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Organización de las
Naciones Unidas para la
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Work plan and budget of the IPPC Secretariat for 2019

Agenda item 15.4

Prepared by the IPPC Secretariat

I. Introduction

1. In 2014, the IPPC Secretariat Enhancement Evaluation Recommendation no. 1 stated that: “*One annual work plan and budget for the Secretariat should be developed and approved by the Bureau and it should include clear and achievable objectives, with a detailed as possible breakdown of activities, and required resources in terms of both staff and funding...*”

2. In April 2016, CPM-11 adopted and noted the IPPC Secretariat Work Plan and Budget for 2016, which was the first IPPC Secretariat work plan and budget developed according to the Enhancement evaluation and the first budget to feature numerous additions and improvements. Practice proved that well planned and more transparent work plan and budget for 2016 enabled the Secretariat to better monitor the progress of activities while making sure that costs are under control. This experience was followed by a successful adoption of the IPPC Secretariat Work Plan and Budget for 2017 at CPM-12, held in the Republic of Korea.

3. In June 2017, the CPM Bureau and Financial Committee (FC) intensively discussed the way forward on the IPPC Secretariat Work Plan and Budget for 2018. Bureau and FC proposed several improvements to the work plan and budget format, that included prioritization of the IPPC Work plan based on the Convention and the IPPC Strategic framework and moving the budget process one year ahead.

4. After the Bureau and FC meetings in June 2017, the IPPC Secretariat initiated a thorough process to develop the work plan and budget for 2018 and 2019. Following the adoption of the IPPC Secretariat Work Plan and Budget for 2018 by the Bureau in October 2017, the Bureau is presented the

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IPPC Secretariat Work Plan and Budget for 2019 at its December (virtual) meeting, developed by the IPPC Secretariat.

II. Major Outcomes/Outputs

5. The Work Plan and Budget (WPB) of the IPPC Secretariat for 2019 fully implements the Enhancement Evaluation Recommendations, and the suggestions from CPM Bureau and FC, and it also takes into account all core activities of the IPPC Secretariat (Appendix 1). The Overall Outcome of execution of the 2019 WPB of the IPPC Secretariat is expected to further advance the IPPC mission and contribute to global efforts in protecting food security and environment while facilitating trade.

A. Governance and Strategies (Activity 1 in Appendix 1)

6. *Outcome of Governance and Strategies:* This core activity will further enable the IPPC Contracting Parties (CPs) to participate in the IPPC processes, provide their inputs and receive feedback and support from the IPPC Secretariat. Acting as an open forum for discussion on plant health issues focused on standard setting and implementation of the Convention, the IPPC Secretariat is expected to enable smooth facilitation of the IPPC processes in order for the CPs to make progress in the area of plant health.

7. Governance and Strategies, together with Integration and Support (Section 2.4.), has been given 34 points in the prioritization exercise. Here, prioritization exercise marked CPM as mandatory, while CPM Bureau and FC meetings and Implementation Committee have been given high priority.

B. Standard Setting (Activity 2 in Appendix 1)

8. *Outcome of Standard Setting:* This core activity is to develop harmonized international standards through a transparent and inclusive process to meet the needs of CPs. The IPPC is the only international standard setting organization for plant health recognized by the World Trade Organization, and the IPPC standards provide a harmonized framework contributing to sustainable agriculture and food security, protection of the environment, and trade facilitation.

9. Standard Setting has been given 33 points in the prioritization exercise. Prioritization exercise marked all four major outputs listed above almost equally important to the IPPC Strategic framework.

C. Implementation Facilitation (Activity 3 in Appendix 1)

10. *Outcome of Implementation Facilitation:* This core activity is to further increase the ability and capacities of CPs and their National Plant Protection Organizations (NPPOs) to cope with plant health issues in an informed, inclusive and effective manner.

11. Implementation Facilitation has been given 33 points in the prioritization exercise. Prioritization exercise marked Capacity development, IRSS, IPPC Tools and ePhyto as highly relevant to the IPPC Strategic framework.

D. Integration and Support (Activity 4 in Appendix 1)

12. *Outcome of Integration and Support:* This core activity is expected to further enable effective integration of standard setting and implementation efforts, increase awareness of the importance of the IPPC, manage information and National Reporting Obligations and make advances in the International Year of Plant Health (IYPH) initiative.

