**IC Action List (**2020-03-10**)**

| **IC added to action list** | **Paragraph number of report** | **Category-1** | **Category-2** | **Description of tasks** | **Status (Concept; Planned; In progress; Delayed; Cancelled; Done)** | **Notes on status, if needed** | **IC Lead** | **others participants** | **IPPC Secretariat lead** |
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| 2019-05 | 153(1) | Web resources | Contributed resources | IST to investigate with FAO relevant divisions a possibility to maintain an IPPC Secretariat repository for the purposes of contributed resources | In progress |   | Sally |   | Masumi |
| 2017-12 | 108(7) | Web resources | Design the IPP Implementation and capacity development pages | To update the IC on the Phytosanitary treatment search tool | Concept | Updates to be provided in 2018 November meeting | Stephanie | Chris, Dominique, Francisco, Mamoun, Ngatoko, Sally, Yuji | Masumi |
| 2018-05 | 106(2) | Web resources | Design the IPP Implementation and capacity development pages | The Team to work with the Secretariat to improve the interface and content of the IPP I&CD pages | In progress |  | Stephanie | Chris, Dominique, Francisco, Mamoun, Ngatoko, Sally, Yuji | Masumi |
| 2019-05 | 147(1) | Web resources | Design the IPP Implementation and capacity development pages | IST and IFU to work collaboratively with the IC Team on ICD Web - based Resources Management to develop a mock-up and consider how to link it to the IPP home page. The feasibility to doing this work should also be investigated. A timeframe and work plan for the implementation to be proposed and agreed once discussed.  | In progress |   | Stephanie | Chris, Dominique, Francisco, Mamoun, Ngatoko, Sally, Yuji | Ketevan |
| 2019-05 | 71(1) | Web resources | Design the IPP Implementation and capacity development pages | To set a virtual meeting between the IC Members and IPPC Secretariat responsible staff members to further discuss the Landing Page and Implementation and Capacity Development ICD web resources management issues  | Planned | meeting was never convened | Stephanie | Chris, Dominique, Francisco, Mamoun, Ngatoko, Sally, Yuji | Ketevan |
| 2017-12 | 108(5) | Web resources | Contributed resources | To review technical resources submission, review and posting processes and criteria after the final structure and content of the phytosanitary resources page is decided | Delayed |   | Stephanie | Chris, Dominique, Francisco, Mamoun, Ngatoko, Sally, Yuji | Ketevan |
| 2017-12 | 113(9) | Web resources | Contributed resources | To issue the call for contributions on the development of technical resources | In progress |  | Stephanie | Chris, Dominique, Francisco, Mamoun, Ngatoko, Sally, Yuji | Ketevan |
| 2019-05 | 96(7) | Web resources | Contributed resources | The Guidelines for the prevention, eradication and containment of *Xyllella fastidiosa* in olive-growing areas produced by the FAO should be considered a contributed resource | In progress |  | Sally |   | Masumi |
| 2018-05 | Appendix 9 | Team NRO | Oversee the NRO work programme  | The IPPC Secretariat presents an annual report to the IC in May of each year outlining the NRO activities that have been completed | Concept |   | Sally |   | Qingpo |
| 2019-05 | 113(2) | Team NRO | Oversee the NRO work programme  | Information on NROs should be prepared by the Integration and Support Team (IST) and NRO IC Team and reported to the IC during their May meetings.  | Concept |   | Sally | Olga, Magda, Mamoun | Qingpo |
| 2019-05 | 113(2) | Team NRO | Oversee the NRO work programme  | The IC in turn would present a report to the CPM. The approach of the SPS Committee on sharing information on notifications submitted by member countries to be considered by the IC NRO Team | Concept |   | Sally | Olga, Magda, Mamoun | Qingpo |
| 2019-05 | 113(5) | Team NRO | Oversee the NRO work programme  | IST to work with the NRO IC Team to provide suggestions on how to improve NROs through reaching out projects meant to provide assistance on emergencies  | In progress |   | Sally | Olga, Magda, Mamoun | Qingpo |
| 2019-05 | 113(6) | Team NRO | Oversee the NRO work programme  | IST to continue work as outlined in their current work programme, no additional activities to be undertaken without IC consultation | Concept |   | Sally | Olga, Magda, Mamoun | Qingpo |
| 2019-05 | 113(11) | Team NRO | Oversee the NRO work programme  | IST to share the analysis of responses to the NROs survey with the IC, via the NRO IC team | Planned |   | Sally | Olga, Magda, Mamoun | Qingpo |
| 2019-05 | 113(12) | Team NRO | Oversee the NRO work programme  | IST to share 2019 IPPC Regional WorkshopsRWs materials on NROs with the IC NRO Team to receive suggestions from them | In progress |   | Sally | Olga, Magda, Mamoun | Qingpo |
