



Minutes of the 9th meeting of the Working Group to develop a Guide to support implementation of ISPM 15 (2017-043) (VM09)

07 December 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 Marcel DAWSON as rapporteur.
- [4] The agenda for the meeting was adopted and is presented in Appendix 1.

3. Administrative matters

- [5] Corrado CREMONINI, Scott GEFFROS and Marina ZLOTINA did not attend the meeting. The list of meeting participants is presented in Appendix 2.

4. Status of draft Guide

- [6] The WG reviewed the draft guide and confirmed the current status of development of the different chapters. The WG noted that Chapters 2, 7 and 8, in particular, would benefit from careful review by the WG members. The WG agreed to the IPPC Secretariat's suggestion to add definitions for "manufacturing" and for key stakeholders involved in producing ISPM 15 compliant wood packaging material (WPM), such as "manufacturing facilities", "treatment facilities", and "treatment providers".
- [7] The WG agreed to add a sub-section to the guide to clarify the roles and responsibilities of the entities involved in the authorization programme. The WG reiterated that the primary responsibility for oversight of the programme remains with the NPPO, even if some activities are delegated to an accreditation body or certification body. They also discussed processes for authorizing entities, inspection of WPM, recycling WPM and best practices with respect to responding to suspected fraudulent use of the ISPM 15 mark.
- [8] The Secretariat gave a brief overview of the remaining sections that had few remaining comments and reviewed the appendices. She asked the WG members to add any key reference materials to the bibliography and consider whether they have any photographs that may be used in the guide.

5. Update on work of ISPM 15 Treatment Manuals

- [9] The Secretariat provided a brief summary of the first meeting of the subgroup for the ISPM 15 fumigation treatment manual. WG members who participated in the meeting highlighted that the subgroup has a lot of expertise on fumigation and that they provided a number of excellent technical references on ISPM 15 treatments.
- [10] The chairperson described the progress of the subgroup of ISPM 15 Heat treatment manual.
- [11] The Secretariat confirmed that the process for the development of the treatment manuals would be very similar to the process for the ISPM 15 guide and that the WG members would have the opportunity to review the manuals and there would also be a peer review process, which will include IC and SC members and experts from other NPPOs.

6. Proposed outlines for ISPM 15 Treatment Manuals

- [12] The Secretariat presented two possible outlines for the treatment manuals for consideration, one based on the ISPM 15 Explanatory document and the other based on the Australian treatment methodologies. The WG members agreed that the general outlines of the Australian treatment methodologies seemed clear and practical and that they should be discussed with the fumigation subgroup. Specifically, the WG members felt that it would be beneficial to have similar a similar look and feel to both manuals. They suggested that the outlines could include the following sections: (1) prior to treatment, (2) performing the treatment, (3) monitoring the treatment, (4) documentation and also include templates for record-keeping. The SG for the heat treatment manual suggested that it would also be beneficial to include a section on possible treatment failure.
- [13] A WG member asked about the timeframe for developing the treatment manuals and the Secretariat responded that they should be published in 2022. Ideally, they would be published soon after the guide.

7. Discussion of next steps

- [14] The WG agreed to complete their review of the entire draft guide and provide final comments by the end of this month. The IPPC Secretariat will prepare the draft for editing and will submit the document for editing in January. The WG noted that the editor will review the guide for clarity and consistency and will adjust the use of “should”, “must” and “may” to align with the IPPC style guide. The IPPC Secretariat will work with the editor to resolve non-substantive comments, but will contact the lead authors before making substantive changes. A copy of the edited guide will be shared with the WG via e-forum or email, prior to the peer review stage. The peer review is expected to take place in February 2022.
- [15] The chairperson explained that the subgroup working on the ISPM 15 Heat treatment manual would meet later this month. He highlighted that the manual will provide new and more detailed information on dielectric heating.

- [16] The Secretariat confirmed that the appointment for the ISPM 15 fumigation treatment subgroup meeting would be shared with all the WG members and that they are all welcome to attend.

7. Close of the meeting

- [17] 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-09)

07 December 2021 at 13:00 - 16:00 (CET)

PROVISIONAL AGENDA

Dated: 2021-12-02

| 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 | | VM09_01_ISMP15_Guide | Chairperson |
| 3 | Administrative matters | 5 | VM09_02_ISMP15_Guide | Natsumi YAMADA |
| 3.1 | Participants | | -- | Natsumi YAMADA |
| 3.2 | Working papers | | IPP restricted work area & MS Teams | Natsumi YAMADA |
| 4 | Status of draft Guide | 30 | -- | Barbara PETERSON |
| 5 | Update on work of ISPM 15 Treatment Manuals | 30 | -- | Barbara PETERSON / Brad GETHING |
| 6 | Proposed outlines for ISPM 15 Treatment Manuals | 30 | -- | Barbara PETERSON |
| 8 | Discussion of next steps | 30 | -- | Chairperson / All participants |
| 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-09)

Participants List

(2021-12-07)

| Role | Name | Email address |
|-----------------------------|---------------------------------------|--|
| WG Member | Mr Marcel DAWSON | marcel.dawson17@gmail.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 |
| IPPC Secretariat Lead | Ms Barbara PETERSON | barbara.peterson@fao.org |
| IPPC Secretariat | Ms Natsumi YAMADA | natsumi.yamada@fao.org |
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