indigenous" or "non-native" have been used in ISPMs. To avoid confusion, it would be preferable to use only one of these terms, in which case "non-indigenous" would be suitable, especially as it can accompany its opposite "indigenous". "Exotic" is not suitable because it presents translation problems.

[16] [5] A species that is non-indigenous and has entered an **area** through natural means is not an **alien species (CBD)**. It is simply extending its natural range. For **IPPC** purposes, such a species could still be considered as a potential **quarantine pest**.

[17] **3.2 "Introduction"**

	CBD definition	*Explanation in IPPC context*
[row1]		
[row2]	The movement by human agency, indirect or direct, of an alien species[6] outside of its natural range (past or present). This movement can be either within a country or between countries or areas beyond national jurisdiction[7]	The **entry** of a **species** into an **area where it is non-indigenous**, through movement by human agency, either directly from an area where the species is indigenous, or indirectly[8] (by successive movement from an area where the species is indigenous through one or several areas where it is not)

[18] *Notes:*

[19] [6] The CBD definition suggests that **introduction (CBD)** concerns an **alien species (CBD)**, and thus a species that has already entered the area. However, it may be supposed, on the basis of other documents made available by CBD, that this is not so, and that a non-indigenous species entering for the first time is being **introduced (CBD)**. For CBD, a species can be **introduced (CBD)** many times, but for IPPC a species, once established, cannot be **introduced** again.

[20] [7] The issue of "areas beyond national jurisdiction" is not relevant for the IPPC.

[21] [8] In the case of indirect movement, it is not specifically stated in the definition whether all the movements from one **area** to another must be **introductions (CBD)** (i.e. by human agency, intentional or unintentional), or whether some can be by natural movement. This question arises, for example, where a species is **introduced (CBD)** into one **area** and then moves naturally to an adjoining **area**. It seems that this may be considered as an indirect **introduction (CBD)**, so that the species concerned is an **alien species (CBD)** in the adjoining area, despite the fact that it **entered** it naturally. In the IPPC context, the intermediate country, from which the natural movement occurs, has no obligation to act to limit the natural movement, though it may have obligations to prevent intentional or unintentional **introduction (CBD)** if the importing country concerned establishes corresponding **phytosanitary measures**.

[22] **3.3 "Invasive alien species"**

	CBD definition	*Explanation in IPPC context*
[row1]		
[row2]	An alien species whose introduction and/or spread threaten[9] biological diversity[10, 11]	An **invasive**[12] **alien species (CBD)** is an **alien species (CBD)** that by its **establishment** or **spread** has become injurious to **plants**[13], or that by **risk analysis (CBD)**[14] is shown to be potentially injurious to **plants**

[23] *Notes:*

[24] [9] The word "threaten" does not have an immediate equivalent in IPPC language. The IPPC definition of a **pest** uses the term "injurious", while the definition of a **quarantine pest** refers to "economic importance". ISPM No. 11 (*Pest risk analysis for quarantine pests, including analysis of environmental risks and living modified organisms*, 2004) makes it clear that **quarantine pests** may be "injurious" to **plants** directly, or indirectly (via other components of ecosystems), while Supplement No. 2 of the Glossary explains that "economic importance" depends on a harmful impact on crops, or on the environment, or on some other specific value (recreation, tourism, aesthetics).

[25] [10] **Invasive alien species (CBD)** threaten "biological diversity". This is not an IPPC term, and the question arises whether it has a scope corresponding to that of the IPPC. "Biological diversity" would then have to be given a wide meaning, extending to the integrity of cultivated plants in agro-ecosystems, non-indigenous **plants** that have been imported and **planted** for forestry, amenity or habitat management, and indigenous **plants** in any **habitat**, whether "man-made" or not. The **IPPC** does protect **plants** in any of these situations, but it is not clear whether the scope of the CBD is as wide; some definitions of "biological diversity" take a much narrower view.

[26] [11] On the basis of other documents made available by CBD, **invasive alien species** may also threaten "ecosystems, habitats or species".

[27] [12] The CBD definition and its explanation concern the whole term **invasive alien species** and do not address the term "invasive" as such.

[28] [13] The context of the IPPC is the protection of **plants**. It is clear that there are effects on biological diversity that do not concern **plants**, and so there are **invasive alien species (CBD)** that are not relevant to the **IPPC**. The IPPC is also concerned with **plant products**, but it is not clear to what extent the CBD considers **plant products** as a component of biological diversity.

[29] [14] For the IPPC, **organisms** that have never entered the **endangered area** can also be considered as potentially injurious to **plants**, as a result of **pest risk analysis**.

[30] **3.4 "Establishment"**

	CBD definition	*Explanation in IPPC context*
[row1]		
[row2]	The process[15] of an alien species in a new habitat successfully producing viable offspring[16] with a likelihood of continued survival	The **establishment** of an **alien species (CBD)** in a **habitat** in the **area** it has **entered**, by successful reproduction

[31] *Notes:*

[32] [15] **Establishment (CBD)** is a process, not a result. It seems that a single generation of reproduction can be **establishment (CBD)**, provided the offspring have a likelihood of continued survival (otherwise there would be a comma after "offspring"). The CBD definition does not express the **IPPC** concept of "perpetuation for the foreseeable future".

[33] [16] It is not clear how far "offspring" applies to **organisms** that propagate themselves vegetatively (many **plants**, most fungi, other micro-organisms). By using "perpetuation", the **IPPC** avoids the question of reproduction or replication of individuals altogether. It is the species as a whole that survives. Even the growth of long-lived individuals to maturity could be considered to be perpetuation for the foreseeable future (e.g. plantations of a non-indigenous **plant**).

