



Minutes of the second meeting of the Working Group to develop a Guide to support implementation of ISPM 15 (2017-043) (VM02)

15 December 2020 at 1:00 – 4:00 p.m. (Central European Time, GMT +1)

1. Opening of the Meeting

- [1] Ms Barbara PETERSON, the IPPC Secretariat, Implementation and Facilitation Unit (IFU) Lead for the ISPM 15 guide, welcomed the participants.

2. Meeting arrangements

- [2] There was no objection for the Secretariat to record the meeting.
- [3] The Working Group (WG) selected Christopher HOWARD as Chairperson and Vinod PANDIT as rapporteur.
- [4] The agenda for the meeting was adopted and is presented in Appendix 1.

3. Administrative matters

- [5] Mr Guang YANG and Mr Mohamed MAGDY did not attend the meeting.
- [6] The list of participants is presented in Appendix 2.

4. ISPM 15 symbol registration and ISPM 15 mark

- [7] Ms Laura PASETTO, special advisor of the legal office of the FAO, presented information about the ISPM 15 symbol registration and the ISPM 15 mark. She explained that difference between the ISPM 15 symbol and the ISPM 15 mark, the benefit of registration of the ISPM 15 symbol, and the process of registering the ISPM 15 symbol. The ISPM 15 symbol is owned by FAO and is registered nationally by NPPOs. The ISPM 15 mark includes the symbol and the specific country code, treatment code, and a producer / treatment provider code. Entities authorized by NPPOs can apply the mark to wood packaging material that has been subjected to an approved phytosanitary treatment. Registration and reimbursement processes differ between countries. She mentioned that it might be helpful to share information on the ISPM 15 symbol of each country in a restricted area on the IPP. She also explained that a table showing which countries have registered the ISPM 15 symbol and the expiry date of these registrations is shared at the CPM.

5. Explanatory Document for ISPM 15

- [8] The Secretariat introduced the list of key references and other technical resources that are available to support the development of the ISPM 15 Guide. These materials include the ISPM 15 explanatory document and technical resources submitted by NPPOs and other organizations. A WG member introduced technical resources about treatment of WPM developed in Canada.
- [9] The Secretariat provided some history on explanatory documents and explained how they differ from guides. A WG member asked whether the explanatory documents will be replaced when the guide for ISPM 15 is available. The Secretariat confirmed that the intent is to replace the explanatory document with the guide. A WG member asked for clarification of the procedure to develop a guide, the Secretariat explained that guides are developed by a group of experts and that they go through a peer review and a review by the IC before they are published.
- [10] The chair asked whether the Frequent Asked Questions will be maintained on the IPP because the information is important and should not be lost. The Secretariat explained that if the information in the

FAQ is included in the Guide then the FAQ could also be superseded or modified to refer readers to the ISPM 15 Guide. One WG member indicated that it is important that stakeholders understand that WPM are important to trade, despite the fact that they may also pose a pest risk. A WG member pointed that technical resources should be based on scientific data and non-compliance information.

6. Review of compiled comments on the Draft Outline for the ISPM 15 Guide

- [11] The comments on the draft outline for the ISPM 15 Guide that were submitted by the WG members through the Online Comment System (OCS) were reviewed.
- [12] One WG member highlighted that some countries do not allow third parties to apply the ISPM 15 mark and that it would be important to provide clear guidance on this matter. One WG member introduced the example of Canada's NPPO that uses quality systems and traceability systems to certify the WPM. Both wood packaging manufacturers and wood treatment facilities are authorized to apply the ISPM 15 mark, but they must be able to demonstrate that the ISPM 15 conditions are being met. The SC lead cautioned that the guide should be general enough that it applies for all NPPOs. The Secretariat explained that case studies could be included in the guide to highlight how particular countries implement ISPM 15.
- [13] The WG agreed that the Scope of the Guide should be expanded to offer guidance to assist NPPO's with the review and approval of ISPM-15 treatment facilities and treatment providers, the monitoring of treatments as well as the implementation of manufacturing and production procedures for ISPM-15 certified wood packaging.
- [14] One WG member highlighted the importance of also including information about the role of other regulatory agencies and guidance on how NPPOs can improve collaboration with these other agencies, particularly at the border. The WG noted that it may be beneficial to add an infographic or flowchart that shows the role of border agencies including customs, in the regulation of WPM.
- [15] One WG member suggested that the treatment information should be provided under broad headings of "heat treatment" and "fumigation" and then more detailed information about each of the specific treatments for WPM could be provided under those umbrellas. The SC lead reminded the WG that ISPM 42: *Requirements for the use of temperature treatments as phytosanitary measures*, ISPM 43: *Requirements for the use of fumigation as a phytosanitary measure*, and certain annexes of ISPM 28: *Phytosanitary treatments for regulated pests* provide treatment information relevant to WPM and suggested that these ISPMs should be referenced, rather than repeating the information in the guide. The Secretariat concurred, stating that IPPC Guides normally reference relevant ISPMs.
- [16] One WG member highlighted the importance of clarifying what information should be included in reports of non-compliance for WPM. The Secretariat suggested that ISPM 13: *Guidelines for the notification of non-compliance and emergency action* should be referenced, since it offers information that could be used as the base for this section of the Guide.

