



# **REPORT**

## **Task Force on Topics**

**Virtual meeting**

**16 December 2021**

**IPPC Secretariat**

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## 1. Opening of the meeting

- [1] The IPPC Secretariat (hereafter referred to as "Secretariat") opened the 2021 Task Force on Topics virtual meeting (TFT) on behalf of the Secretariat and welcomed all participants.
- [2] Due to the absence of the TFT Chairperson (Marica GATT), the TFT elected Steve CÔTE (Canada) as the TFT Chairperson for this meeting.

## 2. Meeting arrangements

### 2.1 Election of the Rapporteur

- [3] The TFT elected Lalith Bandula KUMARASINGHE (New Zealand) as Rapporteur.

### 2.2 Adoption of the agenda

- [4] The TFT adopted the Agenda (Appendix 1).

## 3. Administrative matters

- [5] The Secretariat introduced the documents list (Appendix 2) and the participants list (Appendix 3). The Secretariat invited participants to notify the Secretariat of any information that required updating in the participants list or was missing from it.

## 4. Review of the SC and the IC recommendations for topic submissions

### 4.1 Excerpts from reports relevant to the TFT

- [6] The Secretariat introduced the paper<sup>1</sup> for this agenda item, which contained excerpts from the Standards Committee (SC)<sup>2</sup> focused and the draft Implementation and Capacity Development Committee (IC)<sup>3</sup> November 2021 virtual meetings reports. The TFT was invited to note this paper. (1)
- [7] The Secretariat noted that the draft IC November 2021 virtual meeting report was received from the editor on the day of the TFT meeting, and it had not yet been reviewed by the rapporteur.

### 4.2 Draft TFT recommendations to CPM-16 (2022)

- [8] The Secretariat introduced the paper<sup>4</sup> for this agenda item with the TFT recommendations, which should be reviewed at the TFT meeting and later submitted to the 16<sup>th</sup> Session of the Commission on Phytosanitary Measures (CPM-16). It is a thorough and concise summary of the process and discussions of the TFT, the SC, and the IC. The TFT was invited to review this paper<sup>5</sup>. (2)

### *Section III. TFT October 2021 virtual meeting and recommendations to the SC and the IC*

- [9] One TFT member proposed adding the word "other" before the phrase "humanitarian aid" in the second sentence of paragraph 8, since topic **2021-020 on Safe provision of food and other humanitarian aid**, submitted by the Pacific Plant Protection Organization (PPPO), covers other humanitarian aid.

### *Section IV. SC November 2021 virtual focused meeting*

- [10] The TFT Chairperson suggested adding the word "potential" before the phrase "CPM Focus Group (FG)" in the second sentence of paragraph 11 since the CPM hasn't agreed yet to create such an FG.

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<sup>1</sup> 04\_TFT\_Tel\_2021\_Dec.

<sup>2</sup> SC November 2021 focused meeting report: <https://www.ippc.int/en/publications/90440/>.

<sup>3</sup> IC November 2021 virtual meeting report (IC VM17) on the IC web page: <https://www.ippc.int/en/core-activities/capacity-development/capacity-development-committee/>.

<sup>4</sup> 05\_TFT\_Tel\_2021\_Dec.

<sup>5</sup> Editorial and consistency changes are not highlighted in this report.

### ***Section V. IC November 2021 virtual meeting***

- [11] One TFT member proposed adding the sentence “The IC agreed with TFT’s recommendation to add topic **2021-009 on Guide on performing audits in the phytosanitary context (Canada)** to the List of implementation and capacity development (ICD) topics” in paragraph 14 since it is an important topic for the IC.
- [12] The TFT Chairperson asked whether this topic would be pending the CPM’s approval.
- [13] The Secretariat clarified that the CPM adopts the TFT recommendations for adding new topics and removing topics from the List of ICD topics<sup>6</sup>, but the CPM only notes the priorities that the IC has recommended. In addition, the IC can also add topics directly to the List of ICD topics that will still get presented to the CPM for adoption to be added to the List of ICD topics. The Secretariat provided an example of topic **2021-026 on Guide to National Reporting Obligations (revision)**.
- [14] One TFT member suggested adding the date of the SC-IC e-forum (17 December 2021 – 3 January 2022) in the second sentence of paragraph 15 (subsequently moved to paragraph 16).
- [15] The TFT members also revised paragraph 15 to streamline the text.

