



## IC PCE TEAM MEETING

*23 September 2020 (3 pm - 5 pm), Rome Time (Central European Time, GMT +1)  
Teleconference*

### 1. Opening of the Meeting

- [1] The IC lead for the PCE team opened the meeting which was held via Zoom, underlining this is the first time a meeting of the IC PCE Team is held and thanked attendants for their availability.

### 2. Meeting Arrangements

- [2] The PCE team agreed that the IC lead would be the Chairperson for the meeting.
- [3] The Chairperson indicated the list of IC team members is posted on the [IPP](#)<sup>1</sup>. The following members participated in the meeting: Mr Mekki CHOUIBANI, Ms Magda GONZALEZ ARROYO, Ms Olga LAVRENTJEVA (joined at 16.45), Mr Francisco GUTIERREZ, Mr Fitzroy WHITE. Mr Brent LARSON and Ms Sarah BRUNEL participated from the IPPC Secretariat.

### 3. Adoption of the Agenda

- [4] The IC PCE Team adopted the following agenda:

#### 4. Update on PCE activities (IC latest discussions, PCEs being undertaken, STDF evaluation, design thinking study)

- [5] The IC PCE team lead and the IPPC Secretariat gave an update on the latest PCE activities:
- IC latest discussions: the IC discussed the list of topics, and as financial resources are not available to undertake work on PCE related topics, the IC had requested the IC PCE Team, IC members responsible for the topics and the IFU lead for PCE to work together to coordinate the development of a proposal which considers the following topics together: PCE facilitators training (2014-008), PCE modernization of tool (2017-052) and Plant Health officer training curriculum (2017-054).
  - PCEs being undertaken: the PCE in Nicaragua was satisfactorily concluded with the revision of the Phytosanitary laws three months after the last PCE mission and with the elaboration of a National Phytosanitary Capacity Development Strategy.
  - Although many activities have been put on hold due to COVID-19, there are increasing attempts to conduct Phytosanitary Capacity Evaluations (PCEs) virtually. This is particularly true for the PCEs being conducted virtually in four countries in the Caribbean (Dominica, Santa Lucia, The Bahamas, Trinidad and Tobago).
  - The ongoing PCEs in Sri Lanka and Sierra Leone should soon proceed virtually as well.
  - A PCE will also be conducted in Belarus within the framework of an FAO project.
  - STDF evaluation on project 401: the STDF Secretariat is undertaking an evaluation of the STDF 401 project on the PCE facilitators and it is anticipated that the evaluation will be finalized by the end of 2020. Results from this evaluation could potentially help direct future steps for the topics related to PCE and it may be a good time to rethink some of the PCE modules and questions and how to modernize the platform of the PCE tool. The outcome of

<sup>1</sup> IC PCE Team webpage and membership: <https://www.ippc.int/en/core-activities/capacity-development/capacity-development-committee/ic-sub-group/ic-team-pce-tool/>

this evaluation may also help identify better ways to mobilize resources for PCE related activities.

- Design thinking study: the IPPC Secretariat is facing several challenges for the delivery of its capacity development activities resulting from travel restrictions due to the global pandemic, limited team resources within the IPPC Secretariat, and low awareness of guides and training materials developed by the IPPC Secretariat. A consulting firm was engaged to carry out a pilot project using the “design thinking approach” in order to identify how to leverage digital methods to efficiently deliver IPPC Secretariat implementation and capacity development activities at global, regional and national levels. This study was structured in three steps: 1) setting the scope, 2) understanding the user, and 3) defining the challenges and setting priorities. Interviews were conducted with staff members from the NPPOs in Madagascar and Kenya, in each country five staff were interviewed (i.e. the Head of the NPPO, the legislation officer, the surveillance officer, the diagnostic officer and the field operations officer). These individual interviews aimed at getting user feedback on NPPO staff experience with the IPPC Secretariat implementation and capacity development tools and services. Madagascar and Kenya had been selected as they had implemented a PCE. The interviews clearly highlighted that the PCE stood as an important turning point for these two countries in understanding the mandate of IPPC and the IPPC Secretariat activities.

