[PleaseReview document review. Review title: 2021 ICD: Proposed Terms of Reference for the IC Sub-group on National Reporting Obligations (NRO). Document title: 2021\_ICD\_NationaReportingObligations\_EN.docx]

***[1]*National Reporting Obligations**

***[2]*Implementation and Capacity Development Committee (IC) Sub-group on NROs**

***[3]*Proposed Terms of Reference**

***[4]***

1. ***[5]*Purpose**

***[6]***The IC Sub-group on National Reporting Obligations (NROs) will:

* ***[7]***Support the IPPC Secretariat to facilitate and provide guidance to Contracting Parties (CPs) to help them meet their National Reporting Obligations, based on the IPPC and help them implement related ISPMs.
* ***[8]***Support the IPPC Secretariat to raise awareness in CPs, including their National Plant Protection Organizations (NPPOs), to meet and understand their NROs.
* ***[9]***Support the IPPC Secretariat to build and develop national or regional capacity to address activities that support NROs, e.g., surveillance, pest identification, and pest risk analysis (PRA).
* ***[10]***Support the IPPC Secretariat to update the NRO Programme to cover 2014 to 2023.
* ***[11]***Monitor and evaluate the work undertaken under the NROs Programme and prepare reports for the IC for review and approval.
* ***[12]***Develop an annual work plan for the IC Sub-group on NRO.

1. ***[13]*Duration**

***[14]***The IC Sub-group on NROs will operate until May 2023 and may be extended upon agreement by the IC.

1. ***[15]*Membership**

***[16]***The members should have extensive working knowledge of the IPPC, its objectives, its reporting obligations, as well as a good knowledge of ISPMs, especially those related to NROs.

***[17]***Members may be drawn from contracting parties, RPPOs and international organizations as follows:

* ***[18]***Up to three representatives of contracting parties
* ***[19]***One representative from the CPM Bureau (Optional)
* ***[20]***One Lead and another representative from IC
* ***[21]***One representative of the SC
* ***[22]***Up to three representatives from the RPPOs
* ***[23]***At least two experts representing entities having national reporting obligations systems such as the CBD, FAO, OIE, UNEP, CABI, World Health Organization, etc.

1. ***[24]*Tasks**

***[25]***The IC Sub-group on NROs will work with the IPPC Secretariat to:

1. ***[26]*** Analyse the NRO legal obligations of CPs, RPPOs and the IPPC Secretariat.
2. ***[27]***Review of the existing IPPC NROs programme and work plan, including:
3. ***[28]***Complete the mid-term review of the NROs Programme (2014-2023) and NROs work plan (2014-2023); identify the progress of each item and task in the NROs Programme and work plan.
4. ***[29]***Carry out analysis of the benefits and challenges of implementing the NROs Programme and work plan during the past five years.
5. ***[30]***Prepare and submit a progress report of the NROs programme (2014-2023) and work plan (2014-2023) to the IC.
6. ***[31]***Revise and adjust the IPPC NROs Programme and work plan including setting priorities and developing a stepwise approach with timeframes and submit them to the for IC.
7. ***[32]*** Facilitate CPs to meet their obligations by:
8. ***[33]***determining the added value the IPPC Secretariat services could provide in addition to those already being developed for reporting.
9. ***[34]***advising the most appropriate way for CPs to consistently meet their national reporting obligations;
10. ***[35]***advising the most appropriate way of strengthening the role of RPPOs in ensuring contracting parties meet their national reporting obligations;
11. ***[36]***determining synergies with other programmes and activities (for example, collaborate with the FAO Intelligence and Coordination Unit of the Food Chain Crisis Management Framework (FCC-ICU),  IPPC Strengthening Pest Outbreak Alert and Response Systems, Phytosanitary Capacity Evaluations, etc.).

***[37]*** 5. Contribute to the establishment of Pest Outbreak Alert and Response System

***[38]*5. Reporting**

***[39]***The IC Sub-group on NROs reports to the IC annually and if necessary, upon request.

***[40]*6. Rules of Procedure**

***[41]***The IC Sub-groups Rules of Procedure will apply to the IC Sub-group on NROs.

***[42]*7. Amendments**

***[43]***Amendments to these Terms of Reference, if required, shall be approved by the IC.