### ***Section VI. The SC-IC small group***

- [16] One TFT member asked whether, on 2 December 2021, the SC and the IC discussed the creation of CPM FG and the paper on the Safe provision of food and other humanitarian aid.
- [17] The Secretariat clarified that the SC and the IC discussed only the establishment of the CPM FG on the Safe provision of food and other humanitarian aid and its draft terms of reference.
- [18] Some TFT members proposed adding conclusions of the SC-IC e-forum discussions and changing the section title to reflect these discussions.
- [19] The Secretariat noted that the SC-IC e-forum would take place after the TFT meeting, and the TFT would not be able to revise the paper due to the tight timeframe for submission of papers to CPM-16.
- [20] Considering this, the TFT agreed not to change the content of this section and revised paragraphs 16 and 17 to streamline the text.

### ***Section VII. TFT December 2021 virtual meeting***

- [21] The Secretariat noted that paragraph 19 needs TFT’s decision on topic **2021-010 on Revision of ISPM 26 Establishment of pest free areas for fruit flies (Tephritidae)**, since the TFT at its October 2021 meeting proposed adding this topic as an annex to ISPM 26, while the SC at its November 2021 meeting suggested adding this topic to the work programme as a revision of the full text of ISPM 26.
- [22] One TFT member recalled that the TFT’s primary concern was that ISPM 26 had been revised several times, and the last revision has recently taken place.
- [23] The Secretariat also recalled that the TFT was hesitating to put too much pressure on the SC with another revision of ISPM 26, and since there was a recent revision, the TFT decided to make a compromise to the SC, but the SC supported the initial proposal of the submitter.
- [24] The TFT member also noted that the revision of ISPM 26 will provide specific details and additional clarifications that will be helpful to countries.
- [25] The TFT, therefore, agreed with the SC’s suggestion on adding topic **2021-010** to the work programme as a revision of the full text of ISPM 26, with priority 3.

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<sup>6</sup> List of implementation and capacity development topics: <https://www.ippc.int/en/core-activities/capacity-development/list-topics-ippc-implementation/list>.

- [26] Referring to paragraph 22, the TFT Chairperson asked if training sessions would be on call for topics at the IPPC Regional Workshops in 2022, although 2022 would not be a year for call for topics.
- [27] The Secretariat clarified that it could hold training on call for topics at any time. As for the regional workshops, the steering committee of each regional workshop decides which agenda items will be included in their specific regional workshops. Thus, training sessions on call for topics will be included if any region is ready or willing to do so.

### ***Section VIII. Lessons learned***

- [28] The TFT revised paragraphs 23 and 24 to streamline the text.

### ***Section IX. Recommendations***

- [29] The TFT revised paragraph 26 to streamline the text.

#### ***Table 3: Topic submissions not recommended by the TFT***

- [30] The TFT Chairperson asked whether topic **2021-020** had more support from contracting parties (CPs) and regional plant protection organizations (RPPOs) than indicated in the paper.
- [31] The Secretariat clarified that this topic submission indicates broad support by the CPs and RPPOs. However, Table 3 only shows the support letters, which have been received from the Asia and Pacific Plant Protection Commission (APPPC) and the Republic of Korea.
- [32] One TFT member suggested adding the information on topics that are now in the List of Topics for IPPC Standards (LOT)<sup>7</sup> and the List of ICD topics that can address issues raised in the proposed topics that the TFT has not recommended.
- [33] The Secretariat explained that the additional information is already provided in the paper by the references to the TFT, SC and IC reports containing the discussion details, and it is also mentioned in paragraph 21 of the paper.

## **5. Follow-up actions**

### **5.1 Review of the preliminary assessment online forms**

- [34] The Secretariat presented the revised preliminary assessment online forms. The TFT streamlined the checklist comprising of questions at their October 2021 meeting<sup>8</sup>, which will be used to the next call for topics to facilitate the TFT preliminary assessment of topic proposals.
- [35] The TFT acknowledged the improvements that have been made to the preliminary assessment online forms. (3)

### **5.2 TFT suggestions for improving the call for topics training sessions at the IPPC regional workshops**

- [36] The Secretariat introduced the presentation used at the 2021 IPPC Regional Workshops<sup>9</sup> and provided its brief overview. The TFT was invited to give feedback on it.
- [37] One TFT member suggested including in the presentation the challenges from the TFT's side and asking countries what challenges they face in submitting topics. Noting that some countries consistently submit

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<sup>7</sup> List of topics for IPPC standards: <http://www.ippc.int/en/core-activities/standards-setting/list-topics-ippc-standards/>.

