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IPPC Secretariat

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1. Opening of the meeting

[1] The Chairperson of the Commission on Phytosanitary Measures (CPM), Gregory WOLFF (North America), and the IPPC Officer-in-Charge for daily matters, Avetik NERSISYAN, welcomed all participants to the meeting.

2. Meeting arrangements

2.1 Election of rapporteur

[2] The CPM Bureau (hereafter referred to as the “bureau”) elected Gabrielle VIVIAN-SMITH (Southwest Pacific) as rapporteur.

2.2 Adoption of the agenda

[3] The bureau adopted the agenda (Appendix 1), agreeing to consider an issue related to the CPM Focus Group on Sea Containers under agenda item 10 (Any other business).

3. Administrative matters

[4] The following documents had been circulated to the bureau before the meeting:

- Agenda (01_Bureau_2024_Oct);
- Antimicrobial resistance in plant health (XX_SPG_2024_Oct); and
- Is it time to rethink ISPMs? (XX_SPG_2024_Oct).

[5] The list of participants is attached to this report as Appendix 2.

4. Review of SPG papers submitted by contracting parties and consideration of any recommendations to the SPG

[6] **Discussion papers already received.** The IPPC Secretariat (hereafter referred to as the “secretariat”) had received two discussion papers for consideration by the Strategic Planning Group (SPG) at its meeting in October 2024. The bureau reviewed these under agenda items 4.1 and 4.2.

[7] **Additional SPG paper.** The bureau member for Europe commented that there was an SPG discussion paper on the standard setting process from another contracting party but unavoidable delays had meant that it had not been ready in time for the submission deadline. The bureau agreed that there was scope to fit this into the SPG agenda.

[8] **Modified procedure for adoption of CPM recommendations.** Between the two sessions of the meeting, the CPM chairperson circulated the paper on the proposed procedure for adoption of CPM recommendations. He explained that he had revised it according to the comments made by the bureau at their meeting in June.¹

[9] The bureau:

- (1) *agreed* to review, by correspondence, the updated paper on the proposed procedure for adoption of CPM recommendations to check that the revisions agreed at the June 2024 meeting of the bureau had been incorporated.

4.1 Antimicrobial resistance in plant health

[10] A discussion paper on “Antimicrobial resistance in plant health” had been submitted by the United States of America, the United Kingdom of Great Britain and Northern Ireland, Canada, New Zealand and Australia. This built on the work done to date by the IPPC community and others and made some recommendations for consideration by the SPG.

¹ CPM Bureau 2024-06, agenda item 12.

- [11] The bureau welcomed the paper and the issues it raised, noting in particular the importance of integrated pest management. They recognized that the relationship between plant health and One Health was broader than just antimicrobial resistance but thought that the paper would be useful in helping to clarify the key aspects upon which the IPPC community should focus. This included the possibility of developing IPPC guidance on antimicrobial resistance. The bureau noted that bureau members attending the Eighth World One Health Congress, to be held on 20–23 September 2024, would also be able to provide feedback to the SPG.
- [12] The bureau:
- (2) *thanked* the authors of the SPG discussion paper on “Antimicrobial resistance in plant health” and *included* it in the agenda for the 2024 SPG meeting.

