



Food and Agriculture  
Organization of the  
United Nations



International  
Plant Protection  
Convention

## **REPORT**

# **IC SUB-GROUP ON IRSS VIRTUAL MEETING N° 01**

**28 April 2021**

## DRAFT REPORT

### IC SUB-GROUP ON IRSS VIRTUAL MEETING NO. 01

28 APRIL 2021

#### 1. Opening of the Meeting

- [1] The IFU lead, Mr Brent LARSON, opened the meeting and welcomed all participants to the first meeting of the IRSS Sub-group on Implementation Review Support System (IRSS) to be held in 2021. He particularly highlighted the arrival of the new members who attended their first meeting and he thanked Mr Sebastiaan HESS (Survey specialist) for his availability to take part in this meeting

#### 2. Meeting Arrangements

##### 2.1. Election of the Chairperson

- [2] Mr Dominique PELLETIER (IC lead for the IC Sub-group on IRSS) was elected as the Chairperson to the meeting

##### 2.2. Election of the Rapporteur

- [3] Ms Olga LAVRENTJEVA (IC member) was elected as the Rapporteur to the meeting.

##### 2.3. Adoption of the agenda

- [4] The meeting agenda<sup>1</sup> was adopted without any modification and is attached to this report (Appendix 1).

#### 3. Administrative Matters

##### 3.1. Review of meeting documents

- [5] The following meeting documents, which are also posted on the IC Sub-group on IRSS restricted work area of the International Phytosanitary Portal (IPP), were introduced:

- Agenda (IRSS-VM01\_01\_SG\_2021\_Apr)
- General updates on the IRSS (IRSS-VM01\_02\_SG\_2021\_Apr)
- Review of the 2021 Work plan (IRSS-VM01\_03\_SG\_2021\_Apr)
- Update on the Call for IRSS topics (IRSS-VM01\_04\_SG\_2021\_Apr)
- Report of the comparative analysis of the 2012 and 2016 IPPC general surveys results (IRSS-VM01\_05\_SG\_2021\_Apr)
- General discussions on how to evolve IRSS as a sustainable system (IRSS-VM01\_06\_SG\_2021\_Apr)

##### 3.2. Review of participants

- [6] All the members of the IC Sub-group on IRSS were present except for Ms Juliet GOLDSMITH (RPPOs Representative). The following IPPC Secretariat staff were also in attendance: Mr Brent LARSON (IFU Lead), Mr Descartes KOUMBA (IFU lead IRSS) Ms Janka KISS (SSU), Mr Ricardo MAZZUCHELLI (IST), Ms Melanie BATEMAN (IFU) and Ms Adriana MOREIRA (SSU).

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<sup>1</sup> IRSS-VM01\_01\_SG\_2021\_Apr

## 4. Update on the IRSS activities

### 4.1. Remarks from IC lead for IC Sub-group on IRSS

- [7] Mr Dominique PELLETIER (IC lead on IRSS) presented a brief summary of the situation of the IC Sub-group on IRSS ("The Sub-group"). He reminded the Sub-group that the work on the IRSS during the last year has suffered from the impact of COVID-19 and that little progress was made, in addition, an new IRSS Analyst to support the advancement on ongoing IRSS issues was recently recruited. He also highlighted that 2021 IRSS work plan was approved last year by the IC and recapped the main approved areas as well as the considerations expressed by the IC at that time. The Chairperson underlined that the desk study on the "delegation of NPPO functions in the context of third party authorization" around the world registered as one of the most important IRSS achievements during the past year, noting that the outcomes of this study were presented during an IPPC Secretariat Webinar<sup>2</sup>, facilitating the understanding of ISPM 45: *Requirements for national plant protection organizations if authorizing entities to perform phytosanitary*, adopted at the fifteenth session of the Commission on Phytosanitary Measures (CPM-15) in 2021.
- [8] He concluded his introductory remarks by presenting the expectations around the comparative study on the general survey 2012 and 2016 and for the need to begin the development of the Third general survey.

### 4.2. General updates on the IRSS since November 2019

- [9] The IPPC Secretariat presented the paper<sup>3</sup> on the IRSS activities since the Sub-group's previous meeting in November 2019 and provided an update, presented the objective and the functioning of the IRSS as well as the tasks assigned to the Sub-group. The IPPC Secretariat reported on some progress despite the impact of the COVID-19 pandemic on the IRSS studies and surveys while informing the Sub-group of its initiative to improve its functioning by involving additional IPPC Secretariat members from the Standard setting Unit and the Integration and Support Team.
- [10] The IPPC Secretariat listed the completed IRSS topics:
- Evaluation of the Implementation Program Pilot on Pest Surveillance (2018-60, Priority 1);
  - Review of the implementation proposals from the call for topics and evaluation of the feasibility of their implementation (2018-61, Priority 1);
  - Analytics support to the Sea Containers Task Force for survey design, implementation and analysis of results (2018-51, Priority 1, covered within SCTF scope); and
  - Desk study on the delegation of NPPO functions in the context of third party authorization (2018-55, Priority 2).
- [11] For the ongoing IRSS activities, the consolidated analysis of two previous IPPC general surveys (2018-53, Priority 1) was finalized and is presented to the Sub-group at this meeting. The lessons learnt from this analysis will contribute to improve the third general survey (3rd).
- [12] The results of the survey on the success of implementation of PFAs (2018-50, Priority 1) had been circulated to the Sub-group and comments were collected. The study was revised taking the comments into consideration and it will be shared with the Sub-group for review in mid-May 2021.
- [13] The IPPC Secretariat clarified that the current IRSS project (3<sup>rd</sup> cycle) has been extended until May 2022 to accommodate the delays faced in 2020 and suggested a tentative schedule for the next Sub-group meetings as follows:
- 21 July; and
  - 20 October.