<sup>8</sup> For more information, please see agenda item **10.1 (Streamlining the TFT preliminary assessment online form)** of the TFT October 2021 virtual meeting report: <https://www.ippc.int/en/publications/90360/>.

<sup>9</sup> Presentation on preparation for 2021 Call for topics: Standards and Implementation: <https://www.ippc.int/en/publications/89946/>.

topics, and some do not submit them, the TFT member proposed encouraging them to look into problems they face and offer solutions through the topic proposals.

- [38] The Secretariat reminded that regional workshops typically consist of two sessions, the first of which includes a presentation and training, and the second of which invites participants to identify issues and what is preventing them from submitting topics.
- [39] Another TFT member suggested including examples of successful topic proposals for standards, implementation resources, and diagnostic protocols.
- [40] The Secretariat noted that the examples of successful topic proposals are mentioned verbally during the presentation, and all topic submissions are publicly available on the “Call for Topics: Standards and Implementation” web page<sup>10</sup>, but a dedicated slide to the presentation could be added to reflect the best practices and examples.
- [41] One more TFT member proposed elaborating the challenges of the TFT in reviewing proposed topics, including lack of clarity in the topic submissions and uncertainty in the type of proposed material.
- [42] The TFT Chairperson also suggested including a concluding slide in the presentation that the Secretariat, TFT, SC, and IC members are willing to help in the submission process. He also noted that this might help some CPs or RPPO, who might not have enough experience in putting something that is adequately developed, to make the proposal complete.
- [43] The Secretariat also noted that the automatic online submission forms developed for the 2021 Call for Topics could be streamlined, as some of the questions, their order, and meaning seemed confusing and repetitive. It suggested that before the next call for topics, further consideration should be given to how the current questions and submission form could be formulated to make them easier to complete and emphasize the importance of having comprehensive draft specifications to accompany submissions. Finally, the Secretariat asked for feedback from the TFT on the call for topics presentation before the start of the 2022 IPPC Regional Workshops in the summer. (4)

## 6. Any other business

- [44] There was no other business.

## 7. Close of the meeting

- [45] The TFT Chairperson thanked all participants for their active contributions and closed the meeting.

## List of actions and recommendations

- [46] The TFT and the Secretariat agreed to:
- (1) *note* the excerpts from reports relevant to the TFT.
  - (2) *submit* the paper with the TFT recommendations for the 2021 Call for Topics submissions to CPM-16 (2022), as presented in Appendix 4.
  - (3) *approve* the revised preliminary assessment online forms with the streamlined questions, as presented in Appendix 5.
  - (4) *revise* the call for topics presentation by including suggestions presented at this meeting and *provide* feedback for the TFT for a week before the start of the 2022 IPPC Regional Workshops.

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<sup>10</sup> 2021 Call for Topics submissions: <https://www.ippc.int/en/core-activities/standards-and-implementation/call-for-topics-standards-and-implementation/>.

**Appendix 1: Agenda**

<b>N</b>	<b>Agenda item</b>	<b>Document number / link</b>	<b>Presenter / IPPC Secretariat support</b>
	<b>Opening of the meeting</b>		
1.	By the IPPC Secretariat	–	Secretariat
	By the Task Force on Topics Chairperson	–	<b>CÔTE (Chairperson)</b>
<b>2.</b>	<b>Meeting Arrangements</b>		
2.1.	Election of the Rapporteur	–	<b>Chairperson</b>
2.2.	Adoption of the Agenda	01_TFT_Tel_2021_Dec	<b>Chairperson</b>
<b>3.</b>	<b>Administrative Matters</b>		
3.1.	Documents list	02_TFT_Tel_2021_Dec	MUSHEGIAN
3.2.	Participants list	03_TFT_Tel_2021_Dec <a href="#">TFT membership</a>	MUSHEGIAN
<b>4.</b>	<b>Review of SC/IC recommendations for topic submissions</b>		
4.1.	Excerpts from reports relevant to the TFT	04_TFT_Tel_2021_Dec <a href="#">TFT October 2021 virtual meeting report</a>	MUSHEGIAN
4.2.	Draft TFT recommendations to CPM-16 (2022)	05_TFT_Tel_2021_Dec	<b>TFT / Secretariat</b>
<b>5.</b>	<b>Follow-up actions</b>		
5.1.	Review of the preliminary assessment online forms	For proposed standards and implementation resources For diagnostic protocols	MUSHEGIAN
5.2.	TFT suggestions for improving the call for topics training sessions at the IPPC regional workshops	<a href="#">Presentation on preparation for 2021 Call for topics: Standards and Implementation</a>	<b>TFT / Secretariat</b>
<b>6.</b>	<b>Any other business</b>		<b>Chairperson</b>
<b>7.</b>	<b>Close of the meeting</b>		<b>Chairperson</b>

