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**2017 IPPC National Reporting Obligation Workshop**

**Region: Pacific**

**Draft agenda with suggested topics**

*(Last update: 2017-05-26)*

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| **First Day****10 August 2017** |
| **Time** |  | **Presenter** |
| **9.00** | Registration of the participants |  |
| **9.30 – 9.45** | Opening of the session- welcoming remarks of the organizer - local and logistical information and arrangements- election of the rapporteur/report writer- adoption of the Agenda | Organizers |
| **9.45 – 10.00** | Introductions (round table of all participants) | All |
| **10.00 – 10.30** | Objectives of the workshop  | IPPC Secretariat  |
| **10.30 to 11.00** | **Group photo****Coffee break** |  |
| **11.00 – 11.30** | Basic information on NROs:- Public and Bilateral NROs- General and specific NRO rules and procedures- NRO educational materials and statistics on the IPP | IPPC Secretariat |
| **11.30 – 12.30** | Latest developments in NROs:- NROs UPDATE- The NRO Year of Phytosanitary legislation- NRO oversight body- e-learning - NRO automatic reminders  | IPPC Secretariat |
| **12.30 – 1.30** | **Lunch break**  |  |
| **1.30 – 3.30** | National reports brought by the participants (round table) | Participants |
| **3.30 – 4.00** | **Coffee break**  |  |
| **4.00 – 5.00** | Hands-on training: IPP data entry (uploading of reports brought by participants) | Participants/ IPPC Secretariat |
| **Second Day****11 August 2017** |  |
| **9.00 – 10.30** | Continued: Hands-on training: IPP data entry (uploading of reports brought by participants) | Participants/ IPPC Secretariat |
| **10.30 – 11.00** | **Coffee break** |  |
| **11.00 – 12.30** | Obstacles in reporting, established good practices at the national level (success stories), experience sharing, problem solution sharing | Participants |
| **12.30 – 1.30** | **Lunch break** |  |
| **1.30 – 2.00** | Frequently asked questions and common mistakes – practical advice | IPPC Secretariat |
| **2.00 – 3.30** | Feedback from participants on NRO automatic reminders, e-learning, NRO statistics | Participants/ IPPC Secretariat |
| **3.30 – 4.00** | **Coffee break**  |  |
| **4.00 – 4.30** | AOB |  |
| **4.30 – 5.00** | Closing of the meeting |  |