



Food and Agriculture  
Organization of the  
United Nations



International  
Plant Protection  
Convention

## **REPORT**

# **IPPC Financial Committee**

**17 December 2024**

**Virtual meeting**

**IPPC Secretariat**

The designations employed and the presentation of material in this information product do not imply the expression of any opinion whatsoever on the part of the Food and Agriculture Organization of the United Nations (FAO) concerning the legal or development status of any country, territory, city or area or of its authorities, or concerning the delimitation of its frontiers or boundaries. The mention of specific companies or products of manufacturers, whether or not these have been patented, does not imply that these have been endorsed or recommended by FAO in preference to others of a similar nature that are not mentioned.

The views expressed in this information product are those of the author(s) and do not necessarily reflect the views or policies of FAO.

© FAO, 2025



Some rights reserved. This work is made available under the Creative Commons Attribution-NonCommercial-ShareAlike 3.0 IGO licence (CC BY-NC-SA 3.0 IGO; <https://creativecommons.org/licenses/by-nc-sa/3.0/igo/legalcode>).

Under the terms of this licence, this work may be copied, redistributed and adapted for non-commercial purposes, provided that the work is appropriately cited. In any use of this work, there should be no suggestion that FAO endorses any specific organization, products or services. The use of the FAO logo is not permitted. If the work is adapted, then it must be licensed under the same or equivalent Creative Commons licence. If a translation of this work is created, it must include the following disclaimer along with the required citation: "This translation was not created by the Food and Agriculture Organization of the United Nations (FAO). FAO is not responsible for the content or accuracy of this translation. The original English edition shall be the authoritative edition."

Disputes arising under the licence that cannot be settled amicably will be resolved by mediation and arbitration as described in Article 8 of the licence except as otherwise provided herein. The applicable mediation rules will be the mediation rules of the World Intellectual Property Organization [www.wipo.int/amc/en/mediation/rules](http://www.wipo.int/amc/en/mediation/rules) and any arbitration will be conducted in accordance with the Arbitration Rules of the United Nations Commission on International Trade Law (UNCITRAL).

**Third-party materials.** Users wishing to reuse material from this work that is attributed to a third party, such as tables, figures or images, are responsible for determining whether permission is needed for that reuse and for obtaining permission from the copyright holder. The risk of claims resulting from infringement of any third-party-owned component in the work rests solely with the user.

**Sales, rights and licensing.** FAO information products are available on the FAO website ([fao.org/publications](http://fao.org/publications)) and can be purchased through [publications-sales@fao.org](mailto:publications-sales@fao.org). Requests for commercial use should be submitted via: [www.fao.org/contact-us/licence-request](http://www.fao.org/contact-us/licence-request). Queries regarding rights and licensing should be submitted to: [copyright@fao.org](mailto:copyright@fao.org).

**CONTENTS**

- 1. Opening of the meeting .....4
- 2. Meeting arrangements .....4
- 3. Objectives of the meeting .....4
- 4. Adoption of the agenda .....4
- 5. Draft criteria for the provision of financial support to attend SPG meetings and TC-RPPOs....4
- 6. Update on IPPC Multidonor Trust Fund .....5
- 7. IPPC Secretariat workplan and budget for 2025 .....6
- 8. Update on ePhyto Trust Fund.....6
- 9. Any other business.....6
- 10. Next meeting .....6
- 11. Close of the meeting.....6
- Appendix 1: Participants list .....7
- Appendix 2: Agenda .....8
- Appendix 3: Criteria for receiving financial support for attendance at SPG and TC-RPPO meetings  
.....9

## 1. Opening of the meeting

- [1] The Chairperson of the Finance Committee (FC), Gabrielle VIVIAN-SMITH, welcomed all participants to the meeting and drew their attention to the main agenda items.
- [2] The Officer-in-Charge for daily matters, Avetik NERSISYAN, gave some background to one of the agenda items – consideration of the 2025 workplan and budget for the IPPC Secretariat (hereafter referred to as the “secretariat”). He explained that the aim, as usual, was to fully utilize the regular-programme funding and that the proposed budget for 2025 had been compiled based on conservative and realistic estimates for the year ahead.

