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منظمة
الغذية والزراعة
للأمم المتحدة

COMMISSION ON PHYTOSANITARY MEASURES

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IPPC Secretariat Work Plan and Budget for 2021

Agenda item 12.2

Prepared by the IPPC Secretariat

I. Introduction and Background

1. In 2014, the IPPC Secretariat Enhancement Evaluation Recommendation no. 1 stated that: “*One annual work plan and budget for the Secretariat should be developed and approved by the Bureau and it should include clear and achievable objectives, with a detailed as possible breakdown of activities, and required resources in terms of both staff and funding...*”

2. Since then, the CPM Bureau and the IPPC Financial committee (FC) together with the IPPC Secretariat have been developing annual budgets to be presented at CPM.

3. IPPC Secretariat Work Plan and Budget for 2021 has been in development since July 2019 and has gone through many revisions to reach its present form. Events that accounted for the major revisions include FAO Council December 2019 approval of the increased regular programme allotment to the IPPC Secretariat from USD 5.9 million for 2018-2019 biennium to USD 6.9 million for 2020-2021 biennium and the COVID-19 pandemic, which resulted in the revision of budgets allocated for travel in 2021.

4. Latest revision of the IPPC Secretariat Work Plan and Budget for 2021 was reviewed by the IPPC Financial committee (FC) and approved by the CPM Bureau in January 2021.

II. Major Outcomes/Outputs

5. The Work Plan and Budget (WPB) of the IPPC Secretariat takes into account all core activities of the IPPC Secretariat (Appendix 1). The Overall Outcome of execution of the 2021 WPB of the IPPC Secretariat is expected to further advance the IPPC mission and contribute to global efforts in protecting food security and environment while facilitating trade.

A. Governance and Management (Activity 1 in Appendix 1)

Governance and Strategies (Activity 1.1. in Appendix 1)

6. Outcome of Governance and Strategies: This core activity will further enable the IPPC Contracting Parties (CPs) to participate in the IPPC processes, now in more virtual setting, provide their inputs and receive feedback and support from the IPPC Secretariat. Acting as an open forum for discussion on plant health issues focused on standard setting and implementation of the Convention, the IPPC Secretariat is expected to enable smooth facilitation of the IPPC processes in order for the CPs to make progress in the area of plant health.

Integration and Support (Activity 1.2. in Appendix 1)

7. Outcome of Integration and Support: This core activity is expected to further enable effective integration of standard setting and implementation efforts, increase awareness of the importance of the IPPC, facilitate regional workshops and successfully close the International Year of Plant Health (IYPH) initiative in June 2021.

B. Standard Setting (Activity 2 in Appendix 1)

8. Outcome of Standard Setting: This core activity facilitates development of harmonized international standards through a transparent and inclusive process to meet the needs of CPs. The IPPC is the only international standard setting organization for plant health recognized by the World Trade Organization, and the IPPC standards provide a harmonized framework contributing to sustainable agriculture and food security, protection of the environment, and trade facilitation.

C. Implementation Facilitation (Activity 3 in Appendix 1)

9. Outcome of Implementation Facilitation: This core activity is to further increase the ability and capacities of CPs and their National Plant Protection Organizations (NPPOs) to cope with plant health issues in an informed, inclusive and effective manner.

III. Budget Allocations

10. The budget proposal for 2021 includes revised resource allocations among the three core activities in order to ensure that IPPC work for governance and strategies as well as for standard setting is continuously strengthened, while the work in implementation facilitation as well as integration and support is substantially advanced.

A. FAO Regular Programme (RP)

11. The allotment to the WPB of the IPPC Secretariat for 2021 is expected to be USD 3.45 million. It has been allocated among activities without any budget deficit (Appendix 1).

B. IPPC Multi-Donor Trust Fund (MDTF)

12. The budget of USD 2.9 million for IPPC MDTF is proposed, where 52% is allocated to the Governance and Management, while Standard Setting and Implementation facilitation were allocated 26% and 22% of the total budget, respectively. It should be noted that certain standard setting activities and ePhyto activities are an integral part of the Governance and Strategies as well as the Integration and Support. Total staff costs amount to 31%, while operational costs are expected to reach 69% of the total budget (Appendix 1). It is important to note that the execution of budgeted activities of the IPPC MDTF are completely contingent on donors' willingness to provide funds for its activities.

