



Minutes of the 12th meeting of the Working Group to develop a Guide to support implementation of ISPM 15 (2017-043) (VM12)

07 June 2022 at 14:00 – 17:00 (Central European Time)

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] The Working Group (WG) selected Brad GETHING as chairperson.
- [3] The agenda for the meeting was adopted and is presented in Appendix 1.

3. Administrative matters

- [4] The list of meeting participants is presented in Appendix 2.

4. Peer reviewer comments on draft Guide

- [5] The WG went through each chapter of the guide and reviewed the main comments from the peer review that required WG discussion, which had been identified prior to the meeting by the IPPC Secretariat. The WG members agreed that the remaining comments should be handled by the lead author for each chapter and by the IPPC Secretariat and that any additional comments requiring WG input should be raised by email as soon as possible, or during the next meeting, on 28 June. The Secretariat emphasized the importance of finalizing the guide by the early July so that the guide could be edited and published in September.
- [6] **Abstract:** A sentence was added to recognize that this guide would likely be of interest to ISPM 15 treatment providers, producers, recyclers and other stakeholders.
- [7] **How to use this guide:** The WG members discussed the relative merits of adding a scope section versus adding a "how to use this guide" section, which would include the same type of information but in a more readable and friendly format. The WG agreed to the latter and reviewed the draft text that had been prepared. An additional sentence was added to clarify that examples are simply examples of how different countries have handled some aspects and are neither exhaustive, nor prescriptive.
- [8] **Chapters 1 and 3:** The WG agreed with the suggestions by peer reviewers to add an annex listing categories of wood packaging, providing more photos and including some of the different terms that might be used to describe wood packaging materials in different regions (where known). The WG did not agree with the suggestion to add tariff classifications since these are relevant to the commodities being exported, not the wood packaging materials itself. The WG suggested that this

new Annex should be linked to Chapter 3 rather than Chapter 1; however, Chapter 1 should reference Chapter 3.

- [9] **Chapter 2 and 7:** The WG revisited the question regarding the term “recycling” and agreed that it was well defined in the guide, a term used by industry in some regions, and therefore did not need to be changed. The alternative of listing “reused / repaired / remanufactured” each time was considered cumbersome and there were no suggestions of another word to use, instead. The WG noted that recycling companies needed to be included in other chapters in the guide, where they might have been missed, recognizing that they should be considered with other authorised entities. The Secretariat agreed to follow up on this. One of the WG members indicated that he had reviewed this chapter from an NPPO perspective and added a few minor suggestions. The lead author for chapter 2 indicated that this chapter has been pretty much finalized.
- [10] **Chapter 3:** Wood components that are permanently attached to a conveyance or container are considered exempt from ISPM 15 requirements. The WG discussed that importance of defining and explaining what is meant by a “container” and when something is not a container but rather wood packaging material (e.g. some NPPOs and industry may consider open metal boxes with fixed wooden floors to be a container). The WG members agreed with the suggestion to clarify what is meant be container and to reference the Cargo transport unit (CTU) code in the guide. They agreed that “container” is meant to include road freight vehicles, railway freight wagons, freight shipping containers, and railway wagons. The lead author indicated that after this comment is addressed he considers this chapter as complete.
- [11] **Chapter 4:** The lead author confirmed that the information about dielectric heat and fungal spores had been deleted and that the information on mapping cold spots has been covered in the heat treatment manual. Other comments related to differences between how heat treatments are done in Europe relative to North America have been addressed, as well as possible, recognizing that no experts from Europe had been nominated to participate the WG. There may be some information in the fumigation manual that should be transferred into this chapter and linkages with the two treatment manuals should be strengthened.
- [12] **Chapter 5:** There were several comments from a peer reviewer requesting clarity regarding the ISPM mark and what is allowed. Questions included: Is an interrupted frame allowed when using a burn mark or only for stencils? Can the date "ISO-Code, Registration number, treatment code" be broken over multiple lines? [E.g. the German registration numbers starts with an abbreviation of the federal state where the competent authority is located, company registration number always starts with 49 followed by up to 5 numbers. Usually the ISPM 15 registration number is split across three lines: (1) DE-NW; (2) 4912345; and (3) HT.] The WG members noted that ISPM 15 provides quite a clear description of what should be contained in an ISPM 15 mark and what is not allowed, but agreed that ISPM 15 may not have considered every possibility. The WG agreed that adding additional photographs of compliant and non-compliant marks to the guide would be beneficial but that any changes to ISPM 15 should be proposed during a Call for Topics for standards and implementation (CFT). The WG requested that the Secretariat consult FAO Legal

to ask whether splitting the facility registration number over two line in the mark is compliant with ISPM 15.