[34] **3.5 "Intentional introduction"**

[row1]	*CBD definition*	*Explanation in IPPC context*
[row2]	Deliberate movement and/or[17] release by humans of an alien species outside its natural range	Deliberate movement of a non-indigenous species into an **area**, including its **release** into the environment[18]

[35] *Notes:*

[36] [17] The "and/or" of the CBD definition is difficult to understand.

[37] [18] Under most phytosanitary import regulatory systems the intentional introduction of regulated pests is prohibited.

[38] **3.6 "Unintentional introduction"**

[row1]	*CBD definition*	*Explanation in IPPC context*
[row2]	All other introductions which are not intentional	**Entry** of a non-indigenous species with a traded **consignment**, which it **infests** or **contaminates**, or by some other human agency including **pathways** such as passengers' baggage, vehicles, artificial waterways[19]

[39] *Notes:*

[40] [19] The prevention of unintentional introduction of regulated pests is an important focus of phytosanitary import regulatory systems.

[41] **3.7 "Risk analysis"**

[row1]	*CBD definition*	*Explanation in IPPC context*
[row2]	1) the assessment of the consequences[19] of the introduction and of the likelihood of establishment of an alien species using science-based information (i.e., risk assessment), and 2) the identification of measures that can be implemented to reduce or manage these risks (i.e., risk management), taking into account socio-economic and cultural considerations[20]	**Risk analysis (CBD)**[21] is: 1) evaluation of the probability of **establishment** and **spread**, within an **area**[22], of an **alien species (CBD)** that has entered that **area**, 2) evaluation of the associated potential undesirable consequences, and 3) evaluation and selection of measures to reduce the risk of such **establishment** and **spread**

[42] *Notes:*

[43] [20] It is not clear what kinds of consequences are considered.

[44] [21] It is not clear at what stages in the process of **risk analysis (CBD)** socio-economic and cultural considerations are taken into account (during assessment, or during management, or both). No explanation can be offered in relation to ISPM No. 11 (*Pest risk analysis for quarantine pests, including analysis of environmental risks and living modified organisms*, 2004) or Supplement No. 2 of ISPM No. 5 (*Glossary of phytosanitary terms*, 2008).

[45] [22] This explanation is based on the IPPC definitions of **pest risk assessment** and **pest risk management**, rather than on that of **pest risk analysis**.

[46] [23] It is unclear whether **risk analysis (CBD)** may be conducted prior to **entry**, in which case the probability of **introduction** may also need to be assessed, and measures evaluated and selected to reduce the risk of i**ntroduction**. It may be supposed (on the basis of other documents made available by CBD) that **risk analysis (CBD)** can identify measures restricting further introductions, in which case it relates more closely to **pest risk analysis**.

[47] **4. Other concepts**

[48] The CBD does not propose definitions of other terms, but does use a number of concepts that do not seem to be considered in the same light by the IPPC and the CBD, or are not distinguished by the IPPC. These include:

- border controls
- quarantine measures

- burden of proof
- natural range or distribution
- precautionary approach
- provisional measures
- control
- statutory measures
- regulatory measures
- social impact
- economic impact.

[49] 5. References

[50] *Convention on Biological Diversity*, 1992. CBD, Montreal.
[51] *Glossary of terms* http://www.cbd.int/invasive/terms.shtml, accessed November 2008.

INTERNATIONAL STANDARDS FOR PHYTOSANITARY MEASURES

Revision of ISPM No. 15

[1]

REGULATION OF WOOD PACKAGING MATERIAL IN INTERNATIONAL TRADE

(200-)

[2]

CONTENTS

[3] **INTRODUCTION**

[4] **SCOPE**

[5] This standard describes phytosanitary measures that reduce the risk of introduction and spread of quarantine pests associated with the movement in international trade of wood packaging material made from raw wood. Wood packaging material covered by this standard includes dunnage but excludes wood packaging made from wood processed in such a way that it is free from pests (e.g. plywood).

[6] The phytosanitary measures described in this standard are not intended to provide ongoing protection from contaminating pests (e.g. certain termites, powder post beetles, mould fungi, snails, weed seeds) or other organisms (e.g. spiders).

[7] **REFERENCES**

[8] *Agreement on the Application of Sanitary and Phytosanitary Measures*, 1994. World Trade Organization, Geneva.
[9] *Consignments in transit*, 2006. ISPM No. 25, FAO, Rome.
[10] *Export certification system*, 1997. ISPM No. 7, FAO, Rome.
[11] *Glossary of phytosanitary terms*, 2008. ISPM No. 5, FAO, Rome.
[12] *Guidelines for a phytosanitary import regulatory system*, 2004. ISPM No. 20, FAO, Rome.
[13] *Guidelines for inspection*, 2005. ISPM No. 23, FAO, Rome.
[14] *Guidelines on notification of non-compliance and emergency action*, 2001. ISPM No. 13, FAO, Rome.
[15] ISO 3166-1-alpha-2 code elements (http://www.iso.org/iso/english_country_names_and_code_elements).
[16] *International Plant Protection Convention*, 1997. FAO, Rome.
[17] *Phytosanitary treatments for regulated pests*, 2007. ISPM No. 28, FAO, Rome.
[18] *Replacement or reduction of the use of methyl bromide as a phytosanitary measure*, 2008. IPPC Recommendation, FAO, Rome.
[19] *The Montreal Protocol on Substances that Deplete the Ozone Layer*, 2000. Ozone Secretariat, United Nations Environment Programme. ISBN: 92-807-1888-6 (http://www.unep.org/ozone/pdfs/Montreal-Protocol2000.pdf).