C. IPPC Projects

13. The budget for the IPPC Projects implemented by the IPPC Secretariat in 2021 amounts to USD 1.13 million (Appendix 1). Activities set out in the projects range from governance, standard setting to implementation facilitation. IPPC Secretariat is negotiating revisions of several projects, especially in view of the COVID-19 pandemic and the inability of Contracting parties to physically attend IPPC meetings.

D. IPPC In-Kind Support

14. Expected IPPC In-kind contributions and other alternative funding sources (such as FAO APO programme) for 2021 will amount to USD 1.5 million. Such In-kind contributions are provided to the IPPC Secretariat by CPs or relevant organizations as non-monetary contributions but are translated into dollar values for the purpose of proper budgeting and transparency. (Appendix 1).

IV. Conclusions and Suggestions

15. IPPC Secretariat Work Plan and Budget for 2021 is a result of a thoughtful effort made by the CPM Bureau, IPPC Financial committee (FC) and IPPC Secretariat to make the work plan for 2021 realistic in view of the COVID-19 pandemic, and in view of general funding trends and limitations. The work plan and budget proposes targeted allocations and activities needed to drive the IPPC Secretariat to improved results, greater achievements and increased capacity for serving IPPC CPs within foreseen financial and personnel parameters.

16. The CPM is invited to:

- 1) *approve* “The Work Plan and Budget of the IPPC Secretariat for 2021”

Appendix 1 - IPPC Secretariat Work Plan and Budget for 2021

IPPC Mission - Protecting the world's plant resources from pests	(Expected result/milestones - short description)	FAO Budget line • Salaries Professional • Salaries General Service • Consultants • Contracts (LOAs, other procurement) • Travel • General Operating Expenses	Source of funding (in 000 USD)							Total	
			FAO Regular programme	IPPC Multi-donor Trust fund (122/MUL)	Implementation of IPPC EU Project DG TRADE (025/EC)	EU Project with DG SANTE (040/EC)	China project (291/CPR)	Beyond compliance (336/STF)	In-kind support		Other
1. GOVERNANCE AND MANAGEMENT											
1.1. GOVERNANCE AND STRATEGIES											
STAFF AND NON-STAFF HUMAN RESOURCES COSTS (GROSS)											
OPERATIONAL COSTS											
1.1.1. Commission on Phytosanitary Measures (CPM) - 15th Session											
			957	70	-	95	-	-	-	-	1,122
			622	488	106	-	-	-	-	-	1,216
											-
Support of travel for participants from developing countries	Participants from developing countries are supported and quorum for CPM secured	Travel	23		47						70
Translation of CPM documents (other than draft ISPMs and CPM recommendations) and Strategic Framework	All CPM documents translated and made available in all FAO official languages	Translation backcharge	265								265
Interpretation of CPM sessions	CPM plenary sessions interpreted in all FAO official languages	Interpretation backcharge	70								70
Implementation of Communication Plan	Communication material are produced and media coverage ensured	GOE	10								10
Update of list of topics (LOT) - Standards and Implementation	List of topics (LOT) updated in 6 languages twice a year	Backcharge Translation	3								3
	Call for topics for standards and task force for topics organized and submissions processed	Travel	10								10
Organization of logistics and support activities	All logistics arranged	GOE	20								20
1.1.2. CPM Bureau, FC and SPG											
											-
Support of travel for participants from developing countries	Relevant participation from developing countries facilitated for three Bureau and FC meetings; one SPG meeting (from increase)	Travel	20		43						63
Organization of logistics and support activities	All logistics arranged	GOE	2								2
1.1.3. Standards Committee (SC)											
											-
Support of travel for participants from developing countries	Relevant participation from developing countries facilitated two SC meetings	Travel	18	6	8						32
Interpretation of SC May and November meetings (from RP increase)	Two Standard Committee (SC) meetings interpreted in all requested languages	Interpretation backcharge	150								150
Organization of logistics and support activities	All logistics arranged	GOE	8								8
1.1.4. Implementation and Capacity Development Committee (IC)											
											-
Support of travel for participants from developing countries	Relevant participation from developing countries facilitated one IC meeting	Travel	18	2	8						28
Organization of logistics and support activities	All logistics arranged	GOE	5								5
1.1.5 ePhyto											
											-
Organization of ePhyto related activities	ePhyto Steering Group meetings held	Travel		15							15
	ePhyto experts and developing countries representatives supported to participate in relevant capacity development meetings	Travel		15							15
NEW - Harmonisation of Electronic Data Exchange (DA 1)											
											-
Implement the ePhyto solution based on 5 year plan	ePhyto solution based on 5 year plan implemented (GENS and HUB maintenance with UNICC)	Contracts		410							410
Develop and adopt the business and funding model	Business and funding model developed	Contracts		40							40
Subtotal Governance and Strategies			1,579	558	106	95	-	-	-	-	2,338

