



MINUTES OF THE EIGHTH MEETING OF THE WORKING GROUP TO DEVELOP A GUIDE TO SUPPORT IMPLEMENTATION OF ISPM 15 (2017-043) (VM08)

02 November 2021 at 12:00 – 3:00 p.m. (Central European Time, UTC+1)

1. Opening of the meeting

- [1] Barbara PETERSON, the IPPC Secretariat, Implementation and Facilitation Unit (IFU) Lead for the ISPM 15 Guide, welcomed the participants.

2. Meeting arrangements

- [2] There was no objection for the Secretariat to record the meeting.
- [3] The Working Group (WG) selected Brad GETHING as chairperson and Scott GEFFROS as rapporteur.
- [4] The agenda for the meeting was adopted and is presented in Appendix 1.

3. Administrative matters

- [5] Corrado CREMONINI, Mohamed MAGDY, Vinod PANDIT and Faith NDUNGE did not attend the meeting. The list of meeting participants is presented in Appendix 2.

4. Sub-group for ISPM 15 Fumigation Treatment Manual

- [6] The Secretariat provided an overview of the results of the call for experts for the sub-group that would be tasked with drafting this manual and noted that seven nominations were submitted. She highlighted that six of the candidates met the established selection criteria and suggested that these six experts be invited to participate in the sub-group and contribute to the development of the guide. The WG agreed that the Secretariat should invite the six qualified experts to the sub-group and organize the first meetings before the end of 2022.
- [7] The Secretariat reminded the WG that the sub-group would be under the oversight of the WG and asked the WG members to identify whether they would be willing to attend the meetings and participate in the sub-group. Brad GETHING offered to attend an introductory meeting and the WG agreed that the Secretariat should invite Mohamed MAGDY to participate in the sub-group and invite other members of the WG to attend meetings.
- [8] The SC representative highlighted that the sub-group experts should reference ISPM 43 (*Requirements for the use of fumigation as a phytosanitary measure*) when they develop the manual.

5. Sub-group for ISPM 15 Heat Treatment Manual

- [9] The chairperson presented the draft outline for the ISPM 15 heat treatment manual and highlighted the importance of developing a manual that would offer relevant guidance to developing countries and also to countries without a large forestry infrastructure. He indicated that the sub-group intended to provide general information about conventional heat treatment (HT) and dielectric heat treatment (DH) as phytosanitary process focus on the commonalities in the process of heat treatment. The manual would also provide detail on the technical requirements for applying HT and DH (e.g., heat chamber, loading the chamber, etc.) and meeting the ISPM 15 treatment schedules (temperature and time) using different equipment, including kilns, radio frequency, microwave. The focus will be on the delivery and monitoring of heat treatments to ensure that the treatment schedule is met, rather focusing exclusively on the equipment that is used. The plan is to provide guidance to apply conventional HT, regardless of how the heat is generated. The manual will also include a section that identifies the most common causes of treatment failure.
- [10] The chairperson explained that they reviewed the explanatory document of ISPM 15 and found it useful, however, they felt that the focus should be changed to make the information more broadly applicable.
- [11] The chairperson provided an overview of the experts that are contributing to the sub-group for ISPM 15 heat treatment manual. The HT portion is being led by Scott GEFFROS and the DH portion is being led by Brad GETHING with assistance from researchers from the USDA and Pennsylvania State University. Both groups will also draw from industry experts. The DH information may still be cursory since it has not yet been implemented at a commercial level.
- [12] A WG member emphasized the importance of using clear simple language in the manuals, particularly when talking about DH, to ensure the information is easy to understand. The Secretariat explained that IC and SC members would have an opportunity to review the manual during the peer-review and one of the things they will be asked to verify is that the contents are clear and easy to understand.

6. Draft appendices

- [13] The WG member who prepared the draft template for facility quality manuals provided an overview of the document. He also introduced an example of quality manual check list to be used to review the quality manuals.
- [14] In response to a question from a WG member, the presenter confirmed that facility registration is included in the template. Another WG member noted that the template included a place for the facility to record non-conformances and corrective actions that they had identified themselves and asked whether this would be verified during the audit. The presenter confirmed that it would.
- [15] The WG agreed that some explanatory text should be included in the appendices to indicate that these are example templates. The WG also agreed that the templates should be generic enough that they may be used for facilities implementing any ISPM 15 treatment, not just HT.

- [16] The SC representative suggested including ISPM 45 (*Requirements for national plant protection organizations if authorizing entities to perform phytosanitary actions*) as a reference.

