



MINUTES OF THE 6TH IC PCE TEAM MEETING

8th December 2021 (3-5 pm Rome time)

1. Opening of the Meeting

- [1] The virtual meeting was opened by Sarah Brunel, Implementation Facilitation Unit Deputy Lead for the IPPC Secretariat, she welcomed everyone and indicated that in the last IC meeting, Ringolds ARNITIS had volunteered to be the new IC Lead for the IC PCE Team and would therefore chair the meeting.

2. Meeting Arrangements

- [2] The new chairperson proceeded to thank Ms. Magda GONZALEZ the outgoing Chairperson and encouraged her to continue supporting the PCE team.

2.1. Election of Rapporteur

- [3] Ms. Magda GONZALEZ was elected rapporteur for the meeting.

2.2. Adoption of Agenda

- [4] The agenda was adopted by all participants and is attached as appendix 1.

2.3. Adoption of Minutes

- [5] The minutes of the PCE Team meeting VM04 held 9 September 2021 was adopted.

3. Update from the IC on PCE Activities conducted in 2021

- [6] The Secretariat gave an update from the IC meeting in November, noting that the IC was informed that Magda GONZALEZ was stepping down as chair of the PCE Team meetings and that Ringolds ARNITIS accepted to be the next chair. The members were informed that the IC approved the Procedure for a Phytosanitary Capacity Evaluation Facilitator certification (here called Procedure) and Confidentiality Agreement Regarding the IPPC Phytosanitary Capacity Evaluations. In the Procedure, the IC requested that the composition of the PCE Board be included. This was done upon consultation with the PCE Team members. The document was subsequently submitted on day 3 of the IC meeting and approved, along with the recommendation for both documents to be included in the ICD Procedure Manuals. The IC recommended that the PCE Strategy not be updated at this time to wait until the results of the proposed PCE desk study is available.
- [7] The IC also agreed that a PCE sub-group should be established in the future to have a wider representation on PCE. The PCE team also discussed the importance of making sure that the issue of conflict of interest when doing a PCE is clearly understood. Appropriate safeguards need to be in place to meet the challenges at different levels: from a national stakeholder perspective, an importing country or developed country being a donor who is involved or has access to information on the weakness of an exporting country has a conflict of interest.
- [8] The Secretariat updated the members on upcoming PCEs, indicating that PCEs are planned for Senegal funded by GIZ, Cambodia funded by the China project and nine PCEs in COMESA countries to be funded by the European Commission, a PCE on hold in Sierra Leone funded by COLEACP and a possible PCE in Tanzania funded by FAO. Discussions are still underway for the PCE in Belarus with the expected funding from Russia. For the current PCE in Nepal, a face-to-face mission is planned for January 2022 and for Senegal a face-to-face mission will also be involved. PCEs in the Caribbean are still in process, except for Saint Lucia where the PCE had been completed. The members were informed

that ORISA is also contemplating a regional project to implement PCEs in that region. The Secretariat will be informed as the project development advances.

4. Implementing the PCE Strategy

4.1. Discussion on guidance document for PCE desk study developed by Lois Ransom

- [9] The PCE Team members indicated that all of them were not able to go through the document posted in MS teams. The Secretariat gave the background to the draft document and invited the members to share their initial comments and to go through the document before the next meeting. The discussion highlighted that some of the contents of the draft has elements that came from the current strategy and previous PCE Team discussions. After discussing the current desk study proposal, the PCE Team agreed that the Secretariat should open a purchase order for the desk study to be undertaken by an independent service provider. With the understanding that the current budget for the desk study may limit the reach to the NPPOs, the PCE team may be asked to support the study by volunteering some time to administer specific areas of the study.

4.2. Discussion on combined PCE publications for the IPP

- [10] The Secretariat reminded the members that these two documents on the IPP explain what the PCE is: a short and a long leaflet. These documents need to be updated, possibly in a single document for sharing information and promoting the PCEs.
- [11] The draft presented had input from the IFU communication consultant. The members indicated that the updated document should contain the following information:
- What is required from the NPPO to conduct a PCE
 - The cost of running a PCE
 - The confidentiality component of the process
 - Provisions to safeguard against conflict of interest
 - The need for a trained facilitator
 - The benefits of the PCE
 - If a country experience could be incorporated in the document
- [12] The Team members agreed that this redrafted document could be part of the PCE's Team presentation to CPM. The first draft should be ready for the next January meeting.
- [13] The Secretariat informed the members that other promotional activities will be embarked on by the IFU Team on all IFU activities.