4.2 Is it time to rethink ISPMs?

- [13] A discussion paper on “Is it time to rethink the ISPMs?” had been submitted by New Zealand. The paper explored issues that might make ISPMs hard for some contracting parties to understand and implement and suggested how this situation could be improved.
- [14] The bureau acknowledged the need for ISPMs to be readily understood by contracting parties and thought that this paper would be useful in stimulating discussion about how to improve accessibility. The outcome of the SPG discussion could then inform the drafting of recommendations on the way forward. The bureau recognized, however, that the work involved was substantial and so the resource implications (both for human resources and budgetary resources) would need to be considered carefully.
- [15] The secretariat noted there were also other related issues being considered in relation to the standard setting process, including ways of streamlining the process and how to address technical issues raised at adoption that are not objections.
- [16] The bureau noted that it would also be timely to consider how to organize ISPMs as a whole, given the large number of standards now adopted. One bureau member suggested, however, that this exercise should be separate to the consideration of how individual ISPMs are structured.
- [17] One bureau member informed the bureau that the SPG discussion paper on the standard setting process, referred to earlier in this agenda item, would include a proposal that the CPM pause development of conceptual standards while the changes to ISPMs were being considered. The bureau member suggested that aspects to consider could include: a review of ISPM 5 (*Glossary of phytosanitary terms*), because that affects how ISPMs are written; the precise target audience, not just the reading age; how to ensure accurate translation; and the interaction between the Standards Committee and the Implementation and Capacity Development Committee. The bureau member also suggested that the views of the IPPC editor be sought on how language is used in ISPMs.
- [18] The secretariat informed the bureau that the readability index referred to in the paper was going to be tested on implementation material currently under development and would be discussed by the Implementation and Capacity Development Committee after the SPG meeting.
- [19] The bureau acknowledged the importance of ensuring that implementation material was developed in tandem with the development of the corresponding standards, to avoid there being a delay between the adoption of a standard and the publication of the associated guidance. The bureau member for the Southwest Pacific explained that she had been tasked with asking the bureau how this would be addressed.
- [20] The bureau:
- (3) *thanked* the authors of the SPG discussion paper on “Is it time to rethink ISPMs?” and *included* it in the agenda for the 2024 SPG meeting.

5. Other topics for consideration ahead of the SPG

- [21] **One Health.** The bureau discussed IPPC involvement in two events that would be happening ahead of the SPG – the Eighth World Congress on One Health and the Twenty-Ninth Session of the FAO Committee on Agriculture (COAG) – and returned to these later in the agenda. These are reported under item 9 (Selection of bureau representatives).
- [22] **Pest Outbreak Alert and Response Systems (POARS).** The bureau lead for POARS informed the bureau that there would be a meeting of the POARS Steering Group before the SPG meeting and so an update from that may be available for the SPG.

6. Review and finalization of the SPG agenda

- [23] The CPM chairperson informed the bureau that, further to their discussion in June,² the Italian Geographical Society in Rome had been confirmed as the venue for the first two days of the SPG meeting. The third and final day would be at FAO headquarters.
- [24] **SPG agenda.** A draft agenda for the SPG meeting had been circulated. The bureau reviewed this and made some changes. These included, among other things, adding an agenda item on systems approaches, as the CPM chairperson advised the bureau that a paper would be submitted on a proposed symposium on systems approaches.
- [25] **Breakout sessions.** The bureau noted the different format of the meeting, which included several breakout sessions, and the importance of SPG participants preparing in advance for these. The secretariat confirmed that they would highlight this when sending out information about the meeting. The bureau noted that one hour may not be long enough for a breakout session and the secretariat confirmed that they would consider the length of the breakout sessions once the bureau had completed their review of the agenda. The bureau agreed that the aim would be for the SPG to break into small groups for the breakout sessions.
- [26] **International Day of Plant Health.** One bureau member recalled a comment at the previous bureau meeting that the International Day of Plant Health may only be observed for ten years. The secretariat clarified that they would check this.
- [27] The CPM chairperson informed the bureau that the Deputy Director-General (DDG) Beth BECHDOL had confirmed that the theme proposed by CPM-18 (2024) for 2025, “The Importance of Plant Health to One Health”,³ had been submitted and the decision now rested with the FAO Plant Production and Protection Division.
- [28] The bureau:
- (4) *requested* that the secretariat confirm whether the International Day of Plant Health would be observed in perpetuity or whether it would only be observed for a certain number of years;
 - (5) *requested* that the secretariat confirm the themes that have already been planned for the International Day of Plant Health and identify other relevant international days and years; and
 - (6) *agreed* the provisional agenda for the SPG, subject to confirmation by the secretariat of missing information about papers and presenters.

