



MEETING OF THE TECHNICAL PANEL FOR THE GLOSSARY
12-15 December 2016
FAO headquarters, Canada Room (A356/7)
Start Monday 12 December 09:30 - End Thursday 15 December
Daily schedule 9:00-17:00.
Coffee Monday morning at 9:30 and 15:30; all other days at 10:30 and 15:30.

DRAFT AGENDA

AGENDA ITEM
1. Opening of the meeting
1.1 Welcome by the IPPC Secretariat
1.2 Selection of the Chairperson and Rapporteur
1.3 Review and adoption of the agenda
1.4 Current specification: TP5 (TPG) (2016)
2. Administrative Matters
2.1 Local information
2.2 Documents list
2.3 Participants list
3. Reports
3.1 Previous meetings of the TPG (December 2015)
3.2 Extracts from other meeting reports of relevance to the TPG (SC, CPM) - CPM-11 (2016), SC May 2016, TPPT 2016, TPDP 2017, SC Nov. 2016
3.3 Current work plan The work plan was decided by the TPG 2015. The work plan will be reviewed during the meeting (agenda item 9.1)
4. Review relating to draft ISPMs sent for first consultation in 2016 (1 July-30 September) The TPG will review member comments on terms and definitions, and will review the drafts for consistency in the use of terms. Recommendations will be transmitted to stewards and the SC-7 (May 2017).
4.1 Draft 2016 Amendments to ISPM 5: <i>Glossary of Phytosanitary terms</i> (1994-001) <ol style="list-style-type: none">1. Consultation comments on terms and consistency2. Translations of terms and definitions in French and Spanish3. Proposed draft translations of terms and definitions for Arabic, Chinese, Russian (only terms and definitions, not any additional text)
4.2 Draft <i>Revision of ISPM 6</i> (2009-004) - Consultation comments on terms and consistency, including translation issues
4.3 Draft ISPM on <i>Requirements for the use of temperature treatments as a phytosanitary measure</i> (2014-005) - Consultation comments on terms and consistency, including translation issues
5. Subjects on the TPG work programme
Discussion papers needed for the next meeting are listed below, and details are in the TPG work plan. The reasons for adding the term to the work programme and discussions in relevant groups (TPG, SC) should be taken into account (even if additional proposals are made). Deadline: 03-10-2016. Papers will be posted as they become available. Proposals for new or revised terms/definitions will be compiled into new draft Amendments to the Glossary, to be submitted to the SC in May 2017.
5.1 "mark" (2013-007)

AGENDA ITEM	
5.2	“commodity”, “commodity class” (2015-013) and actual terms belonging to these two categories
5.3	“confinement” (2016-002)
5.4	“growing period” and “growing season” (2016-004)
5.5	“survey”(2013-015)
5.6	“ecosystems” (2016-003), “habitat” (2016-005) and “modern biotechnology” (2016-006)
6.	Review of ISPMs for consistency of terms and style
6.1	General recommendations on consistency (as modified following the TPG 2015 and noted by the SC. To be reviewed and completed as needed)
6.2	Consistency of adopted ISPM (standard by standard) - List of standards that have gone through the consistency review
6.3	Consistency across standards (Process as approved by SC Nov 2013)
6.3.1	Use of “contracting party”, “country” and similar terms consistently throughout ISPM 5
7.	Annotated glossary: 2016 amendments
	The annotated glossary, version 4, was finalized at TPG 2015 and published in in March 2016. The next version should be finalized in 2019. The TPG considers yearly which amendments need to be made and produces an intermediate version.
8.	Explanation of Glossary terms
	Standing agenda item for TPG meetings. Members identify before the meeting some glossary terms/definitions requiring further explanations (and not already explained in other places, such as the annotated glossary) (with a short statement on what is the issue with the definition). These terms/definitions will be discussed during the TPG meeting and the need for additional explanations (e.g. in the annotated glossary) discussed.
9.	TPG work plan
9.1	TPG work plan The TPG will update its work plan for the coming year, based on discussions at the meeting, to be presented to the SC May 2017 for noting.
10.	Membership of the TPG
	Under that agenda item, members are also expected to notify any expected change in membership, so that calls can be organized in good time
11.	Other issues
11.1	Formalizing the development of a “concept of terminology”
11.2	TPG-TPDP reporting on issues related to terms and consistency in draft diagnostic protocols
11.3	ISPM 5 Brochure
12.	Date and venue of the next meeting
13.	Close