**Appendix 2: Documents list**

DOCUMENT NO.	AGENDA ITEM	DOCUMENT TITLE	DATE POSTED / UPDATED
<b>Meeting documents</b>			
01_TFT_Tel_2021_Dec	2.2	Agenda	2021-11-17
02_TFT_Tel_2021_Dec	3.1	Documents list	2021-11-17
03_TFT_Tel_2021_Dec	3.2	Participants list	2021-11-17
04_TFT_Tel_2021_Dec	4.1	Excerpts from reports relevant to the TFT	2021-12-14 2021-12-16
05_TFT_Tel_2021_Dec	4.2	Draft TFT recommendations to CPM-16 (2022)	2021-12-14 2021-12-16

**Documents links** (presented in the order of the agenda items)

Links	Agenda item	Document link
Participants list	3.2	<a href="#">TFT membership</a>
TFT October 2021 virtual meeting report	4.1	<a href="#">TFT October 2021 virtual meeting report</a>
Preliminary assessment online forms	5.1	For proposed standards and implementation resources For diagnostic protocols
Presentation on preparation for 2021 Call for topics: Standards and Implementation	5.2	<a href="#">Presentation on preparation for 2021 Call for topics: Standards and Implementation</a>

**Appendix 3: Participants list**

Region / Role	Name, mailing address, telephone	Email address	Membership Confirmed	Term expires
Latin America and Caribbean SC member	<b>Mr Álvaro SEPÚLVEDA LUQUE</b> Servicio Agrícola y Ganadero División de Protección Agrícola y Forestal Av. Presidente Bulnes 140, 4 <sup>th</sup> floor, Santiago, <b>CHILE</b> Tel: + 56-2 234 5120	<a href="mailto:alvaro.sepulveda@sag.gob.cl">alvaro.sepulveda@sag.gob.cl</a>	CPM-10 (2015) CPM-13 (2018) CPM-15 (2021) 3 <sup>rd</sup> term / 3 years	2024
North America SC member	<b>Mr Steve CÔTE</b> National Manager, International Phytosanitary Standards Plant Import/Export Division 59 Camelot Drive, Ottawa, Ontario K1A 0Y9 <b>CANADA</b> Tel: (+1) 613-773-7368 Fax: (+1) 613-773-7576	<a href="mailto:Steve.Cote@inspection.gc.ca">Steve.Cote@inspection.gc.ca</a>	CPM-15 (2021) 1 <sup>st</sup> term / 3 years	2024
North America IC Chairperson	<b>Mr Dominique PELLETIER</b> International Plant Health Standards Officer Canadian Food Inspection Agency 1400, Merivale Rd, Tower 1, Room 307 Ottawa, ON, K1A 0Y9 <b>CANADA</b> Tel: 613-773-6492	<a href="mailto:dominique.pelletier2@canada.ca">dominique.pelletier2@canada.ca</a>	2 <sup>nd</sup> term (2020-2023)	2023
Africa IC member	<b>Ms Faith NDUNGE</b> Chief Inspector - Trade and Standards Office. KEPHIS P.O. Box 49592, 00100 Nairobi <b>KENYA</b> Tel: 254 722697674	<a href="mailto:ndungeq@yahoo.com">ndungeq@yahoo.com</a> <a href="mailto:fdunge@kephis.org">fdunge@kephis.org</a>	2 <sup>nd</sup> term (2020-2023)	2023
Southwest Pacific IC member	<b>Mr Lalith Bandula KUMARASINGHE</b> Plant Health and Environment Laboratory Diagnostic and Surveillance Services Ministry for Primary Industries 231 Morrin Road, St. Johns. Auckland <b>NEW ZEALAND</b> Tel: (64) 9 9095713 Mobile: (64) 29 9095713	<a href="mailto:Lalith.kumarasinghe@mpi.govt.nz">Lalith.kumarasinghe@mpi.govt.nz</a>	1 <sup>st</sup> term (2020-2023)	2023