| 2018-11 | 75(4) | SG SCTF | Support Sea containers work programme | The final decision on approval of the SCTF Work Plan to be made through an IC e-Decision when the report of the SCTF second meeting is available | In progress |   | Mamoun |   | Ketevan |
| 2018-11 | 75(4) | SG SCTF | Support Sea containers work programme | The final decision on approval of the SCTF Multi-Year Action Plan to be made through an IC e-Decision when the report of the SCTF second meeting is available | In progress |   | Mamoun |   | Ketevan |
| 2018-05 | 72(8) | SG SCTF | Support Sea containers work programme | The IC to recommend to the CPM that the dedicated relevant resources to be allocated to the SCTF.  | Concept |   | Olga | Mamoun | Ketevan |
| 2017-12 | 71 | SG SCTF | Support Sea containers work programme | The North American Sea Containers initiative and the anticipated development of related materials. Those could be shared with the SCTF.  | Concept |   | Stephanie | Mamoun | Ketevan |
| 2019-05 | 99(4) | SG SCTF | Support Sea containers work programme | The IC Lead for the SCTF to inform the SCTF of the approval of the work plan and Multi-year Action Plan and request SCTF members to identify the expected outcome for each action item and track its progress | In progress |   | Mamoun |   | Ketevan |
| 2019-05 | 102(1) | SG IRSS | Review IRSS work programme and activities | New topics proposed for the IRSS third circle to be accompanied by a summary document by submitters to be further discussed by the IRSS IC Sub-group in a virtual meeting  | In progress | The Sub-Group agreed (Sept 2019) not to proceed with this until said documents are received. SC proposal originates from TPDP and will be discussed again during the SC Nov meeting. | Dominique | Dilli, Francisco, Sally, Sam, Juliet | Ketevan |
| 2019-05 | 102(2) | SG IRSS | Review IRSS work programme and activities | IPPC Secretariat to provide relevant summaries for IRSS topics proposed at this meeting by the SC, TC-RPPOs and IPPC Secretariat  | In progress | See above re: SC and TC-RPPO projects. Secretariat provided summary on Surveillance and PFA survey. Survey was distributed during the Symposium OCt 2019. | Dominique | Dilli, Francisco, Sally, Sam, Juliet | Ketevan |
| 2018-11 | 55 | Regional Workshops | Support IPPC Regional Workshop | Regional Workshops could be used as the venue to discuss implementation issues of selected ISPMs | Concept |   |   |   | Sarah |
| 2019-05 | 89(9) | Regional Workshops | Support IPPC Regional Workshop | Mr Dominique PELLETIER (CANADA), to support the SC in the development of a presentation for the authorization of entities | In progress |   | Dominique | Francisco, Philip | Sarah |
| 2019-05 | 173(2) | Projects | Project reporting related to phytosanitary issues (IC members; IPPC Secretariat; other relevant partners) | To update the CPM on the roles of the IC and Implementation and Facilitation Unit on the project related activities  | Planned |   | Olga |   | Brent |
| 2019-05 | 141(3) | Projects | Project reporting related to phytosanitary issues (IC members; IPPC Secretariat; other relevant partners) | IPPC Secretariat to investigate whether a web-based data entry for projects, project templates and project reports could be established | In progress |   |   | Dilli, Mamoun | Sarah |
| 2018-05 | 100 | Projects | Project reporting related to phytosanitary issues (IC members; IPPC Secretariat; other relevant partners) | The IC needs to have a list of ongoing IPPC Secretariat projects, be updated on them | In progress | For discussion as part of IC Projects Paper drafted by IC Projects Working Group and IFU Secretariat for presentation at upcoming 2019 May IC Meeting | Chris |   | Sarah |
| 2018-05 | 45(4) | Projects | IC as a steering committee for IPPC Secretariat capacity development projects | The IPPC Secretariat should provide a dashboard for the projects the IFU was working on to help IC members understand the progress being made.  | In progress | For discussion as part of IC Projects Paper drafted by IC Projects Working Group and IFU Secretariat for presentation at upcoming 2019 May IC Meeting | Chris |   | Sarah |
| 2018-05 | 45(2) | Projects | IC as a steering committee for IPPC Secretariat capacity development projects | Future implementation and capacity development projects should be evaluated and selected based on their anticipated global impact. | In progress | For further discussion and clarification at the 2019 May IC Meeting (noting 'Steering Commitee' terminology concerns) | Chris |   | Brent |
