Template: Case study for IPPC Implementation resources

Please save the form as a Word document using the following naming convention:

* 20XX\_Case\_Study\_[Country][Title of case study].docx

The IPPC official contact point should submit the completed Case study template and any supporting materials (see Section 7) to [ippc@fao.org](mailto:ippc@fao.org) with the subject line “Case study for IPPC Guides and training materials”. Please use a separate form for each case study.

|  |  |
| --- | --- |
| **1. Submitted by: (Country or Organization)** | |
|  | |
| **2. Contact details of submitter (Contact information of an individual able to clarify issues relating to this submission):** | |
| Name:  Position and organization:  Phone:  E-mail: | |
| **3. Title of the case study** | |
|  | |
| **4. Subject of the case study (phytosanitary programme/area/issue)** | |
|  | |
| **5. Location and timeline of the case study** | |
|  | |
| **6. Content of the case study (maximum 2 pages):** | |
| **Please include the following information:**  - Context (background, issues or key challenges)  - What activities were undertaken?  - Who was involved? Include roles of key stakeholders.  - How were the activities initiated and undertaken?  - What ISPMs were successfully implemented?  - Identify any IPPC implementation resources that were used and how they were helpful.  - Outcomes and impacts  - Lessons learned and areas for improvement  - Future plans and activities  - References |  |
| **7. List of photographs with credit [name, institution, country] and captions.** Please attach files to email. Photographs should be .tiff files or jpegs saved to the maximum resolution *(at least 300 dpi)*. | |
|  | |
| **8. Links to additional information related to the case study, if applicable** | |
|  | |