



## IC PCE TEAM MEETING

12<sup>th</sup> January 2022 (3-5 pm Rome time)

### 1. Opening of the Meeting

- [1] The virtual meeting was opened by Sarah Brunel, Implementation Facilitation Unit Officer in Charge for daily matters for the IPPC Secretariat. She welcomed everyone and wished for a productive year. The Chairperson gave opening remarks and hoped for a successful year in PCE activities.

### 2. Meeting Arrangements

#### 2.1 Election of Rapporteur

- [2] Mr. Mekki CHOUIBANI was elected rapporteur for the meeting.

#### 2.2 Adoption of Agenda

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

#### 2.3 Adoption of Minutes

- [4] The minutes of the PCE Team meeting VM05 held on 25 October 2021 and VM06 held on 8 December 2021 were adopted.

### 3. Update from the Secretariat on PCEs concluded in 2021 and in progress

- [5] The Secretariat informed the PCE Team members that PCEs virtual workshops for Mongolia and Fiji ended on 31 December 2021. The focus of these virtual missions was the drafting of new plant health law for Mongolia and a new plant protection legislation for Fiji. The PCE facilitator is awaiting the final drafts from the legal consultants in order to finalize the mission reports.
- [6] Nepal PCE has not yet resumed after the December break.
- [7] Sri Lanka PCE is yet to be finalized.
- [8] Caribbean PCEs Bahamas, Trinidad, and Dominica are not progressing as hoped. St Lucia is complete and is finalizing a video of their experience to send to the IPPC Secretariat.
- [9] The members discussed the challenges of finalizing a PCE in the virtual environment. The meeting was reminded that the PCE was designed for a face-to-face situation, hence the need to figure out a way to solve the issue of finalizing a PCE in the current environment. This could involve training the national coordinators before the beginning of the first set of virtual workshops. It was suggested that the IPPC Secretariat should consider emailing the current countries where a PCE should be finalized to get an update.

### 4. Implementing the PCE Strategy

#### 4.1 Discussions on Desk Study draft plan from previous meeting

- [10] There was no further discussion on the desk study draft plan proposed by Lois RANSOM from the previous meeting.

#### 4.2 Discussion on Purchase Order for PCE desk study

- [11] In accordance with the VM07 PCE Team conclusions, the secretariat shared the draft purchase order with the meeting and invited discussion and suggestion on the contents.

- [12] The members agreed to remove the requirement for experience in database management. It was noted that the purchase order did not state the need for the provider to have previous knowledge of the PCE tool and process. The Secretariat indicated that the provider should have general knowledge of methodological tools of the PCE to interview the NPPOs and other relevant parties. The result should be a report with recommendations to improve the efficiency of the PCE process and tool. The PCE Team members agreed that the provider would have the PCE Team, the Secretariat, and the STDF Ex-post evaluation STDF 401 report as resources. The Secretariat informed the members that the next step is to send out the purchase order. The PCE Team will be asked to participate in the selection of the provider.

### **4.3 Discussion on combined PCE publications for the IPP**

- [13] The Secretariat introduced the communication expert who was invited to the meeting. The communication expert is a part of the IFU team and is guiding the development of the PCE factsheet. She led the Team through the draft document, noting that what was proposed was the foreseen structure of the document. The Team was asked to consider some suggested text for introducing the document which will introduce the PCE as a process with multiple stages and benefits rather than as a tool. The factsheet will include similarities with the OIE's illustration of the stages of the PVS. The historical development will be displayed graphically showing the key milestones.
- [14] The Team indicated that the factsheet should clearly state the ownership of the PCE by the country. The factsheet should educate the countries that the outputs from the PCE constitute a step in preparing a project proposal for approaching donors.
- [15] The benefits of conducting a PCE will be illustrated graphically, possibly showing financial benefits to a country.
- [16] The Team decided that the factsheet should position the Secretariat as playing a guiding role for countries to identify funding for a PCE.
- [17] The communication expert indicated that this is the first step in a wider communication plan for the PCE. The Secretariat indicated that the completed factsheet could be the basis for updating some of the contents of the PCE webpage.
- [18] The factsheet will be edited taking into consideration the comments from the members and a first draft will be shared with the team at the next meeting.

### **4.4 Preparation of CPM 16 (2022) Paper on the PCE**

- [19] The Secretariat shared the draft document with the team and invited comments, noting that it was based on the document presented to the IC. The PCE Team agreed that the introduction should be aligned with the PCE factsheet discussed under the previous agenda item.
- [20] The PCE Team agreed that some sections of the document can be edited to be shorter, leaving off some of the background information, keeping the major texts and including the conflict-of-interest paragraph and the specific note to the CPM.
- [21] The next step is for the Secretariat to share this document with the Bureau. If there are any substantial 2 recommendations from the Bureau, the PCE team will be asked to decide on the final text.

## **5. Any other business**

- [22] The Secretariat noted that there may 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**

- [23] The date for the next meeting was set for 24 February 2022 if the need arises to meet.

## **7. Close of the meeting**

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

**Appendix 1****VIRTUAL MEETING N° 7  
IC PCE TEAM MEETING***January 12, 2022 (3 pm – 5 pm), Rome Time (Central European Time, GMT +1)***PROVISIONAL AGENDA**

	<b>AGENDA ITEM</b>	<b>DOCUMENT NO.</b>	<b>PRESENTER</b>
<b>1</b>	<b>Opening of the Meeting</b>	--	
1.1	By the IPPC Secretariat		Sarah BRUNEL
1.2	By the Chair		Ringolds ARNITIS
<b>2</b>	<b>Meeting Arrangements</b>	--	
2.1	Election of the Rapporteur	--	Ringolds ARNITIS
2.2	Adoption of the Agenda	VM07_01_PCE_team_2022_JAN	Ringolds ARNITIS
2.3	Adoption of Minutes, VM05, VM06		Ringolds ARNITIS
<b>3</b>	<b>Update from the secretariat on PCEs concluded in 2021 and in progress</b>		Fitzroy WHITE/Sarah BRUNEL
<b>4</b>	<b>Implementing the PCE Strategy</b>		Ringolds ARNITIS
4.1	Discussions on Desktop Study draft plan from previous meeting	VM07_02_PCE_team_2022_JAN	Sarah BRUNEL/Fitzroy WHITE
4.2	Discussion on Purchase Order for PCE desk study	VM07_03_PCE_team_2022_JAN	Sarah BRUNEL
4.3	Discussion on combined PCE publications for the IPP	VM07_04_PCE_team_2022_JAN	Sarah BRUNEL/ Fitzroy White
4.4	Preparation of the CPM 16 (2022) paper on PCE	VM07_05_PCE_team_2022_JAN	Sarah BRUNEL
<b>5</b>	<b>Any Other Business</b>	--	Ringolds ARNITIS
<b>6</b>	<b>Next Meeting:</b> 24 February from 3 to 5 PM Rome time	--	Ringolds ARNITIS

**Appendix 2****Participants List**

<b>Region/ Role</b>	<b>Name, mailing, address, telephone</b>	<b>Email address</b>
Member	<b>Mr Mekki CHOUIBANI</b>	<a href="mailto:hq.neppo@gmail.com">hq.neppo@gmail.com</a> ; <a href="mailto:chouibani@gmail.com">chouibani@gmail.com</a>
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