

WORKSHOP REPORT

Information Exchange - International Phytosanitary Portal Training Workshop

Inter-African Phytosanitary Council (**IAPSC**), International Plant Protection Convention (**IPPC**) Secretariat and FAO Regional Office for Africa (**FAORAF**), Accra, Ghana, 05-09 December 2005

TCP/RAF/3013(A) - Regional and sub regional capacity building for the exchange of official phytosanitary information under the New Revised Text of the IPPC

Information Exchange for nominated national plant protection/information officers using the International Phytosanitary Portal to meet reporting obligations under the IPPC for the African Region countries

Date: 05 – 09 December 2005

Venue: FAO Regional Office for Africa, Accra, Ghana
FAO Building, Gamel Abdul Nasser Road (P.O.Box 1628)

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1. INTRODUCTION

Facilitation of a Regional Workshop on *Information Exchange for nominated national plant protection/information officers using the International Phytosanitary Portal to meet reporting obligations under the IPPC for the English-speaking African Region countries (according to FAO/TCP/RAF/3013(A))*.

The long term objective is to facilitate as well other scheduled regional workshops in order to train officially nominated national plant protection/information officers from the relevant regional IPPC member countries in the use of the IPP to meet national reporting obligations under the IPPC. A similar [event for all Francophone African AU-member countries](#) will be organized by IAPSC to be held in Douala, Cameroon, January 16-20, 2006.

It should be noted, that not all AU-member countries are presently contracting parties to the IPPC; and in the future non-contracting parties cannot participate in such events anymore (ref. [Appendix 6](#)).

1.1 Background

Two Regional International Phytosanitary Portal (IPP) Training Workshops for the African region are planned under this regional FAO TCP/RAF/3013(A). This workshop was jointly organized by the Secretariats of the International Plant Protection Convention (IPPC), the Inter-African Phytosanitary Council (IAPSC), Yaoundé, Cameroon & the FAO Regional Office for Africa (FAO-RAF), Accra, Ghana.

The workshop covered specific invited member countries from the African Region and was funded by the Food and Agriculture Organization (FAO).

This workshop was intended for [officially nominated participants](#) responsible for information exchange in their respective National Plant Protection Organization (NPPO) and more specifically those tasked with entering the relevant information in the IPP. This portal is an internet-based information system designed to hold phytosanitary information published in accordance with the Convention, and decisions by the (Interim) Commission on Phytosanitary Measures (ICPM / CPM). The system has recently been upgraded following the recommendations of the [IPP support group](#), with improved features, speed and reliability to allow IPPC contracting parties to use the system to meet their national information exchange obligations under the IPPC. In addition to the ability to add news, calendar, publications, websites, projects, contacts and discussion groups, the IPP can now specifically accommodate:

- **Pest reports** [Articles IV 2(b) & VIII 1(a) of the [IPPC New Revised Text](#)];
- **Description of the NPPOs** [Article IV 4];
- **Phytosanitary restrictions, requirements and prohibitions** [Article VII 2(b)];
- **Points of entry** with specific restrictions [Article VII 2(d)];
- **Lists of regulated pests** [Article VII 2(i)];
- **Emergency actions** [Article VII 6];
- **Official contact point details** [Article VIII 2];
- **Non-compliance** [Article VII 2(f)];
- **Organizational arrangements for plant protection** [Article IV 4];
- **Pest status** [Article VII 2(j)] and
- **Rational for phytosanitary requirements** [Article VII 2(c)].

The primary [objective of the IPP](#) is to provide [contracting parties](#) with a single, freely accessible portal to meet their obligations to publish official phytosanitary information. In cases where a country already publishes information relevant to a particular reporting obligation, the IPP can incorporate links to the relevant authoritative official website. However, should a country not have their own website, they are able to upload the information into the IPP, i.e., it will behave as their own website.

Data can be entered into the IPP by the Official Contact Point, or by an officially nominated 'information officer'. [IPP Official Contact Points](#) can liaise with the IPP manager regarding the password-protected user accounts required in order to meet their data entry needs (c/o Dave.Nowell@fao.org & Jan.Breithaupt@fao.org).