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<sup>2</sup> Webinar on authorization: <https://www.ippc.int/en/events/event/873/>

<sup>3</sup> IRSS-VM01\_02\_SG\_2021\_Apr

[14] The Sub-group reviewed their 2021 work plan and noted that the Call for IRSS topics had been launched (deadline: 18 June 2021). The IC Sub-group on IRSS:

- *Noted* the updates on IRSS activities since November 2019 and the progress made.
- *Approved* the schedule of IC Sub-group: IRSS meetings for 2021 and the (Meeting 1: 28 April, Meeting 2: 21 July and Meeting 3: 20 October).
- *Expressed* its gratitude and appreciation to members who were leaving the IC Sub-group on IRSS: Ms Sally JENNINGS, Mr Dilli SARMA and Mr Sam BISHOP for their contribution to the work of the Sub-group

### 4.3. Discussions on how to approach the IRSS topics

[15] The Secretariat provided an overview of the status of the current IRSS topics, noting that all are priority 1 and that it was not possible to address them all with existing resources. He proposed that the Sub-group assign priorities so the Secretariat will have clear direction on which topics to tackle first. He highlighted that the IRSS work should link to the IPPC Strategic Framework (SF) 2020 – 2030.

[16] One member noted that there could be linkages between the Third general survey and the establishment of the baseline to measure the impact of the SF.

[17] The Secretariat highlighted, based on the comparative analysis of the first and second general surveys, that there may be a need to change the questions to improve the next general survey, he also noted that some questions should remain the same to allow some longer-term comparisons. He suggested reducing the general survey to just some limited questions and then maybe have two parts in the general survey. One part with around 15 key elements that would be used for comparisons and a second part that could be targeted to a specific area that could be changed for each survey.

[18] One member suggested that we could even develop a paper for the CPM Focus group on the Implementation of the IPPC Strategic Framework's 2020-2030 Development Agenda Items to consider. This idea was supported and the IC highlighted that developing key indicators, which should be considered in this baseline, is the main issue.

[19] Another member proposed that select indicators could be useful to help this baseline measure to be considered as the task for this CPM Focus group. She proposed also that other activities could be related to the general survey so it should be very targeted and built so the data could be used for comparisons over time.

[20] The Secretariat commented about the risk of encountering the same difficulties as with the previous general surveys if a survey approach with too large scope is preferred. She suggested designing questions or measures that seem meaningful or with bring results that would make sense.

[21] The Secretariat proposed removing the word "Utility" from the name of the IRSS topic "Study on the Utility of IPPC Diagnostic Protocols" and to consider adding diagnostic laboratories network in the scope of the study. However, the Sub-group agreed to modify title but did not want to change the scope of the study.

[22] The IC Sub-group on IRSS:

- *Agreed* to request the IC to change the title of the topic 2019-14 to "Study on the IPPC Diagnostic Protocols" and *invited* the Secretariat to submit a revision of the topic through the Call of IRSS topics to address the issues regarding diagnostic laboratories networks.
- *Agreed* the following prioritization for the IRSS topics:
  1. Study on Developing Guidance on Risk-based Border Management (2019-13, Priority 1)
  2. Develop third IPPC General Survey (2018-54, Priority 1)
  3. Study on the of IPPC Diagnostic Protocols (2019-14, Priority 1)

4. Develop baseline measures to monitor the impacts of and record/report benefits of the Strategic Framework 2020-2030 (2018-52, Priority 1)
  5. Study on the Global Participation and resulting involvement in the IPPC Community (2019-15, Priority 1)
- *Agreed* to develop a paper for the CPM Focus group on the Implementation of the IPPC Strategic Framework's 2020-2030 Development Agenda Items on the consideration of the topic Develop baseline measures to monitor the impacts of and record/report benefits of the Strategic Framework 2020-2030 (2018-52) in the work of the Focus Group and to put this topic on hold pending the outcomes for the Focus group.