IPPC Secretariat	
<b>Mr Edgar MUSHEGIAN</b> Standard Setting Associate	<a href="mailto:Edgar.Mushegian@fao.org">Edgar.Mushegian@fao.org</a>
<b>Mr Artur SHAMILOV</b> Standard Setting Officer	<a href="mailto:Artur.Shamilov@fao.org">Artur.Shamilov@fao.org</a>
<b>Ms Barbara PETERSON</b> Implementation Facilitation Officer	<a href="mailto:Barbara.Peterson@fao.org">Barbara.Peterson@fao.org</a>

## Appendix 4: Task Force on Topics and 2021 Call for Topics: Standards and Implementation – TFT recommendations to CPM-16 for the 2021 Call for Topics submissions

### I. Background

1. The CPM-13 (2018) adopted the biennial Call for Topics: Standards and Implementation process, the criteria for justification and prioritization, and the Terms of reference for a Task Force on Topics (TFT)<sup>1</sup>. The TFT consists of one Commission on Phytosanitary Measures (CPM) Bureau, three Standards Committee (SC), and three Implementation and Capacity Development Committee (IC) representatives<sup>2</sup>.

2. The CPM-14 (2019) noted that the joint call for topics process has operated effectively and will be refined and streamlined for the next call in 2021<sup>3</sup>.

### II. 2021 Call for Topics: Standards and Implementation

3. The 2021 Call for Topics was open 4 May – 15 September 2021. In June 2021, the Secretariat organized a *webinar on the 2021 Call for Topics* to help contracting parties (CPs) and regional plant protection organizations (RPPOs) enhance the quality of new proposals to be included in the IPPC work programme<sup>4</sup>. By the end of the Call, the Secretariat received 17 topic submissions (7 standards, 3 implementation resources, and 7 diagnostic protocols (DPs)) from 8 CPs and 2 RPPOs<sup>5</sup>.

### III. TFT October 2021 virtual meeting and recommendations to the SC and the IC

4. The TFT met virtually from 4-6 October 2021 to review the topic submissions<sup>6</sup>. The TFT members provided detailed preliminary assessments and scorings of topic submissions without reviewing their country submissions. These assessments were used as a starting point for the meetings' TFT discussions and formed the basis of the TFT recommendations to the SC and the IC.

5. The TFT reviewed the topic submissions against *the Criteria for justification and prioritization of proposed topics*<sup>7</sup>. In addition, each TFT member assessed all topic submissions against three questions for comparative scoring and commenting on: (1) whether the problem and proposed options are relevant from an IPPC perspective; (2) whether the topic is relevant from a global perspective; and (3) whether the proposed material is adequate. Additional criteria were identified and used to review and prioritize the proposed DPs<sup>8</sup>.

6. A checklist<sup>9</sup> comprising of questions was used to assess the topics before the meeting. The TFT discussed each topic and allocated a score from 0 (low) to 5 (high) based on the assessed merit and fit with the *Criteria for justification and prioritization of proposed topics*, and an indicative priority from 1 (high) to 4 (low) as in the Standard Setting Process ranking topics on feasibility and urgency.

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<sup>1</sup> CPM-13 (2018) report: <https://www.ippc.int/en/publications/85963/>

<sup>2</sup> CPM-14 (2019) report: <https://www.ippc.int/en/publications/87271/>

<sup>3</sup> Terms of Reference and Rules of Procedure of the TFT (2018): <https://www.ippc.int/en/publications/87222/>

<sup>4</sup> The webinar recordings are publicly available on the “2021 IPPC Call for Topics (June 2021)” web page: <https://www.ippc.int/en/work-area/sc-ic/ippc-webinar-on-call-for-topics/>

<sup>5</sup> All topic submissions are publicly available on the “Call for Topics: Standards and Implementation” web page: <https://www.ippc.int/en/core-activities/standards-and-implementation/call-for-topics-standards-and-implementation/>

<sup>6</sup> TFT October 2021 virtual meeting report: <https://www.ippc.int/en/publications/90360/>

<sup>7</sup> Criteria for the Justification and Prioritization of Proposed Topics: <https://www.ippc.int/en/publications/89854/>

<sup>8</sup> Criteria for prioritization of diagnostic protocols (page 2): <https://www.ippc.int/en/publications/89799/>

<sup>9</sup> Checklist for evaluating topic submissions – Appendix 6 of the TFT October 2018 meeting report: <https://www.ippc.int/en/publications/86953/>

7. The TFT summary assessments with scores, recommendations, and proposed priorities for appropriate topic submissions were presented to the SC and the IC at their November 2021 virtual meetings. The SC reviewed TFT recommendations on the proposed DPs as they fall within their remit (subjects for work by the Technical Panel on Diagnostic Protocols). The TFT recommendations on the topic submissions were reviewed by both committees, with specific requests from the TFT indicated.