To support contracting parties, the IPPC Secretariat arranged a series of regional and sub-regional workshops during 2005. The purpose of these training-workshops is to explain national phytosanitary information exchange obligations, and to provide basic training to Official contact points (and/or nominated information officers) on how to use the IPP to meet these obligations.

1.2 Objectives and Focus of the Regional Workshop

The objectives of the workshop were:

- To train nominated participants in the use of the IPP and how to enter data (as required by the IPPC) into the IPP;
- To further test- and introduce navigation and browsing the IPP, available at <https://www.ippc.int>, which is the official website of the IPPC; and
- To further test the training material which have also been prepared for the forthcoming regional workshops on using the IPP to meet reporting obligations under the IPPC.

The regional workshop was as well used to highlight any remaining design issues with the system; to conduct stress tests of the website, to reflect the range of experiences and ability of the whole global phytosanitary community as far as possible; and to test the installation and performance of two special training instances of the system, one installed in the training room, and one at FAO Headquarters (using the IPP-test site at: <http://193.43.36.96>).

1.3 Participation

Participants consisted of senior plant protection officers responsible for information exchange in the respective NPPOs who already have a background in the management of phytosanitary information.

Twenty-three (23) participants from twenty (20) countries attended this workshop (refer to *Appendix 1*). Also in attendance were FAO Staff and Facilitator, Mr. Jan Breithaupt as well as Ms. Hannah Clarendon for the FAO Regional Office for Africa (FAORAF) as well as Representatives for the project's executing organization, the Inter-African Phytosanitary council (IAPSC / CPI). IT support was provided by staff from the venue as well as FAORAF. Ms. Sarah Olembo, on behalf of IAPSC as the host organization acted as Project Coordinator, supported by another colleague from the IAPSC as active participant of this workshop.

1.4 Workshop Program – as in *Appendix 2*.

2. OPENING SESSION

2.1 Opening Remarks

Ms. Sarah Olembo, on behalf of the RPPO official contact point (Dr. Daniel Koumba-Koumba) and in her capacity as workshop chairman, welcomed the participants with a concise introduction to the program. It was hoped that the participants would enjoy their brief stay here, and would contribute actively toward a successful and fruitful workshop.

Furthermore, she thanked the IPPC Secretariat for the organization of the workshop, and the participants for their attendance and remarked that the overall arrangements were very satisfactory.

2.2 Welcoming Address

The Deputy Minister of Food and Agriculture of Ghana, Dr. Nii Okai Hammond gave the opening address of this workshop ([Appendix 7](#)).

Other guests during the opening ceremony included Mr. Oloche A. Edache, FAO Assistant Director-General and Regional Representative for Africa, Mr. Dieudonné Koguiyagda, Chief Operations Branch, RAFR; and Mr. Joachim Laubhouet-Akadié, Country Programme Officer, RAFR.

Mr. Jan Breithaupt from the IPPC Secretariat welcomed participants and announced that this workshop was the fourth of a series of worldwide IPP workshops. Whereby the regional workshops for African AU-member countries will be carried out through an FAO TCP with the IAPSC entitled “*Regional and Sub-regional Capacity Building for the Exchange of Official Phytosanitary Information under the New Revised Text of the IPPC*”.

It was noted that participants would be provided with background on the IPP, a detailed discussion on national reporting delegations under the IPPC, and an explanation of navigation and data entry. Participants were encouraged to participate fully as the outcome of this regional workshop would as well improve the content and structure of all forthcoming IPP workshops in other regions. As needs of different countries would vary, he encouraged free discussion and also hoped to improve the actual IPP website, through feedback from participants, during the entire process.

3. WORKSHOP PRESENTATIONS

Several papers were presented during the workshop online using the IPP:

- Presentation of the [workshop program](#)
- [Workshop objectives and expected outputs](#)
- Introduction to [information exchange under the IPPC](#)
- NPPO information exchange obligations
- [Role of IPPC official contact points](#)
- [Role and Relationship of Scientific and Official Information](#)
- Introduction to the ‘[SPS Notification System](#)’
- Country Reports on National Information Exchanges processes within the IPPC Framework
- Introduction to the IPP (online)

Details of all papers and presentations are found in the [handout-binders](#) which were prepared for all participants [workshop presentations: see [Appendix 3](#)].

