



Minutes of the fourth meeting of the Working Group to develop a Guide to support implementation of ISPM 15 (2017-043) (VM04)

6 April 2021 at 1:00 – 3:30 p.m. (Central European Summer Time, GMT +2)

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 Mr Brad GETHING as chairperson and Mr Scott GEFFROS as rapporteur.
- [4] The Secretariat suggested discussing the date and purpose of the next meeting during Other Business. The agenda for the meeting was adopted and is presented in Appendix 1.

3. Administrative matters

- [5] Mr Guang YANG and Ms Faith NDUNGE did not attend the meeting. The list of meeting participants is presented in Appendix 2.

4. Round table

- [6] The lead author of each section provided an update on their progress drafting the Guide and the WG discussed the proposed content of the sections and how to proceed.
- [7] For section 1, the lead author indicated that this section will be succinct and will include information from ISPM 15 and explanatory documents. The WG noted that it would be easier to complete this introductory chapter after other sections have been written.
- [8] For section 2, the Secretariat suggested that an explanation about dunnage may be added as text box to supplement the information in the text. The WG agreed with the idea. The Secretariat indicated that the other information in section 2 and 3 would be taken from ISPM 15 and the Explanatory Document
- [9] For section 4, the Secretariat proposed including a text box to clarify definition of terms (e.g. debarked wood). This section will also provide a brief explanation on phytosanitary treatments. The SC representative asked for confirmation that section 4.2 should include history on the phytosanitary treatment and section 4.3 should describe the process for adopting phytosanitary treatments. The WG agreed that it would be useful to include some relevant history in section 4. The Secretariat explained that the current process for adding treatment to ISPM 15, involves submitting the treatment as a topic during the call for topics. The treatment would first be added

to ISPM 28 as an annex and then ISPM 15 would need to be modified to recognize the new treatment. The Secretariat noted that they would need to consult the Standards Committee (SC) before Section 4.2 can be completed.

- [10] For section 5, the Secretariat explained that existing information from FAO legal and the ISPM 15 FAQ on the IPP can be used for section 5.1 and 5.2. Regarding section 5.3, the lead author suggested keeping the text about authorizing and controlling the mark higher level and then providing more detail in Section 7 and in the annexes. The WG considered that Section 5.3 should reference Section 7.
- [11] For section 6, the Secretariat explained that information from FAO legal and FAQ on the IPP can be used for section 6.1 and 6.2. Regarding section 6.3 and 6.4, the Secretariat offered to provide information of non-compliance that is posted on the IPP. In addition, the legislation required by NPPOs to regulate the production and importation of WPM needs to be considered in this section.
- [12] One WG member suggested that it will be important to avoid duplication between section 7 and section 5.3. He suggested that section 5.3 would provide a high level introduction to controlling use of the mark and section 7 would provide more detail on authorizing the use of the mark. One WG member asked whether NPPOs should be supervise each ISPM 15 treatment and other WG members answered that supervision of individual treatments is not necessary, but NPPOs are responsible for the ISPM 15 treatments in their country. How they do this depends on their legislation and how their WPM programme is set up.
- [13] The SC representative suggested that the title of section 7.6 should be replace from accreditation to authorization according to ISPM for authorizing entities. The Secretariat informed the WG that the new ISPM (*Requirements for NPPOs if authorizing entities to perform phytosanitary actions*) was adopted by CPM-15 (2021) and the draft ISPM (*Audit in the phytosanitary context*) is expected to adopt in 2022. The SC representative and the representative from NAPPO recommended that the presentation made by Canada during the 2016 NAPPO Symposium be considered as a reference by the authors of this section of the Guide.
- [14] For section 8, one WG member noted the difference in the WPM terminology used by industry and by NPPOs. The SC representative suggested preparing an appendix or adding a text box to explain terms. Other WG member mentioned that since NPPOs need to work with the WPM industry, it will be helpful to include these terms in the Guide.
- [15] For section 9, the lead author explained that a new subsection 9.5 has been added to describe data collection and reporting (to replace section 9.4.4). He also mentioned that adding information on the data to be recorded is important to improve the consistency and quality of the data collected and will help with reporting non-compliance.
- [16] For section 10, the lead author pointed out there was an overlap between section 9 and 10. The lead author of section 9 suggested having some discussion to consider how to avoid duplication between these sections.

[17] The Secretariat suggested that the annexes could be developed as stand-alone manuals that provide useful information for inspectors to use in the field. The WG agreed with this suggestion.

[18] One WG member offered to start reviewing Annex 2 about fumigation.

[19] One WG member indicated the possibility of including a case study from India.

6. Any Other Business

[20] The WG discussed the timeline for completing the first draft of the Guide and agreed that the WG members would submit all the text for the body of the Guide by 4 May, as previously agreed. However, the WG considered that additional time would be needed to draft the two annexes.

[21] The Secretariat confirmed that the draft chapters and sections of the guide should be submitted to by 4 May. The Secretariat would combine the text and the draft guide would be posted to the Online Comment System (OCS) to be reviewed by all WG members. The WG agreed with this approach. The WG agreed to discuss the timeline for the next steps during the next meeting on 4 May.

7. Close of the meeting

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

Appendix 1: Agenda**Fourth meeting of the Working Group to develop a Guide to support the implementation of ISPM 15 (VM-04)***06 April 2021 at 1:00 – 4:00 p.m. (Central European Time, GMT +1)***Meeting URL:** <https://fao.zoom.us/j/95695556336>**To join by telephone:** dial a number based on your current location <https://fao.zoom.us/j/95695556336>**Passcode: 83899878 / Meeting ID: 956 9555 6336***(Zoom coordinates updated: 2021-03-31)***PROVISIONAL AGENDA***Dated: 2021-03-25*

AGENDA ITEM		Duration (minutes)	DOCUMENT NO.	PRESENTER
1	Opening of the Meeting	10	--	Barbara PETERSON
2	Meeting Arrangements	15	--	Elene GOGNADZE
2.1	Selection of the chairperson		--	Natsumi YAMADA
2.2	Selection of the rapporteur		--	Natsumi YAMADA
2.3	Adoption of the Agenda		VM04_01_ISMP15_Guide	Chairperson
3	Administrative matters	5	--	Natsumi YAMADA
3.1	Participants		VM04_02_ISMP15_Guide	Natsumi YAMADA
3.2	Working papers		IPP restricted work area	Natsumi YAMADA
4	Roundtable	60-75	VM04_03_ISMP15_Guide	Chairperson / Lead authors
HEALTH BREAK				
5	Breakout room discussions	45-60	--	Chairperson / Lead authors
6	Any Other Business	10	--	Chairperson
7	Close of the Meeting	5	--	Chairperson / IPPC Secretariat

Appendix 2: Participants list**4th Meeting of the Working Group to develop a Guide to support the implementation of ISPM 15 (VM-04)****Participants List***(2021-03-25)*

Region/ Role	Name, mailing, address, telephone	Email address
WG Member	Mr Corrado CREMONINI Researcher University of Turin, DISAFA Italy	corrado.cremonini@unito.it
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
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	bgething@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 Mohamed MAGDY Phytosanitary unit supervisor & market access Central Administration Of Plant Quarantine Egypt	mm.fao.ispm15@gmail.com
WG Member	Mr Vinod PANDIT Programme Leader, Development, Communication & Extension	v.pandit@CABI.org

Region/ Role	Name, mailing, address, telephone	Email address
	CABI South Asia India	
WG Member	Ms Debora Maria RODRIGUES CRUZ Federal inspector Department of Plant Health and Agricultural Inputs Brazil	debora.cruz@agricultura.gov.br
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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
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