| 2018-11 | 93(3) | Projects | Project reporting related to phytosanitary issues (IC members; IPPC Secretariat; other relevant partners) | The Secretariat and IC lead to develop an IC discussion paper on how information on projects could be used to facilitate Implementation and Capacity Development activities on the global level | In progress | IC Projects Paper drafted by IC Projects Working Group and IFU Secretariat for presentation at upcoming 2019 May IC Meeting | Chris |   | Sarah |
| 2018-05 | 80(3) | PCE | Support PCE tool implementation | The PCE Strategy to be reported to CPM. | Concept |   | Magda | Olga, Francisco, Mekki, Fitzroy | Sarah |
| 2018-05 | 77(3) | PCE | Support PCE tool implementation | The promotion of the PCE to be undertaken through FAO regional offices and RPPOs.  | Concept |   | Magda | Olga, Francisco, Mekki, Fitzroy | Sarah |
| 2018-05 | 77(4) | PCE | Support PCE tool implementation | A table to be developed by the IC working group to demonstrate the relevance of the PCE outcomes to donors (benefits aligned to donors objectives). | Concept |   | Magda | Olga, Francisco, Mekki, Fitzroy | Sarah |
| 2018-05 | 77(5) | PCE | Support PCE tool implementation | Case studies to be accumulated and used for promotional purposes. | Concept |   | Magda | Olga, Francisco, Mekki, Fitzroy | Sarah |
| 2018-05 | 77(6) | PCE | Support PCE tool implementation | To employ a regional approach to inform countries of each region on the PCE related work and outcomes of its application.  | Concept |   | Magda | Olga, Francisco, Mekki, Fitzroy | Sarah |
| 2018-05 | 77(7) | PCE | Support PCE tool implementation | Bilateral cooperation - developed countries providing funds for their exporting partners. | Concept |   | Magda | Olga, Francisco, Mekki, Fitzroy | Sarah |
| 2018-05 | 77(8) | PCE | Support PCE tool implementation | Nationally funded projects, including through loans | Concept |   | Magda | Olga, Francisco, Mekki, Fitzroy | Sarah |
| 2018-05 | 77(9) | PCE | Support PCE tool implementation | To transparently demonstrate the cost of the PCE application and expenditure versus benefits to enable NPPOs to encourage central government to invest, industries to subsidize the PCE application and donors to fund. | Concept |   | Magda | Olga, Francisco, Mekki, Fitzroy | Sarah |
| 2018-05 | 77(10) | PCE | Support PCE tool implementation | The PCE modules to be reviewed and rethought by an expert group (to be established) having experience in conducting PCEs and on the basis of feedback from countries that conducted the PCE. | Concept |   | Magda | Olga, Francisco, Mekki, Fitzroy | Sarah |
| 2018-05 | 77(11) | PCE | Support PCE tool implementation | Indicators to evaluate the impact and outcomes of the PCE application and success of the process to be developed. | Concept |   | Magda | Olga, Francisco, Mekki, Fitzroy | Sarah |
| 2018-05 | 77(12) | PCE | Support PCE tool implementation | A new environmental module to be developed through an expert group (to be established).  | Concept |   | Magda | Olga, Francisco, Mekki, Fitzroy | Sarah |
| 2018-05 | 77(13) | PCE | Support PCE tool implementation | PCE online tool to be moved to a new platform.  | Concept |   | Magda | Olga, Francisco, Mekki, Fitzroy | Sarah |
| 2018-05 | 79 | PCE | Support PCE tool implementation | The SC representative suggested assessing the effectiveness of the current approach to ensure that all PCEs are implemented in the same way.  | Concept |   | Magda | Olga, Francisco, Mekki, Fitzroy | Sarah |
| 2018-11 | 163(1) | PCE | Support PCE tool implementation | The IC PCE team could consider inviting some observers from the IC meeting to provide input to the PCE strategy development | Concept |  | Magda | Olga, Francisco, Mekki, Fitzroy | Sarah |
| 2018-11 | 163(2) | PCE | Support PCE tool implementation | The IC PCE team should consider the comments made by the IC and present the revised draft PCE strategy to the IC in May 2019 | In progress |  | Magda | Olga, Francisco, Mekki, Fitzroy | Sarah |
| 2019-05 | 119(3) | PCE | Support PCE tool implementation | To share the Phytosanitary Capacity Evaluation (PCE) Strategy for 2020-2030 with external stakeholders for awareness raising purposes.  | In progress | Draft document circulated to collaborators in march 2019 | Magda | Olga, Francisco, Mekki, Fitzroy | Sarah |
| 2019-05 | 173(3) | PCE | Support PCE tool implementation | To communicate to the CPM the newly approved Phytosanitary Capacity Evaluation (PCE) Strategy for 2020-2030. | Planned |   | Olga |   | Sarah |
| 2017-12 | Appendix 4 | IC Management | IC meeting administration (develop meeting agenda; experts nomination; logistics; etc.) |   | Concept |   | Olga |   | Ewa |
| 2018-05 | 124(2) | IC Management | IC actions | IC to use the proposed spread sheet for the IC actions | In progress |   | Olga |   | Masumi |