4. FAO Technical Cooperation Projects (TCP)

Mr. Jacob Gougsa, Chief of TCOT, FAO, Rome, Italy, who was visiting FAORAF office answered questions and provided an overview of procedures for Technical Cooperation Projects of FAO to the workshop participants. In general it is always advisable that NPPOs should establish a contact- and consult with their respective FAO Representation office. A maximum of three TCPs per year and country can be approved and countries need to set their own priorities with less focus on equipment needs and more on capacity building.

5. SPS implications for African countries while dealing with the USA

The opportunity was used that Mr. Shawn Robertson, who works for the Accra-based USAID office and as an advisor to APHIS (USA), agreed to present a brief introduction to SPS-implications for African countries while dealing with the USA. Main attention was hereby directed to the availability of information which is required for Pest risk analyses (PRA) to be conducted as a prerequisite for trade with the USA.

6. IPP HANDS-ON Sessions (from day 2)

A demonstration on the use of the IPP was conducted by the facilitator, and the portal was extensively tested by the participants following given '[navigation exercises](#)'.

6.1 Objective

The purpose of the hands-on session was both to train participants in the use of the IPP, and to identify any remaining design or usability issues of the system when used outside FAO headquarters. A secondary objective of the workshop was extensive practical sessions of the training environment installation of the IPP (covering all points as described under 1.1 & 1.2).

6.2 Navigation/browsing

Exercises:

Exercises to browse based on real examples proved useful (e.g. finding specific contact point information; finding the details about this workshop; ICPM reports; reply to inquiries such as related to ISPM #15; etc.). Balance of time was generally felt to be o.k., with a correct balance being half-day pure navigation as introduction to two days data entry.

The introduction of a 'quiz'-type exercise once users have become familiar with browsing the IPP was much appreciated (ref. [Appendix 4](#)).

6.3 Data entry

System stability and reliability proved to be satisfactory and no major problems in data entry and/or simultaneous browsing were observed (see Workshop Evaluation report in [Appendix 4](#)).

Each country was assigned practical hands-on work and each report was presented to the workshop and discussed. Details of the reports are found in the handout binders [IPP practical reports: [Appendix 3](#)].

Countries were repeatedly reminded on the sensitivity of the data towards trade in general; hence, the importance needs to be directed at the verification of information which is going to be placed in the IPP (see also point 7.5).

The facilitator also informed participants that relevant information could also be sourced from the **International Portal on Food Safety and Animal Health (IPFSAPH)**: <http://www.ipfsaph.org>) which contains official information submitted to the World Trade Organization (WTO).

Participants found the IPFSAPH website very useful for finding information that could not be found on other websites.

Suggested improvements/system changes (the points listed here will be communicated to the IPP Support Group and to the IPP Programmers for discussion and possible implementation): **Please refer as well to Appendix 4 – Workshop Evaluation !**

- Additional keywords which should be added to the ‘IPP specific list of keywords’ to be used for data entry include for instance “Entry Points”, “Pest Status”, “NPPO Description”, “Websites”, “Education/Research/Communication”. The presently long keyword entitled “Standards/International Standards for Phytosanitary Measures/ISPMs/Regional Standards for Phytosanitary Measures/RSPM” should be split up into three keywords: “ISPMs”, “RSPMs” and “Standards”
- Add a ‘pop-up’ window which appears if clicking on any header to show available subtopics (this was found practical esp. for countries with slow Internet connections)
- Add an “log-out” option; this was found necessary for safety reasons, particularly in countries with slow Internet connections and where several users work with the same computer
- Participants would like to have a “delete” option made available on the Test-Server only
- The suggestion was made to add a header under NPPO information, where “Phytosanitary Certificates” can be placed (e.g., Import Permits, Phytosanitary Certificates)
- Any new pest introduction to any IPPC contracting party should be more prominently placed in the IPP

7. WORKSHOP DISCUSSION

7.1 Nomination of Official Contact Point

The workshop noted that it was essential that a person was nominated for the purpose of data entry into the IPP system on behalf of his/her country prior to the workshop. This needs to be done officially using the ‘[nomination form](#)’, duly endorsed by the IPPC Contact Point. Although it is possible to submit more than one nominee for training, this was not encouraged, as the Secretariat has only funding for the training of one person. Obviously, having a larger number of people able to submit data for a given country can lead to confusion when entering official secure information. (It is important to avoid national duplicate entries as well as omissions). Within this TCP it is expected that IPP workshop participants will train others in IPP data entry and usage upon returning home. Such following

national training events will be financially supported by FAO as an integral part of this regional FAO project.

