**2nd MEETING OF THE Sea containers task force (SCTF)**

*09:00 - 17:00, 5 - 9 November 2018*

**Best Western Shenzhen Felicity Hotel**

**Shenzhen, China**

Agenda

*Updated 2018-08-14*

Field Trip - to be confirmed

| **Agenda Item** | **Document No.**  | **Presenter** |
| --- | --- | --- |
| **8:30-09:00, Monday 6th November - Registration of the Participants** |
| **1.** | **Opening of the Meeting**  |  | Xia |
| 1.1 | Welcoming remarks of the organizer and introduction to the meeting |  | Xia |
| 1.2 | Host country opening statement |  |  |
| **2.** | **Meeting Arrangements** |  | Xia |
| 2.1 | Introduction of the participants |  | Participants |
| 2.2 | Election of the Chairperson |  |  |
| 2.3 | Election of the Rapporteur  |  | Chairperson |
| 2.4 | Adoption of the Agenda | 01\_SCTF\_2018\_Nov | Chairperson |
| **3.** | **Administrative Matters** |  |  |
| 3.1 | Documents list | 02\_SCTF\_2018\_Nov | Chairperson |
| 3.2 | Updated Participants list | 03\_SCTF\_2018\_Nov | Chairperson |
| 3.3 | Local logistical information and arrangements | 04\_SCTF\_2018\_Nov |  |
|  **4.** | **Review of the revised SCTF ToR and RoP** | 05\_SCTF\_2018\_Nov | ChairpersonSCTF CoordinatorAll participants |
| **5.** | **Outcome of CPM 13 and May 2018 IC meeting** |  | SCTF CoordinatorAlbakri |
| **6.** | **Update progress of 2018 action items** |  |  |
| 6.1 | Questionnaire status |  | Albakri |
| 6.2 | Survey status |  | Karri |
| 6.3  | Industry survey of contaminated containers |  | Sheng (COA) |
| 6.4 | Industry engagement on Joint Guidelines |  | Kjaer/COA |
| 6.5 | Material selection and availability |  | NZ MPI Representative |
| 6.6 | AEO and IPPC requirements  |  | Han |
| 6.7 | Donor Agency support Pilot |  | Morrissey |
| 6.8 | Communication/awareness items* SC and SCTF IPP pages
* Communication kit for NPPOs and RPPOs
* SCTF communication plan inter alia social media communication
 |  | Downes/Albakri |
| **7.** | **CPM 11 Recommendation R-06: Roles and responsibilities of shippers and packers in minimizing the risk of pest contamination during packing of containers and associated SCTF action items** |  | DownesAll particpants |
| **8.** | **Generic IPPC/SCTF presentation** |  | DownesAll participants |
| **9.** | **New Zealand MPI survey data presentation** **Update on NZ Sea Container Import Health Standard changes** |  | NZ MPI representative |
| **10.** | **How can SCTF contribute to the 2020 International Year of Plant Health?** |  | All participants |
| **10.** | **Review and update of the SCTF Multi-Year Action Plan** |  | Chairperson All participants |
| **11** | **Any Other Business** |  | All participants |
| **12.** | **Date and Venue of the Next Meeting** |  | Chairperson |
| **13.** | **Review and Adoption of the Report**  |  | Chairperson |
| **14.** | **Close of the Meeting** |  | Chairperson  |