7. Status of review of body of Guide

- [17] The WG reviewed the recommendations of IFQRG regarding the definitions of primary and secondary wood pests and agreed to avoid using these terms in the ISPM 15 guide. Creating new definitions for primary and secondary pests seems unnecessary and possibly confusing as it conflicts with concepts and definitions used in the scientific literature. Instead, the focus should be on pest present pre-treatment versus those that might infest or contaminate the wood post-treatment. Referring to pre-treatment pests as all organisms present in wood before processing and ISPM 15 treatment aligns with the intention of the standard. Post-treatment pests can be contaminating or infesting pests. Definitions for these terms are not necessary.
- [18] The lead author of Chapter 7, indicated that this chapter is not yet complete and that it still needs to be revised to ensure that it does not duplicate information in ISPM 45 and that it uses terminology and a structure that is consistent with ISPM 45. The lead author agreed to work on this, but asked the WG members to please review this chapter and provide feedback.
- [19] The WG agreed that Section 1.3 on the supply chain should be moved to Chapter 2. The WG reviewed the flow chart that was provided by one of the presenters at the IFQRG Symposium and determined that it was too detailed and too broad in scope for inclusion in the guide. The WG agreed to develop a simple flow chart that shows the “life cycle” of wood packaging material (WPM), where ISPM 15 treatments occur and where regulatory officials might interact with the WPM supply chain.

8. Discussion of next steps

- [20] The Secretariat suggested a path forward for completing the 2nd draft of the guide so that it may be sent for editing and peer review. The WG agreed to the following steps and deadlines:
- **16 November:** deadline for all WG members to review the entire guide and the appendices on MS Teams.
 - **17 November:** The Secretariat will send the individual chapters to the lead authors / writing groups so that they may review and finalize the chapters assigned to them.
 - **03 December:** deadline for the lead authors to send the final, clean chapters back to IPPC Secretariat
 - **06 December:** The Secretariat will assemble all the chapters and put the document back on MS Teams
 - **07 December:** ISPM 15 Guide WG meeting, if needed
 - **10 December:** deadline for any final comments on draft 2 of the ISPM 15 guide
 - **December - January:** Professional editing of the draft Guide and address any comments from the editor
 - **February:** peer review

9. Any other business

[21] There was no other business.

10. Close of the meeting

[22] The chairperson and the Secretariat thanked all the experts for their participation and the meeting was closed.

Appendix 1

Working Group Meeting to develop an IPPC Guide to support the implementation of ISPM 15 (VM-08)

02 November 2021 at noon - 15:00 (Central European Winter Time, GMT +2)

PROVISIONAL AGENDA

Dated: 2021-11-01

	AGENDA ITEM	Duration (minutes)	DOCUMENT NO.	PRESENTER
1	Opening of the Meeting	5	--	Barbara PETERSON
2	Meeting Arrangements	5	--	Barbara PETERSON
2.1	Selection of the chairperson		--	Natsumi YAMADA
2.2	Selection of the rapporteur		--	Natsumi YAMADA
2.3	Adoption of the Agenda		VM08_01_ISMP15_Guide	Chairperson
3	Administrative matters	5	--	Natsumi YAMADA
3.1	Participants		VM08_02_ISPM15_Guide	Natsumi YAMADA
3.2	Working papers		IPP restricted work area & MS Teams	Natsumi YAMADA
4	Sub-group for ISPM 15 Fumigation Treatment Manual	15	VM08_03_ISPM15_Guide	Barbara PETERSON / Faith NDUNGE
5	Sub-group for ISPM 15 Heat treatment Manual	15	--	Brad GETHING
6	Review comments on draft Appendices	30	--	Marcel DAWSON
7	Status of review of body of Guide	60	--	Chairperson / Lead authors
8	Discussion of next steps	30	VM08_04_ISPM15_Guide VM08_05_ISPM15_Guide	Barbara PETERSON
9	Any Other Business	10	--	Chairperson
10	Close of the Meeting	5	--	Chairperson / IPPC Secretariat

Appendix 2

Working Group Meeting to develop a Guide to support the implementation of ISPM 15 (VM-08)

Participants List (2021-10-13)

Role	Name	Email address
WG Member	Mr Corrado CREMONINI	corrado.cremonini@unito.it
WG Member	Mr Marcel DAWSON	marcel.dawson17@gmail.com
WG Member	Mr Scott GEFROS	scott.geffros@canadianpallets.com
WG Member	Mr Brad GETHING	bgething@palletcentral.com
WG Member	Mr Christopher HOWARD	chris.howard@agriculture.gov.au
WG Member	Mr Mohamed MAGDY	mm.fao.ispm15@gmail.com
WG Member	Mr Vinod PANDIT	v.pandit@CABI.org
WG Member	Ms Debora Maria RODRIGUES CRUZ	debora.cruz@agricultura.gov.br
IC Lead	Ms Faith NDUNGE	fndunge@kephis.org
ISPM 15 Steward	Ms Marina ZLOTINA	marina.a.zlotina@usda.gov
IPPC Secretariat Lead	Ms Barbara PETERSON	barbara.peterson@fao.org
IPPC Secretariat	Ms Natsumi YAMADA	natsumi.yamada@fao.org
IPPC Secretariat	Ms Janka KISS	janka.kiss@fao.org