## 2. Meeting arrangements

- [3] The FC elected Mamoru MATSUI (Japan) as rapporteur.
- [4] The list of participants is attached to this report as Appendix 1.

## 3. Objectives of the meeting

- [5] The FC chairperson outlined the annual cycle of financial reporting and budgeting. She explained that the main focus of this meeting was to consider actions carried forward from the FC’s October meeting and also the draft workplan and budget for the secretariat in 2025.

## 4. Adoption of the agenda

- [6] The FC adopted the agenda (Appendix 2).

## 5. Draft criteria for the provision of financial support to attend SPG meetings and TC-RPPOs

- [7] The FC chairperson recalled that, in October, the FC had agreed to allocate up to USD 60 000 in 2025, from unearmarked funds in the IPPC Multidonor Trust Fund (MDTF), for financial assistance for up to three participants per region to attend the Strategic Planning Group (SPG) meeting.<sup>1</sup> The FC had also agreed that the FC chairperson and the secretariat would prepare a paper for the December FC meeting to include the proposed criteria for this financial assistance and a proposal regarding financial assistance for attendance at in-person Technical Consultations among Regional Plant Protection Organizations (TC-RPPOs). The resulting paper provided for an allocation of USD 60 000 (subject to funding availability) for SPG meetings and TC-RPPOs, to be reviewed by the FC on an annual basis, and listed the criteria for participants to receive the financial support.<sup>2</sup>
- [8] The FC considered the paper,<sup>3</sup> including some suggested amendments and comments submitted from one FC member before the meeting.
- [9] In addition to some minor editorial amendments, the FC agreed the following changes:
- **Criteria for financial support to attend SPG meetings:**
    - The FC agreed that expressions of interest must include confirmation that the participant would be prepared to present a paper (written by the participant, their national plant protection organization (NPPO) or region) at the SPG meeting. The FC noted that such papers would not need to be submitted before financial support was confirmed and that this criterion could be reviewed in future if it proved to be too demanding for applicants.
    - The FC agreed that participants should report back to their NPPO and regional plant protection organization (RPPO) within six months of the meeting.

---

<sup>1</sup> FC 2024-10, agenda item 5.

<sup>2</sup> 02\_FC\_2024\_Dec\_Tel.

<sup>3</sup> 02\_FC\_2024\_Dec\_Tel.

- **Criteria for financial support to attend TC-RPPOs:**

- The FC agreed that representatives must confirm that they are supported by their respective RPPO.
- The FC noted that eligibility would not extend to all RPPO representatives, as some would not meet the World Bank criteria for financial support. They therefore adjusted the wording to allow for this.

[10] The FC confirmed that the decisions about who would receive the financial support would be made by the Commission on Phytosanitary Measures (CPM) Bureau at its meeting in June. The FC suggested that, if many applications were received, it would be helpful for the secretariat to filter out those that did not meet the World Bank criteria.

[11] The Financial Committee:

- (1) *approved* the criteria as modified at this meeting (Appendix 3).

## 6. Update on IPPC Multidonor Trust Fund

[12] The secretariat recalled that, at its meeting in October, the FC had asked the secretariat to provide a breakdown of the MDTF at the December 2024 FC meeting and to identify funding gaps. The secretariat therefore presented a paper listing the contributions to the MDTF received from 2021 to 2024, the projected year-end (31 December 2024) balances for earmarked and unearmarked funds within the MDTF, and the gaps in funding for activities.<sup>4</sup> The secretariat explained that the data in the paper would be updated after the end of the financial year, and the finalized figures would be included in the financial report presented to the Nineteenth Session of the CPM (CPM-19) in 2025.

[13] **Reserves.** The secretariat confirmed that the use of unearmarked funds from the MDTF was at the discretion of the CPM and CPM Bureau. The secretariat recommended, however, that USD 1 million be held as a reserve. Half of this would cover the operational costs of the IPPC ePhyto Solution for six months in the event of funding from voluntary contributions running out. The rest would serve as a contingency to fund travel support for participants to IPPC meetings if FAO regular-programme funding was insufficient. The secretariat explained that the previous funding programme for such travel support had finished and, although it was hoped that project funding would become available again, FAO regular-programme funds had to be used in the meantime.

