**2020-04 Call for Experts for the Revision of ISPM 4**

The International Plant Protection Convention (IPPC) Secretariat is soliciting nominations for appropriately qualified experts to take part in the Expert working group (EWG) on Revision of ISPM 4 (Requirements for the establishment of pest free areas) (2009-002).

Nominations are due **31 May 2020** and should be sent to ippc@fao.org, with a copy to Janka.Kiss@fao.org.

All meeting dates will be published on the [IPPC Calendar (2020)](http://www.ippc.int/en/year/calendar/?year=2020).

**1. Requirements**

* Professional skills: Members should have a combination of expertise in the establishment, maintenance, suspension and reinstatement of PFAs; development and implementation of phytosanitary measures; pest risk analysis; and negotiations involving recognition of PFAs;
* English: The group operates in English language (without interpretation), so experts should have a strong working knowledge of English;
* Availability: The experts should be available to attend the EWG meeting, which is tentatively scheduled for **14-18 September 2020 in Fortaleza, Brazil**.

The Standards Committee (SC) will select five to seven phytosanitary experts based on how closely an expert’s skills and experience match the specific expertise outlined in [Specification 58](https://www.ippc.int/en/publications/2368/).

**2. Instructions for making nominations** Nominations will be accepted from contracting parties, national or regional plant protection organizations (NPPOs or RPPOs) through their respective NPPO or RPPO [official IPPC Contact Point](https://www.ippc.int/countries/all/contactpoints) and self-nominations should be supported by an accompanying letter from the respective IPPC contact point. A nomination should only be made if the nominee has agreed to his/her nomination, is available for the meeting dates as posted on the [IPPC Calendar (2020)](http://www.ippc.int/en/year/calendar/?year=2020) and can allocate appropriate time to the tasks as outlined in the [Statement of Commitment](https://www.ippc.int/en/publications/84037/). Each nomination must be accompanied by the following documentation:

* **Completed nominee details and summary of expertise form** – (only as a word processing file such as MS Word). All sections should be completed, including contact details, education and professional training. A clear description of the nominee’s expertise is required. The file should be named as follows: **COUNTRY\_SURNAME\_Firstname\_Summary**;
* **Completed and signed Statement of Commitment form** – this should be read carefully by each nominee and discussed between the nominee and their employer. The form should then be signed by the nominee and a senior person in authority from the organization that employs the nominee. The form should be submitted with the nomination (as a scanned image file such as PDF). The file should be named as follows: **COUNTRY\_SURNAME\_Firstname\_commitment**;
* **The nominee’s Curriculum Vitae (CV)** – electronic copy of the nominee’s CV with the file named as follows: COUNTRY\_SURNAME\_Firstname\_CV.

Submissions should be sent to the IPPC Secretariat by e-mail (ippc@fao.org) no later than **31 May 2020**. The name of the nominating country or RPPO and the words “Call for Experts” should be placed in the subject line of the email message.

**3. Funding for experts to attend meetings**

The organization that employs an IPPC meeting participant is responsible for funding the travel and daily subsistence allowance for that person to attend. If the employer is unable to allocate sufficient funds, participants are first encouraged to seek assistance from sources other than the IPPC Secretariat. Where such demonstrated efforts to secure assistance have been unsuccessful, requests for assistance (i.e. travel and subsistence costs) from the IPPC Secretariat may be made. However, any support is subject to available funds. The IPPC Secretariat will consider funding assistance for participants following IPPC criteria for funding. Full details on these criteria can be found on the IPP (<https://www.ippc.int/publications/criteria-used-prioritizing-participants-receive-travel-assistance-attend-meetings>).

It is expected that participants will attend all sessions of the meeting and those participants who plan to attend only part of a meeting should fund their own travel.