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## **Exercise: National Reporting Obligations (NROs): sharing experiences and action items**

### **Background**

Contracting Parties (CPs) are legally responsible for meeting the IPPC National Reporting Obligations. One of the NRO is to **designate a contact point** and inform the IPPC Secretariat about that fact.

The Official Contact Points (OCPs) are crucial in communication between contracting parties and the Secretariat. The contact details (e-mail addresses) of OCPs are used to transmit important messages from the Secretariat (information on country consultations, workshops, invitations to meetings, calls for experts, etc.). Most importantly, the OCPs are responsible for reporting NROs. However, to do this a national system needs to be established that ensures the collection, collation and verification of all relevant information so that the OCP can report in a timely and accurate manner.

In July 2014, during the first meeting of the National Reporting Obligations Advisory Group (NROAG), it was agreed that every year would be dedicated to a different national reporting obligation. The period up to CPM-10 in 2015 became the NRO “**Year of the IPPC Official Contact Point**” focusing on OCP awareness raising.

In March 2015 during the Commission on Phytosanitary Measures CPM-10 it was announced that the period leading up to CPM-11 would become the NRO “**Year of the Organization of the NPPO**”. This period is supposed to last from April 2015 until March 2016. The “Year” will focus on different aspects of the functioning of National Plant Protection Organization.

This group work is meant to:

- i) focus on the importance of the IPPC Official Contact Points,
- ii) ensure that existing (already available) reports are identified as NROs and posted on the IPP,
- iii) ensure that a way forward is established towards keeping the IPPC Official Contact Point’s details up to date and updating NROs.

You are supposed to learn from each other’s experiences and understand what can be improved or needs to be done on your return to your country.

### **Activity:**

1. **IPPC Official Contact Point** (*main purpose: raising the knowledge on the importance of communicating a new OCP and/or changes in their coordinates*)

**Discussion on:**



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- a. Who is the Official Contact Point in your country? Is an email and address correct on the IPP?
- b. What should be done if the OCP changes in your country?
- c. Who is the IPP editor/s in your country?
- d. What is the role of the OCP? What is their relationship with the NPPO and their selection process?
- e. How is communication with the IPPC Secretariat done in your country when an OCP changes or his/her coordinates change?
- f. What are the constraints in that communication (consider time which passes between the nomination of a new OCP and informing the IPPC Secretariat)?

30 minutes

**2. National Reporting Obligations** (main purpose: *learning to identify existing reports as National Reporting Obligations and raising the knowledge on how they should be disseminated*)

Exercise:

- a. Identification of “mock’ NRO reports (Which NRO it is? Why do you think so? Where on the IPP should it be posted? By whom?) and discussion on how reporting is done in your country.

NRO	Points to be discussed
<ul style="list-style-type: none"> <li>• Description of the NPPO</li> <li>• Entry points</li> </ul>	<p>How reports are prepared and by whom in your country (e.g. by appointed persons, a network of specialists, etc.)?</p> <p>In case of the Description of the NPPO:</p> <ul style="list-style-type: none"> <li>- Does it clearly identify the NPPO, the head of the NPPO and units or organizations that act under the authority of the NPPO;</li> <li>- Is it clear enough to understand the tasks covered by the NPPO (the issuance of phytosanitary certificates; surveillance; import inspections; PRA);</li> <li>- Use of acronyms – is it useful and understandable?</li> <li>- What should an efficient report tell you? Does it create confidence in the functionality of the NPPO?</li> </ul>
<ul style="list-style-type: none"> <li>• Pest report</li> </ul>	<p>How reports are prepared and by whom in your</p>



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<ul style="list-style-type: none"> <li>• Emergency action</li> <li>• List of regulated pests</li> </ul>	<p>country (e.g. by appointed persons, a network of specialists, etc.)? How is the network organized to collect the data? What are the sources information (e.g. scientific institution, governmental bodies, etc.)? Are reports uploaded on the IPP and by whom in your country (by OCP or IPP editor)?</p> <p>Discuss constraints in reporting and what could be done to improve it in your country. Discuss different experiences among participants.</p>
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- b. Discussion on reports brought in by participants (Which NRO it is? Why do you think so? What other participants think about that? Where on the IPP it should be posted? By whom? Are they already posted on the IPP? If not, why not). Discuss first the Descriptions of the NPPO.

1 hour 45 minutes

3. Moving forward: what will you do after coming back home from the training to fulfil your country's National Reporting Obligations? (main purpose: establishing action items in every country).

*After you have learned how to correctly identify reports/information as National Reporting Obligations you should be able to name action items per country that needs to be undertaken on your return to your country. List those actions and indicate possible timeframes for each point.*

*If reports are already available in your country they should be posted on the IPP. If it has not been done already you need to liaise with your OCP plus IPP editor/s to carry out this task – identify the existing reports and post them on the IPP.*

Shortly after the workshop you will receive a template of the action plan to implement in your country on reporting a designated contact point, the description of the NPPO and the list of entry points.

45 minutes