Report of the virtual meeting of the IPPC ePhyto Project Technical Committee and ePhyto Steering Group

14 December 2016

# Participants:

Maoyu Chen (CN), Nico Horn (NL), Venkat Venkateswaran (UNICC) and Shane Sela (IPPC Secretariat)

# Members unable to attend:

Mostafa Abdelaziz (EG), Walter Alessandrini (AR), Christian Dellis (US), Peter Neimanis (AU/Chair), Craig Fedchock, (IPPC Secretariat), Shashank Rai (UNICC), Josiah Syanda (KE)and Kyu-Ock Yim (CPM Bureau)

# Project funding

The International Plant Protection Convention (IPPC) Secretariat noted that the Food and Agriculture Organization (FAO) and the Standards and Trade Development Facility (STDF) had approved the ePhyto Project and that the Implementation Assignment had been signed by both parties. The project commencement date had been established as 15th December 2016. He also noted that the final project document had been circulated to the PTC and the ePhyto Project Advisory Committee.

The Secretariat was completing some supplementary documentation required by FAO in support of project approval, but these documents should not affect project timelines, given that UNICC is still completing work under the existing project agreement (i.e. requirements setting).

UNICC noted that it has commenced development of a service agreement to support implementation of the hub. A draft of the agreement should be completed by early January and provided to the IPPC Secretariat for review.

# Status of the requirements documents for the hub and generic ePhyto national system (GeNS)

The requirements document for the hub has been circulated and a second version of the document has been provided to the Secretariat for review by the ePhyto Project Technical Committee (PTC). The PTC agreed to review the document one last time and provide any comments to the Secretariat by 13th January 2017.

The UNICC noted that the requirements for GeNS and description of the Web Services Description Language (WSDL) to be used for harmonized exchange will be completed by 15th December 2016. The Secretariat agreed to circulate the documents once received with the expectation that comments from the PTC could be collected by 13th January 2017.

**3. Outcome of Industry Advisory Group (IAG) meeting**

The Secretariat reported that the IAG meeting had been provided with an overview of the project and the progress to date. The IAG members indicated their strong support for the project and the work that has been completed. They noted that the project includes an ambitious time frame given its scope and complexity. They further suggested that some rationalization of the timelines should be considered. The IAG also made several specific comments related to the operation of the system. These included:

* Access to tracking information associated with certificate exchange;
* Establishment of a simple process for legal arrangements between countries and the IPPC for operation of the system;
* The development of approach to address the operational costs of the Solution should await the outcome of the pilot.

The IAG agreed to meet again closer to the initiation of the pilot, in particular, the meeting should focus on determining the role for industry in the operation of the pilot.

**4. Harmonisation of codes and mapping - Christian/Walter/Nico**

The Secretariat noted that Mssrs. Dellis and Alessandrini had developed a document outlining the harmonization and coding elements required for the GeNS and that the members should review the document and provide comments, so that it may be finalized before development. The group agreed that with holidays that comments should be provided by early January.

Mr. Horn noted that he had met with the IPPC Technical Panel for the Glossary (TPG). He noted that the Panel had confirmed that the discussion on defining commodities and commodity classes was the role of the TPG. The TPG also indicated that the Harmonized Custom codes are not sufficient for phytosanitary purposes. They agreed that defining products on the basis of the plant part and then the condition of the part was appropriate, but that flexibility should be maintained. They also suggested considering the intended use of the commodity.

Mr. Horn noted that the TPG had suggested that the system should restrict the selection of terms to those defined (e.g. “grains” vs. “seeds”). The UNNIC noted that the system could be structured in such way as to achieve these restrictions.

The UNICC noted that the harmonization elements are not required until closer to the build and as such these could be finalized in early 2017.The group proposed that the documents should be reviewed by end of January.

**5. Security factsheet**

The Secretariat noted that there was confusion amongst NPPOs attending a workshop on electronic sanitary and phytosanitary certification held in Bangkok in October 2016. He noted that many NPPOs did not understand the concepts and were confused as to the extent of security required in electronic certification. To assist in their understanding the development of a technical guide would be welcome by many NPPOs unfamiliar with e-certification.

The members noted that the proposed document had been reviewed and that any further comments would be provided by close of business on Wednesday, 14 December 2016.

**6. KPIs for countries**

The Secretariat explained that although broad KPIs had been established to measure the success of the project, more detailed indicators should be identified to measure whether implementation of the Solution was achieving the stated benefits perceived by the PTC. To measure these benefits participating pilot countries would need to undertake an analysis of the current state now so that the impacts could be evaluated following implementation. The Secretariat agreed to draft a paper for review by the PTC.

**7. Other issues**

The group reviewed the need for a virtual meeting in January. They noted that many of the members would be taking holidays over the coming weeks and that the due dates for action items had been adjusted to take into account the holiday break. The group also noted that several members had already indicated that attending the proposed 8th January 2017 meeting was not feasible. The group suggested that meeting in early February should be sufficient.

**Action items**

|  | **Action** | **Lead** | **Due Date** |
| --- | --- | --- | --- |
|  | Draft service agreement to commence ePhyto Solution build and circulate to IPPC Secretariat | Venkateswaran | 30 January 2017 |
|  | Comments on hub requirements v2.0 from PTC to Secretariat | PTC members | 13 January, 2017 |
|  | GeNS requirements document and WSDL description to Secretariat | Rai | 15 December 2016 |
|  | Comments on GeNS requirements document and WSDL description from PTC to Secretariat | PTC members | 27 January, 2017 |
|  | Finalize hub and GeNS requirements document and WSDL description and return to UNICC | Sela | 20 January 2017 |
|  | Comments on harmonization document from PTC to Dellis | PTC Members | 27 January 2017 |
|  | Comments on product descriptions document from PTC to Horn | PTC Members | 27 January 2017 |
|  | Security factsheet posted | Sela | 20 January 2017 |
|  | KPI discussion document for review by PTC | Sela | 20 January 2017 |