13. Integration and Support, together with Governance and Strategies (Section 2.1.), has been given 34 points in the prioritization exercise. Here, prioritization exercise marked information management and resource mobilization as high priority.

III. Budget Allocations

14. The budget proposal for 2019 includes balanced resource allocations among the four core activities in order to ensure that IPPC work for governance and strategies as well as for standard setting is continuously strengthened, while the work for implementation facilitation as well as integration and support is substantially promoted.

A. FAO Regular Programme (RP)

15. The allotment to the WPB of the IPPC Secretariat for 2019 is USD 2.95 million, without any budget deficit (Appendix 1).

B. IPPC Multi-Donor Trust Fund (MDTF)

16. The budget of USD 1.57 million from IPPC MDTF is proposed, where 35% is allocated to the Governance and Strategies as well as the Integration and Support, while Standard Setting and Implementation facilitation were allocated 9% and 56% of the total budget, respectively. It should be noted that certain standard setting activities are an integral part of the Governance and Strategies as well as the Integration and Support. Total staff costs amount to 47%, while operational costs are expected to reach 53% the total budget (Appendix 1).

C. IPPC Projects

17. The budget for the IPPC Projects implemented by the IPPC Secretariat in 2019 amounts to USD 1.65 million (Appendix 1), mainly including the EU Project (725/EC), the STDF ePhyto project (688/STF), the Japan ePhyto Support project (827/JPN), EU IRSS Project (877/EC) and the FAO-China SSC Project (291/CPR). Short description of project is available in the Appendix 2.

D. IPPC In-Kind Support

18. Expected IPPC In-kind contributions for 2019 will amount to USD 0.57 million. Such In-kind contributions are provided to the IPPC Secretariat by CPs or relevant organizations as non-monetary contributions but are translated into dollar values for the purpose of proper budgeting and transparency. (Appendix 1).

IV. Conclusions and Suggestions

19. The WPB of the IPPC Secretariat for 2019 proposes targeted allocations and activities needed to drive the IPPC Secretariat to improved results, greater achievements and increased capacity for serving IPPC CPs within foreseen financial and personnel parameters.

20. The proposed budget aims to realistically represent the work plan for 2019, and it aims to further improve products and services that the IPPC Secretariat provides to the CPs.

21. The CPM is invited to:

- 1) *approve* “The Work Plan and Budget of the IPPC Secretariat for 2019”

Appendix 1 - IPPC Secretariat Work Plan and Budget for 2019

IPPC Mission - Protecting the world's plant resources from pests	Outputs (Expected result/milestones - short description)	Prioritization according to Strategic framework (1 - minimum relevance; 2 - medium relevance; 3 - high relevance; X - mandatory)						Source of funding (in USD 000)								
		Convention	Promote action to prevent the spread of pests	Support harmonization of control measures	Helping CPs meet their obligations	Effective governance	Total score	FAO Regular programme	IPPC Multi-donor Trust fund (122/MUL)	Support to IPPC EU Project (725/EC)	IRSS EU Project (877/EC)	FAO-China SSC Project (291/CPR)	STDF ePhyto Project (688/STF)	Japan ePhyto support (827/JPN)	In-kind support	Total
1. GOVERNANCE AND STRATEGIES																
STAFF COSTS	RP: D1 - Secretary; G5 - Admin support; P2 - Finance support							481								481
OPERATIONAL COSTS (INCLUDING NON-STAFF HUMAN RESOURCES)																
1.1. Commission on Phytosanitary Measures (CPM) - 14th Session																
Present ISPMs for adoption to CPM-15 (2020) and noting	Draft ISPMs presented to CPM in 6 languages (DPs presented in English and translated after adoption) and 5 language review groups managed.	X	X	X	X	X	-									-
Interpretation	CPM-14 interpreted in 5 languages							91							10	101
Organize Side sessions	Side sessions organized							70								70
Support participation from developing countries	Relevant participation activities organized well and on time							10								10
1.2. CPM Bureau and FC		X	1	1	3	X	5	87		30						117
Support participation from developing countries	Relevant participation from developing countries facilitated in the governance and strategic planning									15						15
1.3. Strategic Planning Group (SPG)							2	2								-
Support participation from developing countries	Relevant participation from developing countries facilitated in the governance and strategic planning									20						20
1.4. Standards Committee (SC)		X	1	X	1	X	2									-
Organize the Standards Committee (SC) work and organize meetings to ensure a consensus-based review of draft standards (SC and SC-7 meetings, SC e-decisions) as well as support to participation from developing countries	Two Standard Committee (SC) meetings (interpreted in 2 requested languages: currently Spanish and French) and 1 SC-7 meeting successfully organized and outcomes processed and published. Intersessional work managed through e-decisions.							186							16	202
Support participation from developing countries	Relevant participation from developing countries facilitated									12						12
1.5. Implementation and Capacity Development Committee (IC)		1	1	1			3									-
Organize meetings and support to participation from developing countries	Two meetings organized for Implementation Committee (IC)							12								12
Support participation from developing countries	Relevant participation from developing countries facilitated									20						20
Subtotal Governance and Strategies		1	3	2	4	2	12	937	-	97	-	-	-	-	26	1,060

