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Plant Protection  
Convention



## National Reporting Obligations (NROs)

2023 IPPC Regional Workshops

## Contents

1. General review of NROs
2. Update on NROs activities in 2022
3. NROs work plan in 2023
4. Update on NROs activities in early 2023



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### 1.1 IPPC and NROs

**Purpose** The purpose of the Convention is "international cooperation in controlling pests of plants and plant products and in preventing their international spread, and especially their introduction into endangered areas" (*Preamble*)

**Obligations** "Each contracting party shall assume responsibility, without prejudice to obligations under other international agreements, for the fulfilment within its territories of all requirements under this Convention" (*Art. 1.2*)

Transparency



The reason for having NROs is to ensure that a minimum amount of official phytosanitary information is available for ensuring safe trade, safeguarding food security and protecting the environment from plant pests

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Exchanging technical and official phytosanitary information through the International Phytosanitary Portal (IPP) is vital to the Convention's effective implementation.

**Purpose of the IPPC:** International cooperation in controlling pests of plants and plant products and in preventing their international spread, and especially their introduction into endangered areas.

**Obligations:** The Convention includes numerous provisions regarding reporting obligations, so called National Reporting Obligations (NROs), which help Contracting Parties achieve the objectives of the Convention. All countries that signed the Convention are obliged to and are responsible for the implementation of all reporting obligations. All reporting obligations have the same legal value and are of equal importance.

**Reason:** NROs ensure that a minimum amount of official phytosanitary information is available that can be used as the basis for ensuring safe trade, safeguarding food security and protecting the environment from plant pests.



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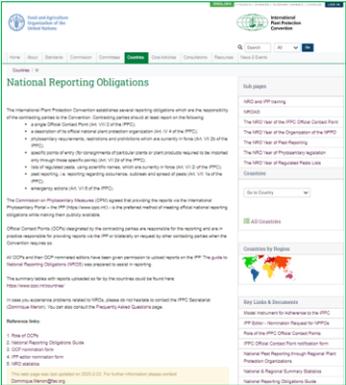


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### 1.2 Overview of NROs

- 13 NROs: 7 public and 6 bilateral
- Public NROs should be reported via the International Phytosanitary Portal (IPP - <https://www.ippc.int>) 
- [NROs Webpage](#) 



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There are seven public and six bilateral National Reporting Obligations.

Public NROs should be reported via the International Phytosanitary Portal (IPP – <https://www.ippc.int>). The Commission on Phytosanitary Measures (CPM), a governing body of the Convention, agreed that the International Phytosanitary Portal is the preferred mechanism through which Contracting Parties meet their NROs.

Bilateral NROs should be communicated directly between Contracting Parties, however they could also be displayed on the IPP if a country wishes to do so.

The IPP is an internet-based information system designed to hold phytosanitary information published in accordance with the Convention and the decisions of the Commission on

## Phytosanitary Measures.

The majority of the information on the IPP, including all NRO reports, is available to all users of the site.

However, only officially nominated individuals with password-protected user accounts have the ability to enter and edit information, ensuring its accuracy and validity.

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### 1.3 What are the public NROs?

1. Designation of an Official IPPC Contact Point
2. Description of the NPPO
3. Phytosanitary requirements, restrictions and prohibitions
4. Lists of entry points
5. List of regulated pests
6. Pest reports
7. Emergency action

More details at: [List of Public NROs](#)

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1. Official contact point (OCP) is responsible for keeping their country's information on the IPP Up to date. Nomination form needs to be submitted to the IPPC Secretariat. Once appointed, the OCP receives access to the IPP together with editing rights to upload and update all required reports.
2. Should have the form of an organogram. Description of its organizational arrangements: who is responsible for which area and what are the connections between different parts of NPPO.
3. CPs need to publish phytosanitary requirements, restrictions and prohibitions immediately upon their adoption. This information could be linked through IPP if they are posted on the national website.