4.3. Update and actions taken from last meeting

Draft outline for new PCE facilitators training course

- [14] The draft outline for new PCE facilitators training course was shared from the previous meeting, the PCE Team was informed that this document was developed using contents of the initial PCE facilitator training curriculum under the STDF project 401. The upcoming PCE facilitator training is intended to be developed in coordination with the Plant Health Officers training curriculum. The members decided that one of the criteria to select candidates would be to have at least 10 years of working experience in plant health and related area. This would allow the trainee to have developed a breadth of experience and knowledge of the IPPC. The members were informed that the training course is being prepared to be implemented when financial resources become available.
- [15] The team members were asked to comment on the document in order to finalize it during the next meeting.

4.4. Preparation of the CPM (2022) paper on PCE

- [16] The Secretariat informed the members that the purpose of this CPM paper will be to raise the awareness about the PCE and how it enhances plant health capacities and to update CPM about PCE activities. It will be formulated using contents of the November IC paper. The PCE is also ideal for raising awareness of the stakeholders about the work of the NPPOs. The paper is also an opportunity to raise awareness of the PCE in the IPPC community and to propose that regular funding for the PCE be provided by the IPPC.
- [17] The paper can be a good opportunity to allow persons who are not conversant on the PCE to get an overall picture, as well as highlighting the concerns regarding conflict of interest discussed previously.
- [18] It was agreed that the draft document should be ready for comments from the PCE Team members as soon as possible and prior to the next meeting.

5. Any other business

- [19] The Secretariat noted that there will only be one side session at the next CPM on the successes and challenges in implementing the IPPC. The PCE team members were encouraged to plan to use this medium for countries to present achievements of the PCE.

6. Next meeting date

- [20] The date for the next meeting was set for 12 January 2022 to allow sufficient time to review the CPM paper on the PCE.

7. Close of the meeting

- [21] The Chair thanked the members for their attendance and participation and closed the meeting.

Appendix 1**VIRTUAL MEETING N° 6
IC PCE TEAM MEETING***December 08, 2021 (3 pm – 5 pm), Rome Time (Central European Time, GMT +1)**Link: <https://fao.zoom.us/j/94726296836>**Meeting ID: 947 2629 6836**Passcode: 66792856***PROVISIONAL AGENDA**

| | AGENDA ITEM | DOCUMENT NO. | PRESENTER |
|----------|--|---------------------------|---|
| 1 | Opening of the Meeting | -- | |
| 1.1 | By the IPPC Secretariat | | Sarah BRUNEL |
| 1.2 | By the Chair | | Ringolds ARNITIS |
| 2 | Meeting Arrangements | -- | |
| 2.1 | Election of the Rapporteur | -- | Ringolds ARNITIS |
| 2.2 | Adoption of the Agenda | VM06_01_PCE_team_2021_DEC | Ringolds ARNITIS |
| 2.3 | Adoption of Minutes, VM04, VM05 | | Ringolds ARNITIS |
| 3 | Update from the IC on PCE Activities conducted in 2021 | | Sarah Brunel / Magda GONZALEZ ARROYO |
| 4 | Implementing the PCE Strategy | | Magda GONZÁLEZ ARROYO/ Sarah BRUNEL |
| 4.1 | Pending actions from the IC decisions | | Magda GONZALEZ ARROYA/ Sarah BRUNEL |
| 4.2 | Discussion on guidance document for PCE desk study developed by Lois Ransom and the way forward for the desk study | VM06_02_PCE_team_2021_DEC | Sarah BRUNEL |
| 4.3 | Discussion on combined PCE publications for the IPP | VM06_03_PCE_team_2021_DEC | Sarah BRUNEL / Fitzroy White |
| 4.4 | Update and actions taken from last meeting: Draft outline for new PCE facilitators training course | VM06_04_PCE_team_2021_DEC | Sarah BRUNEL/ Fitzroy WHITE |
| 4.5 | Preparation of the CPM 15 (2022) paper on PCE | | Sarah BRUNEL |
| 5 | Any Other Business | -- | Ringolds ARNITIS |
| 6 | Next Meeting: xx from 3 to 5 PM Rome time | -- | Ringolds ARNITIS |

Appendix 2**Participants List**

| Region/ Role | Name, mailing, address, telephone | Email address |
|---|--|--|
| Member | Mr Mekki CHOUIBANI | hq.neppo@gmail.com ; chouibani@gmail.com |
| Member (IC Team PCE Chair person) | Ms Magda GONZALEZ ARROYO | mgonzalez@sfe.go.cr ; magdacr2858@yahoo.com |
| Member | Mr Francisco GUTIERREZ | francisco.gutierrez@baha.org.bz ; frankpest@yahoo.com ; |
| Member | Mr Ringolds ARNITIS | ringolds.arnitis@hotmail.com |
| Member | Mr Fitzroy WHITE | hodijah1@gmail.com ; hodijah@hotmail.com |
| IPPC Secretariat (IC Team PCE IFU Lead) | Ms Sarah BRUNEL | sarah.Brunel@fao.org |
| IPPC Secretariat | Mr Descartes KOUMBA | Descartes.Koumba@fao.org |