8. The TFT did not reach a consensus on topic **2021-020 on Safe provision of food and other humanitarian aid** (Pacific Plant Protection Organization (PPPO)). The TFT had considered the proposal's scope to be too broad for a standard because it could include anything that was potentially consumable and included not only food but also other humanitarian aid. The TFT had suggested to (1) consider reducing the scope of the proposed topic to facilitate the development of a standard; or (2) consider changing the submission from a proposal to develop a standard to a proposal to develop an implementation resource; or (3) consider changing the topic submission to amend the existing CPM Recommendation no. 9 “Safe provision of food and other humanitarian aid to prevent the introduction of plant pests during an emergency situation,” rather than developing a standard.

#### IV. SC November 2021 virtual focused meeting

9. At their November 2021 virtual meeting, the SC discussed the TFT recommendations on the 2021 Call for Topics submissions<sup>10</sup>. The SC agreed with most TFT recommendations and had additional comments on some topic submissions.

10. Contrary to the TFT's recommendation, the SC recommended that topic **2021-010 on Revision of ISPM 26: Establishment of pest free areas for fruit flies (Tephritidae)** (New Zealand) should be added to the work programme as a revision of the full text of ISPM 26, with priority 3, rather than as an annex to ISPM 26.

11. On topic **2021-020**, the SC considered the TFT suggestion that SC representatives participate in discussions with the IC representatives to discern the way forward. The SC also agreed that a small group would develop a CPM paper, including terms of reference for a potential CPM Focus Group (FG), and that the draft paper would be presented to the SC and IC for comment in a joint e-forum.

12. The SC agreed with the TFT's view that the proposed DPs submissions (**2021-016 on ISPM 27 Annex: *Spodoptera frugiperda*** (New Zealand) and **2021-022 on ISPM 27 Annex: *Spodoptera frugiperda*** (Kenya)) would complement each other and that they should be developed as a single DP and added to the work programme with a priority 1.

13. The SC included all recommended DPs in the List of Topics for IPPC Standards (LOT)<sup>11</sup> (see Table 2 and CPM 2022/XX).

#### V. IC November 2021 virtual meeting

14. At their November 2021 virtual meeting, the IC discussed the TFT recommendations on the 2021 Call for Topics submissions<sup>12</sup>. The IC agreed with most TFT recommendations and had additional comments on some topic submissions. The IC agreed with TFT's recommendation to add topic **2021-009 on Guide on performing audits in the phytosanitary context** (Canada) to the List of Implementation and capacity development (ICD) topics<sup>13</sup>.

<sup>10</sup> SC November 2021 virtual focused meeting report: <https://www.ippc.int/en/publications/90440/>

<sup>11</sup> List of topics for IPPC standards: <http://www.ippc.int/en/core-activities/standards-setting/list-topics-ippc-standards/>

<sup>12</sup> IC November 2021 virtual meeting report (IC VM17) on the IC web page: <https://www.ippc.int/en/core-activities/capacity-development/capacity-development-committee/>

<sup>13</sup> List of implementation and capacity development topics: <https://www.ippc.int/en/core-activities/capacity-development/list-topics-ippc-implementation/list>

15. The IC could not agree with the SC's proposal to create a CPM FG on topic **2021-020** because the IC felt that there is currently a record number of active CPM FGs. However, the IC agreed to participate in the work of the small group of SC members and the subsequent joint SC–IC e-forum.

## VI. The SC-IC small group

16. The SC-IC small group met virtually on 2 December 2021 to discuss the SC paper proposing the creation of a CPM FG on the **Safe provision of food and other humanitarian aid**. The IC's concern was somewhat alleviated during the small group meeting, with the assurance that the duration of the proposed FG would be limited to 2-3 days. Considering this, the IC representatives participating in the small group felt that the IC could support the SC paper to the CPM, provided that the language is modified to specify the duration of activity of the proposed FG and that the language describing the tasks for the FG be changed to include the three options mentioned above identified by the TFT. The version of the paper that the small group discussed was standard-centric, and the input from the IC representatives would address this by keeping the options open for the proposed FG (it would be up to the FG to determine the best course of action).

17. A joint SC–IC e-forum took place from 17 December 2021 – 3 January 2022. Results of this e-forum are presented in the SC paper (see CPM 2022/XX).