1. List of entry points: specified points of entry need to be selected if it requires specific consignments to be imported only through these points of entry.
2. Regulated pests: is a quarantine pest and a regulated non-quarantine pest. Quarantine pest is a pest of potential economic importance to the area endangered thereby and not yet present there, or present but not widely distributed and being officially controlled. A regulated non-quarantine pest: a non quarantine pest whose presence affects the economic values of plants, therefore they are regulated.
3. Pest reports: the occurrence, outbreak or spread of pests that may be of immediate or potential danger should be reported via the IPP once they happen.
4. Emergency action is a prompt phytosanitary action undertaken in a new or unexpected phytosanitary situation.

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### 1.4 What are the bilateral NROs?

1. Organizational arrangements of plant protection
2. Rationale for phytosanitary requirements, restrictions and prohibitions
3. Significant instances of non-compliance with phytosanitary certification
4. The result of investigation regarding significant instances of non-compliance with phytosanitary certification
5. Information on the pest status
6. Technical and biological information necessary for pest risk analysis

More details at: [List of Bilateral NROs](#)

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Bilateral means that all CPs should make this information available when required by another CP. All CPs have a right to ask for that information.

1. The report should contain a description of functions and responsibilities in relation to plant protection. It can be combined in one report with the description of a NPPO.

2. CPs need make available to any CP the rationale for phytosanitary requirements, restrictions and prohibitions. This report should contain information regarding measures taken for quarantine and regulated non-quarantine pests.

3 & 4 are linked together. No.3 should be reported by the importing country to the exporting or re-exporting country. No.4 should be reported back on request and relate to the results of

investigations. ISPM 13 (*Guidelines for the notification of non-compliance and emergency action*) contains more guidance.

5. Countries need develop and maintain adequate information on pest status in order to support categorization of pests and for the development of appropriate phytosanitary measures. ISPM 8 (*Determination of pest status in an area*) provides more guidance.

6. Countries need cooperate in providing the technical and biological information necessary for pest risk analysis to support the pest risk analysis process.

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### 1.5 The key role of Official IPPC Contact Points

Official IPPC Contact Points are used for **information exchange** under the IPPC between CPs, CPs & IPPC Secretariat and CPs and RPPOs

- Have the necessary authority and adequate resources
- Ensure information exchange in a timely manner
- Redirect information to appropriate official(s)
- Redirect requests to appropriate official(s)
- Keep track of appropriate responses to information requests

It is of utmost importance to have correct name and coordinates of the contact points on the IPP

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1. The IPPC contact points are used for all information exchanged under the IPPC between contracting parties, between the Secretariat and contracting parties and, in some cases, between contracting parties and RPPOs.

2. The IPPC contact point should:

- have the necessary authority to communicate on phytosanitary issues on behalf of the contracting party, i.e. as the contracting party’s single IPPC enquiry point;
- ensure the information exchange obligations under the IPPC are implemented in a timely manner;
- provide coordination for all official phytosanitary communication between contracting parties related to the effective functioning of the IPPC;
- redirect phytosanitary information received from other contracting parties and from the

IPPC Secretariat to appropriate official(s);

– redirect requests for phytosanitary information from contracting parties and the IPPC Secretariat to the appropriate official(s);

– keep track of the status of appropriate responses to information requests that have been made to the contact point.

3. The role of the IPPC contact point is central to the effective functioning of the IPPC, and it is important that the IPPC contact point has adequate resources and sufficient authority to ensure that requests for information are dealt with appropriately and in a timely manner.

4. Article VIII.2 requires contracting parties to designate a contact point, and therefore it is the contracting party which is responsible for making, and informing the Secretariat of, the nomination. There can be only one contact point per contracting party. Individual persons cannot appoint themselves as contact points. **The nomination of a contact point is under the authority of the relevant person more senior than the new IPPC Official Contact Point.**

5. OCPs can nominate IPP editors to delegate them a physical upload and management of their country's information on the IPP.

