MEETING Of THE Working Group For the development of the ippc guide ON PEST STATUS

 *16 -20 September 2019*

Canada Room (A356/7), FAO Headquarters in Rome, Italy

PROVISIONAL Agenda

*(Updated 2019-07-18)*

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| **Day** | **Meeting schedule** | **Coffee breaks** |  **Group dinner** |
| Monday | 10:00-13:00 and 14:00-17:00 | 11:00 (group photo) and 15:00 | - |
| Tuesday - Friday | 09:00-12:00 and 13:00-17:00 | 10:30 and 15:00 |  Tuesday evening (tbc) |

| **Agenda Item** | **Document No.**  | **Presenter** |
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| **1.** | **Opening of the Meeting**  |  | IPPC Secretariat |
| **2.** | **Meeting Arrangements** |  | IPPC Secretariat |
| 2.1 | Introduction of participants |  | All participants  |
| 2.2 | Election of the Chairperson  |  | IPPC Secretariat All participants  |
| 2.3 | Election of the Rapporteur  |  | CHAIRPERSON |
| 2.4 | Adoption of the Agenda | 01\_WG\_PSG\_2019\_Sep | CHAIRPERSON |
| **3.** | **Administrative Matters** |  |  |
| 3.1 | Documents lists | 02\_WG\_PSG\_2019\_Sep | IPPC Secretariat |
| 3.2 | Participants lists | 03\_WG\_PSG\_2019\_Sep | IPPC Secretariat |
| 3.3 | Local information | [Local information](https://www.ippc.int/en/publications/1034/) | IPPC Secretariat |
| **4.** | **Introduction to the IPPC Pest Status Guide: objectives and expected outcomes of the project**  |  | PETERSON |
| **5.** | **Review of ISPM 8 (adopted and revised draft)**  |  | PETERSON |
| **6.** | **Overview of the Draft Outline for the Guide** |  | PETERSON |
| **7.** | **Review of expert papers** |  | CHAIRPERSONEXPERTS |
| **8.** | **Development of the text for the Guide on Pest Status**  |  | CHAIRPERSON |
| 8.1 | Review the Outline for the Guide and identify key information that should be included in each section and other resources that could enhance or support that information (e.g. case studies, infographics, good practices, national/ regional manuals, etc.) |  | All participantsOpen discussion |
| 8.2 | Start writing the text of the Guide  |  | All participantsOpen discussion |
| **9.0** | **Identify Follow-up Actions**  |  | CHAIRPERSON |
| 9.1  | Establish a plan for completing the guide with clear deliverables and time lines.  |  | All participants |
| 9.2 | Identify which experts will be responsible for completing each section of the guide |  | All participants |
| 9.3 | Identify any new resources that should be developed for inclusion in the guide and follow-up actions for each |  | All participants |
| **10.** | **Any Other Business** |  | CHAIRPERSON  |
| **11.** | **Close of the Meeting** |  | CHAIRPERSON  |