#### **4.4. Discussion on IC Sub-group's involvement in Monitoring and Evaluation and progress on related documents.**

[23] The Secretariat, summarised the Letter of Agreement (LoA) between the IPPC Secretariat and the Wageningen University to develop a Framework for Monitoring & Evaluation (M&E), amongst other outputs, noting that previously the Sub-group had decided not to take part in this exercise mainly due to the consideration that such activities related more to the work of the IPPC Secretariat. He informed the Sub-group that Ms Cecile KUSTER (M & E Specialist) reviewed the proposed framework and broadened its scope to the IPPC community, applying the Theory of Change (ToC) and the matrix to the entire IPPC Community. The Sub-group considered this change and agreed to be involved in reviewing the Monitoring and Evaluation Framework for the IPPC Community and the Case studies on Good practices for monitoring and evaluation of national phytosanitary systems.

[24] The IPPC Secretariat suggested that care be taken to avoid duplicating M&E mechanisms already in place with FAO.

[25] The IC Sub-group on IRSS:

- *Agreed* to provide guidance to the IPPC Secretariat's work on Monitoring and Evaluation.
- *Requested* the IPPC Secretariat to share the Monitoring & Evaluation framework for the IPCC community and the case studies on good practices for monitoring and evaluation of national phytosanitary systems with the Sub-group members for review.

### **5. IRSS work plan**

#### **5.1. Review of the 2021 Work plan**

[26] The Secretariat presented the paper<sup>4</sup> and informed the Sub-group that the Sub-group's work plan was developed based on the work plan approved by the IC during IC VM-07 and on the resources available to implement IRSS activities. This work plan presents an overview of all the IRSS activities and highlighted in green the issues where the contributions or guidance of the Sub-group are requested.

[27] He highlighted that the work plan is mainly focused on the priority one topics and will be updated accordingly based on the prioritization decided by the Sub-group.

[28] The IC Sub-group on IRSS:

- *Approved* the 2021 IC Sub-group on IRSS work plan as presented in Annex 02 of this report.
- *Requested* the Secretariat to update the 2021 IRSS work plan based on the discussions at this meeting and the changes in priority for IRSS topics.

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<sup>4</sup> IRSS-VM01\_03\_SG\_2021\_Apr

## 6. IRSS list of topics

### 6.1. Update on the Call for IRSS topics

- [29] The Secretariat presented the paper<sup>5</sup> and informed the Sub-group that the 2021 Call for IRSS topics was issued at the end of March 2021 to solicit ideas for IRSS studies and surveys from the CPM Bureau, IC, SC, RPPOs, and IPPC Secretariat. In order to improve the coordination, the Call was sent to the Chair of each body with copy to the members and to the IPPC Secretary. Each body was invited to submit their proposals through the representative in the Sub-group. The Secretariat reminded the Sub-group that the Call will close on 18 June 2021 and then the submissions will be reviewed by the Sub-group during their meeting in July 2021.
- [30] The Secretariat suggested that the intention is to develop a list of IRSS topics and then put in place a resource mobilization plan to help solicit funds to deliver the topics. If topics of high interest are added to the list, it may help to attract donors.
- [31] The Secretariat highlighted the need to have clear guidance or criteria to prioritize the topics that are submitted through the Call.
- [32] The IC Sub-group on IRSS:
- *Noted* the update on the 2021 Call for 2021 IRSS topics
  - *Encouraged* the IRSS representatives to follow-up on the Call for IRSS topics with their respective bodies and the submission of ideas for IRSS studies and surveys by 18 June 2021.
  - *Proposed* that Mr Riccardo MAZZUCHELLI draft criteria for prioritization of IRSS topics with the support of Ms Janka KISS and the IC lead on IRSS, Mr Dominique PELLETIER.

## 7. IRSS Pest Free Areas study

### 7.1. Progress of the redrafted IRSS study on Pest Free Areas

- [33] The Secretariat reported that the feedback of the Sub-group on the PFA study had been considered and draft revised based on comments. She noted that there were some issues with the initial questionnaire but still found the data collected to be of value and worth reporting on. The two objectives listed for the study were to get baseline data on the extent of implementation of PFAs related ISPMs and to look at the contribution of implementation and capacity development resources and activities related to PFAs.
- [34] The IFU lead clarified that at this stage the objective is not to redo the survey or to revise the document in depth but to have a feedback and be sure that the redrafted version has taken into account the comments made by the Sub-group in 2020.
- [35] The Secretariat informed that the revised IRSS study on Pest Free Areas will be sent to IC Sub-group on IRSS by mid-May for review.
- [36] The IC Sub-group on IRSS:
- *Noted* the progress of the of the revised IRSS study on Pest Free Areas
  - *Noted* the revised IRSS study on Pest Free Areas will be shared for review by the IC Sub-group on IRSS.