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			FAO Regular programme	IPPC Multi-donor Trust fund (122/MUL)	Implementation of IPPC EU Project DG TRADE (025/EC)	EU Project with DG SANTE (040/EC)	China project (291/CPR)	Beyond compliance (336/STF)	In-kind support	Other	Total
1.2. INTEGRATION AND SUPPORT											
STAFF AND NON-STAFF HUMAN RESOURCES COSTS (GROSS)			310	356	76	-	-	-	123	-	865
OPERATIONAL COSTS			287	596	18	5	25	-	91	330	1,352
1.2.1. Information Management											
Maintenance of IT Tools (OCS, IPP) to better fit user needs	OCS maintained as needed	Contracts	30						6		36
	IPPC IT tools hosting fees	Contracts	20								20
	Revision of the IPP (PWC)	Contracts		100							100
	Translation of IPP (from increase)	Contracts	70								70
	IPPC information systems (IPP, Phyto.info, APPPC, PCE, e-Learning tools) are maintained and improved as needed, and migration process initialized	Backcharge	15								15
1.2.2. Communication and Advocacy											
Organization of communication activities	2-3 IPPC Seminars/communication events organized;	GOE	5						20		25
Production and publication of advocacy materials	Advocacy material produced, published or reprinted, including: 2020 IPPC Annual report, 10-12 IPPC factsheets or brochures, 3-5 videos, table calendar, IPPC gadgets, reprint of advocacy materials, procedural manual	Contracts	50	4		5					59
1.2.3. International Cooperation											
Coordination and participation in IPPC partnerships and liaison activities	Joint activities with IPPC partners organized/or participated in, including: CBD, WCO, BLG, UNEP, WTO-SPS, STDF working group, FAO regional and sub-regional offices and others	Travel	15								15
1.2.4. Resource Mobilization											
Organization of resource mobilization activities	Three missions to potential donors undertaken	Travel		7							7
1.2.5. IPPC Network											
Coordination and facilitation of the TC-RPPO meeting	Meeting coordinated with contribution to the action plan among RPPOs	Travel	5								5
Organization of annual IPPC Regional Workshops	Relevant participants supported to attend 7 annual IPPC Regional Workshops organized (from increase)	Travel	25		18		25		65		133
	IPPC staff travel to IPPC regional workshops (from increase)	Travel	12								12
1.2.6. Finalization of IYPH											
Production of publications and advocacy materials	Including study on climate change impacts on plant health, proceedings of IPHC, IYPH final report, IYPH cook book, new poster and video	Contracts		50							50
Other outreach activities	Travelers campaign, IYPH Youth Declaration, photo contest, art and drawing competition and other events	Contracts		30							30
IYPH Ambassadors	Outreach activities	Travel		40							40
Organization of International Plant Health Conference	Successful organization of the conference	Contracts		330						330	660
IYPH Closing Ceremony	Successful and timely closing	Contracts		20							20
1.2.7. Other											
Registration of ISPM 15 Symbol	ISPM 15 symbol registered or renewed	Contracts	20								20
General operation	IT and other equipment, maintenance of office space, IT software	GOE	20								20
NEW - Assessment and Management of Climate Change Impacts on Plant Health (DA 6)											
Analysis of CPM responsibilities on climate change issues as they impact plant health policies	White paper for CPM discussion	Activity performed by staff/consultants.									-
Consider recommendations from the analysis and shape a response for adoption and implementation	TBDL	Activity performed by staff/consultants.									-
Review and revise IPPC policies and guidelines as recommended	TBDL	Activity performed by staff/consultants.									-
Establish working relationships with the IPCC and other climate-focussed organisations, as appropriate and relevant to IPPC outcomes	MOU and joint workplan established	Activity performed by staff/consultants.		15							15
NEW - Global Phytosanitary Research Coordination (DA 7) - to start in 2022											
Subtotal Integration and Support			597	952	94	5	25	-	214	330	2,217
SUBTOTAL GOVERNANCE AND MANAGEMENT			2,176	1,510	200	100	25	-	214	330	4,555