7. Organization of the work of the WG

- [17] The organization of the work to develop the ISPM 15 Guide will be discussed in more detail at the next WG meeting.
- [18] The WG agreed that the Secretariat would revise the draft Outline for the ISPM 15 Guide to incorporate the comments from VM02 and the comments submitted by WG members through the Online Comment System and would then share the revised Outline with the WG for further review and finalization.

8. Any other business

- [19] The Secretariat reported on the results of the survey from the first WG meeting.

[20] The WG agreed that the next WG meeting will be held on 3 February 2021 and it will be held by Zoom.

[21] The Secretariat proposed that the agenda for the next meeting would include:

- Discussion of any outstanding comments on the draft Outline
- Consider how to proceed with drafting the guide
- Presentation on writing IPPC Guides and the IPPC Style Guide

9. Closing

[22] The Chair and the Secretariat thanked all the experts for their participation and the meeting was closed.

Annex I: Agenda**Second meeting of the Working Group to develop a Guide to support the implementation of ISPM 15 (VM-02)***15 December 2020 at 1:00 – 4:00 p.m. (Central European Time, GMT +1)***Meeting URL:** <https://fao.zoom.us/j/93653679990?from=addon>**Passcode:** 727132**PROVISIONAL AGENDA***Updated: 2020-12-14*

	AGENDA ITEM	Duration (minutes)	DOCUMENT NO.	PRESENTER
1	Opening of the Meeting	5	--	Barbara PETERSON
2	Meeting Arrangements	15	--	Barbara PETERSON
2.1	Selection of the chairperson		--	IPPC Secretariat
2.2	Selection of the rapporteur		--	IPPC Secretariat
2.3	Adoption of the Agenda		VM02_01_ISMP15_Guide	Chairperson
3	Administrative matters	5	--	
3.1	Participants		VM02_02_ISPM15_Guide	IPPC Secretariat
3.2	Working papers		IPP restricted work area	IPPC Secretariat
4	ISPM 15 symbol registration and ISPM 15 mark	30	https://www.ippc.int/en/faq/#isp15	FAO Legal / IPPC Secretariat
5	Explanatory Document for ISPM 15	30	https://www.ippc.int/en/publications/2506/	Barbara PETERSON
	HEALTH BREAK	5		
6	Review compiled comments on the Draft Outline for the ISPM 15 Guide	60	VM02_03_ISPM15_Guide VM02_04_ISPM15_Guide	IC Lead / IPPC Secretariat
7	Organization of the work of the WG	20	Presentation	IPPC Secretariat
8	Any Other Business	5	--	Chairperson
9	Close of the Meeting	5	--	Chairperson / IPPC Secretariat

Annex II: Participants list**2nd Meeting of the Working Group to develop a Guide to support the implementation of ISPM 15 (VM-02)****Participants List***(2020-12-15)*

Region/ Role	Name, mailing, address, telephone	Email address
WG Member	Mr Marcel DAWSON Manager, forestry and horticulture, plant import/export division (<i>retired</i>) Canadian Food Inspection Agency Canada	marcel.dawson17@gmail.com (as of 2020/11/27)
WG Member	Mr Scott GEFFROS General manager/heat treatment inspections program manager Canadian Wood Pallet and Container Association Canada	scott.geffros@canadianpallets.com
WG Member	Mr Brad A. GETHING Director of science & technology integration National Wooden Pallet & Container Association United States	bgetting@palletcentral.com
WG Member	Mr Christopher HOWARD Acting Assistant Director Plant Import Operations Department of Agriculture and Water Resources Australia	chris.howard@agriculture.gov.au
WG Member	Mr Vinod PANDIT Programme Leader, Development, Communication & Extension CABI South Asia India	V.Pandit@CABI.org
WG Member	Ms Debora Maria RODRIGUES CRUZ Federal inspector Department of Plant Health and Agricultural Inputs Brazil	debora.cruz@agricultura.gov.br
IC Lead	Ms Stephanie BLOEM Executive Director NAPPO Secretariat North American Plant Protection Organization United States of America	stephanie.bloem@nappo.org
IC Lead	Ms Faith NDUNGE Head biosafety and phytosanitary services Kenya Plant Health Inspectorate Services	findunge@kephis.org

Region/ Role	Name, mailing, address, telephone	Email address
	Kenya	
ISPM 15 Steward	Ms Marina ZLOTINA IPPC Technical Director, USDA-APHIS, Plant Protection and Quarantine (PPQ) United States of America	marina.a.zlotina@usda.gov
FAO Legal	Ms Laura PASETTO Legal Consultant Food and Agriculture Organization Viale Delle Terme di Caracalla 00153 Roma Italy	Laura.Pasetto@fao.org
IPPC Secretariat Lead	Ms Barbara PETERSON Implementation Facilitation Officer IPPC Secretariat, FAO Suite 400, 4321 Still Creek Drive Burnaby, British Columbia V5C 6S7 Canada	barbara.peterson@fao.org
IPPC Secretariat	Ms Natsumi YAMAMADA IPPC Secretariat, FAO Viale Delle Terme di Caracalla 00153 Roma Italy	natsumi.yamada@fao.org
IPPC Secretariat	Ms Brent LARSON Phytosanitary Specialist IPPC Secretariat, FAO Viale Delle Terme di Caracalla 00153 Roma Italy	brent.larson@fao.org