### **5. Update on PCEs undertaken virtually in the Caribbean**

- [6] Mr WHITE and Mr GUTIERREZ provided an update on the PCE they are respectively facilitating virtually in Trinidad and Tobago and Dominica. The first missions had already smoothly been undertaken virtually, the second was in preparation. The PCE facilitators indicated that while during physical meetings, the NPPO staff commits the necessary time to implement the PCE, it is more difficult to get the same commitment for virtual meetings. The IC PCE Team discussed how the methodological tools could be explained and applied virtually. The existing PCE PowerPoint presentations may still be used during virtual meetings, and breakout groups of up to five persons could be made (as for instance through Zoom). The use of virtual facilitation devices may be further explored. Mr WHITE also indicated that Ms GOLDSMITH, who had been trained as PCE facilitator through the STDF 401 project, is shadowing the PCE process in Trinidad and Tobago and would then implement the PCE in the Bahamas under his supervision. He informed the group that he would be evaluating Ms GOLDSMITH’s performance using the evaluation form provided by IPPC Secretariat and would discuss the results with her, before getting her agreement on the evaluation before submitting it to the IPPC Secretariat.
- [7] Mr WHITE and Mr GUTIERREZ agreed to provide the mission reports to the IPPC Secretariat to ensure there is a record of the PCEs being conducted. The two facilitators also agreed to produce a news story about their experiences in conducting PCEs virtually.

### **6. Discussion on drafting a PCE work plan (on the basis of the PCE strategy and IC discussions)<sup>2</sup>**

- [8] The IC PCE Team discussed how to enhance communication on the PCE as a first task and suggested:
- To set an e-forum for accredited PCE facilitators, which would give them a venue to discuss any issues related to the implementation of PCEs.
  - To produce a semi-annual newsletter which would include updates on all PCEs being conducted and examples of the benefits of implementing a PCE. The team agreed to tentatively publish the newsletter in February and December, to start in February 2021.

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<sup>2</sup> PCE strategy available at: <https://www.ippc.int/en/publications/87701/>

Successes and challenges of conducting a PCE would be featured in a generic way to protect the confidentiality of the countries.

- Efforts will be made to ensure mission reports and evaluations of PCE facilitators in training are completed and submitted to the IPPC Secretariat in a timely manner in order to ensure there are good records of the activities related to the conduct of the PCEs.
- PCE facilitators also agreed that they would be instrumental in providing case studies and in, engaging with the NPPO staff to encourage them to share their experience.
- PCE facilitators agreed that they would produce an IPP news item (with pictures) after each PCE mission.

## 7. Discussion on how to update the PCE factsheet

- [9] The IPPC Secretariat informed the IC PCE Team that the current [factsheet](#)<sup>3</sup> does not follow the necessary requirements to be published on the IPP and should be updated. Prior to updating this factsheet, the IC PCE Team will be requested to review the dedicated [PCE webpages](#)<sup>4</sup> and provide comments to the IPPC Secretariat by 9 October 2020. Instead of updating the factsheet, an option could be to make the PCE webpage printable, replacing the factsheet. It was also noted that a PCE component page would also be developed on the [IPP](#)<sup>5</sup>.

## 8. Any Other Business

- [10] No other business was discussed.

## 9. Next Meeting

- [11] The next meeting was tentatively scheduled for 19 November 2020, from 3 to 5 Rome time. The Chairperson thanked all participants.

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<sup>3</sup> PCE factsheet available at: <https://www.ippc.int/en/publications/28/>

<sup>4</sup> PCE webpage available at: <https://www.ippc.int/en/core-activities/capacity-development/phytosanitary-capacity-evaluation/>

<sup>5</sup> IPP: <https://www.ippc.int/en/core-activities/capacity-development/phytosanitary-system/>