[20] **DEFINITIONS**

[21] Definitions of phytosanitary terms used in this standard can be found in ISPM No. 5 (*Glossary of phytosanitary terms*, 2008).

[22] **OUTLINE OF REQUIREMENTS**

[23] Approved phytosanitary measures that significantly reduce the risk of pest introduction and spread via wood packaging material consist of the use of debarked wood (with a specified tolerance for remaining bark), the application of approved treatments and application of the recognized mark (as prescribed in Annexes 1 and 2). Wood packaging material subjected to the approved treatments shall be identified by application of the mark referred to in Annex 2. The approved treatments, the mark and its use are described.

[24] The National Plant Protection Organizations (NPPOs) of exporting and importing countries have specific responsibilities. Treatment and application of the mark must always be under the authority of the NPPO. NPPOs that authorize the use of the mark should supervise (or, as a minimum, audit or review) the application of the treatments, use of the mark and its application, as appropriate, by producer/treatment providers and should establish inspection and/or monitoring and auditing procedures. Specific requirements apply to wood packaging material that is repaired or remanufactured. NPPOs of importing countries should accept the approved phytosanitary measures as the basis for authorizing entry of wood packaging material without further wood packaging material-related phytosanitary import requirements and may verify on import that the requirements of the standard have been met. Where wood packaging material does not comply with the requirements of this standard, NPPOs are also responsible for measures implemented and notification.

[25] **REQUIREMENTS**

[26] **1. Basis for Regulation**

[27] Wood originating from living or dead trees may be infested by pests. Wood packaging material is frequently made of raw wood that may not have undergone sufficient processing or treatment to remove or kill pests and therefore becomes a pathway for the introduction and spread of quarantine pests. Dunnage in particular has been shown to present a high risk of introduction and spread of quarantine pests. Furthermore, wood packaging material is very often reused, repaired or remanufactured (as described in section 4.3). The true origin of any piece of wood packaging material is difficult to determine, and thus its phytosanitary status cannot easily be ascertained. Therefore the normal process of undertaking risk analysis to determine if measures are necessary, and the strength of such measures, is frequently not possible for wood packaging material. For this reason, this standard describes internationally accepted measures that may be applied to wood packaging material by all countries to reduce significantly the risk of introduction and spread of most quarantine pests that may be associated with that material.

[28] **2. Regulated Wood Packaging Material**

[29] These guidelines cover all forms of wood packaging material that may serve as a pathway for plant pests posing a pest risk mainly to living trees. They cover wood packaging material such as crates, boxes, packing cases, dunnage[1], pallets, cable drums and spools/reels, which can be present in almost any imported consignment, including consignments that would not normally be subject to phytosanitary inspection.

[30] **2.1 Exemptions**

[31] The following articles are of sufficiently low risk to be exempted from the provisions of this standard:

- wood packaging material made entirely from thin wood (6 mm or less in thickness)
- wood packaging made wholly of processed wood material, such as plywood, particle board, oriented strand board or veneer that has been created using glue, heat or pressure, or a combination thereof
- barrels for wine and spirit that have been heated during manufacture
- gift boxes for wine, cigars and other commodities made from wood that has been processed and/or manufactured in a way that renders it free of pests
- sawdust, wood shavings and wood wool
- wood components permanently attached to freight vehicles and containers.

[32] **3. Phytosanitary Measures for Wood Packaging Material**

[33] This standard describes phytosanitary measures (including treatments) that have been approved for wood packaging material and provides for the approval of new or revised treatments.

[34] **3.1 Approved phytosanitary measures**

[35] The approved phytosanitary measures described in this standard consist of phytosanitary procedures including treatments and marking of the wood packaging material. The application of the mark renders the use of a phytosanitary certificate unnecessary as it indicates that the internationally accepted phytosanitary measures have been applied. These phytosanitary measures should be accepted by all National Plant Protection Organizations (NPPOs) as the basis for authorizing the entry of wood packaging material without further specific requirements.

[36] The treatments described in Annex 1 are considered to be significantly effective against most pests of living trees associated with wood packaging material used in international trade. These treatments are combined with the use of debarked wood for construction of wood packaging, which also acts to reduce the likelihood of reinfestation by pests of living trees. These measures have been adopted based on consideration of:

- the range of pests that may be affected
- the efficacy of the treatment
- the technical and/or commercial feasibility.

[37] There are three main activities involved in the production of approved wood packaging material (including dunnage): treating, manufacturing and marking. These activities can be done by three separate entities, or one entity can do several or all of these activities. For ease of reference, this standard refers to producers (those that manufacture the wood packaging material and/or apply the mark to appropriately treated wood) and treatment providers (those that apply the approved treatments and/or apply the mark to appropriately treated wood).

[38] Wood packaging material subjected to these approved measures shall be identified by application of an official mark in accordance with Annex 2. This mark consists of a dedicated symbol used in conjunction with codes identifying the specific country and producer and/or treatment provider responsible for the treatment applied and the wood packaging material. Hereafter, all components of such a mark are referred to collectively as “the mark”. The internationally

[1] Consignments of wood (i.e. timber/lumber) may be supported by dunnage that is constructed from wood of a similar type and quality as the consignment. In such cases, the dunnage may be considered as part of the consignment and may not be considered as wood packaging material in the context of this standard.

recognized, non-language-specific mark facilitates identification of treated wood during inspection prior to export, at the point of entry, or elsewhere. NPPOs should accept the mark as referred to in Annex 2 as the basis for authorizing the entry of wood packaging material without further specific requirements.