7. Review and finalization of the agenda for the October 2024 bureau meeting

- [29] **Bureau agenda.** The bureau reviewed the draft agenda for their October meeting and made some changes. The secretariat confirmed that they would need to check with colleagues whether there were any further updates to add to the agenda.

² CPM Bureau 2024-06, agenda item 7.4.

³ CPM-18 (2024), agenda item 20.

- [30] **Permanent representatives.** The bureau recalled their decision to invite FAO permanent representatives to the June and October bureau meetings,⁴ and therefore incorporated this into the agenda for the October meeting. The bureau noted that a decision could be made nearer the time as to whether all secretariat members who usually attended bureau meetings would be present for this session.
- [31] **Africa Phytosanitary Programme (APP).** The bureau noted that, following the retirement of Osama EL-LISSY, there was a need to confirm the timing of Phase 2 (roll-out to the next set of countries), which may be delayed, and who would be “championing” the APP. It was also important to ensure that participating countries were kept informed of developments. The secretariat clarified that an interim APP team had been established within the secretariat and an update would be sent to countries soon. The bureau also noted the need to discuss funding and other contributions to the APP, and the secretariat suggested that such discussion include consideration of how to reach out to local donors. The bureau included an item on the APP in the agenda for the October bureau meeting.
- [32] **CPM side sessions.** The bureau identified some potential CPM side sessions, including commodity standards (as suggested by contracting parties at CPM-19 (2024)⁵), contingency planning in the context of global initiatives for emerging pests, and One Health (as noted by CPM-19 (2024)⁶). The bureau noted that these were only suggestions and would be discussed further at their October meeting.
- [33] **CPM Focus Group on Global Phytosanitary Research Coordination.** In response to a question from a bureau member, the secretariat confirmed that seven nominations of experts had been received to date for this focus group. Two regions (Near East and Latin America and the Caribbean) were not represented, but as the call for nominations had already been open for two months, the secretariat intended to open an e-decision for the bureau based on these first seven, rather than delay the start of the focus group further. Additional members could be selected later.
- [34] The bureau:
- (7) *agreed* to invite FAO permanent representatives to the Friday morning session of the October 2024 meeting of the bureau and *agreed* that the secretariat would send a letter of invitation to them under the signature of the CPM chairperson; and
 - (8) *agreed* the provisional agenda for the October 2024 meeting of the bureau, subject to the addition of any further updates by the secretariat.

8. Secretariat working arrangements during transitional period between IPPC secretaries

- [35] Following the retirement of Osama EL-LISSY as IPPC Secretary at the end of August 2024, the secretariat confirmed that, until the appointment of a new secretary, the position of Officer-in Charge of daily matters would rotate among the secretariat team leads. The rotation schedule, however, had not yet been agreed. Don SYME – a senior adviser to the FAO DDG Beth BECHDOL – would provide liaison between the DDG office and the secretariat and would be copied into all relevant correspondence.
- [36] The CPM chairperson confirmed that he had discussed the transitional arrangements with the DDG, who would have overall oversight of the secretariat. He had invited her to join the bureau meeting in October to talk about the transitional process (and this was included in the agenda agreed by the bureau under agenda item 7).
- [37] The secretariat clarified that the bureau needed to decide whether to invite Don SYME as an observer to the October meeting of the bureau and whether it was acceptable for him to join the secretariat’s management team.

⁴ CPM Bureau 2024-04, agenda item 10.

⁵ CPM-18 (2024), agenda item 12.2.

⁶ CPM-18 (2024), agenda item 16.1.

- [38] The secretariat confirmed that Don SYME would be arranging a communication to all contracting parties to explain the transitional arrangements.
- [39] The bureau agreed that it would be appropriate to recognize the contribution of Mr EL-LISSY, on behalf of the CPM, and recalled that one of his legacies was the introduction of a recognition ceremony at the end of each CPM session.
- [40] The bureau:
- (9) *invited* FAO DDG Beth BECHDOL to address the bureau at their meeting in October 2024;
 - (10) *invited* Don SYME (FAO) as an observer to the October 2024 meeting of the bureau and *agreed* that he could join the secretariat's management team; and
 - (11) *agreed* to invite the former IPPC Secretary Osama EL-LISSY as an observer to CPM-19 (2025) to recognize his contribution, *requested* that the secretariat consult with DDG Beth BECHDOL to progress this, and *agreed* to return to the issue at their October 2024 meeting if decisions about travel costs were needed.

