



28th March 2018

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

Present Participants:

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)
Christian Dellis (US)

Participants not able to attend:

Walter Alessandrini (AR)
Heqin Yang (CN)

- **Hub Update: closing of the hub pilot and system update – UNICC**

The UNICC provided some feedback on the current progress of the HUB, clarifying that they had drafted the questionnaire for evaluation that is yet to be approved by the ESG, that they are working with Argentina to test Push mechanism of the Hub, and beyond that there have been no further advancements or feedback from countries on the hub.

Discussion focused on how to proceed with the hub survey and whether it would shape when the hub pilot will be closed. Members agreed that from a technical perspective, the hub pilot had met all of its objectives. Recognizing that harmonization is still pending and will be a matter to tackle. The ESG agreed that the hub pilot will be closed by march 31st, announced at the CPM, and new countries will be allowed to onboard. In the mean time, Shane will distribute the hub survey for final revision and then distributed to pilot countries, and a document will be drafted to formalize how new countries will join. It was suggested that countries need to sign up to a test environment and send out x amount of test messages to a particular country, and their mapping is then reviewed to verify if it is correct and ready for production. It was further agreed that any feedback that is sent out, regarding the mapping should come from a centralized point, the IPPC.

- **Strategy for validating county Alignment to Mapping – Christian and Gianluca**

An implementation process needs to be defined for new countries entering the hub, in order to validate that their messages are aligning to the mapping. The UNICC clarified, that in their opinion it is simply a question of applying a schema validation mechanism. This schema will differ in terms of application between the GeNS and the HUB, but in essence they carry out the same function, to validate the messages and give countries feedback on what elements are missing or are incorrect,

etc. For non-compliant information, the idea is to provide and develop the codes (which will be needed for GeNS development) in a centralized service, in order to have them available for any application, equally providing feedback to users when they are being miss used.

Following discussion, it was agreed that the validation tool will be placed in the hub and also available as a web service. It was noted, that while the tool is being developed, pilot countries will assist with validation in the meantime. Following the announcement of the closure of the hub at CPM13, ESG agreed that the Beginners Guide Presentation will be made available for countries at the event.

- **GeNS Progress -UNICC**
UNICC provided feedback on the current progress of the development of the GeNS. Currently finalizing details of the login page and started the development of the user interspace, completing functionality of certificate request.
- **CPM and demonstration of the HUB- Shane**
It was suggested that Christian and Walter to present at CPM. This will be further discussed and confirmed at a later stage.
- **Technical Team TORs – UNICC**
The Technical Team TORS were distributed to the ESG for feedback. In this process it was questioned where there is a need for such a technical team when there is already the ESG established that is composed of members that also have a technical team. It was clarified however that the purpose of the technical group was to support the ESG with certain evaluations, and to iron out all the hub pilot technical issues and improvements. This discussion was not concluded and will be continued in the ESG Meeting in Dublin.
- **CPM and demonstration of the HUB- Shane**
It was suggested that Christian and Walter to present at CPM. This will be further discussed and confirmed at a later stage.
- **Other Matters:**
Josiah announced that Kenya will be hosting the second Phytosanitary Conference, were it would be a good opportunity for information on ePhyto to be given out. The conference is from the 4-8th of June.

Action Point	Owner	Status
Distribution of Hub Survey to ESG members for final revision	Shane	
Drafting and distribution of document formalizing next steps for countries wishing to join the hub	Laura	Drafted, shared with Shane for input, yet to be shared with ESG
UNICC will inform us on the timeline for the development of the validation tool	UNICC	
Draft Results of the hub pilot report	Shane	
Make Beginners Guide ePhyto presentation available at CPM	Craig/Shane	



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/Sela	ESG discussion, in process of finalizing
2nd progress report due to STDF	Sela	Complete
Circulate report of ESG (Malaysia) meeting to ESG for review	Vicaria	Edited by ESG, currently under editing by Laura, and will be circulated to presenters for final review
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	Complete
Initial draft of business modeling document reviewed (case studies, assessment criteria,...)	Vicaria	Complete
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	Complete
Circulate draft report of ePhyto progress to NPPOs/GeNS	Vicaria	Complete Sent out 28.2.2018
Report to GeNS countries on ePhyto progress	Vicaria	Complete Sent out 28.2.2018
Report on pilot costs of hub operation	UNICC	?
Send Out Hub Survey	Vicaria	Awaiting final version of survey
IAG Pilot- Develop Framework, Methodology and Questions	Sela/IAG	Complete



Wed Mar 14 Identification of potential funding options for symposium in Africa	(Fedchock/Sela)	Pending
Thu Mar 15 Close hub pilot - notify countries/request completion of evaluation	(Sela/Vicaria)	Pending decision
Thu Mar 15 Finalize ePhyto Logo	(Vicaria)	completed
Thu Mar 15 Post report on IAG and ESG (Malaysia Meetings)	(Vicaria)	complete
Fri Mar 16 Circulate revised report of hub evaluation to PAC for comment	(Vicaria)	Need final survey results to complete evaluation
Tue Mar 20 Develop ePhyto Strategic Plan- circulate to ESG and IAG	(Sela)	In progress
Fri Mar 30 Review of hub functionality and draft report on hub pilot outcome/circulate to ESG for review, then publish outcome	(Sela)	Dependent of hub pilot closing date
April : CPM 13- Hub and GeNS demonstration	UNICC/Sela	