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### 1.6.1 Pest Reports – Situations to report

Pest Reports

- Art. IV 2(b) & VIII 1(a): surveillance and pest reporting under NPPOs responsibility
- [ISPM 17 - Pest reporting](#)
- Three types of situation to report:
  - Immediate or potential danger
  - Changed status, absence or correction of earlier reports
  - Pests in imported consignments



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“**Pest reports**” NRO relates to articles IV 2(b) and VIII 1(a) of the Convention. Those articles deal with surveillance and reporting under the responsibility of Contracting parties or NPPOs

Art. IV 2(b): surveillance of growing plants and plants and plant products in storage or in transportation with the object of reporting

Art. VIII 1(a): exchange of information = reporting via the International Phytosanitary Portal (IPP) the occurrence, outbreak or spread of pests that may be of immediate or potential danger

ISPM 17 on Pest Reporting describes the responsibilities of and requirements for contracting parties in reporting the occurrence, outbreak and spread of pests in areas for which they are responsible. It also provides guidance on reporting successful eradication of pests and establishment of pest free areas

Three types of situations to report:

Immediate or potential danger:

An **immediate danger** is considered to be one that has **already been identified** (pest already regulated), or is **obvious** on the basis of observation or previous experience.

A **potential danger** is one that is identified as the **result of a Pest Risk Analysis (PRA)**.

The occurrence, outbreak and spread of pests which is of immediate or potential danger to the reporting country may be of immediate or potential danger to other countries. Therefore there is an obligation to report it to other countries

Contracting parties also have an obligation to report the occurrence, outbreak or spread of pests **that are not of danger to them, but are known to be regulated by, or of immediate danger to other countries**. This will concern importing countries and neighbouring countries, to which the pest could spread without trade.

Changed status, absence or correction of earlier reports:

Countries may also report cases where immediate or potential danger has changed or is absent (including in particular pest absence. Where there has been an earlier report indicating immediate or potential danger and it later appears that the report was incorrect or circumstances change so that the risk changes or disappears, countries should report the change.

Countries may also report that all or part of their territory has been categorized as a **pest free area**, according to ISPM 4 (Requirements for the establishment of pest free areas), or report **successful**

**eradication** according to ISPM 9 (Guidelines for pest eradication programmes), or **changes in host range** or in the pest status of a pest, according to one of the descriptions in ISPM 8 (Determination of pest status in an area).

Pests in imported consignments:

Reporting the pests detected in imported consignments is covered by ISPM 13 (Guidelines for the notification of non-compliance and emergency action).



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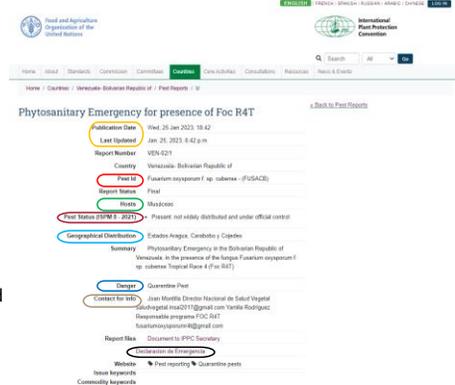
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### 1.6.2 Pest Reports – What ?

Pest Reports

- Date of the report
- Identity of the pest with scientific name
- Host(s) or articles concerned
- Status of the pest under [ISPM 8](#)
- Geographical distribution
- Nature of immediate or potential danger
- Person who can be contacted
- May indicate phytosanitary measures applied or required



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On the left of the slide, list of what a pest report should contain.

On the right, an example on what an official pest report on the IPP looks like.

This is an example of a pest report from NPPO of Venezuela notified to the IPPC Secretariat: detection of the banana fungus *Fusarium oxysporum* f. sp. *cubense* Tropical Race 4 (Foc TR4) in three of its states.

### 1.6.3 Pest Reports – How?

Pest Reports

- Reports should be provided without undue delay
- NPPOs are encouraged to use electronic means = fast communication:
  - E-mail to OCPs
  - Official national website
  - International Phytosanitary Portal (IPP)
- **Good to know!** Not all fields in the pest reporting form on the IPP are obligatory to complete in order to technically submit the report to the Portal
- May also address pest reports to RPPOs or privately contracted reporting system



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Reports should be provided without **undue delay**. This is especially **important when the probability of immediate spread is high**, or between NPPOs of **neighbouring countries** and countries with **trade agreements in place**.

Therefore, countries are encouraged to use electronic means of pest reporting to facilitate the wide and prompt distribution of information.

Pest reports that are obligations under the IPPC should be made by NPPOs using at least one of the following systems:

- Direct communications to OCPs (mail, facsimile or e-mail)
- Publication on an openly available, official national website
- Publication on the IPP

For pests of known and immediate danger to other countries, direct communication to those

countries, by mail or e-mail, is recommended in any case.