| 2018-05 | 124(3) | IC Management | IC actions | The Secretariat to populate the IC action list (spreadsheet) | In progress |   | Olga |   | Masumi |
| 2017-12 | 39(3) | IC Management | IC actions | To develop the IC priorities before embarking on the development of the joint IC/SC work plan | Concept | IC to use the proposed spread sheet for the IC work plan for reporting | Olga |   | Masumi |
| 2018-05 | 124(5) | IC Management | IC actions | The IC to have the review of the IC actions as a standing agenda point. | Concept |   | Olga |   | Masumi |
| 2018-05 | 63(1) | IC Management | IC ToR and RoP | IC to aggregate suggestions for the improvement of the IC ToR and RoP, as well as practical experience with the IC working processes before submitting them for the changes to the ToR and RoP of the IC to the CPM.  | Concept |   | Olga |   | Brent |
| 2019-05 | 162(2) | IC Management | IC ToR and RoP | Secretariat to investigate in collaboration with FAO the concept of observers so that future misunderstandings be avoided  | In progress |  | Olga |   | Brent |
| 2018-11 | 16 | IC Management | Resource mobilization | A message to be delivered at the CPM to stress the need to make travel funds available for IC Members participation in the IC and other relevant meetings. | In progress |  | Olga |   | Brent |
| 2018-11 | 42(1) | IC Management | IC actions | IC members to increase responsiveness to and participation in discussions on the e-forums and e-decision making | Concept |  | Olga |   | Masumi |
| 2018-11 | 184 | IC Management | IC ToR and RoP | IC to revisit proposed revisions to IC Terms of Reference and Rules of Procedure again at the IC November 2019 meeting | Planned |  | Olga |   | Brent |
| 2017-12 | Appendix 4 | IC Management | Maintain Procedure manual for IC | The Procedure Manual should be maintained | In progress |   |   |   | Masumi |
| 2017-12 | 22 | IC Management | Develop M&E for IC |  The IC members noted that IPPC activities on the Sea Containers Task Force, and the monitoring and evaluation (M&E) systems should be reflected in the new IC work programme.  | Delayed |   |   |   |   |
| 2019-05 | 137(1) | I & CD Resources | IPPC Guides and training materials | IC Team on Guides and training materials to review the recommendations of the STDF 350 evaluation report and prepare responses for the IC by end of July 2019 | In progress | provided to IPPC Secretariat | Stephanie | Faith, Francisco, Ngatoko |   |
| 2019-05 | 96(9) | I & CD Resources | IPPC guides and training materials | Consideration be given to include guidance to contracting parties on setting a list of regulated pests in the Guide on Pest Status (2017-048) which is currently under development | In progress |   | Francisco |   | Barbara |
| 2018-05 | 50(1) | I & CD Resources | Support Technical resources development | The IC to provide feedback to the IPPC Secretariat on eLearning course ‘Introduction to the International Plant Protection Convention’. | In progress |   | Stephanie |   | Ketevan |
| 2017-12 | 100(4) | I & CD Resources | Implementation activities by RPPOs | The RPPOs representative to share NAPPO training materials on ISPM 38 when available | In progress | Agenda still under development; will be shared in Dec. | Stephanie |   | Ketevan |
| 2017-12 | 74(1) | e-Phyto | Support e-Phyto implementation | The IPPC Secretariat to provide updates on e-Phyto development to the IC meetings  | Concept |   | Dominique |   | Masumi |
| 2017-12 | 77(3) | e-Commerce | Support IPPC e-commerce initiatives | To review materials on e-Commerce developed by contracting parties inter alia by Australia to be posted on the phytosanitary.info website | In progress | Pending progress of the endorsed IPPC e-Commerce Project (materials are available and will be provided thrugh a formal 'call for reference materials') | Chris |   | Sarah |
| 2017-12 | 77(3) | e-Commerce | Support IPPC e-commerce initiatives | To share materials on e-Commerce developed by contracting parties inter alia by Australia with the IC for review and post them on the Phytosanitary.info website | In progress | Pending progress of the IPPC e-Commerce project (materials are available and will be provided thrugh a formal 'call for reference materials') | Chris |   | Sarah |
| 2017-12 | 77(4) | e-Commerce | Support IPPC e-commerce initiatives | To use Australian gap analysis on e- Commerce for IPPC purposes | In progress | Pending progress of the IPPC e-Commerce project (materials are available and will be provided thrugh a formal 'call for reference materials') | Chris |   | Sarah |
| 2017-12 | 77(8) | e-Commerce | Support IPPC e-commerce initiatives | To collaborate with FAO food safety colleagues working on e-Commerce for better synergies  | In progress | Waiting for the go-ahead (financial commitment, staff hiring, etc.) | Dominique |   | Sarah |
