



IC PCE Team meeting
17th March 2021 (3 – 5 pm Rome time)

Attendees

Ms Olga LAVRENTJEVA
Mr Mekki CHOUIBANI
Mr Francisco GUTIERREZ
Mr Brent LARSON
Ms Sarah BRUNEL
Mr Fitzroy WHITE

1. Opening of the Meeting

- [1] The virtual meeting opened with greetings being shared between the team members, as they logged onto the meeting room.
- [2] The Chairperson Ms Magda GONZALEZ ARROYO (IC PCE Team Lead) thanked everyone for making the effort to be a part of the meeting noting that the differing time zones in which we all live in can pose a challenge to us meeting virtually.

2. Meeting Arrangements

- [3] Ms Brunel informed the meeting that Fitzroy White was now on staff at the IPPC Secretariat. His core duties would include activities geared at implementing PCEs as well as at improving the PCE process.

3. Adoption of Agenda

- [4] The agenda was adopted by all participants and is attached as appendix 1.
- [5] Ms Olga LAVRENTJEVA was elected as rapporteur for the meeting.

4. Update on PCE activities (PCEs being undertaken, STDF evaluation, Projects)

- [6] The IPPC Secretariat updated the participants on the PCEs being undertaken:
- Virtual PCE in Nepal: The team was informed that after 6 months of back-and-forth communication, the contract between the World Bank and FAO to undertake a virtual PCE in Nepal was finalized.
 - COLEACP is financing a PCE in Sierra Leone, which is currently put on hold due to COVID-19.
 - The PCE in Sri Lanka is proceeding virtually with funds from the IPPC China Project
 - Negotiations in between the Russian Federation and FAO are ongoing in the last six year to finance Phytosanitary activities in Belarus, including a PCE.
 - “Delegation of the European Union to the African Union supports the FAO to conduct 12 PCEs in the COMESA region.
 - The Pacific also approached the IPPC Secretariat to implement PCEs in the Pacific, and to organize a PCE facilitators training course. This is a challenge as there is no accredited PCE facilitator there and no possibility to travel to the Pacific because of COVID-19. This necessitates advancing discussions regarding training of more facilitators. The PCE team discussed drawing relevant procedures or content delivery methods from the Plant Health

training curriculum to guide delivery of the PCE facilitators training. The PCE team considered exploring building a training curriculum with external virtual training on Phytosanitary knowledge and soft skills. Once these training would be completed, a one-week face to face PCE facilitators training could be organized.

- [7] STDF /PG/401 Evaluation - The PCE team was informed that the IPPC Secretariat received the final ex-post evaluation of the Standards and Trade Development Facility's STDF/PG/401 project "Developing a network of Phytosanitary Capacity Evaluation (PCE) facilitators". This evaluation was conducted by Ms. Lois Ransom from Australia. The review suggested the training was good value for money and that steps should be taken to do more promotion of the PCE. The report also suggested that the CPM should see the PCE as a regular program of the IPPC Secretariat. The IPPC Secretariat updated the team that discussions were ongoing internally on using savings realized from COVID19 to support the improvement of the PCE tool. The IPPC Secretariat clarified that besides needing funds to implement a PCE in a given country, funds are necessary to improve the tool itself, as detailed in the PCE Strategy 2020-2030.

5. Update on PCEs undertaken virtually in the Caribbean

- [8] Dominica, Mr Francisco GUTIERREZ and Mr. Fitzroy WHITE provided an update on the PCE they are respectively facilitating virtually in Trinidad and Tobago and Dominica; Mr White gave an update on the PCE in The Bahamas. Mr GUTIERREZ reported that due to the pandemic and other staff challenges, there was a lull in the activities in Dominica. "Online training on "a problem tree analyses" (strategic planning tool) was conducted. However, it was noticed that beneficiaries still had problems with the understanding of the tool and its application. He believes that the restrictions on travel have negatively affected the outcome so far. After breaking in December, Dominica has decided to continue the PCE from March 19th, 2021, with the hope of finishing by end of May.
- [9] St. Lucia, Mr White reported that St. Lucia has done four logical frameworks, one for each of the selected modules. Currently, they are working on the budget for the projects prioritized, and also seeking to make initial contacts with the experts who can be engaged to deliver the expected output per each project. He expects to have a virtual validation mission by end of May 2021.
- [10] Trinidad and Tobago Mr White reported that in December the Team had gotten to the point of working on the one log frame. The team is to make contact to decide on a time to resume the work.
- [11] Bahamas: Mr Fitzroy WHITE reported that the Bahamas decided to take one module through the entire PCE process before addressing the others. To date, the problem tree analysis for all weaknesses identified for module 10 on Phytosanitary import regulatory system is completed, and work has begun on the logical framework. Work should resume by 24th Month to complete other modules.