7.2 Role and function of contact points

Among the various issues discussed was the need for the contact points to look at capacity building, the varying needs of each country, the amount of training required, and the ways assistance can be rendered. Suggestions were also welcome for alteration of the format where applicable, and also for the inclusion of new fields, with the exception of the information types which are fixed to adhere to international standards.

7.3 The language barrier to information exchange

Data entry helps to enhance the confidence of the trading partners by providing transparency on phytosanitary issues. The facilitators explained that information posted on each country's website should ideally use one of the FAO languages in the interests of transparency. Where versions in FAO languages are not available, translations could be made available by trading partners, but these would be classified as 'unofficial', (translations provided by the originating country are "official"), and the sites would not be held liable for any consequences arising from that facility. For reporting requirements, participants are referred to the [ICPM 3\(2001\) "Report on Information Exchange \(Appendix XV\)"](#).

In the case of Africa this issue appears to be of concern due to English and French being the official languages applied besides a number of other languages commonly spoken (e.g. Arabic, Portuguese).

With regard to IPP language options, the workshop participants acknowledged the enhanced operational system of the IPP allowing users to serve the website as well in French- and Spanish language.

7.4 Coordination of NPPO websites

In general, different NPPO's have different websites with diverse structures and content. To enable the coordination and integration of this information, the ICPM has decided to accept data entry in two forms. Where the NPPO has no website, then an IPPC-compliant website should be created using the IPP. If the NPPO already has a website, then a link would be established, especially for small databases where further integration would not be cost-efficient. For a sufficiently large database (at least several hundred national records), work could be undertaken to "harvest" this information, provided the NPPO has a firm commitment to maintain that database.

7.5 The role and relationship of scientific and official information

The differences between scientific and official information under the IPPC context were discussed. The workshop agreed that any information coming from a source other than the IPPC Contact Point was not regarded as official information. Official information was information that was accepted by the government. Scientific information (information sourced from the scientific community and peer-reviewed publications) should be sourced from different establishments to ensure validity, with the inclusion of references where available.

There should also be an effort to facilitate the exchange of information within the country, in addition to that among countries. The participants agreed that both types of information would be difficult to acquire based on limited resources available to less-developed countries (ref. 6.3).

7.6 Benefits of electronic communications

The workshop briefly discussed the benefits of electronic communications, as opposed to the paper-based system. Electronic communications allow for faster, more extensive retrieval of data, with a much larger storage capacity. In addition, the medium allows for analysis, comparison, cross-tabulations, editing, use of templates, resulting in an overall increase in efficiency and performance of the system. However, the issue of cost-savings may be debatable given the financial requirements to initiate the system, and the limited resources available to some countries. To achieve a functional system, the key inputs were training, infrastructure and internet facilities.

7.7 Country reports

Details of the country reports are found in the workshop-produced CD/USB folder [country reports: Appendix 3] which was provided to each participant.

Each country gave a presentation on present phytosanitary information exchange practices and past and present experiences with the IPP while at the same time identifying their particular needs towards fulfilling obligations under this convention. Appendix 5 provides a first overview of identified needs in each country's NPPO.

8. FURTHER GENERAL RECOMMENDATIONS (FROM GROUP DISCUSSION):

Please refer as well to Appendix 4 – Workshop Evaluation!

Future workshop contents may need to be revised to incorporate more background information by an increased presentation to the participants on the general idea of the IPP portal.

It was suggested that some participants could be invited back to assist in possible national workshops and/or training events in the region.

Room and facilities: A 'breakout room' would be useful for presentation and discussions away from a "computer environment". It helps participants' concentration to present the navigation, and then allow them to go and try it on their own.