| 2017-12 | 77(9) | e-Commerce | Support IPPC e-commerce initiatives | To seek more clarity on the risk assessment undertaken by three sisters and World Customs Organization (WCO) on activities related to e-Commerce | In progress |   | Dominique |   | Sarah |
| 2017-12 | 77(5) | e-Commerce | Support IPPC e-commerce initiatives | To consider e-Commerce related activities in their respective regions and to provide materials to the IPPC Secretariat | Concept |   | Dominique | Chris | Sarah |
| 2017-12 | 77(6) | e-Commerce | Support IPPC e-commerce initiatives | To issue a call for collecting e-Commerce related technical resources  | Concept |   | Dominique |   | Sarah |
| 2017-12 | 77(7) | e-Commerce | Support IPPC e-commerce initiatives | To arrange the virtual meeting of stakeholders on e-Commerce to be convened to identify lack of technical resources and plan for the coordinated development of resources (factsheet, publication, video, etc.) targeting different audience | Concept |   | Dominique |   | Sarah |
| 2019-05 | 105(3) | DAS | IC Sub-group on Dispute avoidance and settlement | IPPC Secretariat to request FAO Legal Office to start reviewing the existing CPM adopted Dispute Settlement Procedures.  | In progress | Brent will inform | Stephanie |   | Brent |
| 2019-05 | 134(3) | DAS | IC Sub-group on Dispute avoidance and settlement | IPPC Secretariat to request the FAO Legal Office to revise the dispute settlement procedures and report back to the IC. Those procedures would serve as a basis for the development of the topic on Guide on the dispute avoidance and settlement procedures (2004-034) | In progress | Brent will inform | Stephanie |   | Brent |
| 2018-11 | 82(2) | DAS | IC Sub-group on Dispute avoidance and settlement | The Secretariat to issue a call for members of the IC Sub-group on Dispute Avoidance and Settlement | In progress |   | Stephanie |   | Brent |
| 2018-05 | NONE | DAS | IC Sub-group on Dispute avoidance and settlement | re-initiate EU/South Africa dispute process | Concept |  | Stephanie |   | Brent |
| 2017-12 | 56(3) | DAS | Oversee the dispute settlement procedure  | To provide draft amendments to IC of the revised version of the current dispute settlement procedures for discussion at the May 2018 IC meeting | Delayed |   | Stephanie |   | Brent |
| 2017-12 | 56(4) | DAS | Oversee the dispute settlement procedure  | The RPPO representative to collect and share relevant materials on dispute settlement and avoidance from NAPPO and other RPPOs  | In progress | will present short oral report during IC Nov. | Stephanie |   | Brent |
| 2017-12 | 87(3) | CPM recommendations | Support the IPPC Secretariat on recommendations on pest diagnosis | The RPPOs representative to investigate possibilities to translate the IPPC guide on diagnostics in Spanish and report back  | In progress |   | Stephanie |   | Ketevan |
| 2017-12 | 87(1) | CPM recommendations | Support the IPPC Secretariat on recommendations on pest diagnosis | The implementation of the recommendation on the importance of pest diagnosis to be part of the IC work programme. | Delayed | This needs further discussion to make the process clear and to wait for IRSS study. |   |   | Ketevan |
| 2017-12 | 84 | CPM recommendations | Support the IPPC Secretariat on recommendations on pest diagnosis | The Sub-group to review the questionnaire developed to assist to collect information on pest diagnosis related issues  | Delayed |   |   |   | Ketevan |
| 2017-12 | 38 | Cooperation IC/SC | IC-SC Joint work programme for 2019 |  To develop SC and IC joint work plans | Delayed | In progress (pending SC/IC collaboration opportunities discussion at the 2019 May SC and IC Meetings) | Chris | Alvaro | Sarah |
| 2018-05 | 63(2) | Cooperation IC/SC | Role of the SC and RPPO representatives  | To consider the role of the SC and RPPO representatives within the IC and to forward to the SC and TC -RPPOs for finalizing.  | Concept |   | Olga | Stephanie, Alvaro | Brent |
| 2017-12 | 45(1) | Cooperation IC/SC | Framework for Standard and Implementation | The Framework for Standards and Implementation to be made more comprehensible by providing a summary for CPs to use as a reference | In progress |   | Yuji | Rajesh | Masumi |
| 2019-05 | 96(2) | Cooperation IC/SC | Framework for Standard and Implementation | IPPC Secretariat to explore possibilities for having information from the Framework for Standards and Implementation to be presented in an electronic format that could be searched and filtered. | In progress |   | Yuji | Rajesh | Masumi |