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2. STANDARD SETTING																
STAFF COSTS	RP: P5 - SSU Leader; P4 - Senior SS Officer; P3 - SS Officer; G4 - Admin support. IPPC MDTF: P2 - SS Officer							664	127							791
OPERATIONAL COSTS (INCLUDING NON-STAFF HUMAN RESOURCES)																
2.1. Identification and Prioritization of Topics																
Organize calls and process submissions	Call for phytosanitary treatments organized and submissions processed Call for topics for standards organized and submissions processed in collaboration with IFU	1	2	X	2	1	6	10	10							20
Update standard setting information	List of topics (LOT) updated in 6 languages twice a year Procedure manual for standard setting, style guide, standard setting pages on IPP, standard operating procedures, pdf searchable database updated							7						10	17	
2.2. Drafting and Expert Input																
Organize one to two calls for experts	Submissions reviewed and experts / authors selected							3							3	
Oversee EWGs work, ensure experts feel engaged and satisfied. Organize 1 EWG meetings: guidance on pest risk management	1 EWG meeting successfully organized and outcomes processed and published as appropriate							15	15					29	59	
Oversee TPs work, ensure experts feel engaged and satisfied, and organize 3 face-to-face meetings	3 face to face TP meetings successfully organized and outcomes processed and published as appropriate Intersessional TP work plan carried out (including virtual meetings)							84						53	137	
Develop and update training materials for CPs and SC members to increase the effectiveness of their participation in the standard setting process, deliver trainings as needed	Training material for CPs participation in the standard setting process and for SC members updated as needed Mentoring programme for new SC members implemented							3						6	10	
2.3. Consultation																
Organize consultation processes on draft specifications and draft standards to ensure all views are collected	Consultations through the OCS for draft Specifications and draft ISPMs, are managed. Objections on draft ISPMs presented to CPM-14 (2019) are processed.	2	2	X	2	1	7	101	10						111	
2.4. Adoption																
Ensure publication of specifications and standards in languages	Approved Specifications are published (in 3 languages), adopted ISPMs (in 6 languages) and LRG reviewed ISPMs (in 5 languages) are published. Process for revoking some standards is managed. 8 Co-publishing agreements are managed.	2	2	X	2	1	7	19							19	
2.5. Other																
Contribute to internal management activities	SSU managed; chronicles, mid-year and annual reports drafted for standard setting; presentations drafted as needed	1	1	1	1	3	7	7						20	26	
Subtotal Standard Setting		7	9	1	9	7	33	924	137	25	-	-	-	-	118	1,204