9. Selection of bureau representatives

- [41] **CPM focus groups.** The CPM chairperson explained that he would be stepping down from the bureau after CPM-19 (2025) and so was no longer in a position to be the bureau representative on the CPM Focus Group on Plant Health in the Context of One Health and the CPM Focus Group on Sea Containers. He would be replaced on the bureau by Michelle GRAY (replacement member for North America), who would be attending the October bureau meeting as an observer.
- [42] Regarding the wider membership of the CPM Focus Group on Plant Health in the Context of One Health, the secretariat noted that they had only received nominations from Africa, Europe and North America. The secretariat therefore encouraged the bureau members for the other four regions to seek nominations from within their respective regions.
- [43] **FAO Committee on Agriculture.** The secretariat confirmed that, as mentioned in June,⁷ they were convening a side session at the Twenty-Ninth Session of COAG, which would take place from 30 September to 4 October 2024. This would include various presentations and a panel discussion. The CPM chairperson asked whether a bureau member could give a presentation. The secretariat indicated that DDG Beth BECHDOL would deliver the keynote presentation on behalf of the IPPC secretary, and the FAO director-general would be asked to open the event. As COAG were responsible for the event agenda, the agenda had already been approved by the Office of the Director-General. However, the secretariat confirmed that they would explore whether changes were possible.
- [44] **Eighth World One Health Congress.** The CPM chairperson informed the bureau that, unfortunately, it had not proved possible to have a keynote lecture on plant health at this congress, but there would be a session on "Linkages between One Health and plant health". The bureau agreed that they would make another attempt to secure a keynote lecture (see decisions).
- [45] The CPM chairperson confirmed that Osama EL-LISSY had passed his keynote lecture to the CPM chairperson, and the CPM chairperson agreed to share this with the secretariat.
- [46] The bureau:
- (12) *agreed* that they would select a bureau representative for the CPM Focus Group on Plant Health in the Context of One Health and the CPM Focus Group on Sea Containers at their meeting in October 2024;
 - (13) *encouraged* the bureau members for Asia, Latin America and the Caribbean, the Near East, and Southwest Pacific to seek nominations for the CPM Focus Group on Plant Health in the Context of One Health from within their respective regions;

⁷ CPM Bureau 2024-06, agenda item 6.1.

- (14) *requested* that the secretariat explore the possibility of Gregory WOLFF (CPM chairperson) giving a virtual presentation on behalf of the CPM to the side session being organized by the secretariat at the Twenty-Ninth Session of the FAO Committee on Agriculture; and
- (15) *agreed* that Jan Hendrik VENTER (Africa) would contact the organizers of the Eighth World One Health Congress to ask whether it would be possible for the IPPC keynote lecture to be reinstated on the congress schedule and for Gregory WOLFF to present it.

10. Any other business

- [47] The bureau discussed whether to change the dates or times for their virtual meetings in December, as the CPM chairperson would be attending a meeting of the CPM Focus Group on Sea Containers that week. They agreed, however, to leave the dates unchanged.

11. Close of the meeting

- [48] The CPM chairperson thanked everyone and closed the meeting.
- [49] For ease of reference, a list of action points for bureau members arising from the meeting, together with roles and responsibilities, is provided as Appendix 3.

