



## Specification: National Reporting Obligations Guide (2021-026)

### Status box

This status box is not an official part of the Specification and is modified by the IPPC Secretariat.	
<b>Topic number</b>	2021-026
<b>Title</b>	National Reporting Obligations Guide, revision
<b>Document category</b>	IPPC Guide revision
<b>Date of this document</b>	2022-11-15
<b>Current document stage</b>	<b>Specification approved by IC</b>
<b>Major stages completed</b>	<p><b>2021-11:</b> IC Team on NRO requested that the IC recommend this topic to CPM</p> <p><b>2021-11:</b> IC_VM17 recommended topic to CPM-16 (2022); priority 1</p> <p><b>2022-03:</b> Topic added to ICD LOT (CPM-16)</p> <p><b>2022-08:</b> Consultation on draft Specification</p> <p><b>2022-10:</b> Specification approved by IC (2022_eIC_10)</p>
<b>Implementation and Capacity Development Committee (IC) lead</b>	<b>2022-04:</b> IC VM-19, Magda Gonzalez Arroyo, Costa Rica
<b>IPPC Secretariat lead</b>	<p><b>2021-11:</b> Qingpo YANG</p> <p><b>2022-09:</b> Dominique MENON</p>
<b>Working Group experts</b>	
<b>Notes</b>	

## **SPECIFICATION: NATIONAL REPORTING OBLIGATIONS (NRO) GUIDE, REVISION (2021-026)**

### **1. Title**

National Reporting Obligations Guide (2021-026), revision

### **2. Type of implementation resource**

Revision of an existing IPPC guide

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

International Plant Protection Convention (Article IV.2(b), IV.4, VII.2(b), VII.2(c), VII.2(d), VII.2(f), VII.2(i), VII.2(j), VII.6, VIII.1(c) and VIII.2, in particular)

ISPM 8: *Determination of pest status in an area*

ISPM 13: *Guidance for the notification of non-compliance and emergency action*

ISPM 17: *Pest reporting*

ISPM 19: *Guidelines on lists of regulated pests*

### **4. Scope**

The NROs guide is designed to help IPPC contracting parties meet their reporting obligations as outlined in the IPPC. It provides specific guidance to IPPC official contact points and editors along with technical instructions for interacting with the International Phytosanitary Portal (IPP). The revision will modernize the guide and bring it in line with revised or recently adopted ISPMs and recent decisions of the CPM.

### **5. Purpose**

The NROs guide was created based on the General and Specific IPPC NROs procedures. The General procedures consolidate decisions related to NROs made by the CPM in previous years and new guidance based on advice received from the National Reporting Obligations Advisory Group (NROAG). The Specific procedures detail NROs provisions laid down in the text of the Convention and provide additional procedures, as agreed by the CPM, where experience has shown a need to improve clarity and to fill gaps when the Convention does not provide adequate guidance.

The NROs guide was developed to outline the procedures that contracting parties should follow and provide guidance on how to use the IPP to meet their reporting obligations. There have been several significant changes in relation to how contracting parties meet their national reporting obligations since the NROs guide was last revised in 2016. The NROs guide should be updated to reflect the revision to ISPM 8 (*Determination of pest status in an area*) and recent decisions and recommendations of the CPM.

### **6. Content for the proposed implementation resource**

The working group should review the National Reporting Obligations Guide (2016) and:

- describe the importance and benefit of implementing NROs;
- review the components of NROs;
- update with consideration of relevant recommendations made by CPM 16, the IC (VM17) and the IC Team on NROs;

- update with consideration of relevant technical resources published since 2016, including the Pest Status Guide (2021) and the Surveillance Guide (2021);
- update with consideration of revisions made to ISPM 8 (*Determination of pest status in an area*);
- update the description of the procedures for submitting NROs reports;
- update the instructions for using the NROs webpage on the IPP;
- update the technical instruction for submitting and deleting NROs reports through the International Phytosanitary Portal (IPP);
- provide guidance on the format to be used for lists of regulated pests.