| 2019-05 | 89(6) | Cooperation IC/SC | Areas for collaboration  | Mr Dominique PELLETIER (CANADA), as the IC Liaison Person for the topic Audit in the phytosanitary context (2015-014) and provide an update on the pilot to the IC November 2019 meeting. This work would be supported by Mr Álvaro SEPÚLVEDA LUQUE (CHILE), SC Representative to the IC. The IC Liaison Person should help identify related existing materials to assist with the development and implementation of the ISPM. These materials to should be shared with the Steward and Expert Working Group members to this draft ISPM | In progress |   | Dominique | Alvaro |   |
| 2018-05 | 39 | Communication and Advocacy | Support IYPH | After the analysis of the Implementation Programme on Surveillance, a project proposal could be developed based on the results of analysis possibly to inform the programme of the IYPH. | Concept |  |   |   |   |
| 2019-05 | 134(4) | Call for topics | List of ICD topics | IPPC Secretariat to provide templates for communication and implementation plans for priority topics to the IC Leads to be followed | In progress |   |   |   | Masumi |
| 2019-05 | 134(4) | Call for topics | List of ICD topics | IC Leads for the Implementation and Capacity Development topics to develop communication and implementation plans for priority topics | In progress |   | IC lead for each topic |   | Masumi |
| 2019-05 | 134(5) | Call for topics | List of ICD topics | Ms Stephanie BLOEM, RPPOs Representative, to develop an outline for an implementation resource for the submission on Risk based inspection of imported consignments (2018-022). | Planned | first draft of RBS Manual will be ready in January 2020 | Stephanie |   |   |
| 2019-05 | 134(6) | Call for topics | List of ICD topics | IPPC Secretariat and Mr Chris DALE (AUSTRALIA) to evaluate the work conducted on the topic on Pest diagnostic (2016-015) and report back to the IC | In progress |   | Chris |   |   |
| 2019-05 | 89(1) |  Surveillance | Surveillance action plan | To further discuss the proposed action plan with the IC for the coordination and delivery of a “Global plant health surveillance Initiative” through email exchange | In progress |   | Chris | Alvaro | Sarah |
| 2019-05 | 89(2) |  Surveillance | Surveillance action plan | To progress the development of a Surveillance action plan of the “Global plant health surveillance Initiative” for the Bureau and SPG consideration | In progress |   | Chris | Alvaro |   |
| 2019-05 | 89(3) |  Surveillance | Surveillance action plan | IC members should communicate the final action plan of the “Global plant health surveillance Initiative” to their regional CPM Bureau Member  | Planned |   | Chris | Alvaro |   |
| 2017-12 | Appendix 4 |  IPPC Meetings | Standards Committee (SC) |   | In progress | IC Member Chris Dale has attended 2018 May and November SC Meetings as the IC Representative and will attend the upcoming May 2019 SC Meeting | Chris |   | Sarah |
| 2019-11 | **25** | Team NRO | NRO  | Align the activities to the NRO work programme, and to rephrase the sub activities related to point 3 :“Develop and globally adopt enabling policies to optimize reporting including IPPC mandate and operating structures” |   |   | Sally |   | Qingpo |
| 2019-11 | **28 (1)** | Report to CPM  |  Pest Outbreak and Response System |  To inform the CPM-15 (2020) about the endorsement of proposal for a Pest Outbreak and Response System |   |   | Olga |   | Sarah |
| 2019-11 | **28 (4)** | Report to CPM  |  Pest Outbreak and Response System | To provide feedback through an e-Decision on the revised draft terms of reference for the Focus Group on “Strengthening Pest Outbreak Alert and Response Systems” to be presented to CPM-15 (2020)  |   |   | Olga |   | Sarah |
| 2019-11 | **21** | Action Plan |  Pest Outbreak and Response System | Draft a list of activities to be further analyzed by NPPO and RPPO to potentially address other stakeholders who might be interested in providing resources for specific items. |   |   | Olga |   | Sarah |
| 2019-11 | **64** | E-Decision | Review to procedures |  Implement the proposed changes to help increase IC member participation in e-decisions*.* |   |   | Sally |   | Descartes |
| 2019-11 | **70 (15)** | ICD Strategy | Roadmap | To draft a roadmap instead of a plan, with a suggestion of using the latest version of the IPPC National Phytosanitary Capacity Development Strategy, determining what are the aspects of implementation needed, and determining deliverables.  |   |   | Stephanie | Olga | Brent |
| 2019-11 | **70(16)** | ICD Strategy | Roadmap | Discuss the draft Implementation and Capacity Development roadmap  |   | Reserve a half a day for discussion during the May 2020 meeting,  | Stephanie | Olga | Brent  |
