



Specification: Phytosanitary Capacity Evaluation (PCE) facilitator training materials 2014-008

Status box

This status box is not an official part of the Specification and is updated by the IPPC Secretariat.	
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Major stages completed	2018-05: Topic added to List of Topics 2021-06: Priority level raised from 3 to 1 (IC_VM15) 2022-03: IC approved draft specification for consultation 2022-08: Consultation on draft Specification 2022-12: Specification approved by IC (2022_eIC_13)
Implementation and Capacity Development Committee (IC) lead	2021-11: Ringolds ARNITIS (IC_VM17)
IPPC Secretariat lead	2021-10: IFU Fitzroy WHITE
Working Group experts	
Notes	Development of the PCE facilitator training materials is on hold pending the outcomes of the PCE Desk Study (IC_2022_Nov)

Specification: Phytosanitary Capacity Evaluation (PCE) facilitator training materials (2014-008)

1. Title

Phytosanitary Capacity Evaluation facilitator training materials (2014-008)

2. Type of implementation resource

IPPC training kit

3. Convention articles, ISPMs and CPM recommendations to be addressed by the proposed implementation resource

The International Plant Protection Convention (Article IV.2(h)) on the training and development of staff in the General provisions relating to the organizational arrangements for national plant protection, as well as Article XX on technical assistance.

All adopted International Standards for Phytosanitary Measures (ISPMs) will be addressed.

4. Scope

The Phytosanitary Capacity Evaluation (PCE) training kit will provide training and reference material to ensure that new PCE facilitators understand the PCE tool, modules and process, and the benefits in phytosanitary capacity development for a country. The training kit will also be used to maintain and enhance the knowledge and skills of existing facilitators and ensure they are familiar with new materials and resources.

5. Purpose

The PCE is a fully comprehensive NPPO-led, facilitator-enabled, IPPC Secretariat-supported process of multiple phases, with a wide range of benefits, to help countries evaluate their phytosanitary capacities.

The PCE is a framework that the NPPO adopts for its own purposes and benefits, with the support from an internationally trained and neutral PCE facilitator through the use of a web-based tool. The PCE empowers NPPOs to put in place a sovereign plan for how they wish to address any gaps identified, at their phytosanitary system and organizational level, and to better implement their core activities to enhance their plant health, food security, international agriculture trade and environment protection. Through a framework for rational strategic planning, NPPOs can fully prioritize activities and resources to fill gaps and enhance the effectiveness of the overall phytosanitary system.

From 2014 to 2017, the Standard and Trade Development Facility (STDF) funded the project STDF/PG/401 to develop training materials and establish a network of PCE facilitators.

The maintenance of a sustainable network of PCE facilitators is a component of the PCE strategy 2020–2030. This training material would enable the training of new PCE facilitators, while serving as reference for current facilitators, as well as for the future PCE facilitation process. The updated training materials will be used to establish a strong network of phytosanitary expertise available to facilitate the application of PCEs.

The purpose of this specification is to update the training materials that were developed in 2018. The updated material should involve the use of current strategic management best practices, tools and existing IPPC courses. In addition, new materials should be developed to ensure a comprehensive training programme taking into consideration emerging phytosanitary issues.

6. Content for the proposed implementation resource

The working group should develop content for the training kit based on the outcomes of the following tasks:

- (1) Review of the existing IPPC Facilitators PCE Training materials that were developed by the IPPC Secretariat as part of the STDF project 401, including:
 - What is the International Plant Protection Convention (IPPC)
 - What is Phytosanitary Capacity Evaluation (PCE)
 - Non-phytosanitary skills:
 - Application of Strengths, Weaknesses, Opportunities, and Threats (SWOT), Decision Tree, and Logical framework approach
 - Understanding Group dynamics
 - Communication and meeting facilitation;
 - Phytosanitary issues and the PCE modules:
 - International Plant Protection Convention (IPPC)
 - Phytosanitary Legislation, its implications
 - Organization and management of an NPPO (related ISPMs and manuals and PCE Modules)
 - Ethics and transparency of the PCE (related PCE modules);
 - IPPC PCE Facilitators Training Book of Presentations, Book of exercises Consider the information in the IPPC Guide, *Preparing a National Phytosanitary Capacity Development Strategy*.
- (3) Consider the most appropriate support materials, length, duration and settings for a training kit adapted to virtual training sessions for the NPPOs.
- (4) Consider how to make PCE training material accessible to the broader phytosanitary community.
- (5) Review and recommend changes to the evaluation form used for assessing participants at the end of the training.
- (6) Identify prerequisites in terms of training, knowledge and skills for candidates to be accepted to take PCE facilitator training.
- (7) Identify suggest stories/case studies from countries that have applied the PCE from each RPPO (both from developing and developed countries) to be used during the training.

7. Financial and in-kind contributions

Contracting parties are encouraged to identify any financial or in-kind contributions that will be provided to support the development of this training course or to facilitate the translation of the final product.

8. Selection criteria for working group experts

The IPPC Secretariat and the Implementation and Capacity Development Committee support equity, diversity and inclusiveness, and encourage all interested experts to submit their candidature to participate in the working group that will be tasked with developing this IPPC training material.

The members of the working group will be selected based on their technical and practical expertise in the subject matter. Geographical representation of experts from both developing and developed countries will also be considered to ensure that the material developed is globally applicable and reflects best practices from all over the world. The following criteria should be used for selecting working group members:

- (1) practical expertise and knowledge in one or more of the following areas:
 - managing phytosanitary systems (e.g., managing an NPPO, strategic and operational planning, export certification, import inspection, surveillance, etc.)
 - strategic management tools (e.g., logical framework SWOT analysis, problem tree analysis, writing strategic plans, etc.)
 - experience in facilitating PCEs
 - participation in a national PCE
 - experience in developing or revising national phytosanitary legislation
 - developing training material or delivering training courses;
- (2) strong working knowledge of English and ability to formulate ideas and write clearly in English.

9. References

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