[39] Debarked wood must be used for the construction of wood packaging material, in addition to application of one of the adopted treatments, both specified in Annex 1.

[40] **3.2 Approval of new or revised treatments**

[41] As new technical information becomes available, existing treatments may be reviewed and modified, and new alternative treatments and/or treatment schedule(s) for wood packaging material may be adopted by the Commission on Phytosanitary Measures (CPM). ISPM No. 28 (*Phytosanitary treatments for regulated pests*, 2007) provides guidance on the IPPC's process for approval of treatments. If a new treatment or a revised treatment schedule is adopted for wood packaging material and incorporated into this ISPM, material treated under the previous treatment and/or schedule does not need to be re-treated or re-marked.

[42] **3.3 Alternative bilateral arrangements**

[43] Alternative arrangements for wood packaging material may be established bilaterally between countries. In such cases, the mark shown in Annex 2 must not be used unless all requirements of this standard have been met.

[44] **4. Responsibilities of NPPOs**

[45] To meet the objective of preventing the introduction and spread of pests, exporting and importing contracting parties and their NPPOs have responsibilities (as outlined in Articles I, IV and VII of the IPPC). In relation to this standard, specific responsibilities are outlined below.

[46] **4.1 Regulatory considerations**

[47] Treatment and application of the mark (and/or related systems) must always be under the authority of the NPPO. NPPOs that authorize use of the mark have the responsibility for ensuring that all systems authorized and approved for implementation of this standard meet all necessary requirements described within the standard, and that wood packaging material (or wood that is to be made into wood packaging material) bearing the mark has been treated and/or manufactured in accordance with this standard. Responsibilities include:

- authorization, registration and accreditation, as appropriate
- monitoring treatment and marking systems implemented in order to verify compliance (further information on related responsibilities is provided in ISPM No. 7: *Export certification system*, 1997)
- inspection, establishing verification procedures and auditing where appropriate (further information is provided in ISPM No. 23: *Guidelines for inspection*, 2005).

[48] The NPPO should supervise (or, as a minimum, audit or review) the application of the treatments, and authorize use of the mark and its application as appropriate. To prevent untreated or insufficiently/incorrectly treated wood packaging material bearing the mark, treatment should be carried out prior to application of the mark.

[49] **4.2 Application and use of the mark**

[50] The specified marks applied to wood packaging material treated in accordance with this standard must conform to the requirements described in Annex 2.

[51] **4.3 Treatment and marking requirements for wood packaging material that is reused, repaired or remanufactured**

[52] NPPOs of exporting countries have responsibility for ensuring and verifying that systems related to export of wood packaging material that bears the mark described in Annex 2 and that is repaired or remanufactured comply fully with this standard.

[53] **4.3.1 Reuse of wood packaging material**

[54] A unit of wood packaging material that has been treated and marked in accordance with this standard and that has not been repaired, remanufactured or otherwise altered does not require re-treatment or re-application of the mark throughout the service life of the unit.

[55] **4.3.2 Repaired wood packaging material**

[56] Repaired wood packaging material is wood packaging material that has had one or more components removed and replaced but without being completely dismantled. NPPOs of exporting countries must ensure that when marked wood packaging material is repaired, only treated wood is used for the repair, or wood constructed or fabricated from processed wood material (as described in section 2.1). Where treated wood is used for the repair each added component must be individually marked in accordance with this standard. In some situations, a single unit of wood packaging may eventually bear numerous marks and it may be difficult to attribute responsibility for the unit to the appropriate origin.

In such cases, the NPPO of an exporting country may require the repaired wood packaging material to have previous marks obliterated, the unit to be re-treated, and the mark then applied in accordance with Annex 2.

[57] In circumstances where there is any doubt that all components of a unit of repaired wood packaging material have been treated in accordance with this standard, the NPPO of the exporting country should require the repaired wood packaging material to be re-treated, destroyed, or otherwise prevented from moving in trade as wood packaging material compliant with this standard. In the case of re-treatment, any previous applications of the mark must be permanently obliterated (e.g. by covering with paint or grinding). After re-treatment, the mark must be applied anew in accordance with this standard.

[58] **4.3.3 Remanufactured wood packaging material**

[59] If a unit of wood packaging material is fully dismantled in the course of having components replaced, the unit is considered to be remanufactured. In this process, various components (with additional reworking if necessary) may be combined and then reassembled into further wood packaging material. Remanufactured wood packaging material may therefore incorporate both new and previously used components.

[60] Remanufactured wood packaging material must have any previous applications of the mark permanently obliterated (e.g. by covering with paint or grinding). Remanufactured wood packaging material must be re-treated and the mark must then be applied anew in accordance with this standard.

[61] **4.4 Transit**

[62] Where consignments moving in transit have wood packaging material that does not meet the requirements for approved phytosanitary measures, the NPPO(s) of the country(ies) of transit may require measures to ensure that wood packaging material does not present an unacceptable risk. Further guidance on transit arrangements is provided in ISPM No. 25 (*Consignments in transit*, 2006).