Appendix 1 - IPPC Secretariat Work Plan and Budget for 2019

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3. IMPLEMENTATION FACILITATION																
STAFF COSTS	RP: P5 - IFU Leader; P4 - Senior Capacity development Officer; P3 - Capacity development Officer; G4 - Admin support. IPPC MDTF: P4 - Senior IRSS Officer; P3 - Capacity development Officer; P2 - Capacity development Officer; EU: G3 - Temporary Assistant							664	476	76						1,216
OPERATIONAL COSTS (INCLUDING NON-STAFF HUMAN RESOURCES)																
3.1. Capacity Development (CD)		1	X	2	2	2	7									-
Produce technical resources	At least 2 technical resources produced. Current knowledge and best practices summarised to enhance implementation of standards (Pest free areas, ISPM 8, risk communication) Call topics reviewed, analysed and technical resources identified for development						-	40	55	30						125
Promote IPPC resources	At least 1 regional/global workshop held. Knowledge transfer to CPs to reinforce the information in technical resources produced.						-		65							65
Formulate and develop projects	At least 1 project proposal drafted and prepared for submission to the donors on priority IPPC programmes.						-	25								25
Implement FAO projects	At least 2 multi-year capacity development projects managed in collaboration with FAO and other partners. STDF project on the application of the systems approach tool. Development and piloting of a dispute avoidance tool that can assist CPs to negotiate phytosanitary measures and aid in determination of equivalence						-									-
Manage IPPC projects	FAO/China south cooperation programme activities enhancing CPs in the one belt one road countries to implement the IPPC and standards better Pilot project on surveillance Japan programme support implementation of the e-phyto programme resulting in meeting the pilot country implementation objectives						-		20			260				260
							-							225		225
3.2. IRSS		2		2	2	2	8									-
Manage IRSS annual programme and achieve deliverables	Proposals of IPPC recommendations Production of desk studies Evaluation and feed back on desk studies and technical resources M&E programme										20					20
											90					90
											85					85
											120					120
3.3. Dispute Avoidance and Settlement (DAS)		X					-									-
Promote the IPPC Dispute Avoidance and Settlement Procedure	IPPC Dispute Avoidance guide is produced and at least 2 workshops/seminars are held to promote the IPPC Dispute Avoidance Procedure among the contracting parties								20			40				60
Facilitating CPs dialog on existing disputes	Disputes brought to IPPC considered and actions taken by CPs and bilateral communication and dialog among CPs is facilitated								10							10
3.4. Tools		1	1	3	2	1	8									-
Manage PCE activities	At least 2 PCE application supported per year							11								11
3.5. Ephyto		3		3			6									-
Implement IPPC ephyto projects	Capacity development actions for 15 pilot countries concluded and 4 initiated								200			350		240		790
3.6. Sea Containers		2					2									-
Organize meetings of the Sea Container Task Force in China	One face to face meeting of the Sea Container task force in Shanghai, China: The adoption of the IMO sea container guideline by CPs monitored							11	25					25		61
3.7. Other						2	2									-
Contribute to internal management activities	IFU managed; chronicles, mid-year and annual reports drafted; presentations drafted as needed							7								7
Subtotal Implementation Facilitation		9	1	10	6	7	33	768	881	106	315	300	350	225	265	3,210