Appendix 1: Agenda

	AGENDA ITEM	DOCUMENT NO.	PRESENTER
1.	Opening of the meeting		NERSISYAN / CHAIR
2.	Meeting arrangements		
2.1	Election of the rapporteur		CHAIR
2.2	Adoption of the agenda	01_Bureau_2024_Sep	CHAIR
3.	Administrative matters		
3.1	Document list	02_Bureau_2024_Sep	DENG
3.2	Participants list	03_Bureau_2024_Sep	DENG
4.	Review of the submitted SPG papers from CPs and consider any recommendations to the SPG		
4.1	Antimicrobial resistance in plant health (submitted by US, UK, Canada, New Zealand, and Australia)	XX_SPG_2024_Oct	CHAIR / ALL
4.2	Is it time to rethink ISPMs (submitted by New Zealand)	XX_SPG_2024_Oct	CHAIR / ALL
5.	Other topics for consideration ahead of the SPG		CHAIR / ALL
6.	Review and finalise SPG agenda	Link	CHAIR / ALL
7.	Review and finalise bureau October agenda	Link	CHAIR / ALL
8.	Secretariat working arrangements during the transitional period between Secretaries <ul style="list-style-type: none"> - Arrangements for Secretariat officer(s)-in-charge during the period without an appointed Secretary - Arrangements for recognition for Dr. El-Lissy at CPM-19 		CHAIR / ALL
9.	Select a bureau representative for the following: <ul style="list-style-type: none"> - CPM focus group on One Health - 29th COAG 		CHAIR / ALL
10.	Any other business <ul style="list-style-type: none"> - Sea containers 		
11.	Closing of the meeting		

Appendix 2: Participants list

	Region/ Role	Name, mailing, address, telephone	Email address
✓	North America <i>CPM Chairperson</i>	Mr Gregory WOLFF Canadian Food Inspection Agency 59 Camelot Drive Ottawa, Ontario K1A0Y9 CANADA	greg.wolff@inspection.gc.ca
✓	Europe	Mr Samuel BISHOP Head of International Plant Health Policy Department for Environment, Food and Rural Affairs UNITED KINGDOM	sam.bishop@defra.gsi.gov.uk
✓	Africa	Mr Jan Hendrik VENTER Director Plant Health Department of Agriculture Land Reform and Rural Development SOUTH AFRICA	janhendrikv@dalrrd.gov.za
✓	Asia	Mr Mamoru MATSUI Director (Operation Division) Kobe Plant Protection Station (PPS), Ministry of Agriculture, Forestry and Fisheries of Japan (MAFF) JAPAN	mamoru_matsui430@maff.go.jp
✓	Latin America and Caribbean	Mr Diego QUIROGA Director Nacional de Protección Vegetal SENASA ARGENTINA	dquiroga@senasa.gob.ar
✓	South West Pacific	Ms Gabrielle VIVIAN SMITH Chief Plant Protection Officer Department of Agriculture, Fisheries and Forest AUSTRALIA	gabrielle.vivian-smith@aff.gov.au

IPPC Secretariat

Region / Role	Name, mailing, address, telephone, nationality	Email address
IPPC Secretariat	Mr Avetik NERSISYAN	Avetik.Nersisyan@fao.org
IPPC Secretariat	Mr Arop DENG	Arop.Deng@fao.org
IPPC Secretariat	Ms Sarah BRUNEL	Sarah.Brunel@fao.org
IPPC Secretariat	Ms Adriana MOREIRA	Adriana.Moreira@fao.org
IPPC Secretariat	Ms Aoife CASSIN	Aoife.Cassin@fao.org
IPPC Secretariat	Ms Karen ROUEN	Karen.Rouen@fao.org