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Activity	(Expected result/milestones - short description)		FAO Regular programme	IPPC Multi-donor Trust fund (122/MUL)	Implementation of IPPC EU Project DG TRADE (025/EC)	EU Project with DG SANTE (040/EC)	China project (291/CPR)	Beyond compliance (336/STF)	In-kind support		Other
2. STANDARD SETTING											
STAFF AND NON-STAFF HUMAN RESOURCES COSTS (GROSS)			589	138	63	65	-	-	157	-	1,012
OPERATIONAL COSTS			151	615	18	42	-	-	10	-	836
2.1. Identification and Prioritization of Topics											
Organization of calls	Call for phytosanitary treatments organized and submissions processed	Backcharge Translation	3								3
2.2. Drafting and Expert Input											
Organization of EWGs work	Relevant participants supported to attend at least 3 face to face meetings	Travel	30		8						38
	Logistics arranged	GOE	6								6
Organization of TPs work	Relevant participants supported to attend the meeting 3 face to face TP meetings	Travel	30		8	20	-	-			58
	Logistics arranged	GOE	6								6
Development and update of training materials for CPs and SC members	Relevant training material for CPs participation in the standard setting process and for SC members updated as needed Mentoring programme for new SC members implemented	GOE	3		2						5
2.3. Consultations and adoption											
Translation of ISPMs and CPM recommendations for adoption by CPM-17 (2022)	Draft ISPMs and CPM recommendations presented to CPM in 6 languages (DPs presented in English and translated after adoption)	Translation backcharge	40								40
Translation of ISPMs for consultations	Draft ISPMs presented to Consultations in 3 languages (DPs presented in English and translated after adoption).	Translation backcharge	25								25
Translation adjustments after adoption (LRG and ink amendments)	Adopted DPs are translated and made available after adoption	Translation backcharge	3								3
2.4. Other											
Contribution to internal operation	Effective and efficient operation of the unit ensured and contingencies covered	GOE	5								5
2.5. Sea Containers											
Organization of IPPC Sea Container Task Force	One face to face meeting of the Sea Container task force	Travel		25							25
Organization of logistics and support activities	All logistics arranged	GOE						10			10
2.6. NRO											
Management of NRO programme	NRO database and statistics are updated	Activity performed by staff/consultants.									-
NEW - Commodity and Pathway Specific ISPMs (DA 2)											
Develop and pilot processes for commodity and pathway standards	Pilot processes developed	Activity performed by staff/consultants.		60		17					77
Analyse and address implementation challenges	Challenges addressed.	Activity performed by staff/consultants.				5					5
Identify priority pathways	Pathways identified.	Activity performed by staff/consultants.		20							20
Establish and implement a work plan for commodity and pathway standards	Work plan implemented.	Activity performed by staff/consultants.									-
Establish evaluation criteria and analyse impacts of commodity and pathway standards	Liaise with IFU to evaluate implementation issue	Activity performed by staff/consultants.		20							20
Establish and operate working groups on alternative risk management approaches	Regarding phytosanitary measures options	Activity performed by staff/consultants.		110							110
Identify top priority treatments needs	TBD	Activity performed by staff/consultants.		70							70
Intensify current treatment activities	TBD	Activity performed by staff/consultants.		150							150
NEW - Developing Guidance on the Use of Third Party Entities (DA 4)											
Authorization of third party entities – standard completed	Standard submitted for adoption	Contracts		20							20
Scoping study and analysis to increase international confidence in authorisation systems	IRSS study conducted	Contracts		60							60
Implementation support and capacity development resources available	Guidance material posted on the IPP	Contracts		50							50
NEW - Diagnostic Laboratories Network (DA 8)											
Coordinate and publish a list of diagnostic laboratories including operational expertise	List published.	Activity performed by staff/consultants.		30							30
Subtotal SSU			740	753	81	107	-	-	167	-	1,848

