



Criteria and procedures for reviewing and approving contributed phytosanitary resources for posting on the IPP¹

- 1) On the use of language:
 - Key words/flags to be taken into account for review are: Standards, guidelines and recommendations.
 - Contributed phytosanitary resources can be proposed in any language.
- 2) Disclaimer:
 - A general disclaimer is added to the contributed phytosanitary resources page as follows: *Resources on this page are not intended to be interpretations of ISPMs and terminology used may not be consistent with ISPM 5. Unless otherwise indicated, resources or pest distributions contained within them are not endorsed/adopted/agreed by the CPM nor developed under the auspices of the IPPC Secretariat, and are the exclusive responsibility of the author of the contributed phytosanitary resource.*
- 3) The following are the criteria to be considered by IC members when reviewing contributed phytosanitary resources for technical suitability:

Criteria for reviewing contributed phytosanitary resources for technical suitability	
Suitable	Unsuitable
Resources that assist NPPOs to implement the International Plant Protection Convention (IPPC), International Standards for Phytosanitary Measures (ISPMs) and CPM Recommendations	Incompatible with the provisions of the IPPC, ISPMs or CPM Recommendations
Usefulness and relevance of information for NPPOs: <ul style="list-style-type: none"> - Applicability to the implementation of specific ISPMs - Relationship with the Strategic Objectives and Development Agenda items of the IPPC Strategic Framework (2020-2030) - Support for implementing the core functions of an NPPO - Practicality of the material 	Other documents that could create confusion concerning the IPPC and existing ISPMs and CPM Recommendations
Globally applicable	Detection of copyright infringement
Date of publication (information is current)	Resources subject to confidentiality agreements, unless the parties agree to its publication. Information is out of date or has been superseded by new information.
Format of the resource (Link is the preferred approach, in exceptional circumstances pdf is accepted)	Resources that are subject to frequent updates
Regional Standards on Phytosanitary Measures, Diagnostic protocols and other documents approved by RPPOs	Resources published or intended to be published in journals and NOT easily accessible
Phytosanitary treatments used in international trade which help contracting parties access to globally used treatments	SPS resources that do not relate to Phytosanitary area
Technical resources developed by other international organisations, which are not directly related to phytosanitary issues but relate to and impact on international trade	

¹ Agreed by 2021_eIC_19

4) Procedures to review resources:

- Among the contributed phytosanitary resources, the Secretariat selects five resources in line with the IC prioritization for review.
- The IC Team on Contributed Resources will review five resources monthly to decide if they are suitable or unsuitable to be posted on the IPP, or if an IC review is required by following these three steps:
 - a) If all the IC Team members consider the resource suitable, the resource will be posted without IC review.
 - b) If all the IC Team members consider the resource unsuitable, the resource will not be presented to the IC for review and it will not be posted on the IPP.
 - c) If there are differing opinions among the IC Team members, the resource will be submitted to the entire IC for review.
- Resources that require IC review would be shared with the IC along with a summary of the results of the IC Team review. This will be presented to the IC on a quarterly basis via e-Decision. Summary of approved or rejected resources will also be presented to the IC with the reason for approval or rejection for tracking and archival purposes.
- Contributed phytosanitary resources provided to support the development of the specific guides and training materials and that are reviewed against the *Criteria for reviewing contributed phytosanitary resources for technical suitability*, and approved by Working Group (WG) experts, can be posted as contributed phytosanitary resources without further review.
- When requested, a reason for not posting a resource should be given to proposers, based on the *Criteria for reviewing contributed phytosanitary resources for technical suitability*, including information on the possible process for revisiting the application.
- The IC Team may also seek advice from the Standards Committee (SC) regarding the suitability of resources that are submitted.
- Diagnostic resources, pest factsheets, and treatment resources may be referred to the Technical Panel on Diagnosis Protocols (TPDP) (for diagnostic resources and pest factsheets) or to the Technical Panel on Phytosanitary Treatments (TPPT) (for treatment related resources) to seek their input into the review process.
- The IPPC Secretariat will review videos to consider if they need to be submitted to the IC Team for review.
- The IPPC Secretariat will maintain a list of submitted contributed phytosanitary resources and will present it to the IC Team for review based on the order they were received and priorities, as described below.
- Prioritization:
 - a) Resources addressing Strategic Objectives and Development Agenda items from the IPPC Strategic Framework (2020-2030), CPM priorities related to implementing ISPMs and CPM Recommendations, and topics related to IPPC Guides and training materials should be prioritized.
 - b) Resources relevant to a wide range of NPPOs should be given priority over ones only applicable to only a few specific NPPOs or regions.
 - c) Resources provided in English, French and Spanish will be prioritized to ensure that submitted resources can be reviewed by multiple IC members or experts.