| 2019-11 | **78** | Pilot Audit in the phytosanitary context  | Contributed resources |  Submit the technical resources to the IPPC Secretariat as contributed resources. |   | In progress. E-learning material on understanding audit would benefit from being made available at the time the standard is published. | Dominique |   | Masumi |
| 2019-11 | **77** | SSU 2020 work plan  | New draft standards  | Request the Secretariat to see if access to meeting documents for these EWG could be granted to the IC leads  |   |   | Alvaro | Dominique | Sarah |
| 2019-11 | **82** | Cooperation IC/SC | Implementation challenges | To report back to the SC on how each implementation issue is addressed, including if it was covered by another implementation resource already |   |   | Alvaro | Chris | Adriana |
| 2019-11 | **91** | Cooperation IC/SC | Implementation challenges | Communicate to the SC, the IC responses on the implementation challenges identified by the SC |   |  | Alvaro | Chris | Adriana |
|  2019-11 | **106** | e-Commerce | Calls | Call for both financial and technical resources be made when the Draft Outline for the Guide is posted for consultation  |   |   | Mamoun |   | Barbara |
| 2019-11 | **108** | e-Commerce | Side session |  The Secretariat suggested proposing a side session on phytosanitary risk during one of the WTO’s upcoming meetings.  |   |   | Mamoun |   | Barbara |
| 2019-11 | **115(32)** | SG SCTF | National Surveys | Requested the Secretariat to consult the SCTF to develop and produce a recorded presentation on the outcomes of the work by the SCTF |   |   | Stephanie |   | Ketevan |
| 2019-11 | **115(34)** | SG SCTF | e- Decision | Approve the leaflet entitled “Reducing the Spread of Invasive Pests by Sea Containers” through an e-forum with a short timeline |   |   | Stephanie |   | Ketevan |
| 2019-11 | **117** | IRSS | IC Sub-group on IRSS  | Invite the SC representative to the IC to provide inputs informally at the next IRSS Sub-group meeting. |   |   | Alvaro |   | Vinitha |
| 2019-11 | **113** | SG SCTF | Sea Container Task Force |  Propose to the World Bank Group to initiate a pilot on the implementation of cleanliness and inspection programs in Pacific countries. Australian NPPO could offer support through their capacity development programs.  |   |   | Stephanie |   | Ketevan |
| 2019-11 | **49** | Regional Workshops |  Main outcomes | Provide a brief summary of the main outcomes of regional workshops for the next IC meeting |   |   | Stephanie |   | Descartes |
| 2019-11 | **113** | Regional Workshops | Sea Container Task Force | Use 2020 IPPC Regional Workshops as a forum to deliver the information on the SCTF work outcomes. A recorded presentation will be delivered to ensure a consistent message is passed through to all regions |   |   | Stephanie |   | Descartes |
| 2019-11 | **115** | SG SCTF | Sea Container Task Force | Request the IC members to encourage Contracting Parties in their regions to submit the results of their respective national surveys on sea container cleanliness. |   |   | Stephanie |   | Ketevan |
| 2019-11 | **125** | Team NRO | Oversee the NRO work programme  |  Draft a proposal for future work related to NRO and pest reporting including the consideration of terms of reference for a possible IC Sub-group. |   |   | Sally |   | Qingpo |
| 2019-11 | **133** | Template for draft outline  | Guides and training material | Request the IPPC to update the Process for the Development of IPPC Implementation and Capacity Development Guides and Training Materials, as needed, and to include the new Template for Draft Outlines for IPPC implementation resources and the amended Template for Case studies. |   |   | Stephanie |   | Ketevan |
| 2019-11 | **136 (53)** | Roadmap for IPPC Guides and training materials | Guides and training material |  Request the IPPC Secretariat to incorporate relevant changes to the IC agreed procedures for the development of IPPC guides and training materials |   |   | Stephanie |   | Ketevan |
| 2019-11 | **142 (56)** | Web resources | ICD Landing page | Requested the IFU to work with the IST to refine the mock-up of the proposed structure |   |   | Stephanie |   | Masumi |
| 2019-11 | **142 (59)** | Web resources | ICD Landing page | Encourage IC members who have not provided comments on assigned contributed resources to do so as soon as possible |   |   | Stephanie |   | Masumi |
| 2019-11 | **142 (58)** | Web resources | ICD Landing page | Secretariat would work with the IFU Lead to set a timeline to develop each element of the ICD landing page. |   |   | Stephanie |   | Masumi |
| 2019-11 | **136 (55)** | Roadmap for IPPC Guides and training materials | Guides and training material | Develop implementation plan for the Guide to Delivering Phytosanitary Diagnostic Services and Plant Pest Surveillance |   |   | Chris  |   | Ketevan |