## VII. TFT December 2021 virtual meeting

18. The TFT met virtually on 16 December 2021 to finalize their recommendations to CPM-16<sup>14</sup>.

19. The TFT noted the SC and the IC discussions and agreed with the SC's suggestions that topic **2021-010** should be added to the work programme as a revision of the full text of ISPM 26.

20. The topics recommended by the TFT, in agreement with the SC and the IC, are presented to CPM-16 for adoption as outlined in Table 1. Topics for the SC should be reflected in the LOT, and for the IC, in the List of ICD topics (see CPM 2022/XX).

21. The TFT agreed not to recommend some topics to CPM-16 (Table 3) for various reasons justified at the meetings and also discussed what topics could be better addressed by other topics in the LOT and the List of ICD topics (see in the footnotes the 2021 TFT, SC and IC virtual meeting reports).

22. Several submissions not recommended to CPM-16 did not provide sufficient information for topics. Although the TFT and the Secretariat followed up with the CPs on the incomplete submissions, the TFT encouraged submitters to consider resubmitting strengthened proposals during the next call in 2023, noting the planned call for topics training sessions at the IPPC Regional Workshops in 2022.

## VIII. Lessons learned

23. The TFT acknowledged the work done by the Secretariat to develop the automatic online submission forms for the 2021 Call for Topics to (1) simplify and accelerate the submission process, (2) increase the quality of the topic proposals, (3) ensure there are no omissions in mandatory sections, (4) establish the database with all submissions, and (5) reduce the workload on the relevant stakeholders.

24. In addition, the TFT acknowledged the migration of the checklist for evaluating topic submissions to an online form, facilitating the TFT preliminary assessment of the topic proposals.

25. The TFT also streamlined the process of reviewing submissions by amending the checklist for evaluating topic proposals<sup>15</sup>.

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<sup>14</sup> TFT December 2021 virtual meeting report: <https://www.ippc.int/en/publications/90554/>

<sup>15</sup> Streamlined checklist for evaluating topic submissions – Appendix 5 of the TFT December 2021 virtual meeting report

## IX. Recommendations

26. The CPM is invited to:

- (1) *Adopt* the recommended topics in response to the 2021 Call for Topics: Standards and Implementation as presented in Table 1.
- (2) *Adopt* the recommended priorities for standards in response to the 2021 Call for Topics: Standards and Implementation as presented in Table 1.
- (3) *Request* the SC and the IC to integrate the adopted topics into their respective lists of topics.
- (4) *Note* the TFT recommendations on SC subjects outlined in Table 2.
- (5) *Encourage* CPs, RPPOs and other interested parties to provide support to deliver high-priority topics.
- (6) *Request* the Bureau to discuss and propose a way forward for topics not recommended by the TFT, as presented in Table 3.

**Table 1: TFT recommendations for the proposed standards and implementation resources**

Topic number	Title	CP / RPPO	Support letters	TFT summary	TFT recommended priority (1-4)	TFT recommended material
2021-011	Annex International movement of mango ( <i>Mangifera indica</i> ) fruit to ISPM XX (Commodity-based standards for phytosanitary measures)	Asia and Pacific Plant Protection Commission (APPPC)	PPPO	TFT recommended considering these topic submissions.	1	Standards
2021-018	Field inspection (including growing season inspection) (Annex to ISPM 23: Guidelines for inspection)	Japan	-		2	
2021-010	Revision of ISPM 26: Establishment of pest free areas for fruit flies (Tephritidae)	New Zealand	Australia		3	
2021-009	Guide on performing audits in the phytosanitary context	Canada	North American Plant Protection Organization (NAPPO)		1	Implementation resource

**Table 2: DPs recommended by the TFT and subsequently added by the SC to the LOT**

Topic number	Title	CP / RPPO	TFT recommended priority (1-4)	TFT summary
2021-016	ISPM 27 Annex: <i>Spodoptera frugiperda</i>	New Zealand and Kenya	1	TFT recommended the development of these DPs.
2021-017	ISPM 27 Annex: <i>Drosophila suzukii</i> (Diptera: Drosophilidae)	New Zealand	1	
2021-025	ISPM 27 Annex: <i>Tomato brown rugose fruit virus</i>	China	1	
2021-013	ISPM 27 Annex: <i>Bactrocera zonata</i> (Saunders, 1842)	Egypt	2	
2021-014	ISPM 27 Annex: <i>Dickeya</i> spp. on potato	New Zealand	2	
2021-015	ISPM 27 Annex: <i>Heterobasidion annosum</i>	New Zealand	3	