[63] **4.5 Procedures upon import**

[64] Since wood packaging materials are associated with most shipments, including those not considered to be the target of phytosanitary inspections in their own right, cooperation by NPPOs with organizations not usually involved with phytosanitary import requirements is important. For example, cooperation with Customs organizations is important to ensure effectiveness in detecting potential non-compliance of wood packaging material.

[65] **4.6 Phytosanitary measures for non-compliance at point of entry**

[66] Relevant information on non-compliance and emergency action is provided in sections 5.1.6.1 to 5.1.6.3 of ISPM No. 20 (*Guidelines for a phytosanitary import regulatory system*, 2004), and in ISPM No. 13 (*Guidelines on notification of non-compliance and emergency action*, 2001). Taking into account the frequent re-use of wood packaging material, NPPOs should consider that the non-compliance identified may have arisen in the country of production, repair or remanufacture, rather than in the country of export or transit.

[67] Where wood packaging material does not carry the required mark, or there is evidence of a treatment failure, the NPPO should respond accordingly and, if necessary, an emergency action may be taken. This action may take the form of detention while the situation is being addressed then, as appropriate, removal of non-compliant material, treatment[2], destruction (or other secure disposal) or reshipment. Further examples of appropriate options for actions are provided in Appendix 1. The principle of minimal impact should be pursued in relation to any emergency action taken, distinguishing between the consignment traded and the accompanying wood packaging material. In addition, if emergency action is necessary, relevant aspects of the IPPC Recommendation on *Replacement or reduction of the use of methyl bromide as a phytosanitary measure* (2008) should be followed.

[68] The NPPO of the importing country should notify the exporting country, or the manufacturing country where applicable, in cases where live pests are found. NPPOs are also encouraged to notify cases of missing marks and other cases of non-compliance.

[2] This need not necessarily be a treatment approved in this standard.

[69] **ANNEX 1**

[70] **APPROVED TREATMENTS ASSOCIATED WITH WOOD PACKAGING MATERIAL**

[71] **Use of debarked wood**

[72] Irrespective of the type of treatment applied, wood packaging material must be made of debarked wood. For this standard, any number of visually separate and clearly distinct small pieces of bark may remain if they are:

- less than 3 centimetres in width (regardless of the length) or
- greater than 3 centimetres in width, with the total surface area of an individual piece of bark less than 50 square centimetres.

[73] For methyl bromide treatment the removal of bark must be carried out before treatment because the presence of bark on the wood affects the efficacy of the methyl bromide treatment. For heat treatment, the removal of bark can be carried out before or after treatment.

[74] **Heat treatment (treatment code for the mark: HT)**

[75] Wood packaging material must be heated in accordance with a specific time–temperature schedule that achieves a minimum temperature of 56 °C for a minimum duration of 30 continuous minutes throughout the entire profile of the wood (including at its core). Various energy sources or processes may be suitable to achieve these parameters. For example, kiln-drying, heat-enabled chemical pressure impregnation, microwave or other treatments may all be considered heat treatments provided that they meet the heat treatment parameters specified in this standard.

[76] Appendix 2 contains further guidelines for carrying out effective heat treatment.

[77] **Methyl bromide treatment (treatment code for the mark: MB)**

[78] Use of methyl bromide should be in accordance with the IPPC Recommendation (*Replacement or reduction of the use of methyl bromide as a phytosanitary measure*, adopted at CPM-3). NPPOs are encouraged to promote the use of alternative treatments approved in this standard[3].

[79] The wood packaging material must be fumigated with methyl bromide in accordance with a schedule that achieves the minimum concentration-time product[4] (CT) over 24 hours at the temperature and final residual concentration specified in Table 1. This CT must be achieved throughout the wood, including at its core, although the concentrations would be measured in the ambient atmosphere. The final minimum temperature must be not less than 10 °C and the minimum exposure time must be not less than 24 hours. Monitoring of gas concentrations must be carried out at a minimum at 2, 4 and 24 hours (in the case of longer exposure times and weaker concentrations, additional measurement should be recorded at the end of fumigation).

[80] **Table 1**: Minimum CT over 24 hours for wood packaging material fumigated with methyl bromide

[row1]	**Temperature**	**CT (g·h/m^3) over 24 h**	**Minimum final concentration (g/m^3) after 24 h**
[row2]	21 °C or above	650	24
[row3]	16 °C or above	800	28
[row4]	10 °C or above	900	32

[81] One example of a schedule that may be used for achieving the specified requirements is shown in Table 2.

[82] **Table 2**: Example of a treatment schedule that achieves the minimum required CT for wood packaging material treated with methyl bromide (initial doses may need to be higher in conditions of high sorption or leakage)

[row1]	**Temperature**	**Dosage (g/m^3)**	**Minimum concentration (g/m^3) at:**			
			2 h	**4 h**	**12 h**	**24 h**
[row2]	21 °C or above	48	36	31	28	24
[row3]	16 °C or above	56	42	36	32	28
[row4]	10 °C or above	64	48	42	36	32

[3] In addition, contracting parties to the IPPC may also have obligations under the Montreal Protocol on Substances that deplete the Ozone Layer.

[4] The CT product utilized for methyl bromide treatment in this standard is the sum of the product of the concentration (g/m^3) and time (h) over the duration of the treatment.

