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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 |  | |