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Activity	(Expected result/milestones - short description)		FAO Regular programme	IPPC Multi-donor Trust fund (122/MUL)	Implementation of IPPC EU Project DG TRADE (025/EC)	EU Project with DG SANTE (040/EC)	China project (291/CPR)	Beyond compliance (336/STF)	In-kind support	Other	Total
3. IMPLEMENTATION FACILITATION											
STAFF AND NON-STAFF HUMAN RESOURCES COSTS (GROSS)			524	343	-	85	233	-	665	177	2,027
OPERATIONAL COSTS			10	315	8	22	120	146	-	-	621
3.1 Capacity Development											
Application of PCE	IPPC staff and experts supported to facilitate at least 2 PCEs	Travel									-
Modernization of PCE platform	Development of PCE tool and environmental questions	Contracts		150							150
Production of guide and training material	IPPC Staff and experts supported to produce 1 guide and training materials	Travel		15							15
Organization of IPPC advanced technical training course for experts from developing contracting parties - virtual training	Technical training course for experts developed	Contracts			8		120				128
Organization of 1 Plant Health train the trainer course	15 plant health experts trained	Travel									-
3.2. Other											
Contribution to internal operation	Effective and efficient operation of the unit ensured and contingencies covered	GOE	10								10
3.3. Beyond Compliance											
Development of cases	Cases developed	Contracts						106			106
Implementation of cases	Cases implemented	Contracts						40			40
NEW - Management of E-commerce and Postal and Courier Mail Pathways (DA 3)											
Communications strategy and implementation	Communications work plan developed	Contracts		60							60
Interagency network for e-Commerce and courier/postal pathways	Participate in inter-agency network and avoid duplication and build synergies	Contracts		30							30
Interagency tool kit	Contributions to global tool kit to help address phytosanitary issues	Contracts		60							60
NEW - Strengthening Pest Outbreak Alert and Response Systems (DA 5)											
Analysis and report – global state of emerging pest risk scanning and reporting, impediments to reporting	Analysis and report Finalized	Activity performed by staff/consultants.				-	-	-			-
User requirements for an enhanced scanning and reporting system	Task Finalized	Activity performed by staff/consultants.				-	-	-			-
Facilitate development and implementation of standards-based pest surveillance systems	Facilitation of developed completed	Activity performed by staff/consultants.				-	-	-			-
Global system for providing and sharing information on emerging pest risks and changes in pest status (potential joint project FAO (EMPRESS)/RPOs)	Global system - work initiated	Activity performed by staff/consultants.				-	-	-			-
Develop and globally adopt enabling policies to optimise reporting including IPPC mandate and operating structures	Enabling policies developed	Activity performed by staff/consultants.				-	-	-			-
A network of phytosanitary emergency response expertise is established	Network established	Activity performed by staff/consultants.				-	-	-			-
Develop, adopt and apply processes for rapidly engaging expertise and response resources	Task Finalized	Activity performed by staff/consultants.				-	-	-			-
Establish an incursion response tool box	Tool box established	Activity performed by staff/consultants.				17	-	-			17
Facilitate advocacy with potential donors	Advocacy facilitated	Activity performed by staff/consultants.				5	-	-			5
Establish and operate an international donor scheme for this system	System operational.	Activity performed by staff/consultants.				-	-	-			-
Subtotal IFU			534	658	8	107	353	146	665	177	2,648
TOTAL			3,450	2,921	289	314	378	146	1,046	507	9,051