[83] NPPOs should ensure that the following factors are appropriately addressed by those involved in the application of methyl bromide treatment under this standard:

1. Fans are used as appropriate during the gas distribution phase of fumigation to ensure that equilibrium is reached and should be positioned to ensure that the fumigant is rapidly and effectively distributed throughout the fumigation enclosure (preferably within one hour of application).
2. Fumigation enclosures are not loaded beyond 80% of their volume.
3. Fumigation enclosures are well sealed and as gas tight as possible. If fumigation is to be carried out under sheets, these must be made of gas-proof material and sealed appropriately at seams and at floor level.
4. The fumigation site floor is either impermeable to the fumigant or gas-proof sheets must be laid on the floor.
5. Methyl bromide is applied through a vaporizer ('hot gassing') in order to fully volatilize the fumigant prior to its entry into the fumigation enclosure.
6. Methyl bromide treatment is not carried out on wood packaging material exceeding 20 cm in cross section. Wood stacks need separators at least every 20 cm to ensure adequate methyl bromide circulation and penetration.
7. When calculating methyl bromide dosage, compensation is made for any gas mixtures (e.g. 2% chloropicrin) to ensure that the total amount of methyl bromide applied meets required dosage rates.
8. Initial dose rates and post-treatment product handling procedures take account of likely methyl bromide sorption by the treated wood packaging material or associated product (e.g. polystyrene boxes).
9. The measured temperature of the product or the ambient air (whichever is the lower) is used to calculate the methyl bromide dose, and must be at least 10 °C (including at its core) throughout the duration of the treatment.
10. Wood packaging material to be fumigated is not wrapped or coated in materials impervious to the fumigant.
11. Records of methyl bromide treatments are retained by treatment providers, for a period of length determined and as required by the NPPO, for auditing purposes.

[84] NPPOs should recommend that measures be taken to reduce or eliminate emissions of methyl bromide to the atmosphere where technically and economically feasible.

[85] **Adoption of alternative treatments and revisions of approved treatment schedules**

[86] As new technical information becomes available, existing treatments may be reviewed and modified, and alternative treatments and/or new treatment schedule(s) for wood packaging material may be adopted by the Commission on Phytosanitary Measures. If a new treatment or a revised treatment schedule is adopted for wood packaging material and incorporated into this ISPM, material treated under the previous treatment and/or schedule does not need to be re-treated or re-marked.

[87] **ANNEX 2**

[88] **THE MARK AND ITS APPLICATION**

[89] A mark indicating that wood packaging material has been subjected to approved phytosanitary treatment in accordance with this standard comprises the following required components:

- the symbol
- a country code
- a producer/treatment provider code
- a treatment code using the appropriate abbreviation according to Annex 1 (HT or MB).

[90] **Symbol**

[91] The design of the symbol (which may have been registered under national, regional or international procedures, as either a trademark or a certification/collective/guarantee mark) must resemble closely that shown in the examples illustrated below and must be presented to the left of the other components.

[92] **Country code**

[93] The country code must be the International Organization for Standards (ISO) two-letter country code (shown in the examples as "XX"). It must be separated by a hyphen from the producer/treatment provider code.

[94] **Producer/treatment provider code**

[95] The producer/treatment provider code is a unique code assigned by the NPPO to the producer or treatment provider of the wood packaging material who applies treatments and marks or is responsible to the NPPO for ensuring that appropriately treated wood is used and properly marked (shown in the examples as "000"). The number and order of digits and/or letters are assigned by the NPPO.

[96] **Treatment code**

[97] The treatment code is an IPPC abbreviation as provided in Annex 1 for the approved measure used and shown in the examples as "YY". The treatment code must appear after the combined country and producer/treatment provider codes.

[98]

	Treatment code	Treatment type
[row1]		
[row2]	HT	Heat treatment
[row3]	MB	Methyl bromide

[99] **Application of the mark**

[100] The size, font types used, and position of the mark may vary, but its size must be sufficient to be both visible and legible to inspectors without the use of a visual aid. The mark must be rectangular or square in shape and contained within a border line with a vertical line separating the symbol from the code components. To facilitate the use of stencilling, small gaps in the border, the vertical line, and elsewhere among the components of the mark, may be present.

[101] No other information shall be contained within the border of the mark. If additional marks (e.g. trademarks of the producer, logo of the authorizing body) are considered useful to protect the use of the mark on a national level, such information may be provided adjacent to but outside of the border of the mark.

[102] The mark must be:

- legible
- durable and not transferable
- placed in a location that is visible when the wood packaging is in use, preferably on at least two opposite sides of the wood packaging unit.

[103] The mark must not be hand drawn.

[104] The use of red or orange should be avoided because these colours are used in the labelling of dangerous goods.

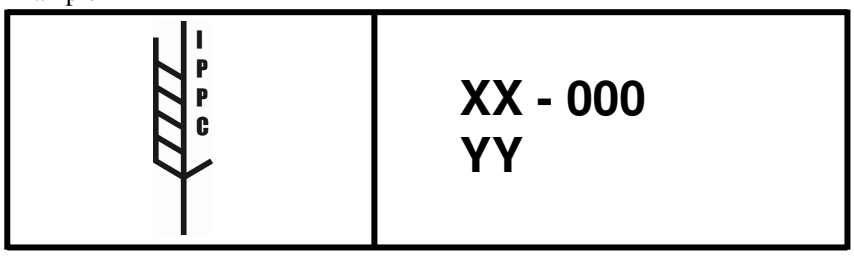
[105] Where various components are integrated into a unit of wood packaging material, the resultant composite unit should be considered as a single unit for marking purposes. On a composite unit of wood packaging material made of both treated wood and processed wood material (where the processed component does not require treatment), it may be appropriate for the mark to appear on the processed wood material components to ensure that the mark is in a visible location and is of a sufficient size. This approach to the application of the mark applies only to composite single units, not to temporary assemblies of wood packaging material.