- [13] **Chapter 5:** One peer reviewer proposed adding a section about "marking before treatment". The WG members did not agree with this because it contradicts ISPM 15 and because they did not support the suggestion. The Secretariat indicated that proposals to make changes to ISPM 15 should follow the established process and be proposed by an NPPO during a Call for Topics (CFT).
- [14] **Chapter 6:** One peer reviewer suggested including some examples of public lists from Mexico, Canada and Czechia and provided web links for these lists. The WG members agreed that this would be useful and could be added to the list of resources, but that this information should not be considered a case study. The difference between non-conformance and non-compliance has been clarified. When the authorized entity does not meet the requirements specified by the NPPO as set out in the authorization agreement, this should be considered as a nonconformity. When wood packaging does not meet ISPM 15 requirements or phytosanitary regulations, it should be considered noncompliant. One WG member noted that ISPM 45 uses the term "nonconformity" rather than "non-conformance" and suggested that the same language should be used in the guide.
- [15] **Chapter 7:** One of the WG members suggested that the case study from India would be a better fit with Chapter 9 and should be moved there. The other WG members agreed. The lead authors intend to add a flowchart to this chapter that will illustrate key considerations and options when evaluating a used unit of wood packaging material.
- [16] **Chapter 8 and Chapter 9:** These two chapters were reviewed and updated by the WG members from Canada and Brazil. The peer review comments have all be addressed and these chapters are considered pretty much complete.

5. Update on ISPM 15 Treatment Manuals

- [17] The Secretariat reminded that the WG members that both manuals were open for their review and that both the WG members and the SG members had been invited to review the manuals using the IPPC On-line comment system (OCS). The document includes some brief instructions for reviewers followed by the fumigation manual followed by the heat treatment manual. She requested that the WG members have a close look at the structure of both manuals, even if they feel they are not technical experts on the treatments themselves.
- [18] The Secretariat provided a brief comparison of the outlines of the two ISPM 15 treatment manuals, noting that the two manuals were remarkably similar given that they were produced in isolation from each other. The main structural differences are in the introductory sections and the documentation sections. The Secretariat suggested that the WG members consider whether any of the sections in the fumigation manual should be moved to chapter 4 of the guide or whether any of the sections are redundant and do not need to be repeated.

[19] The WG also discussed the subsection on domestic treatment certificates in the fumigation manual. The certificates are intended to be used for traceability, such as when treated lumber is moved domestically from an authorized treatment provider to an authorized wood packaging material manufacturer. The WG members expressed concern that use of the term “certificate” is confusing and may be misinterpreted to mean that a phytosanitary certificate or treatment certificate is required for exported wood packaging material, in addition to the ISPM 15 mark. The Secretariat requested that the WG members review this section carefully and provide constructive suggestions as to how to address this concern.

[20] The Secretariat clarified that after the WG and SG comments on the treatment manuals have been addressed the manuals would be circulated for peer review.

6. Discussion of next steps

[21] The WG members noted that the draft ISPM 15 treatment manuals were posted on the IPPC Online comment systems and that all WG and SG members had been invited to review the manuals. The review period had been scheduled to close on 10 June, but the Secretariat indicated that the deadline would be extended another week since so few people had started their review.

[22] The Secretariat emphasized the importance of finalizing the guide and the treatment manuals by early July, noting that the treatment manuals still need to be peer reviewed. She suggested that the Secretariat would work with the individual lead authors to finalize the different chapters so that the guide may be sent for editing. After editing, the final versions of the guide and treatment manuals would be sent for graphic design and publication. The plan is to have a webinar to launch the new guide and the treatment manuals in September-October 2022 and organize a webinar to launch these products before the end of the year.

[23] The WG confirmed that the next WG meeting would be held on 28 June.

7. Any other business

[24] There was no other business.

8. Close of the meeting

[25] 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-12)***07 June 2022 at 14:00 - 17:00 (CET)**Dated: 2022-06-05*

	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		--	Barbara PETERSON
2.2	Selection of the rapporteur		--	Barbara PETERSON
2.3	Adoption of the Agenda		VM12_01_ISPM15_Guide	Chairperson
3	Administrative matters	5		Barbara PETERSON
3.1	Participants		VM12_02_ISPM15_Guide	Barbara PETERSON
3.2	Adopt minutes from previous WG meeting		VM12_03_ISPM15_Guide	Chairperson
3.2	Working papers		MS Teams	Barbara PETERSON
4	Review comments from peer review	90	--	Chairperson
5	ISPM 15 Treatment Manuals	45	--	Chairperson / IPPC Secretariat
6	Discussion of next steps	15	--	Chairperson / IPPC Secretariat
7	Any Other Business	5	--	Chairperson / IPPC Secretariat
8	Close of the Meeting	5	--	Chairperson / IPPC Secretariat

Appendix 2

Working Group Meeting: Guide to support the implementation of ISPM 15 Participants List (VM-12)

Role	Name	Email address
WG Member	Marcel DAWSON	marcel.dawson17@gmail.com
WG Member	Brad GETHING	bgetting@palletcentral.com
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