



Terms of the Reference for the ePhyto Industry Advisory Group (IAG)

I. Purpose

1. The ePhyto Industry Advisory Group (IAG) will provide practical guidance and advice to the IPPC Secretariat on the design, development and deployment of an ePhyto (electronic phytosanitary certification) system consisting of a global hub and generic national system to facilitate the international exchange of electronic phytosanitary information by developing countries. The IAG will advise the IPPC Secretariat on the feasibility of the project and its ability to facilitate efficient and effective trade flows.

II. Nature

2. The IAG is strictly advisory in nature. It is an informal, information-sharing Group with no legal character.
3. The IAG is self-organised.
4. Agreements and communications resulting from IAG discussions may not be considered as binding.
5. Members are responsible for their own participation in the IAG. Membership of the IAG does not necessarily signal endorsement of the actions of other members.

III. Duration

6. The IAG will remain active until the project is completed.

IV. Functions

7. The IAG will:
 - i. provide practical guidance on the development of a system for the production, interoperability, receipt and exchange of ePhytos;
 - ii. identify implementation requirements supporting trade facilitation;
 - iii. propose initiatives to raise awareness, understanding and the building of capacity amongst national plant protection organizations and cooperating border agencies;
 - iv. assist in the development of funding proposals and options for the sustainability of the ePhyto system;
 - v. other related functions as required

V. Membership

8. The IAG will be composed of a maximum of twenty (20) representatives, with special emphasis on sectors relevant to ePhytos. :



9. The members should have extensive knowledge of the electronic documentation processes, regulatory issues, be substantially computer and internet literate, and have the time available to actively participate.
10. The members should, as far as possible, be global representatives of non-profit associations, in order to ensure a non-competitive, geographically neutral forum for discussion.
11. Proposed sectors of relevance to ePhyto and the IPPC mandate are as follows:
 - grain trade
 - cut flowers
 - seeds/seedtrade
 - forestry and wood products
 - horticulture
 - cocoa
 - cotton
 - hay and forage
 - breeders of asexually reproduced ornamental and fruit varieties
12. A Chair will be elected from the membership for a term of two years.
13. Each sector will hold one seat. Alternate members may also attend meetings as support staff.
14. Additional experts and observers may be invited by IAG when necessary.

VI. Meetings

15. The IAG will meet in-person as deemed necessary. Where possible, in-person meetings will be scheduled to coincide with other scheduled meetings involving the membership so as to reduce travel costs. The IAG will also meet virtually as needed to perform the functions outlined above.
16. The IAG will be supported by the IPPC Secretariat and will maintain close liaison to the project through the ePhyto Project Manager.
17. A rapporteur will be elected at each meeting to draft reports of discussions.
18. Anti-trust rules will apply to all meetings in-person and virtually.

VII. Funding

19. To undertake this work, participants will be self-funded.