

28th February 2018

Virtual Meeting Report of the IPPC ePhyto project Technical Committee & IPPC ePhyto Steering Group

Present Participants:

Walter Alessandrini (AR)
Heqin Yang (CN)
Craig Fedchock (IPPC Secretariat)
Nico Horn (NL)
Peter Neimanis (AU, Chair)
Josiah Syanda (KE)
Younes Kabbab (MAR)
Shane Sela (IPPC Secretariat)
Laura Vicaria (IPPC Secretariat)
Venkat Venkateswaran (UNICC)
Gianluca Nuzzo (UNICC)

Participants not able to attend:

Christian Dellis (US)

1. Business modelling (report and new ToR for remaining work) –Laura

The Business Model report, developed by the TDFA consultant, was posted on the OCS system to gather feedback and comments from the ESG in order to finalize the report. The Secretariat clarified that the report carrying all comments and feedback was circulated to the ESG as well as the TDFA consultant. A meeting will be taking place with the TDFA consultant to discuss the best way to incorporate the comments and how to move forward with finalizing the report. A final ToR for the TDFA consultant to finalize the report (including develop the donor funding model) has been drafted and is currently under circulation to the ESG for input. The Secretariat clarified that all input is being gathered and that the ToR is expected to be finalized by the end of the week.

2. Hub update (response to concerns raised in Kuala Lumpur survey; next steps to close out pilot, final hub survey) – UNICC

Before the ePhyto Symposium, a survey was circulated to all hub pilot countries to gather feedback with regards to their experience with the hub. The feedback has been discussed at the ESG meeting in Malaysia and the UNICC provided responses to the requests and concerns raised by pilot countries through this report. The secretariat, based on the survey results and UNICC answers has developed a hub pilot evaluation report which is being finalized for distribution to the ESG for input by the end of the week.

The hub pilot has been scheduled to be closed and completed by the 15th of March, as discussed in Kuala Lumpur. A final survey is planned to be circulated to pilot countries for final feedback. The UNICC clarified that they are finalizing the first draft of this survey and will be distributed to the ESG. ESG members noted



the need for a survey question that will allow feedback on their experience with the harmonization requirements.

With regards to the closing of the pilot, the UNICC clarified that from a technical perspective (hub delivery and requirements) the hub is complete. However, the integration of national systems and the actual success of harmonized message exchange is up to countries to determine. The UNICC encouraged that the hub go into production once the technical assessment is done, and not wait until all harmonization is successfully applied. ESG members agreed that the pilot can be complete once the technical objectives are met in March, recognizing that further work will be needed on harmonization. An enquiry was raised concerning the distinction of the hub pilot and the IAG pilot and how these should be treated. The Secretariat clarified that the distinction between the hub pilot and the IAG pilot. The hub pilot is a proof of concept (technical pilot). The IAG pilot, encompasses the objective to test the operation and utility of the system for industry and government. The IAG pilot should be treated as part of the production phase and should not influence the closing of the hub technical pilot.

The final decision is to close the technical hub in mid-march, once the UNICC releases the next version of the hub into production.

The Secretariat recommended the development of a document which; summarizing the purpose of the technical pilot, and the two elements that confirm that the pilot part is complete (two surveys), including the additional aspects such as the industry pilot that will be taking place and countries continued work on harmonizing the message exchange which will continue into the production phase. ESG members agreed.

From the perspective of Argentina, the harmonization experience has been mixed. The countries that are compliant with the harmonization code are the USA and New Zealand (and Korea is close) With the Netherland and Australia there were complications due to differences in formats being used.

3. GeNS development – UNICC

The UNICC provided feedback on the current status of the GeNS, highlighting that the GeNS proposal has been signed and the first kick off meeting with the secretariat has taken place. Work has initiated on the design, developing the look and feel of the system. Wireframes are being developed and are expected to be released early next week to the ESG for input. The chair enquired about the availability of material to demonstrate at CPM. The UNICC clarified that the wireframes will be ready by that time to demonstrate the progress of the project.