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<sup>5</sup> IRSS-VM01\_04\_SG\_2021\_Apr

## 8. Report of the comparative analysis of the 2012 and 2016 IPPC general surveys results

### 8.1. Review of findings

- [37] Mr Sebastiaan HESS, Survey Specialist (author of the paper), presented the report<sup>6</sup> of the comparative analysis of the 2012 and 2016 IPPC general surveys and thanked the Sub-group for the opportunity to present the findings. He reminded the Sub-group of the two general surveys on the implementation of the IPPC and the ISPMs by NPPOs, held in 2012 and 2016, and that he was invited to conduct a comparative analysis of the findings of these surveys in preparation for the development of the Third general survey. The main objective was to see whether any trends in implementation of the Convention and standards between 2012 and 2016 general surveys could be established. He mentioned that both surveys were self-assessments and the highest implementation was founded for the areas of export certification, inspection measures and phytosanitary treatment.
- [38] The rate of response to the surveys was low and there is a low level of overlap of respondents between the two general surveys (few NPPOs participated in both surveys). The low level of overlap was also observed in the numbers of questions responded to (not all respondents answered all the same questions and the number of answers to similar questions between the two questionnaires was low).
- [39] He noted the difficulty of comparing the results because the questions had been modified between the two surveys and in addition to the fact that questions were subject to interpretation, which meant the answers would vary even more.
- [40] The overall conclusion was that the aspects presented above does not allow determining changes and drawing general trends. However, the shortcomings observed could contribute to improve the designing of the third survey based on the lessons learned from this comparative study.
- [41] One member suggested two people (plant health expert and survey specialist) might be able to work in tandem to design the next general survey. He noted that in view of the time invested in these two surveys, it is unfortunate that we cannot really use these results to identify trends.
- [42] The Secretariat shared some general observations by highlighting the expectations to be able to see a significant difference in the levels of implementation between the two surveys. Having activities or programs directed to some of these points where implementation was show to be low, could help to with implementation.
- [43] Sebastiaan HESS highlighted that the survey tried to cover everything and the questions focused on the Convention's articles and NPPO responsibilities, which were then somewhat repeated with the questions that focused on the different ISPMs (which meant that there were duplicate responses for the same subject area and could cause confusion); this could be an area of improvement for the next general survey.
- [44] A Sub-group member thanked the author for the great work done by analysing the data and noted good recommendations provided in the report of the comparative analysis between the two surveys. She suggested that in the case of implementation of the IPPC, a tool like the PCE could be more helpful to gather information on implementation that a survey and consideration should be given to mix these different tools to gather information.
- [45] Another member reminded the Sub-group that the purpose of this discussion is to note the report and ask for clarification and then discuss how to move forward.
- [46] The Secretariat confirmed that it was the first time that this report has been released to a group of people and the Sub-group would be given an opportunity review and provide comments by the 07 May 2021, which would be consider before it is published.

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<sup>6</sup> IRSS-VM01\_05\_SG\_2021\_Apr

- [47] The Secretariat noted that it would be helpful to have a clear process on how the information gained from the general survey is presented back to the Standards Committee, in order to provide targeted feedback and identify impediments to implementing the standards so these issues can be addressed when developing or revising standards. She suggested that instead of trying to cover all areas in the generic survey, a more targeted approach might provide more useful results.
- [48] Another Sub-group member noted it was good to have this comparative analysis between the two surveys and the recommendations provided. She shared the experience from her region, saying that if there are too many questions or if questions were too complicated to answer, the NPPOs will usually just give up. She suggested that the survey could be promoted at the IPPC Regional workshops or even during the CPM.
- [49] The SC representative to the Sub-group highlighted the issue related to these kinds of extensive surveys that try to cover too many subjects. He explained that they take a lot of time to prepare responses to and he also suggest that effort be made to try to avoid repetitive questions and to allow the respondent to be able to skip questions that do not apply.
- [50] The IC Sub-group on IRSS:
- *Thanked* Mr Sebastiaan HESS for the analyse Comparative Analysis of the 2012 and 2016 IPPC General Surveys and the clarifications provided
  - *Agreed* to consider the main lessons learned from Comparative Analysis of the 2012 and 2016 IPPC General Surveys Results in order to improve the design of the next general survey.
  - *Invited* the members to provide their additional comment to the report of the Comparative Analysis of the 2012 and 2016 IPPC General Surveys by 07 May 2021.

## **9. General discussions on IRSS sustainability and communication strategy**

- [51] The IC lead on IRSS introduced the paper<sup>7</sup> and noted that there are a number of advantages into evolving the IRSS into a sustainable system. He highlighted that the IRSS should be something funded by multiple sources, rather than just one. He noted the need to probably change the name to make it a little more catchy and more relevant.
- [52] The Secretariat noted that the European Union may continue to support IRSS along with other donors, but it did not one to be the only donor to fund the work of the IRSS. He suggested that the IRSS be built into a system that is sustainable and transparent, attracting multiple donors. To do this the IRSS would have to become more relevant and truly help address implementation issues.
- [53] One Sub-group member noted that the issue is not about how we deliver things under IRSS but probably how contracting parties could link their activities with IRSS achievements. She suggested that contracting parties do not understand the value of the IRSS. She highlighted the need to communicate better and that a communication plan should be developed and put in place. In addition, it was suggested that the IRSS should develop a better reporting system. It was suggested for projects in general; that they would all benefit from having implementation plans which indicated when the project started, what key activities would be covered within the project and when the project would be completed, this would also be helpful for IRSS. She suggested to have a common approach to communicate on all IRSS activities and suggested there was a need to improve the communication to contracting parties.
- [54] The Secretariat highlighted that the IRSS has, for the first time a work plan that will posted on the IRSS webpage and confirmed the ongoing process of hiring a communication expert to support the development of a communication plan and communication materials to promote IRSS.
- [55] The IC lead on IRSS agreed that improving communication would certainly help selling IRSS or at least explain what it is and then probably would obtain more funding from donors.