[14] The FC recognized the need to balance caution – particularly to ensure the sustained operation of the IPPC ePhyto Solution – with the need to deliver the activities identified in the IPPC Strategic Framework 2020–2030. They also acknowledged that setting a reserve that was too high could reduce the likelihood of attracting funding from donors. The FC noted that the projected balance for unearmarked funds was sufficient to allow a modest allocation to fill some of the funding gaps, even with a reserve of USD 1 million and taking account of the USD 60 000 allocation to support attendance at SPG meetings and TC-RPPOs. However, they did not reach a conclusion about the level of reserve to recommend.

[15] **Funding gaps.** The secretariat confirmed that the funding gaps listed in the paper were the funds needed to fully complete the identified activities. The activities were: systems approach workshop, national reporting obligations (NROs), IPPC Observatory, pest outbreak alert and response systems, and phytosanitary capacity evaluation. No funding was available for NROs and the other activities had partial funding. The FC added the IPPC guide to *Audits in the phytosanitary context* to the list.

[16] The Financial Committee:

- (2) *noted* that USD 100 000–200 000 from unearmarked funds within the IPPC Multidonor Trust Fund could potentially be allocated to fill funding gaps in 2025;
- (3) *agreed* to consider these allocations and the amount to hold in reserve in more detail at their next meeting; and

---

<sup>4</sup> 03\_FC\_2024\_Dec\_Tel.

- (4) *requested* that the secretariat keep the funding-gap analysis up to date, including the addition of the ePhyto Multidonor Trust Fund and the Africa Phytosanitary Programme (APP) Multidonor Trust Fund, for presentation to the FC at future meetings.

## 7. IPPC Secretariat workplan and budget for 2025

[17] The secretariat recalled the 2014 *IPPC Secretariat Enhancement Evaluation*, which recommended that one annual workplan and budget for the secretariat be developed and approved by the CPM Bureau. The secretariat therefore presented the proposed IPPC Secretariat workplan and budget for 2025.<sup>5</sup> Subject to the approval of the CPM Bureau, and subsequent adjustment by the secretariat following the end of the financial year, the workplan and budget would be presented to CPM-19 (2025).

[18] The secretariat also presented a list of additional personnel positions that the secretariat was interested in creating. These had not been included in the budget for 2025.

[19] The FC considered the workplan and budget and made no changes.

[20] The Financial Committee:

- (5) *recommended* the IPPC Secretariat workplan and budget for 2025 to the CPM Bureau for approval.

## 8. Update on ePhyto Trust Fund

[21] The secretariat reported that both the ePhyto Multidonor Trust Fund and the APP Multidonor Trust Fund were now fully operational. One contribution from a contracting party to the ePhyto Multidonor Trust Fund had already been received and a second was expected soon.

[22] The Financial Committee:

- (6) *noted* the update on the ePhyto Multidonor Trust Fund.

## 9. Any other business

[23] There was no other business.

## 10. Next meeting

[24] The next meeting of the FC is scheduled for March 2025 in Rome, Italy (date to be confirmed).

## 11. Close of the meeting

[25] The FC chairperson thanked everyone and closed the meeting.

---

<sup>5</sup> 12\_Bureau\_2024\_Dec\_Tel\_Rev1.

**Appendix 1: Participants list**

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

**IPPC Secretariat**

<b>Region / Role</b>	<b>Name, mailing, address, telephone, nationality</b>	<b>Email address</b>
FAO	Mr. Don Syme	<a href="mailto:don.syme@fao.org">don.syme@fao.org</a>
IPPC Secretariat	Mr Avetik NERSISYAN	<a href="mailto:Avetik.Nersisyan@fao.org">Avetik.Nersisyan@fao.org</a>
IPPC Secretariat	Mr Arop DENG	<a href="mailto:Arop.Deng@fao.org">Arop.Deng@fao.org</a>
IPPC Secretariat	Mr Marko BENOVIC	<a href="mailto:Marko.Benovic@fao.org">Marko.Benovic@fao.org</a>
IPPC Secretariat	Ms Sarah BRUNEL	<a href="mailto:Sarah.Brunel@fao.org">Sarah.Brunel@fao.org</a>
IPPC Secretariat	Ms Karen ROUEN	<a href="mailto:Karen.Rouen@fao.org">Karen.Rouen@fao.org</a>