4. CPM preparations – Shane/Craig

The CPM ESG/ePhyto progress report had been drafted and submitted to the Bureau for review and feedback early in the month of February 2018. The feedback received encouraged more input is given to providing a clear picture and outlining a plan, budget and strategy beyond STDF and the original development of the project. The secretariat has taken on this feedback and is working on developing the report further. The secretariat clarified that the strategy developed will be presented to the bureau in June, further fleshed out for the SPG and presented to CPM14 (2019). The ESG discussed the potential of having a hub demonstration at CPM13 (2018). Strong support was given to have Argentina form part of this demonstration. The Secretariat will pursue this further with the bureau.

5. IAG Pilot – Shane

A short IAG meeting took place to discuss the potential of an IAG/ePhyto Pilot, in Malaysia during the ePhyto Symposium. Since then, there has been significant email conversations to clarify the way forward with this pilot. The Secretariat will compile all discussed items and agreed procedures in a short document to be circulated to ESG, to provide clarity to the status of the pilot and the steps forward.

6. Africa Symposium Proposal –Josiah/Younes

ESG Africa and Near East members drafted a proposal for a regional ePhyto workshop to take place in their regions. This draft proposal was circulated to the ESG and feedback has been provided. It was highlighted that an overview of remarks document was further distributed for input, and feedback is pending and encouraged by ESG members. Some of the pending decisions is the split of the symposium into two languages as well as the strategy for the budget. The Africa ESG representative commented on the need to refine the document and give it the necessary push at the CPM.

Action Items:

Action	Owner	Due Date	Status
Circulate Hub Pilot evaluation report to ESG, following first survey feedback	Bing	2 nd March	Complete
IAG Pilot summarized discussion and strategy forward document	Shane	8 th of March	
Hub pilot summary	Bing	9 th Feb	

Work Plan:

Break down of the expected tasks of February and those that will be coming up in March

February Tasks		
Task	Owner	Status
Circulate draft report on hub pilot to ESG for review	Sela	?
Develop paper on participation process on ePhyto Solution (hub+Gens)	Sela	Complete
Draft of proposal on symposium in Africa circulated to ESG for review	Syanda/Kabbab	Report circulated and ESG has provided input
Finalize survey for HUB	UNICC/Vicaria	Discussed, and in progress
2nd progress report due to STDF	Sela	Under Review

Circulate report of ESG (Malaysia) meeting to ESG for review	Vicaria	posted on OCS, ESG to provide feedback 14 th of March
Draft report ESG/ePhyto progress for CPM and develop side-session concept. Circulate to ESG for review	Sela	Complete
Draft report of PAC/Business Modelling meeting and circulate to PAC and ESG	Vicaria	Written, final review and will be circulated shortly
Initial draft of business modeling document reviewed (case studies, assessment criteria,...)	Vicaria	Uploaded to OCS, ESG input has been collected
Circulate GeNS business training tools to ESG/PTC for review	Fedchock/Sela	?
Draft report of IAG and ESG meetings in Malaysia for review by working groups	Vicaria	Circulated for ESG input
Circulate draft report of ePhyto progress to NPPOs/GeNS	Vicaria	Sent out 28.2.2018
Report to GeNS countries on ePhyto progress	Vicaria	Sent out 28.2.2018
Report on pilot costs of hub operation	UNICC	?
Send Out Hub Survey	Vicaria	?
Develop story board for Hub Demo (ePhyto superstars)	UNICC/Sela	To be moved after April
IAG Pilot- Develop Framework, Methodology and Questions	Sela/IAG	In progress

March Tasks		
Task	Owner	Status
Wed Mar 14 Identification of potential funding options for symposium in Africa	(Fedchock/Sela)	
Thu Mar 15 Close hub pilot - notify countries/request completion of evaluation	(Sela/Vicaria)	
Thu Mar 15 Finalize ePhyto Logo	(Vicaria)	completed
Thu Mar 15 Post report on IAG and ESG (Malaysia Meetings)	(Vicaria)	



Fri Mar 16 Circulate revised report of hub evaluation to PAC for comment	(Vicaria)	
Fri Mar 16 Finalize reports of Symposium workshop and IAG/ESG meetings/Post on IPP	(Vicaria)	
Tue Mar 20 Develop ePhyto Strategic Plan- circulate to ESG and IAG	(Sela)	
Tue Mar 20 Hub Demo Film Complete	(UNICC/Sela)	Move dates back until after CPM
Fri Mar 30 All day Review of hub functionality and draft report on hub pilot outcome/circulate to ESG for review, then publish outcome	(Sela)	