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<sup>7</sup> IRSS-VM01\_06\_SG\_2021\_Apr



[56] The Secretariat shared the view that improving communication on IRSS may bring better results, especially in terms of engagement and participation by IPPC contracting parties.

[57] The IRSS Sub-group did not engage in detailed discussion on communications due to time constraints and suggested to open an e-Forum.

[58] The IC Sub-group on IRSS:

- *Agreed on the* relevance of evolving the IRSS to a sustainable system.
- *Agreed* to open an e-Forum to continue the discussion on the IRSS sustainability. The IC Sub-group on IRSS will have to provide clear guidance and concrete options on how to evolve the IRSS to a sustainable system
- *Agreed* to wait the indications of the e-Forum before considering the development of a proposal of IRSS study on “IRSS sustainability”
- *Noted* the hiring of a communication expert to support IRSS communication plan and communication materials
- *Agreed* to share though the e-Forum ideas for the development of an IRSS communication plan and propose ideas for communication materials that could help promote the IRSS.

### **10. Any other business**

[59] No additional agenda item point was discussed during the meeting.

### **11. Date and arrangement of the Next Meeting**

[60] The second virtual IC meeting of the IC Sub-group on IRSS will be held on 21 July 2021, at 14:00 Rome time (CEST).

### **12. Evaluation of the meeting process**

[61] The Secretariat launched the zoom poll and invited the participants to provide their feedback on the meeting in order to improve the next meeting.

### **13. Close of the Meeting**

[62] The Chairperson thanked everyone for their input. The IPPC Secretariat also thank the participants and reminded them that they would need to actively participate in the e-forum discussion. The meeting was closed.

**APPENDIX 1: AGENDA OF THE MEETING N° 1***(Updated 2021-04-16)***IC SUB-GROUP ON Implementation Review and Support System (IRSS)****Start: 2021-04-28** at 14:00 (Rome, time)**Zoom link:** <https://fao.zoom.us/j/92696893796>**Meeting ID:** [926 9689 3796](#)**Meeting Password:** [65466830](#)

	<b>Agenda Item</b>	<b>Document No.</b>	<b>Presenter</b>
<b>1.</b>	<b>Opening of the Meeting</b>		
1.1	Opening by the IFU Team lead		LARSON
<b>2.</b>	<b>Meeting Arrangements</b>		
2.1	Election of the Chairperson		LARSON
2.2	Election of the Rapporteur		CHAIRPERSON
2.3	Adoption of the Agenda	IRSS-VM01_01_SG_2021_Apr	CHAIRPERSON
<b>3.</b>	<b>Administrative Matters</b>		
3.1	Review of meeting documents		KOUMBA
3.2	List of participants		GOGNADZE
<b>4.</b>	<b>Update on the IRSS activities</b>		
4.1	Remarks from IC lead for IC Sub-group on IRSS	Oral report	PELLETIER
4.2	General updates on the IRSS since November 2019	IRSS-VM01_02_SG_2021_Apr	KOUMBA
4.3	Discussions on how to approach the IRSS topics <ul style="list-style-type: none"> <li>Assigning SG members to topics</li> </ul>	<a href="http://www.ippc.int/en/publications/87720/">http://www.ippc.int/en/publications/87720/</a>	LARSON
4.4	Discussion on IC Sub-group's involvement in Monitoring and Evaluation and progress on related documents. <ul style="list-style-type: none"> <li>Good practices for monitoring and evaluation of national phytosanitary systems</li> <li>Monitoring and Evaluation Framework for the IPPC Community</li> </ul>	Oral report	LARSON
<b>5.</b>	<b>IRSS work plan</b>		
5.1	Review of the 2021 Work plan	IRSS-VM01_03_SG_2021_Apr	KOUMBA
<b>6.</b>	<b>IRSS list of topics</b>		
6.1	Update on the Call for IRSS topics	IRSS-VM01_04_SG_2021_Apr	KOUMBA
<b>7.</b>	<b>IRSS Pest Free Areas study</b>		
7.1	Progress of the redrafted IRSS study on Pest Free Areas	Oral report	BATEMAN
<b>8.</b>	<b>Report of the comparative analysis of the 2012 and 2016 IPPC general surveys results</b>		
8.1	Review of findings	IRSS-VM01_05_SG_2021_Apr	HESS

