TERMS OF REFERENCE FOR THE EMERGING PEST SPECIFIC EXPERT WORKING GROUP (EWG)

1. **Background**

Strengthening Pest Outbreak Alert and Response Systems (POARS) is one of the eight development agenda items (DAIs) under the IPPC Strategic Framework 2020-2030.

The POARS Steering Group (POARS SG) established by CPM-17 has outlined a process for identifying, nominating, and assessing potential emerging pests of IPPC global concern. Pests assessed as meeting the relevant criteria are designated as emerging pests of IPPC global concern (hereafter simply referred to as emerging pests), triggering alerts and targeted prediction, prevention, preparedness, response and recovery activities.

To coordinate these activities, a dedicated Expert Working Group (EWG) will be established for each identified emerging pest of global concern. The EWG will operate under the guidance of the POARS Steering Group and under the coordination of the IPPC Secretariat and collaborate with National Plant Protection Organizations (NPPOs), Regional Plant Protection Organizations (RPPOs), and other relevant stakeholders.

1. **Purpose**

The dedicated EWG will support NPPOs and RPPOs to predict, prevent, prepare, respond, and recover through the development of tools, guidance, training, and networks, for each pest identified as an emerging pest of global concern

1. **Duration and review**

The EWG will remain active until the pest is no longer considered as an emerging pest or until all planned activities and functional objectives have been successfully completed. Periodic reviews will be conducted to assess progress and determine the need for continuation or adjustments.

1. **Composition of the expert working group**

The expert working group will consist of at least six members from NPPOs, RPPOs, research institutions, academia, international organizations and partner organizations, and at least one representative from the POARS SG.

The IPPC Secretariat supports equity, diversity, and inclusiveness and encourages all interested experts to submit their candidature to participate in the emerging pest specific expert working group. The EWG members will be selected based on their technical and practical expertise in the subject matter. Geographical representation from both developing and developed countries will also be considered to ensure that the outputs are globally relevant, applicable, and reflect best practices from all over the world.

The following criteria should be used for selecting EWG members:

* Experience in risk management, including the provision of biosecurity advice and involvement in policy development
* Knowledge of the specific emerging pest.
* Familiarity with international and regional plant protection organisations and other government and private institutions engaged with plant protection affairs.
* Experience in the provision of technical assistance.
* Understanding of international phytosanitary standards and implementation resources.

The Chair may be selected by the membership and remain Chair for the duration of the EWG or being set in a rotational manner

The IPPC Secretariat will support, coordinate and serve for the duration of the EWG or rotate periodically, depending on the agreed arrangement.

1. **Reporting**

The EWG reports directly to the POARS SG.

1. **Process**

The member selection for the EWG shall be carried out in accordance with the following guidelines:

* A call for experts will be issued, and the IPPC Secretariat will review the nominations before submitting them to the POARS SG for selection, ensuring both gender and geographical balance.
* The EWG will convene virtually for the first time at least to select its chairperson, discuss its functions, and plan the work described under “functions”.
1. **Functions and scope**

The EWG will focus on the following activities:

* Collate existing prediction, prevention, preparedness, response and recovery tools, guidance, training etc. (hereafter referred to simply as tools) from NPPOs, RPPOs and the IPPC Secretariat.
* Fill in the pest matrix/database, indicating whether a tool is available, partially available/in progress or unavailable.
* Carry out a prioritisation exercise on the gaps.
* Develop an implementation plan for the development of new tools.
* Provide recommendations to the POARS SG on implementation.
* Coordinate the development of new tools.
* Regularly review the pest matrix and progress on the development of new tools.
* Monitor new developments concerning the emerging pest and provide technical advice as needed.
* Ensure the tools are available on the POARS webpage of the International Phytosanitary Portal (IPP).
* Support technical communication activities for the emerging pest.
* Provide feedback to the POARS SG on the implementation of their activities.
1. **Meetings**

The EWG will meet at least monthly to perform the functions outlined above. The group will mainly meet virtually and will meet face to face under exceptional circumstances.

1. **Funding**

The organization that employs an IPPC meeting participant is responsible for funding the travel and daily subsistence allowance for that person to attend. If the employer is unable to allocate sufficient funds, participants are first encouraged to seek assistance from sources other than the IPPC Secretariat. Where such demonstrated efforts to secure assistance have been unsuccessful, requests for assistance (i.e. travel and subsistence costs) from the IPPC Secretariat may be made. However, any support is subject to available funds. The IPPC Secretariat will consider funding assistance for participants following IPPC criteria for funding. Full details on these criteria can be found on the IPP (<https://www.ippc.int/publications/criteria-used-prioritizing-participants-receive-travelassistanceattend-meetings>).