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4. INTEGRATION AND SUPPORT																
STAFF COSTS	RP: P4 - Integration and Support Officer (moved from IFU); IPPC MDTF: P2 - Integration and Support Officer (NRO)							191	127							318
OPERATIONAL COSTS (INCLUDING NON-STAFF HUMAN RESOURCES)																
4.1. Information Management																
Improve IT Tools (OCS, IPP) to better fit user needs	OCS maintained and improved as needed, and based on the feedback of stakeholders; OCS training material updated as needed; all users request are addressed; and at least one face to face and two virtual trainings are delivered. IPPC information systems (IPP, Phyto.info, APPPC, PCE) are maintained and improved as needed; IPP is fully migrated to under fao.org and operational; new ORS and new SharePoint platform for secretariat are developed and configured.							25	30	10					6	71
								15	34						49	
4.2. Communication and Advocacy																
Plan and coordinate IPPC communication and advocacy activities	IPPC awareness raising activities are planned and coordinated (2019 IPPC Secretariat Communications Work Plan; CPM Communication workplan; contribution to AG communication group and publishing board and communication support to the IPPC regional workshops is provided)							10	15					20	45	
Implement IPPC communication and advocacy activities	Communication and advocacy material/products are produced (IPPC Secretariat Reports (annual & mid-year); at least three advocacy documents are produced; at least 3 seminars/side sessions are organized; IPPC news, media and social media are maintained and expanded.							20	32						52	
4.3. International Cooperation																
Maintain and coordinate IPPC partnerships and liaison activities	Work with Secretariat staff to ensure new partnership with CABI, WCO and re-new CBD partnership; provided support for liaison activities for other Secretariat members; and 5-8 missions are carried out.							10							10	
Organize and conduct side sessions, workshops and trainings	At least two IPPC side sessions organized during the event of IPPC partners (CBD, SPS, WTO, STDF, RPPOs, NPPOs, FAO Reg PPOs, FAO Units)							5							5	
4.4. NROs																
Manage NRO programme	NRO capacities of CPs are developed (at least 1 IPPC regional NRO are held in 2019); awareness raising support through (NRO year, NRO letter, NRO update, statistics, analysis, assistance) is provided to CPs to improve the NRO programme delivery; a tool for data transfer of pest reporting from RPPOs websites to IPP is developed and operational; and IPPC Official Contact Points and editors database is maintained.	X													50	
4.5. IPPC Community Activity																
Organize meeting and support participation in the TC-RPPO activities	Cooperation between RPPOs and the IPPC Secretariat and among RPPOs is facilitated to avoid duplication and build synergies. TC-RPPO discusses and proposes relevant actions for supporting the CPM work programme; Travel organized well and on time								18						18	
Organize 7 IPPC Regional Workshops	Capacity of Contracting Parties to formulate and provide comments on draft ISPMs is facilitated and important phytosanitary issues discussed. Contracting parties around the world have the opportunity to exchange views on draft standards, learn the recent activities of the IPPC in more detail and exchange implementation experiences within their regions; Travel organized well and on time							20	35	20		80		130	285	
4.6. Resource Mobilization																
Support Secretariat's activities for resource mobilization	Three missions to potential donors undertaken								18						18	
4.7. IYPH 2020																
Develop and support tools associated with IYPH, as well as organize regular meetings of the IYPH Steering Committee	Two IYPH StC meetings are organized; IYPH official launch event organized and IYPH Communication plan for 2019 is implemented.								180			100			280	
4.7. Other																
ISPM 15 Symbol registration	Support is provided to the finalization of ISPM-15 symbol registration							20							20	
General operating costs									29						29	
Subtotal Integration and Support																
Total																
		8	2	2	7	3	22	316	548	30	-	200	-	-	156	1,250
		25	15	15	26	19	100	2,945	1,566	258	315	500	350	225	565	6,723

Appendix 2 - Short Description of the IPPC Projects for 2019

Project title: Special International Plant Protection Convention Trust Fund (IPPC Multi-donor trust fund)	
Donors: Australia, Canada, Ireland, France, Japan, International Seed Federation, Netherlands, New Zealand, Republic of Korea, South Africa, Sweden, Switzerland, USA	
Project symbol: MTF /GLO/122/MUL	Total budget: USD 6,448,735
Project duration: 01 Jan 2004 - 31 Dec 2019	2019 budget: USD 1.566 million (dependent on voluntary contributions)
<p>Short project description:</p> <p>The project is supporting the overall Secretariat work programme including the organization of workshops on plant health risk analysis, drafting of standards on phytosanitary measures related to pest risk analysis, pest risk assessment and management, plant quarantine, phytosanitary measures to use in international trade, establishment of directives for pest eradication programmes, how to develop phytosanitary certificates, the methods of irradiation as phytosanitary measures, guidelines to establish phytosanitary import regulation systems, attendance of developing country members of the Commission at IPPC meetings, information exchange, regional workshops on draft standards and implementation, development and guidance for countries to use in the evaluation of institutional and regulatory aspects of national phytosanitary systems, encouraging individual members to utilize Phytosanitary Capacity Evaluation (PCE) and formulate national Phytosanitary plans. All the techniques developed are applied in the countries which are members of the International Plant Protection Convention.</p>	

Project title: Support for implementation of the International Plant Protection Convention (IPPC)	
Donor: European Commission	
Project symbol: GCP /GLO/725/EC	Total budget: USD 989,011
Project duration: 01 Jan 2017 - 31 Dec 2019	2019 budget allocation: USD 258,000
<p>Short project description:</p> <p>The overarching objective of the project is to contribute to efficient and inclusive trade by increasing the capacity of contracting parties to implement the IPPC and its ISPMs. In the multi-lateral trading system the greater bulk of traded commodities are plant based. A majority of developing contracting parties rely on the trade of bulk or raw products for their economic development.</p> <p>Heading towards 2020 the IPPC has agreed upon one general goal – to increase the overall capacity of the contracting parties and the IPPC Secretariat to implement the Convention. This work will be undertaken through standards setting, implementation facilitation and communication and partnership, with each year leading up to 2020 focusing on specific plant health themes: food security, trade facilitation, environmental protection, capacity development and the culminating International Year of Plant Health (IYPH). Through the EC's support in implementation of the Convention and ISPMs, contracting parties' participate in implementation and ISPM development, IPPC's goal becomes more achievable. The project is therefore directed to enable developing contracting parties to have an improved ability to implement the IPPC and key ISPMs to enable safe trade and dispute avoidance.</p>	