	<b>Agenda Item</b>	<b>Document No.</b>	<b>Presenter</b>
<b>9.</b>	<b>IRSS sustainability</b>		
9.1	General discussions on how to evolve IRSS as a sustainable system	IRSS-VM01_06_SG_2021_Apr	PELLETIER
9.2	Discussion on a communication strategy and plan	IRSS-VM01_06_SG_2021_Apr	BATEMAN
<b>10.</b>	<b>Any other business</b>		CHAIRPERSON
<b>11.</b>	<b>Date and arrangement of the Next Meeting</b>		KOUMBA
<b>12.</b>	<b>Evaluation of the meeting process</b>		GOGNADZE
<b>13.</b>	<b>Close of the Meeting</b>		CHAIRPERSON / LARSON

## Appendix 2: 2021 IRSS work plan

Activities and sub-activities	Expected outcomes	Lead/Responsible	Date -Timeline	Comments
<b>Objective I: Oversee the IRSS studies and surveys</b>				
<b>1. Review the Survey on Success of Implementation of Pest Free Areas (PFAs)</b>				
1.1. Hire the IRSS consultant to redraft the report on the PFA survey results, focusing on the areas of improvement identified by Sub-group members (Dec 2020)	The redrafted study on PFAs	IPPC Secretariat / IRSS Analyst	March	The Consultant was recruited and have started redraft the study
1.2. Review of the redrafted report by the IC Sub-group on IRSS	Study reviewed	Sub-group on IRSS	Mai	The Sub-group will review the redraft study and send back to the Consultant to address the comments.
1.3. Finalize the report and submit to FAO PWS to be published.	Study published	IPPC Secretariat	21-July	The final results of the study will be published
<b>2. Conduct and publish the study on Developing Guidance on Risk-based Border Management (2019-13, Priority 1)</b>				
2.1. Hire the Consultant to conduct the study on Developing Guidance on Risk-based Border Management		IPPC Secretariat / Consultant Border management	12 August	ToRs of the expert are developed and the study will start after the IRRS study on PFA
2.2. Develop Survey TOR for study and get Sub-group input	Survey/TOR of the study drafted	Consultant Border management	September	
2.3. Review the proposed Survey/TOR of the survey by the IC Sub-group on IRSS	Survey /TOR of the study reviewed	Sub-group on IRSS	End July	
2.4. Conduct a study on Risk-based Border Management	Analysis of the use of risk based phytosanitary inspections Framework to improve risk management	Consultant Border management	August	
2.5. Review of the study on Developing Guidance on Risk-based Border Management by the IC Sub-group on IRSS	Study reviewed	Sub-group on IRSS	End August	The Sub-group will review the study and send back to the Consultant to address the comments.
2.6. Review the comments of the Sub-group	Study reviewed	Consultant Border management	September	the Consultant to address the comments provided by the Subgroup and finalize the study
2.7. Finalize the study and submit to FAO PWS to be published	Study published	IPPC Secretariat	Mid – September	The final results of the study will be published
<b>3. The Consolidated Analyses of General Survey 2012 and 2016</b>				
3.1. Finalise the review of the report on the comparative study	Study reviewed	IPPC Secretariat	16-Apr	Done

Activities and sub-activities	Expected outcomes	Lead/Responsible	Date -Timeline	Comments
3.2. Post the report of the comparative study on the IPP	Study posted	IPPC Secretariat	Mid May	
<b>4. Study on the Utility of IPPC Diagnostic Protocols (2019-14, Priority 1)</b>				
4.1. Hire the Consultant to conduct the study on the utility of IPPC Diagnostic Protocols	Report and infographics on diagnostic protocols	IPPC Secretariat / Consultant DP	11 October -	ToRs are developed and the study will start after the IRSS study on risk-based border management
4.2. Develop survey/TOR for study and get Sub-group input	Survey/TOR of the study drafted	Consultant DP	End October	
4.3. Review the proposed survey/ TOR of the survey by the IC Sub-group on IRSS	Survey/TOR of the study reviewed	Sub-group on IRSS	End October	
4.4. conduct a study on IPPC Diagnostic Protocols	Analysis of the use of risk based phytosanitary inspections Framework to improve risk management	Consultant DP	November	
4.5. Review of the study on the utility of IPPC Diagnostic Protocols by the IC Sub-group on IRSS	Study reviewed	IC Sub-group on IRSS	End November	The Sub-group will review the study and send back to the Consultant to address the comments.
4.6. Review the comments of the Sub-group	Study reviewed	Consultant DP	October	the Consultant to address the comments provided by the Subgroup and finalize the study
4.7. Finalize the study and submit to FAO PWS to be published.	Study finalized and published	IPPC Secretariat / Consultant DP	17-Dec	The final results of the study will be published
<b>5. Develop baseline measures to monitor the impacts of and record/report benefits of the Strategic Framework 2020-2030 (2018-52, Priority 1)</b>				
5.1. Draft the paper for the CPM Focus Group on IPPC SF (2020-2030) to for Baseline and get Sub-group input	Paper drafted	Sub-group Lead	August	The Sub-group agreed to develop a paper for the CPM Focus group on the Implementation of the IPPC Strategic Framework's Development Agenda Items on the consideration of the topic Develop baseline measures to monitor the impacts of and record/report benefits of the Strategic Framework 2020-2030 (2018-52) in the work of the Focus Group and to put this topic on hold