[106] Special consideration of legible application of the mark to dunnage may be necessary because treated wood for use as dunnage may not be cut to final length until loading of a conveyance takes place. It is important that shippers, authorized by the NPPO, ensure that all dunnage used to secure or support commodities is treated and displays the mark described in this annex, and that the marks are clear and legible. Small pieces of wood that do not include all the required elements of the mark should not be used for dunnage. Options for marking dunnage appropriately include:

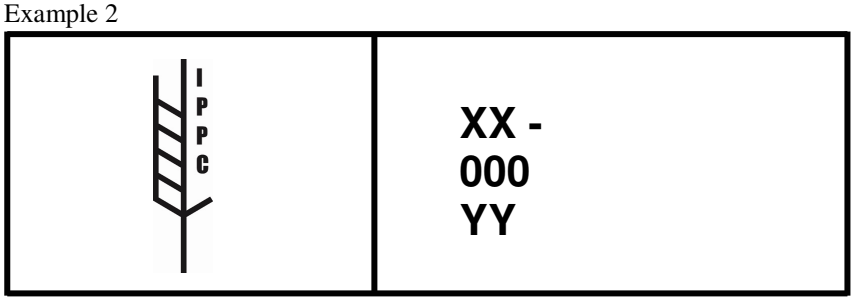
- application of the mark to pieces of wood intended for use as dunnage along their entire length at very short intervals (NB: where very small pieces are subsequently cut for use as dunnage, the cuts should be made so that an entire mark is present on the dunnage used.)
- additional marking of treated dunnage in a visible location after cutting.

[107] The examples below illustrate some acceptable variants of the required components of the mark that is used to certify that the wood packaging material that bears such a mark has been subjected to an approved treatment. No variations in the symbol should be accepted. Variations in the layout of the mark should be accepted provided that they meet the requirements set out in this annex.

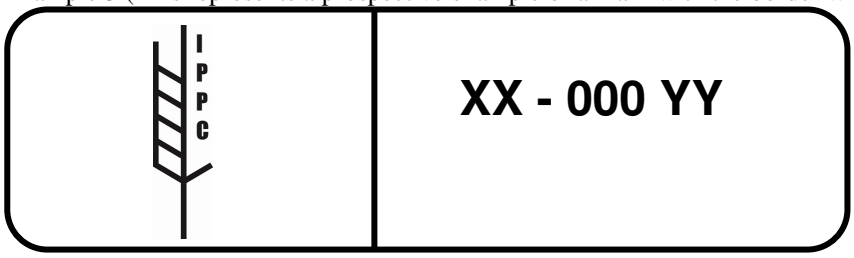
[108] Example 1



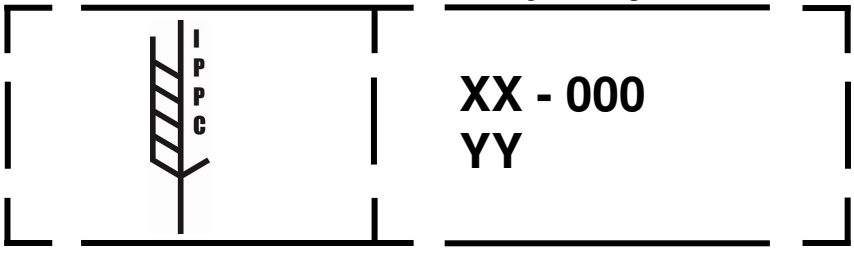
[109] Example 2



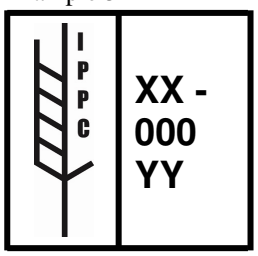
[110] Example 3 (This represents a prospective example of a mark with the border with rounded corners.)



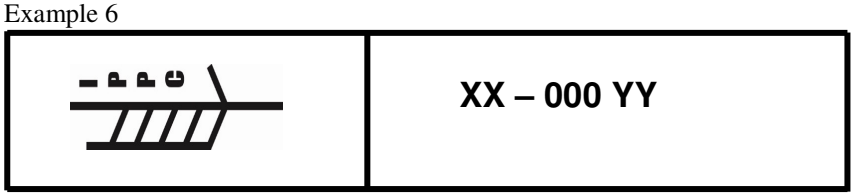
[111] Example 4 (This represents a prospective example of a mark applied by stencilling; small gaps may be present in the border, and the vertical line, and elsewhere among the components of the mark.)



[112] Example 5



[113] Example 6



[114] **APPENDIX 1**

[115] This appendix is for reference purposes only and is not a prescriptive part of the standard.

[116] **EXAMPLES OF METHODS OF SECURE DISPOSAL OF NON-COMPLIANT WOOD PACKAGING MATERIAL**

[117] Secure disposal of non-compliant wood packaging material is a risk management option that may be used by the NPPO of the importing country when an emergency action is either not available or is not desirable. The methods listed below are recommended for the secure disposal of non-compliant wood packaging material:

1. incineration, if permitted
2. deep burial in sites approved by appropriate authorities (NB: the depth of burial may depend on climatic conditions and the pest intercepted, but is recommended to be at least 2 metres. The material should be covered immediately after burial and should remain buried. Note, also, that deep burial is not a suitable disposal option for wood infested with termites or some root pathogens.)
3. processing (NB: Chipping should be used only if combined with further processing in a manner approved by the NPPO of the importing country for the elimination of pests of concern, e.g. the manufacture of oriented strand board.)
4. other methods endorsed by the NPPO as effective for the pests of concern
5. return to exporting country, if appropriate.