Project title: ePhyto - Global electronic trade facilitation: Enhancing safe trade in plants and plant products	
Donor: STDF	
Project symbol: MTF /GLO/688/STF	Total budget: USD 1,728,000
Project duration: 15 Dec 2016 - 14 Dec 2019	2019 budget allocation: USD 350,000
<p>Short project description:</p> <p>The project aims to provide developing countries with the ability to use a simple generic web-based system designed with the capability to produce, send and receive electronic phytosanitary certificates (ePhyto). The project is expected to establish a harmonised exchange tool for all countries that should eliminate the cost and complexity of countries needing to develop and implement exchange protocols with trading partners on a country by country basis. This will make it easier for countries (especially those with limited resources) to start transmitting electronic phytosanitary certificates for their export consignments and to receive certificates for imported consignments. At a global level, electronic certification systems may also facilitate integration of phytosanitary processes with other electronic border systems. Trade logistics systems will also be improved as trade flows become more predictable and efficient. Improved efficiencies in the trading environment also support international objectives in ensuring food security.</p>	

Project title: Strengthening the capacity of developing contracting parties to implement the International Plant Protection Convention (IPPC)	
Donor: China	
Project symbol: GCP/INT/291/CPR	Total budget: USD 2,007,541
Project duration: 2017-2020	2019 budget allocation: USD 500,000
<p>Short project description:</p> <p>The proposed project is expected to contribute to an improvement in food security and agricultural trade in participating countries. It is expected that through project interventions there should be an increased capacity of developing countries to implement the IPPC and its standards.</p> <p>Directly, the project aims to deliver the following:</p> <p>Output 1: Improved capacity of 226 developing country representatives from over 100 countries to understand the IPPC;</p> <p>Output 2: Inter-regional cooperation among 40 developing countries on the Chinese “One Belt, One Road” strategy enhanced;</p> <p>Output 3: Implementation of IPPC programmes enhanced through technical partnership with China’s NPPO;</p> <p>Output 4: Awareness of the IPPC increased at global, regional and national levels.</p>	

Project title: Cooperation for development of the ePhyto Solution and implementation of the Convention	
Donor: Japan	
Project symbol: GCP /GLO/827/JPN	Total budget: USD 675,681
Project duration: 01 Sep 2017 - 31 Aug 2020	2018 budget allocation: USD 225,000
<p>Short project description:</p> <p>The project aims at enhancing the countries capacity to implement standards on import and export certification (using an ePhyto solution) and pest exclusion.</p> <p>The project impact is to implement safe trade capacity development actions aligned with FAO strategic objectives and with the UN-SDGs on trade facilitation.</p> <p>This outcome will be achieved through two main outputs:</p> <ul style="list-style-type: none"> - Output 1. Technical backstopping support to the IPPC ePhyto system provided. - Output 2. Implementation and capacity development support provided. 	

Project title: Implementation Review and Support System (IRSS) of the IPPC (third cycle)	
Donor: European Commission	
Project symbol: GCP /GLO/877/EC	Total budget: USD 922,758
Project duration: 01 Feb 2018 - 31 Jan 2021	2019 budget allocation: USD 315,000
<p>Short project description:</p> <p>The project undertakes activities that evaluate and identify contracting parties' plant protection challenges and best practices. These activities generate national, regional and global information about implementation of the Convention, international standards for phytosanitary measures (ISPMs) and emerging issues in plant health. All information on IRSS reports, studies, surveys, workshops and symposiums are publicly available on ippc.int IRSS page. These activities feed into the Triennial Implementation Review Report which summarizes the situation of the implementation of the Convention and its standards by contracting parties.</p>	