Activities and sub-activities	Expected outcomes	Lead/Responsible	Date -Timeline	Comments
				pending the outcomes for the Focus group.
5.2. Review the proposed indicators of the Baseline study by the IC Sub-group on IRSS	Paper reviewed	Sub-group on IRSS	End September	The Sub-group will review the indicator.
<b>6. Develop third IPPC General Survey (2018-54, Priority 1, pending the analysis of the two previous general surveys)</b>				
6.1.-hire a survey specialist to develop third general survey based on advice from the comparative analysis report.	Third IPPC General Survey drafted	IPPC Secretariat / Consultant S3	September	ToRs will be developed in May and the Consultant will draft the third General Survey based on the outcomes of the Comparative analysis of the S1 and S2
6.2. Review the proposed questionnaire of the survey by the IPPC Secretariat	Questionnaire reviewed	IPPC Secretariat	October	Give the opportunity to all the Team leads to review the questionnaire and provide their feedback
6.3.Review the proposed questionnaire of the survey by the IC Sub-group on IRSS	Questionnaire reviewed	IC Sub-group on IRSS	October meeting	The Sub-group will review the questionnaire and send back to the Consultant to address the comments and start the survey
6.4. Conduct the third general survey	Report of the survey	Survey specialist //	November-December	
6.5.Results of the survey by the Sub-group	Results reviewed	IC Sub-group on IRSS	End January 2022	
6.6. Analyse the results of the survey and consult with IC, SC and Bureau	Results of studies reviewed	IC, SC and Bureau	Mid- February 2022	
6.7 Finalize the report of the Third General Survey and submit to FAO PWS to be published	The results and recommendations of the 3 <sup>rd</sup> general survey posted	IPPC Secretariat	End February 2022	
<b>Objective II: Coordination of the IRRS Sub-group meetings and preparation of annual report and work plan</b>				
<b>1. Prepare and coordinate the meetings of the Sub-group on IRSS</b>				

Activities and sub-activities	Expected outcomes	Lead/Responsible	Date -Timeline	Comments
1.1. Organize the First meeting of the Sub-group	Report of meeting 1	IPPC Secretariat /Sub-group on IRSS	28-Apr	<b>Proposed Agenda :</b> 1- general update on IRRS activities 2- Update on comparison study S1 and S2 3- Call for IRSS topics 4- Discussions to evolve IRSS as a system 5- Results of PFA redrafted study
1.2. Organize the Second meeting of the Sub-group	Report of meeting 2	IPPC Secretariat /Sub-group on IRSS	21-Jul	<b>Proposed Agenda:</b> 1- Discussion on the Baseline measures 2- update on risk-based border management study 3- Review of submissions of IRSS topics 4- Review of communication materials to promote IRSS 5- Elaboration of criteria for submission of IRSS topics
1.3. Organize the Third meeting of the Sub-group	Report of meeting 3	IPPC Secretariat /Sub-group on IRSS	20-Oct	<b>Proposed Agenda:</b> 1- Review the Framework and the plan for resource mobilization 2- Review of the results of the risk-based border management study 3- Review the work plan for 2022 4- Review the procedure of IRSS study approval
<b>2. Annual report 2021, Tri-annual review report and work plan 2022</b>				
2.1. Draft the IRSS work plan for 2022	Work plan drafted	IPPC Secretariat	15-Oct	Consider the IRSS studies and activities for 2022
2.2. Review of the IRSS work plan for 2022 by the Sub-group on IRSS	Work plan reviewed	Sub-group on IRSS	End October	The Sub-group will have to provide suggestions and review the proposed work plan
2.3. Present the IRSS annual report 2021 and the draft work plan 2022 to the IC		Work plan adopted	Mid November	Submit the work plan to the approval of the IC
2.4. Draft the Tri-annual review report	Annual report drafted	IPPC Secretariat	February 2022	
2.5. Finalise the Tri-annual review report	IRSS Final report	IPPC Secretariat	April 2022	This report should sent to donor The extension of the the 3rd cycle ends in May 2022Post the final report in the IPP
<b>Objective III: Update IRRS List for Topics</b>				
1. Draft and launch the 2021 Call for new IRSS Topics	Call launched	IPPC Secretariat	March - 18 June	The call was drafted and sent to the Bureau, IC, SC, RPPOs and to the IPPC Secretariat