**Table 3: Topic submissions not recommended by the TFT**

Topic number	Title	CP / RPPO	Support letters	Proposed material	TFT summary
2021-020	Safe provision of food and other humanitarian aid	PPPO	APPPC, Republic of Korea	Standards	TFT did not recommend adding these topic submissions to the lists of topics.
2021-012	Requirements for the use of testing laboratories	Japan	-		
2021-019	Field certification for export-oriented fruits and vegetables	Sri Lanka			
2021-023	Revision of ISPM 31: Methodologies for sampling of consignments	Kenya			
2021-024	Development of authorization programme for use of fumigation	Ukraine		Implementation resources	TFT was not in a position to formulate the recommendation given the incomplete submission.
2021-021	Methodology for field sampling	Kenya			

## Appendix 5: The streamlined checklist comprising of questions for the preliminary assessment online forms

\* Required

N	For proposed standards and implementation resources	For proposed diagnostic protocols
<b>Summary information</b>		
1.	<b>Is the problem and proposed option relevant from an IPPC perspective and within the IPPC mandate? *</b> Does it fit within the IPPC vision, mission and mandate? Please provide a short statement (1-2 sentences)	
2.	<b>Is the topic relevant from a global perspective and reflects a global challenge? *</b> Is it a collective priority, and what is its impact? How widespread or common is the problem? Please provide a short statement (1-2 sentences)	
3.	<b>Is the proposed material adequate and appropriate? *</b> Would it be better addressed by a different type(s) of IPPC output (e.g. Standards, annex, appendix, CPM recommendation, guide, training material, awareness material or other new approach/several approaches)? Please provide a short statement (1-2 sentences)	
4.	<b>Recommended score *</b> Scores range from 1 (low value) to 5 (high value)	
5.	<b>Recommended priority *</b> Priorities range from 1 (high) to 4 (low)	
<b>Criteria for justification and prioritization</b>		
	How well does the submission address the CPM specified criteria? Criteria for the Justification and Prioritization of Proposed Topics available at: <a href="https://www.ippc.int/en/publications/89854/">https://www.ippc.int/en/publications/89854/</a>	How well does the submission address the specified criteria?
6.	<b>Core criteria *</b> Scores range from 1 (low value) to 5 (high value)	<b>Criteria for prioritization of diagnostic protocols *</b> Criteria for prioritization of diagnostic protocols are available at: <a href="https://www.ippc.int/en/publications/89799/">https://www.ippc.int/en/publications/89799/</a> (page 2). Scores range from 1 (low value) to 5 (high value)
7.	<b>Reasons for scoring by core criteria *</b>	<b>Reasons for scoring by criteria for prioritization of diagnostic protocols *</b>
8.	<b>Supporting criteria *</b> Scores range from 1 (low value) to 5 (high value)	–
9.	<b>Reasons for scoring by supporting criteria *</b>	
10.	<b>Does this submission contribute to filling gaps in the Framework for Standards and Implementation? *</b> Framework for Standards and Implementation available at: <a href="https://www.ippc.int/en/core-activities/standards-and-implementation/ippc-framework-for-standards-and-implementation/">https://www.ippc.int/en/core-activities/standards-and-implementation/ippc-framework-for-standards-and-implementation/</a>	

11.	<b>Does the topic align with the IPPC Strategic Framework 2020-2030? *</b> IPPC Strategic Framework 2020-2030 available at: <a href="https://www.fao.org/documents/card/en/c/CB3995EN">https://www.fao.org/documents/card/en/c/CB3995EN</a>
12.	<b>Additional comments</b>
<b>Additional considerations for evaluation and prioritization of topic proposal</b>	
13.	<b>Is the problem clearly outlined? *</b>
14.	<b>Is there support from contracting parties and RPPOs? *</b>
15.	<b>Does it link with existing material or other actions within IPPC? *</b> E.g., Standards or implementation resources
16.	<b>Is there a solution to the problem? *</b>
17.	<b>Is the approach clear? *</b>
18.	<b>Does the solution need to apply globally and in a consistent way? *</b>
19.	<b>Does the solution need effective implementation or support? *</b>
20.	<b>Does the solution require preliminary work? *</b> E.g., solution on commodity standards or e-commerce
21.	<b>Is the approach feasible? *</b>
22.	<b>Could it be addressed outside the IPPC? *</b>
23.	<b>Does it link with other proposed topics? *</b>
24.	<b>Is it feasible to develop the proposed material in a reasonable time frame? *</b> Considering the length of the standard setting process, if applicable
25.	<b>Other comments</b>