**Good to know!**

As reports should be provided without undue delays, not all fields in the pest reporting form on the IPP are obligatory to complete in order to technically submit the report to the Portal.

In fact, currently only the title is necessary. You can fill in as many or as few fields as are appropriate for your report.

However, preferably you should insert as much information as possible. The report can be updated with new information at any time once more data become available.

### 1.7 Close linkages between the POARS and the NROs

Pest reports & Emergency action

- Agenda item of the [IPPC Strategic Framework 2020-2030](#): “Strengthening Pest Outbreak Alert and Response Systems” (POARS)
- Close linkages between the POARS and the NRO: Pest reports and Emergency actions
- Pest reports is key towards avoidance of spread and introduction of pests and for promoting safe trade



Agenda item of the IPPC strategic framework 2020-2030: “Strengthening pest outbreak alert and response systems”

Desired 2030 outcome: “A global pest alert system with mechanisms to evaluate and communicate emerging pest risks is in place, providing regular information to NPPOs on changes in pest status around the world. NPPOs are using this to quickly adapt their phytosanitary systems to reduce the risk of introduction and spread. In the case of outbreaks, strengthened pest outbreak response systems and tools are helping countries take much more timely action, especially against new incursions. NPPOs, RPPOs and the FAO have collaborated to develop and roll out a comprehensive but easy to use toolbox to help countries respond quickly and effectively. RPPOs are playing an active role in assisting NPPOs and are coordinating outbreak responses across their regions.”

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### 1.8 NROs guide

**The Guide to National Reporting Obligations**  
For IPPC Contact Points and IPP editors

**Introduction**

**National Reporting Obligations: Overview**  
NROs by a method of reporting  
NROs by a type of report

**National Reporting Obligations: Details**  
Public National Reporting Obligations  
Bilateral National Reporting Obligations

**National Reporting Obligations: Technical instructions**

- 1 Accessing your account
- 2 Editing your country information
  - 2.1 Update your profile information
- 3 Extract information from the site
- 4 Frequently asked questions

**Annexes**

[The Guide to National Reporting Obligations](#) (To be updated by the end of 2024)

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## The Guide to NROs (Version 1.1, May 2016)

This is the Guide to National Reporting Obligations. It offers assistance on how to upload and update NRO reports on the IPP and includes CPM approved NRO procedures and nomination forms for the IPPC Official Contact Point and IPP editor.

It is currently available in English, French, Spanish, as well as in Arabic and Russian.

As several things have changed in relation to how contracting parties meet their NROs obligations, the IC Team agreed in 2021 that the NROs guide needed to be updated, including the relevant updates in accordance with the revised ISPM 8 (*Determination of pest status in an area*). The same year, the NROs Team proposed a revision of the guide, along with a submission form and a draft Specification to the IC and the IC agreed to proposing NROs Guide - Revision (2021-026) to the CPM for inclusion in the Implementation and Capacity

Development List of Topics (ICD LOT), noting that the IC proposed to assign a priority level of 1. The revision of the NROs Guide (2021-026), was added to the ICD LOT as per CPM-16 (2022) request.

The draft specification was submitted for consultation in July/August 2022 and, in September 2022, the IC Team on NROs revised the draft specification based on comments from the consultation. The proposed responses to comments and the revised draft specification were then presented to the IC for approval in October through an e-decision. After minor revisions, the IC approved the specification and *agreed* to add the revision of the IPPC guide on NROs to the secretariat workplan for 2023–2024 as a high priority (1), if funding becomes available

## 2. New eLearning course on Surveillance and reporting obligations

[eLearning course on Surveillance and reporting obligations \(2022\):](#)

- Published in May 2022
- Target NPPOs managers and staff involved in surveillance and pest reporting
- Concepts and guidance on:
  - Pest surveillance
  - Pest status determination
  - Complying with IPPC obligations for pest reporting
  - Lesson 7 specifically dedicated to the NROs
- Digital certification at the end of the course
- Adjustment in 2023: can be entered at lesson 7 to focus on NROs only



## eLearning course on Surveillance and Reporting Obligations (May 2022)- (7 lessons; 4.5 hours)

This e-learning course targets NPPO managers, supervisors, and staff involved in surveillance and pest reporting. It is particularly relevant to NPPO staff involved in exchanging information on new pest detections or changes in pest status and those responsible for phytosanitary export certification.