[118] In order to minimize the risk of introduction or spread of pests, secure disposal methods where required should be carried out with the least possible delay.

[119] **APPENDIX 2**

[120] This appendix is for reference purposes only and is not a prescriptive part of the standard.

[121] **GUIDELINES FOR HEAT TREATMENT**

[122] Guidelines for heat treatment will be developed and added to this appendix in the future when adopted by the CPM.

SPECIFICATION NO. 47

Title: Reducing pest risks in the international movement of seeds of forest tree species.

Reason for the standard: Tree seed is traded internationally both for forestry or ornamental uses. Although the economic value, as well as the total volume of exported seed of forest tree species, is comparatively low, the potential for widespread geographic distribution of plants grown from this seed is high. For example, hundreds of thousands of trees can be produced from a very few kilograms of seed of spruce or pine species and distributed widely. Many regulated pests that will arise from the conducted pest risk analysis may be moved by the introduction of seeds of forestry species, e.g. *Fusarium circinatum*, *Sphaeropsis sapinea*, *Sirococcus conigenus*, *Cryphonectria parasitica*, *Sirococcus clavigignenti-juglandacearum*. In contrast to the situation regarding agricultural seed, for which testing procedures are both widely available and recommended, tree seed is usually only tested for quality-based parameters, e.g. for purity, germination capacity, etc., under the International Seed Testing Association (ISTA) rules. Guidance on phytosanitary-based testing of seed does not exist under existing international standards, and there is a lack in harmonised guidance on managing pest risks related to the movement of seed of forest tree species.

Since numerous important forest tree pests are seed-borne or transmissible, the movement of infested seed of forest tree species may pose a risk for the long distance spread of pests. Some NPPOs have already established specific requirements for treatment, origin-based restrictions, and associated certification of seed related to the species, to prevent the introduction of such pests. The proposed standard is intended to harmonize phytosanitary requirements and describe approved measures that will significantly reduce the risk of spread of regulated pests.

Scope and purpose: This standard would apply to seed of forest tree species with an intended use of propagation either for commercial forestry or for ornamental purposes. This standard should provide guidance on the identification and assessment of pest risks associated with the international movement of forest tree seed, and on the phytosanitary measures appropriate to mitigate such risks that may be applied at seed harvest, seed extraction, and during post-harvest seed processing. The standard may include provisions for seed testing and seed storage. The provisions of the standard should be aimed at reducing the risk of spread of seed-borne or seed-transmissible pests.

Tasks: The expert drafting group should consider and, as appropriate, describe:

1. The types of seed to be included in the scope of the resultant standard;
2. Risks related to specific pest groups associated with tree seed;
3. Recommendations concerning pest status in specific areas, e.g. possible requirements to carry out the harvest only in pest free areas, if applicable, for certain seed/pest combinations;
4. Methods for seed harvesting (e.g. to avoid contamination with soil-borne organisms);
5. Methods of seed extraction and purification to prevent build-up of pests during processing;
6. Categories of laboratory methods of seed testing to detect various seed-borne or seed transmittable pests (individual diagnostic protocols are developed by the Technical Panel on Diagnostic Protocols) and their availability for use;
7. Methods for tree seed storage to prevent infestation;
8. Phytosanitary seed treatments (specific treatments are evaluated and presented for adoption as part of ISPM No. 28 by the Technical Panel on Phytosanitary Treatments) and their availability for use;
9. Recommendations, as appropriate, for basic phytosanitary certification criteria and related description(s) of the seed lot regarding, e.g. origin, year of harvest, climate zone, treatment, storage, etc., taking into account existing guidance;
10. Suitable methods of packaging for preventing pest spread and to ensure phytosanitary security, if appropriate;
11. Review existing ISTA provisions and existing ISPMs related to this subject to avoid duplication.

Provision of resources: Funding for the meeting is provided by the IPPC Secretariat (FAO). As recommended by ICPM-2 (1999), whenever possible, those participating in standard setting activities voluntarily fund their travel and subsistence to attend meetings. Participants may request financial assistance, with the understanding that resources are limited and the priority for financial assistance is given to developing country participants.

Steward: Fuxiang Wang (China), steward for the Technical Panel on Forest Quarantine.

Collaborator: To be determined.

Expertise: Expertise on forest crop protection as contained in the Technical Panel on Forest Quarantine (TPFQ). It may also be appropriate to invite other relevant expert(s) for e.g. in horticultural tree seed when the TPFQ deals with this work.

Participants: Technical Panel on Forest Quarantine and additional participants as required.

Approval: Added to the work programme of the TPFQ by the Standards Committee in November 2006 with a high priority. Included on the IPPC standard setting work programme at the Second Session of the Commission on Phytosanitary Measures (2007).Specification finalized and approved by the Standards Committee in November 2008.

References: The IPPC (1997); various standards and international agreements as may be applicable to the tasks; discussion papers submitted in relation to this work; FAO/IPGRI. 1996. *Technical Guidelines for the Safe Movement of Germplasm. No. 17. Eucalyptus spp.* W.M. Ciesla, M. Diekmann & C.J. Putter, eds. Rome.

Discussion papers: Participants and interested parties are encouraged to submit discussion papers to the IPPC Secretariat (ippc@fao.org) for consideration by the expert drafting group.

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