## Appendix 2: Agenda

AGENDA ITEM	DOCUMENT NO.	PRESENTER
1. Opening of the Meeting	--	VIVIAN-SMITH/NERSISYAN
2. Meeting Arrangements	--	BENOVIC
3. Objectives of the meeting	--	VIVIAN-SMITH
4. Adoption of the Agenda	01_FC_2024_Dec_Tel	VIVIAN-SMITH/FC
5. Draft criteria for the provision of financial support to attend meetings of the SPG and TC-RPPOs	02_FC_2024_Dec_Tel	VIVIAN-SMITH/FC
6. Update on IPPC Multi-donor trust fund	03_FC_2024_Dec_Tel	BENOVIC
7. IPPC Secretariat Work Plan and budget for 2025	12_Bureau_2024_Dec_Tel_Rev1	BENOVIC/FC
7.1 Discuss support for the implementation of the strategic framework DAIs Discussion on budget gaps and potential funding sources		BENOVIC/FC
8. Update on ePhyto Trust fund	Oral/PPT	BENOVIC
9. Any other business	--	VIVIAN-SMITH
10. Next Meeting	--	VIVIAN-SMITH
11. Closing of the Meeting	--	VIVIAN-SMITH//NERSISYAN



### **Appendix 3: Criteria for receiving financial support for attendance at SPG and TC-RPPO meetings**

Funding has been approved by the IPPC Financial Committee to be provided up to a total allocation of USD 60k from the IPPC Multidonor Trust Fund unearmarked funds (subject to funding availability) to support greater global representation and participation at the Strategic Planning Group (SPG) and meetings of the Technical Consultation among Regional Plant Protection Organizations (TC-RPPO). This will be reviewed by the Financial Committee on an annual basis.

#### **For the SPG meeting**

- Current IPPC criteria for financial support based upon world bank country development status will be applied.
- Up to two eligible NPPO representatives per region may be supported per meeting.
- Attendance must be approved and arranged in advance with expressions of interest seeking support submitted for consideration ahead of the June CPM Bureau meeting in advance of the annual SPG meeting.
- Expressions of interest must include a short paragraph outlining the key benefits of attending the SPG for the participant, their NPPO and region, including how they propose to actively contribute to the SPG meeting.
- Once selected for financial support to attend the meeting, the participants are expected to prepare ahead of the meeting by reading SPG papers and submit at least one suitable paper of a strategic nature relevant to the SPG agenda or IPPC Strategic Framework.
- Supported participants are expected to fully participate and be actively engaged at the SPG meeting.
- Supported participants are expected to report back to their NPPO and RPPO, sharing useful information, learnings and insights gained from attendance, within six months of attendance.

#### **For the TC-RPPO meeting**

- Current IPPC criteria for financial support based upon world bank country development status will be applied. Eligibility will not extend to all RPPO representatives, as some will not meet the World Bank criteria for financial support.
- One participant from each RPPO (the RPPO secretary or chair) may be eligible for support to participate in the annual meeting of the TC-RPPO.
- The participant's attendance must have the endorsement of the RPPO.
- Once selected for financial support to attend the meeting, the participant is expected to prepare for the meeting by reading the meeting papers and contributing at least one item to the agenda in addition to a report from their region.
- Supported participants are expected to fully participate in the meeting and be actively engaged during the meeting.
- Supported participants are expected to report back to their RPPO, including sharing useful information, learnings and insights gained from attendance, within six months of attending the TC-RPPO meeting.
- Attendance must be approved and arranged in advance, with expressions of interest seeking support submitted for consideration at least two months ahead of the TC-RPPO meeting.