It introduces key concepts related to pest surveillance, pest status determination and pest reporting; how to strengthen national surveillance systems and activities of pest monitoring and detection; and how to comply with IPPC obligations for pest reporting.

This e-learning course covers appropriately the “National Reporting Obligations” topic,

especially in lesson 7.

### Digital certification:

This course offers certification. You will get your digital badge upon passing a final exam after completing the course and achieve a grade of at least 75%.

### Content:

Lesson 1 - National organizational arrangements: Surveillance approaches and applications

Lesson 2 - Steps in determining pest status

Lesson 3 - Organizational arrangements: Legislation, funding, management and human resources

Lesson 4 - Surveillance programme prioritization, planning and design

Lesson 5 - Operations and methodologies of a pest surveillance programme

Lesson 6 - Pest reporting

Lesson 7 - National Reporting Obligations

**Adjustment in 2023.** The IC Team on NROs decided to update the eLearning course on Surveillance and reporting obligations (2022) as follows:

- Adding a note on the IPP's eLearning platform, indicating the possibility to take the Surveillance and Reporting Obligations eLearning course (May 2022) at lesson 7 on NROs only. This lesson presents the 13 IPPC NROs, classified by type of report and method of reporting. Each obligation shows responsibilities and receiving entities, valuable pieces of information and references. Finally, the

lesson presents step-by-step instructions on publishing NROs on the IPP and how to create and update a pest report.

- The Secretariat to contact the FAO eLearning Academy to know whether a specific badge/certificate can be delivered for the learners taking the lesson 7 on NROs only.

**In early 2023, the IC Team on NROs decided to remove from the IPP the eLearning course on National Reporting Obligations (2019) considering:**

- maintaining the e-learning course on NROs (2019) would have implied to update it, including to be in line with the new version of ISPM 8 - 2021 (*Determination of pest status in an area*);
- the eLearning course on Surveillance and Reporting Obligations (May 2022) covers appropriately the “National Reporting Obligations” topic and;
- the course on Surveillance and Reporting Obligations (May 2022) can be entered at different places especially lesson seven (7) in case the learner wants to focus on NROs only.

### 3. NROs work plan in 2023



#### Oversee NRO activities

- Activate IC Subgroup on NROs
- Synergize pest reports with POARS
- Present report of 2023 NROs activities 2024 work plan to the IC

#### Direct assistance

- Guidance to and update of IPPC Contact Points and IPP Editors
- Improve the IPP function

#### Communication & training

- IPPC Secretariat's newsletter
- eLearning course
- Regional workshops
- Start NROs Guide revision

#### Hold on

It may not be possible to deliver all of the 2023 NROs work plan, depending on funds made available



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### 4.1 Update of IPPC OCP's contact details in early 2023

- Nov 2022: IC request to get confirmation of OCPs details and update as needed
- March/April 2023: mass & individual emails to OCPs for details confirmation
- As of 01 May 2023: **158 OCPs confirmations out of 184 Contracting Parties**

→ Ensure exchange of technical and official phytosanitary information



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In Nov. 2022, the IC:

“*requested* that the secretariat send an email to all official IPPC contact points asking them to confirm their contact details within a certain time frame, to understand which regions and countries have a functioning contact point, and *recommended* that those countries that do not respond should be engaged individually and supported if needed to update their basic NROs on the IPP;”

March 2023: mass email and announcements:

2 March: mass email sent

9 March: IPPC announcement posted on the IPP

13 March: mass email 1<sup>st</sup> reminder

22 March: mass email 2<sup>nd</sup> reminder

28 March: IC Chair announcement during CPM-17

April 2023: Secretariat engaged individually with OCPs

As of 1 May 2023: 158 replies and updates as needed, of OCPs details included those of their IPP editors, out of 184 Contracting parties

#### 4.2 Update of IPPC OCP's contact details

Please ensure that contact details of your IPPC  
Official Contact Point on the International  
Phytosanitary Portal are up to date so that you  
can communicate with the entire IPPC Community





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# Thank you

IPPC Secretariat

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