Appendix 3: Roles, responsibilities and tasks assigned to CPM Bureau members

1. Roles and responsibilities assigned to CPM bureau members

Work area	Bureau lead	Date appointed
Strategic Framework development agenda items		
Harmonization of electronic data exchange	Gabrielle Vivian SMITH (Southwest Pacific)	2024-06
Commodity- and pathway-specific ISPMs	Samuel BISHOP (Europe)	2023-03
Management of e-commerce and postal and courier pathways	Diego QUIROGA (Latin America and Caribbean)	2023-03
Developing guidance on the use of third-party entities	Greg WOLFF (North America)	2023-03
Strengthening pest outbreak alert and response systems	Jan Hendrik VENTER (Africa)	2023-03
Assessment and management of climate-change impacts on plant health	Samuel BISHOP (Europe)	2023-03
Global phytosanitary research coordination	Mamoru MATSUI (Asia)	2023-03
Laboratory diagnostic networking	Jan Hendrik VENTER (Africa)	2023-03
Committees		
Head of Finance Committee	Gabrielle Vivian SMITH (Southwest Pacific)	2023-03 2023-12
Standards Committee	Samuel BISHOP (Europe)	2023-03
Implementation and Capacity Development Committee	Greg WOLFF (North America)	2023-03
Task Force on Topics	Diego QUIROGA (Latin America and Caribbean)	2023-03
Other groups and initiatives		
CPM Focus Group on the Sustainable Funding of the IPPC ePhyto Solution	Gabrielle Vivian SMITH (Southwest Pacific) with support from Peter THOMSON (replacement bureau member for Southwest Pacific)	2024-06
CPM Focus Group on Sea Containers	Greg WOLFF (North America)	2023-03
CPM Focus Group on Safe Provision of Food and Other Humanitarian Aid	Gabrielle Vivian SMITH (Southwest Pacific)	2023-03
CPM Focus Group on One Health	Greg WOLFF (North America)	2024-06
IPPC Observatory Subgroup	Samuel BISHOP (Europe)	2023-06
Africa Phytosanitary Programme	Jan Hendrik VENTER (Africa) (with involvement of the CPM chairperson)	2023-03
ePhyto Steering Group	Barik DRIS (Near East)	2024-06
Phytosanitary Capacity Evaluation Board	Samuel BISHOP (Europe), Jan Hendrik VENTER (Africa), Diego QUIROGA (Latin America and Caribbean)	2024-06

2. Tasks assigned to CPM bureau members

Meeting	Agenda item (decision)	Task	Person or persons responsible	Deadline
2024-09	4 (1)	review, by correspondence, the updated paper on the proposed procedure for adoption of CPM recommendations to check that the revisions agreed at the June 2024 meeting of the bureau had been incorporated.	Bureau	2024-10
2024-09	6 (4, 5)	The secretariat to confirm whether the International Day of Plant Health would be observed in perpetuity or whether it would only be observed for a certain number of years and if the themes that have already been planned for the International Day of Plant Health and identify other relevant international days and years.	Secretariat	2024-10
2024-09	7 (7)	Send invitation to the FAO permanent representatives to the Friday morning session of the October 2024 meeting of the bureau under the signature of the CPM chairperson.	Secretariat / CPM chairperson	2024-09
2024-09	8 (9, 10)	Invite FAO DDG Beth BECHDOL to address the bureau at their meeting in October 2024 and invite Don SYME (FAO) as an observer to the same meeting of the bureau and to join the secretariat's management team.	Secretariat	2024-10
2024-09	8 (11)	Consult with DDG Beth BECHDOL to invite the former IPPC Secretary Osama EL-LISSY as an observer to CPM-19 (2025) to recognize his contribution.	Secretariat	2024-10
2024-09	9 (12)	Select a bureau representative for the CPM Focus Group on Plant Health in the Context of One Health and the CPM Focus Group on Sea Containers at their meeting in October 2024.	Bureau	2024-10
2024-09	9 (13)	Bureau members for Asia, Latin America and the Caribbean, the Near East, and Southwest Pacific to seek nominations for the CPM Focus Group on Plant Health in the Context of One Health from within their respective regions.	Bureau members	2024-12
2024-09	9 (14)	The secretariat to explore the possibility of Gregory WOLFF (CPM chairperson) giving a virtual presentation on behalf of the CPM to the side session being organized by the secretariat at the Twenty-Ninth Session of the FAO Committee on Agriculture.	Secretariat	2024-10
2024-09	9 (15)	Jan Hendrik VENTER (Africa) to contact the organizers of the Eighth World One Health Congress to ask whether it would be possible for the IPPC keynote lecture to be reinstated on the congress schedule and for Gregory WOLFF to present it.	Jan Hendrik VENTER (Africa)	2024-09