Activities and sub-activities	Expected outcomes	Lead/Responsible	Date -Timeline	Comments
3. Compile the submission of IRSS topics	Submissions and list of IRSS topics updated	IPPC Secretariat	End June	The submissions received will be received and the list of IRSS topics updated
4. Review the updated List of IRSS topics	List of IRSS topics reviewed	Sub-group on IRSS	July	The Sub-group will review the proposals and propose the priority
5. Submit the updated List of IRSS topics to the IC for Approval	List of IRSS topics approved	IPPC Secretariat	Mid- November	List will be discussed by the IC during the November meeting
6. Inform the SC, RPPOS, Bureau and RPPOs	List of IRSS topics shared	Sub-group on IRSS	End November	
7. Post the updated IRSS in the IPP	List of IRSS topics posted	IPPC Secretariat	End July End November	Post the list of IRSS topics on the IPP
8. Develop a draft list of the criteria of topics which should be submitted through the Call for IRSS topics	Criteria drafted	IRSS Analyst	August	The procedure IRSS study will be drafted the IRSS Analyst
8.1. Review of the criteria by the IC Sub-group with representatives getting input from their respective groups.	Criteria reviewed	Sub-group on IRSS	October	The Sub-group will review the draft and provide feedback from their respective group to the Secretariat
8.2. Review and finalize the criteria	Criteria reviewed	IRSS Analyst	October	
8.3. Approval of the procedure by the IC	Criteria approved	PPC Secretariat	November	The IC will have to approve the criteria
8.4. Post the Procedure in the IPP	Criteria Posted	PPC Secretariat	November	The approved criteria will be posted on the IPP
<b>Objective IV: Improvement of the IRSS Communication</b>				
<b>1. Organize IRSS seminar and webinar</b>				
1.1 Organize the IRSS seminar for IPPC Secretariat staff	Seminar organized	IPPC Secretariat	09-Apr	This seminar aims to provide an overview of IRSS to the IPPC Secretariat Staff
1.2 Organise the IRSS webinar for IPPC Community	Webinar organized	IPPC Secretariat / Consultant IRSS	10-Dec	This webinar will be an opportunity to present to the IPPC community the results of the latest IRSS studies
<b>2. Development the communication materials to promote the IRSS</b>				
2.1. Hire a consultant to develop communication materials to promote the IRSS and the review of the IRSS Factsheet	IRSS Promotion materials drafted IRSS Factsheet updated	IPPC Secretariat/ Consultant in communication	July	The consultant will be developed different communications materials to highlight the main achievements, key messages, success story of the IRSS
2.3 Review of communication material by the Sub-group on IRSS	IRSS Promotion materials reviewed Factsheet reviewed	Sub-group on IRSS	August	The Sub-group will review the communications materials and the Factsheet



Activities and sub-activities	Expected outcomes	Lead/Responsible	Date -Timeline	Comments
2.4 Publish the IRSS Communications developed to promote the IRSS	IRRS Promotion materials posted IRSS Factsheet posted	IPPC Secretariat / Consultant in communication	September	The reviewed version will be formatted and publish
2.5 Update of IRSS Webpages on the IPP	Webpages updated	IPPC Secretariat/ Consultant in communication	July	Review the presentation and content of the IRSS webpage and subpages on the IPP
<b>Objective V: Improvement of the IRSS sustainability</b>				
1. Discussions on how to support the Implementation, Review and Support System as a “system”	meeting paper to evolve IRSS to a system	IRSS Consultant/ Sub-group on IRSS	April	The IRSS will develop a paper to facilitate the discussion during the Meeting 1
2. Propose options to evolve IRSS to a sustainable system	Recommendations to evolve IRSS to a system	IRSS Consultant	June	Consultant will draft the paper
3. Develop an IRSS resource mobilization plan	IRSS resource mobilization plan drafted	IRSS Consultant	August	Consultant will draft the resource mobilization plan
4. Review of the Options for IRSS sustainability by the Sub-group on IRSS	Options to evolve IRSS to a system reviewed	Sub-group on IRSS	July	The Sub-group will review the Framework and the plan for resource mobilization
5. Assigned a lead in each IPPC Secretariat units to follow-up the IRSS	IST, SSU lead for IRSS assigned	IPPC Secretariat	April	Have all units of the IPPC Secretariat represented in the IRSS activities
<b>6. Develop the procedure for IRSS study approval</b>				
6.1. Draft the procedure for IRSS study approval	Procedure drafted	IPPC Secretariat IRSS Analyst	August	The procedure to review the IRSS study will be drafted the IRSS Analyst
6.2. Review of the procedure by the IC Sub-group with representatives getting input from their respective groups.	Procedure reviewed	Sub-group on IRSS	October	The Sub-group will review the draft and provide feedback from their respective group to the Secretariat
6.3. Review and finalize the criteria	Procedure reviewed	IRSS Analyst	October	
6.4. Approval of the procedure by the IC	Procedure approved	PPC Secretariat	November	The IC will have to approve the procedure
6.5. Post the Procedure in the IPP	Procedure Posted	PPC Secretariat	November	The approved procedure will be posted on the IPP