6. Implementing the PCE Strategy

- [12] The Chair reminded the team that the IC approved the PCE strategy for 2020-2030 and stated that funds are necessary to implement this strategy. The IC PCE team agreed that the implementation of strategy would be further advanced in a coming meeting by drafting a workplan to advance on the deliverables.

7. PCE Policy and PCE Governance

- [13] The IC PCE team was asked to share their comments on two documents shared for this meeting Areas we looked at briefly were:
- Procedure for accrediting PCE facilitators
 - PCE Confidentially Undertaking
 - Observer organizations to the PCE process
- [14] It was decided that the Secretariat will post the documents in a Microsoft Teams group. The team was asked to provide their comments and input by 31 of March.

8. Review of the PCE Web page

- [15] The IC PCE team decided that a review of the page should be done considering the user experience, as per the opportunity study which was conducted by PwC in making suggestions on improving the IPP. The IPPC Secretariat commented that from this study, an interviewee had suggested the countries where PCEs had been undertaken could be displayed as a map. User feedback should be gathered by using an online survey or interviews. The methodology to do so will be discussed at a later stage.

9. PCE Newsletter

- [16] As the Secretariat considers publishing a bimonthly IPPC Newsletter, the PCE Newsletter as initially thought of, will not be a standalone communication, but will be a section in the general IPPC newsletter. A first draft on the PCE being conducted virtually was shared with the IC PCE team for comments until the 31st of March.

10. Any Other Business

- [17] No other business was discussed.

11. Next Meeting

- [18] The next meeting is tentatively scheduled for 20th April 2021, from 3 to 5 Rome time. The Chairperson thanked all participants for attending and the meeting was adjourned.

Appendix 1**IC PCE Team meeting***17 March 2021 (3 pm - 5 pm), Rome Time (Central European Time, GMT +1)***AGENDA***Updated: 2020-02-25*

AGENDA ITEM		DOCUMENT NO.	PRESENTER
1	Opening of the Meeting	--	Barbara PETERSON
1.1	By the IPPC Secretariat		Brent LARSON/Sarah BRUNEL
1.2	By the Chair		Magda GONZALEZ ARROYO
2	Meeting Arrangements	--	Magda GONZALEZ ARROYO
2.1	Participants List	--	IPPC Secretariat
2.2	Adoption of the Agenda	01_PCE_team_2021_March_Agenda	Chairperson
3	Update on PCE activities (PCEs being undertaken, STDF evaluation, projects)		Sarah BRUNEL
4	Update on PCEs undertaken virtually in the Caribbean		Francisco GUTIERREZ/Fitzroy WHITE
5	Implementing the PCE Strategy		Magda GONZALEZ ARROYO/Sarah BRUNEL
5.1	Discussion on the work plan and priority activities to be implemented	https://www.ippc.int/en/publications/87701/	
5.2	Discussion on setting a PCE governance		
5.3	Policy for PCE facilitators accreditation	02_PCE_Team_2021_March_Accreditation	
5.4	Confidentiality undertaking	03_PCE_Team_2021_March_Confidentiality	
6	Communication activities for the PCE	VM02_03_ISPM15_Guide VM02_04_ISPM15_Guide	IC Lead / IPPC Secretariat
6.1	Proposal to update the PCE webpage on the IPP	https://www.ippc.int/en/core-activities/capacity-development/phytosanitary-capacity-evaluation/	Sarah BRUNEL/Fitzroy WHITE
6.2	Proposed article on the PCE for the IPPC Secretariat	04_PCE_Team_2021_March_Newsletter	Fitzroy WHITE
8	Any Other Business	--	Magda GONZALEZ ARROYO
9	Next Meeting (third Wednesday of each month from 3 to 5 PM Rome time: 21 April, 19 May, 16 June)	--	Magda GONZALEZ ARROYO