## 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 guide 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 Guide.

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:
  - extensive working knowledge of the IPPC, its objectives, its reporting obligations and ISPMs
  - IPPC contact point including the IPP editor
  - work with NPPOs or RPPOs
  - phytosanitary requirements, restrictions and prohibitions
  - pest reporting
  - regulated pests
  - non-compliance with phytosanitary certification
  - national reporting obligations systems;
- (2) strong working knowledge of English and ability to formulate ideas and write clearly in English.

## 9. References

**ISPM 5.** *Glossary of phytosanitary terms*. Rome, IPPC Secretariat, FAO.  
<https://www.ippc.int/en/publications/622/>

**ISPM 8.** 2022. *Determination of pest status in an area*. Rome, IPPC Secretariat, FAO.  
<https://www.ippc.int/en/publications/612/>

**ISPM 13.** 2021. *Guidance for the notification of non-compliance and emergency action*. Rome, IPPC Secretariat, FAO. <https://www.ippc.int/en/publications/608/>

**ISPM 17.** 2021. *Pest reporting*. Rome, IPPC Secretariat, FAO.  
<https://www.ippc.int/en/publications/606/>

**ISPM 19.** 2021. *Guidelines on lists of regulated pests*, IPPC Secretariat, FAO.  
<https://www.ippc.int/en/publications/603/>

**IPPC Secretariat.** 2022. IC Team NROs. In: *International Plant Protection Convention*. Rome, IPPC Secretariat, FAO. Cited 17 March 2022. <https://www.ippc.int/en/core-activities/capacity-development/capacity-development-committee/ic-sub-group/ic-team-for-national-reporting-obligations-nros/>

**IPPC Secretariat.** 2022. NROs e-Learning course. In: *International Plant Protection Convention e-learning courses*. Rome, IPPC Secretariat, FAO. Cited 17 March 2022. <https://www.ippc.int/en/e-learning/>

**IPPC Secretariat.** 2021. *Pest Status Guide: Understanding the principal requirements for pest status determination*. Rome, IPPC Secretariat, FAO. <https://doi.org/10.4060/cb6103en>

**IPPC Secretariat.** 2021. Report of the 17th Virtual Meeting of the Implementation and Capacity Development Committee (2021-11 IC VM17). Rome, IPPC Secretariat, FAO.  
<https://www.ippc.int/en/publications/90774/>

**IPPC Secretariat.** 2016. *Guide to National Reporting Obligations: For IPPC Contact points and IPP editors* (Version 1.1). Rome, IPPC Secretariat, FAO. <https://www.ippc.int/en/publications/80405/>

**IPPC Secretariat.** 2016. *Report on National Reporting Obligations - NROs Quality Control Guidelines* (CPM 2016/26). Rome, IPPC Secretariat, FAO.  
[https://assets.ippc.int/static/media/files/publication/en/2016/02/26\\_CPM\\_2016\\_April\\_NRO\\_Qualitycontrol-2016-02-15.pdf](https://assets.ippc.int/static/media/files/publication/en/2016/02/26_CPM_2016_April_NRO_Qualitycontrol-2016-02-15.pdf)

**IPPC Secretariat.** 2016. *Report on National Reporting Obligations - IPPC National Reporting Obligations Procedures* (CPM 2016/28). Rome, IPPC Secretariat, FAO.  
[https://assets.ippc.int/static/media/files/publication/en/2016/02/28\\_CPM\\_2016\\_April\\_NRO\\_Procedures-2016-02-18\\_withTables.pdf](https://assets.ippc.int/static/media/files/publication/en/2016/02/28_CPM_2016_April_NRO_Procedures-2016-02-18_withTables.pdf)

**IPPC Secretariat.** 1997. *International Plant Protection Convention*. Rome, IPPC Secretariat, FAO.