



الاتفاقية الدولية
لوقاية النباتات

国际植物
保护公约

International Plant
Protection Convention

Convention Internationale
pour la Protection des Végétaux

Международная Конвенция по
Карантину и защите Растений

Convención Internacional
de Protección Fitosanitaria

28 July 2015

**Commission on Phytosanitary Measures
Meeting of the CPM Strategic Planning Group**
Rome, Italy, 13-15 October 2015

Dear SPG Member,

The IPPC is pleased to confirm arrangements for the meeting of the Commission on Phytosanitary Measures (CPM) Strategic Planning Group (SPG) and to formally invite you to attend this meeting.

Meeting dates and venue: This meeting is organised under the work programme of the Commission on Phytosanitary Measures (CPM). It will be convened in Rome, Italy at ***Società Geografica Italiana*** from Tuesday 13 October to Thursday 15 October 2015, starting at 9:00 am. The SPG is held in English only.

Registration for the meeting: You are requested to confirm your participation by providing full contact details by simple email directly to Ms Ida Mancini (Ida.Mancini@fao.org) no later than **7 August 2015** in order to finalize local arrangements.

Regarding travel assistance and funding, donors have made limited funds available to assist participants from developing countries with travel costs. Those participants who fall under the IPPC criteria to receive travel assistance are invited to submit their request **no later than 7 August 2015 to Ms Mancini** (Ida.Mancini@fao.org). For more information on travel funding criteria, please refer to the page available on IPP portal: at [IPPC Criteria for Travel Funding](#).

Hotel: We would like to remind you of the FAO policy on providing daily subsistence allowance (DSA) for accommodation. In accordance with this policy (the Preferred Hotel Programme (PHP)), the IPPC Secretariat will arrange for hotel bookings and pay this accommodation directly for the participants eligible for IPPC Secretariat funding. As accommodation is provided for directly, the DSA amount will be reduced by the corresponding portion that is allocated for accommodation.

Visa: Should you require entry visa, you are kindly requested to liaise with the Embassy or Italian Consulate of Italy nearest to your home station before leaving Rome.

Local information: A document outlining all the local information, including airport and transport information, is posted on the International Phytosanitary Portal (IPP) at: [Local Information in Rome](#).

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Meeting documents and preparation: The provisional agenda, the invitation letter and any working papers will be soon posted in <https://www.ippc.int/en/core-activities/governance/strategic-planning-group> the IPP for the SPG. You are kindly requested to download the documents and bring them with you as they will not be made available at the meeting. Please check the relevant page frequently for updates prior to the meeting and should you have problems in this respect, you can contact Ms Paola Sentinelli (Paola.Sentinelli@fao.org).

Participants are encouraged to develop discussion papers on specific topics they would like to be addressed on the agenda.

Please forward such discussion papers to Craig Fedchock (Craig.Fedchock@fao.org) **no later than September 15** so they may be added to the agenda and posted on the IPP.

I look forward to your participation and trust we will have productive and enjoyable discussions.

Yours sincerely,



Jingyuan Xia
Secretary
International Plant Protection Convention (IPPC)

Summary of contacts and deadlines

Contacts:

- Registration, hotel, letter for visa to Italy if required ida.Mancini@fao.org
- Funding assistance to attend meeting ida.Mancini@fao.org
- Problems with IPP web pages paola.sentinelli@fao.org
- Submission of discussion papers craig.fedchock@fao.org

Deadlines:

- **07 August:** requests for funding assistance to attend the meeting/registration for the meeting by simple email, no forms needed
- **15 September:** submitting of discussion papers to the Secretariat