Report of the Virtual Meeting of the ePhyto steering group (ESG) and

Project Technical Committee (PTC) -18th October 2017

**Present:**

Shane Sela

Laura Vicaria

Venkatram Venkateswaran

Christian Dellis

Gianluca Nuzzo

Walter Alessandrini

Peter Neimanis

Younes Kabbab

Craig Fedchock

Nico Horn

**Absent:**

Maoyu Chen

Shashank Rai

Josiah Syanda

Agenda:

* Update on current status of hub pilot: UNICC
* Business Model survey – Laura
* Action Items
* **Update on current status of hub pilot: UNICC and feedback from pilot countries**

The UNICC provided a review of the current status of the hub pilot. Confirmed that all documents had been released. Registration of the hub is going well, with 6 registered countries so far including China, Netherlands, New Zealand, Korea and Australia. Some initial errors were highlighted but quickly fixed. The UNICC informed ESG members that a meeting with IPPC technical staff had taken place in order to facilitate smooth contact name synchronization and update process. The UNICC further clarified that for each change in the system a release note will be sent out, including relevant documentation to all registered countries in the system in an email format. This method was agreed on by Shane, Christian and Peter.

Christian commented positively on the tool to add additional users on the system. He mentioned that a pending feature however is the ability for country to indicate if they were sending or receiving certificates. The UNICC is currently testing this feature.

Furthermore the UNICC confirmed that the API is now posted on The hub API is now posted at: <https://www.ippc.int/en/publications/84997/> . The reviewed GeNS proposal, following the Valencia meeting had been submitted to the IPPC secretariat.

* **Business Model survey – Laura**

A breakdown of survey results were given. There is a total of 183 companies that answered the survey and a total of 84 of NPPOS that answered the survey. This is the overview at this early stage which Tom will review further in developing the report. Peter commented to the growth of participation of NPPOS in comparison to earlier survey related to ePhyto a few years ago.

Shane further clarified that the disclosure of the data will not be possible. What the ESG is interested in is to simply have the information without specific country information. Overview from survey monkey to be provided to ESG members. The timeframe of the for the report is the 27th of November.

* **Action items (eg. Evaluation of GeNS proposal, ePhyto work plan)**

 The two main documents are the evaluation report of GeNS, and the work plan are the two main documents that the ESG should be focused on. In addition, the Policy Paper on use have been distributed for all members to review and comment. Progress reports for NPPOS and Pilot Countries have also be drafted and will be shared with ESG shortly for their input before distribution.

Shane provided a quick update on a meeting that took place with the standards setting group. Appendix publication was discussed where the URL will be changed and are numbered to ensure sequential. Changes will need to be made to the mapping and links on the website. Second discussion focused on the product deception list. It was agreed in this meeting that the SC should be involved in the approval of any changes of the product description codes. It was thus suggested that for the upcoming SC meeting a process description paper should be drafted describing how we would like that to happen. It is more of a rubber stamp process of which the ESG has actual control over.

**Action items**

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| --- | --- |
| Action | Owner  |
| Indicate if they were sending or receiving certificates  | UNICC |
| Disable ability to change parameters for other countries | UNICC |
| Survey monkey overview of data | Laura |
| All members to provide Product Description List to be sent to Christian  | Christian  |