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Our Ref.: Your Ref.:

16 July 2010

### International Plant Protection Convention (IPPC) call for experts:

- **Technical Panel for the Glossary: members to represent the Russian and Spanish languages**
- **Expert working group: Minimizing pest movement by sea containers and conveyances in international trade**

Dear Sir/Madam,

Nominations are being solicited by the Secretariat of the International Plant Protection Convention (IPPC) for appropriately qualified experts to take part in two IPPC expert drafting groups (the *Technical Panel on Glossary (TPG)* and an expert working group to develop an international standard on *Minimizing pest movement by sea containers and conveyances in international trade*). Nominations are **due 15 August 2010**.

#### Specific expertise required

The Standards Committee selects experts based on how closely an expert's skills and experience match the specific expertise required. For further details please refer to the "expertise" section of the relevant approved specification. Please also note that the discussions and work of expert working groups take place in English.

#### • *Expertise required for the TPG*

Two experts are needed for the TPG. One expert should have strong Russian language skills and the other should have strong Spanish language skills. Both experts will have a solid understanding of phytosanitary systems, ability to contribute to the activities of the TPG in relation to the glossary and consistency of ISPMs, and ability to participate on an ongoing basis in the work of the panel. Additional useful expertise should also be detailed in the application. Both experts should have a strong working knowledge of English and be available to attend the 5-day meeting of the TPG, currently planned from 11-15 October 2010 in Rome, Italy (please check the TPG entry on the [IPPC calendar](#) for updates). Please note that chosen experts will be notified in late September 2010 and must be available at short notice to attend the meeting in October 2010.

#### • *Expertise required for the expert working group on Minimizing pest movement by sea containers and conveyances in international trade*

Five to seven phytosanitary experts are needed with expertise in one or more of the following areas:

- export or import systems dealing with shipping containers
- developing certification/auditing/accrediting/authorizing systems
- treatment of shipping containers
- finding, identifying and controlling relevant pests in shipping containers (e.g. as container inspectors/surveyors).

Experts should also have a strong working knowledge of English. The meeting of expert working group is currently scheduled for 31 January – 4 February 2011 in Christchurch, New Zealand (please check the [IPPC Calendar](#) for updates).

#### Criteria used for prioritizing participants to receive IPPC Secretariat assistance to attend meetings

The organization that employs a meeting participant is responsible for funding the travel and daily subsistence allowance for that person to attend an IPPC meeting. If the employer is unable to allocate sufficient funds, participants are encouraged to seek assistance from other sources. Where such demonstrated efforts to secure assistance have been unsuccessful, requests for assistance (i.e. travel and subsistence costs) from the IPPC Secretariat may be made. IPPC funds available to help assist attendance at meetings are limited. Exceptions are at the discretion of the IPPC Secretariat.

Priority for assistance will be given to participants:

- 1) from contracting parties to the IPPC;
- 2) who request only partial travel assistance (e.g. government or organization provides airfare and only daily subsistence allowance is requested); and
- 3) from countries with low Gross National Income (GNI) and/or low GNI per capita (according to World Bank data).

The financial status of the country in which a participant is employed will be used to help determine priority for and the level of assistance provided. If the participant works for a Regional Plant Protection Organization (RPPO) or a regional or international organization, it is assumed that this organization will provide assistance and the participant will be considered lower priority for IPPC Secretariat assistance.

In all cases, the final determination of which participants will receive assistance, and at which level, is determined by the IPPC Secretariat.

### **Instructions for making nominations**

Nominations will be accepted from governments, National or Regional Plant Protection Organizations (NPPOs or RPPOs). Nominations should be submitted through the respective NPPO or RPPO contact point and self nominations should be supported by an accompanying letter from a government authority. In the case of the expert working group on Minimizing pest movement by sea containers and conveyances in international trade, nominations will also be accepted from the Container Owners Association, the secretariats of the CBD and the IMO.

A nomination should only be made if the nominee has agreed to his/her nomination, is available for the meeting dates as posted on the IPPC calendar ([https://www.ippc.int/index.php?id=1110501&no\\_cache=1&L=0](https://www.ippc.int/index.php?id=1110501&no_cache=1&L=0)) and can allocate appropriate time to the task. Members of technical panels have on-going obligations (for a five year term) and should be able to attend all meetings of their respective technical panel (usually held annually). Each nomination must be accompanied by the following documentation:

- ***Completed template of “Nominee details and summary of expertise”*** – electronic copy of the “Nominee details and summary of expertise” template. All sections should be completed, including contact details, education and professional training and clear description of the nominee’s expertise in one of more of the areas of specific expertise required.
- ***Completed and signed Statement of Commitment form*** - this should be read carefully by each nominee and a discussion had with the between the nominee and their employer. The form should then be signed and submitted with the nomination (as a scanned image file such as TIF). The file should be named as follows: COUNTRY\_Firstname\_SURNAME\_committment.
- ***The nominee’s curriculum vitae (CV)*** – electronic copy of the nominee’s CV (only as a word processing file such as MS Word) with the file named as follows: COUNTRY\_Firstname\_SURNAME

Submissions should be sent to the IPPC Secretariat by e-mail ([ippc@fao.org](mailto:ippc@fao.org)) no later than 15 August 2010. The name of the nominating country or RPPO and the words “call for experts” should be placed in the subject line of the email message. The Standards Committee will review the nominations and select expert based on the experience presented. Selected experts will be contacted by the Secretariat once their nomination has been confirmed.

Yours sincerely,



Brent Larson  
Standards Officer

Secretariat of the International Plant Protection Convention

Enclosures (5):

1. Template on “Nominee details and summary of expertise” (there are separate templates for TPG and Sea Containers) (in English only)
2. Statement of Commitment form
3. Specification for the *Technical panel on glossary* (in English only)
4. Terms of reference and rules of procedure for technical panels
5. Specification for *Minimizing pest movement by sea containers and conveyances in international trade* (in English only)