| 2019-11 | **136 (55)** | Roadmap for IPPC Guides and training materials | Guides and training material | Develop implementation plan for the Guide on Export Certification |   |   | Yuji |   | Ketevan |
| 2019-11 | **136 (55)** | Roadmap for IPPC Guides and training materials | Guides and training material | Develop implementation plan for the Guide on Establishing a National Plant Protection Organization |   |   | Dilli |   | Ketevan |
| 2019-11 | **136 (55)** | Roadmap for IPPC Guides and training materials | Guides and training material | Develop implementation plan for the Guide for Establishing and Maintaining Pest Free Areas |   |   |   |   | Ketevan |
| 2019-11 | **150 (60)** | Projects | Project reporting related to phytosanitary issues (IC members; IPPC Secretariat; other relevant partners) | To report on projects in a more user-friendly format, such as an excel spreadsheet to allow to filter according to various criteria. |   |   | Chris |   | Sarah |
| 2019-11 | **150 (61)** | Projects | Project reporting related to phytosanitary issues (IC members; IPPC Secretariat; other relevant partners) | Provide to the Secretariat a proposal of format for project reporting and assist the Secretariat in the development of such a format. |   | In progress. | Dominique |   | Sarah |
| 2019-11 | **150 (62)** | Projects | Project reporting related to phytosanitary issues (IC members; IPPC Secretariat; other relevant partners) | Request the Secretariat to estimate the weeks of work of staff involved in the various projects  |   | Provide it in the template during the November 2020 meeting. | Chris  |   | Sarah |
| 2019-11 | **161 (64)** | Projects | Beyond Compliance | Encourage the Secretariat to issue a call for trade cases within a short timeframe |   |   |   |   | Ketevan |
| 2019-11 | **161(65)** | Projects | Beyond Compliance | Advocate for the submission of new trade cases in their respective regions |   |   | Sally |   | Ketevan |
| 2019-11 | **161(66)** | Projects | Beyond Compliance | Request the Secretariat to submit the transcript of a video for the IC to review with a tight deadline |   |   | Sally |   | Ketevan |
| 2019-11 | **161(67)** | Projects | Beyond Compliance | Request the Secretariat to provide more explicit information for next reporting on this project, rather than using just the project-reporting template |   |   | Sally |   | Ketevan |
| 2019-11 | **164** | Projects | China South-South Cooperation Project  | Provide advice to the Secretariat on how to use the outcomes from this project, especially in terms of communicating on the outcomes and products. |   |   | Philip |   | Xiaoliang |
| 2019-11 | **172** | IRSS | IC Sub-group on IRSS  | Encouraged the IC to discuss and provide inputs on the IRSS as a system, and further request guidance on improving response rates to the surveys as data collection instruments. |   |   | Alvaro |   | Vinitha |
| 2019-11 | **193** | Projects | Pest Risk Information Service  |  Provide information about the predictive model currently under development and share it once produced |   |   | Faith |   | Sarah |
| 2019-11 | **226** | Projects | Project reporting related to phytosanitary issues (IC members; IPPC Secretariat; other relevant partners) | Invite the Secretariat to shorten the presentation process and the content of the projects templates. |   |   | Chris |   | Sarah |
| 2019-11 | **226** | Projects | IPP | Invite the Secretariat to post the revised projects templates on the IPP. |   |   |   |   | Sarah |
| 2019-11 | **228** | CPM  | List of ICD topics | Prepare CPM paper on following changes in priority in the list of Topics:  |   |   | Olga |   | Masumi |
| Guide on Plant Pest Surveillance from 3 to 1; Guide on e-Commerce from 3 to 1 Pest Outbreak Alert and Support System Programme from pending to 1 Add a Guide on Contingency planning with priority 1 |
| 2019-11 |   |  Bureau | IC ToR and RoP | Request Bureau to reconsider IC ToR and allow IC members to be retirees. |   |   | Olga |   | Brent |
| 2019-11 |   |  Bureau | Side session | Recommend to the CPM to organize side sessions on PPP and PFA |   |   | Olga |   | Brent  |
| 2019-11 | 202 |  List of ICD topic | IFU Work plan | Secretariat to prioritize Surveillance, e-Commerce and ISPM 15 as a top priority into the IFU work plan. |   |   | Olga |   | Brent  |
| 2019-11 | **228** |  List of ICD topic | IFU Work plan | Secretariat to prioritize Surveillance, e-Commerce and ISPM 15 as a top priority into the IFU work plan. |  |   | Olga |   | Brent  |
|  2019-11 | **238(77)** | ICD procedure manual |   | Request the Secretariat to reflect in the ICD procedure manual, when the IC would review projects and updates and work plans from IC Sub-groups and teams at the IC May and November meeting |   |   |   |   | Masumi |