8.1 The course:

Course should include benefits of electronic communication and feedback on the pros and cons of using such a system in participant countries.

Briefing: Provide clear instructions to countries to enable them to provide useful feedback on IPPC-related subjects about their country at the training course.

Training support materials:

– Plans are to put 'Editorial Guidelines' online (8.2), similar to the online version of the Help Guide, now available in all official languages, printouts published as hardcopy (along with CD update). Data-entry-form-templates in all languages are as well made available on CD

(besides its online versions in the IPP). Use real examples from this workshop on the handouts for forthcoming workshops.

8.2 The system

The first draft of ‘*Editorial Guidelines*’ was discussed evaluating the subject of what constitutes “*News*”. This should cover generally how to categorize items for input to the system (news versus publication and calendar/event).

‘News’ should be items that are important for the country or its trading partners, and occur relatively infrequently.

8.3 Nomination process

Firstly, the Secretariat requests the Official contact Point (OCP) to nominate a person to be responsible for IPP data entry; and then, secondly, the course organizer invited nominated people to meeting.

This nomination process was implemented for the African region and was supported by the workshop participants, but is still ongoing as approximately 10 % of member countries have not yet submitted their ‘*IPP editor*’ nomination.

9. CONCLUSION AND ACKNOWLEDGEMENTS

The workshop was carried out in accordance to the scheduled program, and the overall objectives were met. Participants benefited from the training, and were ready to contribute to the IPP upon return to their home countries.

The workshop noted the above strengths, weaknesses and recommendations put forward by the participants (*Appendix 4*). These issues need to be further discussed with the authorities at the Headquarters where decisions will be made for future improvement.

To the extent possible recommendations made will be incorporated into the national follow-up training activities, while systems improvements on the IPP will be implemented in full.

A first draft of ‘needs’ countries identified in various areas of concern with regard to the implementation of IPPC reporting obligations are summarized in *Appendix 5* (point 7.7).

The facilitator thanked participants for their enthusiasm and persistence, and reminded them of the need to maintain and up-date their NPPO websites within the IPP. He also emphasized the responsibility of participants as IPP editors on behalf of their countries and under this project. This includes organizing national follow-up training of their colleagues including senior officials (who may impact phytosanitary decision making) upon return to their home countries. Everybody has certainly learnt useful skills through the training.

He also thanked the hosts for their hospitality and resources made available for the running of this workshop.

Appendix 1: List of FAO staff, Project Coordinator, Participants and Secretariat

Information Exchange/International Phytosanitary Portal (IPP) Regional Workshop for the Anglophone African Region

Date: 05 – 09 December 2005

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Regional International Phytosanitary Portal (IPP) Training Workshop for English speaking Africa, Accra, Ghana, 05 - 09 December 2005 (updated 10.12.2005)

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Appendix 2 – Workshop Program

Date	Time	Activity	Responsibility and Documents needed
1st day			Documents needed
Session I: Opening			
Chair: Host institution - Inter-African Phytosanitary Council (IAPSC)			Ms. Sarah Olembo (SO) MoA Minister & FAORAF ADG / all participants SO (IAPSC) Jan Breithaupt (JB) (FAO-IPPC) Hannah Clarendon (HC) (FAO RAF) IAPSC
	09:30-10:00	Registration	
	10:00-10:15	Opening: Host institution and / or RPPO	
	10:15-10:25	Opening: FAO / IPPC	
	10:25-10:30	Organizational announcements, Nomination of a WS Rapporteur, Chair for Sessions IV+V	
Tea/Coffee			
Session II: Introduction to Workshop Programme on Information Exchange Capacity Building			
Chair: Host institution			all participants (max. 2 minutes/person) JB: WS Agenda, (Handout no.1 = HO 1) JB (ref. to IPP Workplan 2005) JB: IPPC Flowcharts (HO 4), PowerPoint (HO 5/1), (ref. Support Group rep.)
	10:45-11:15	Introduction of Participants (incl. brief summary of experience with using the IPP)	
	11:15-11:30	Presentation of the workshop programme (IPPC) – Adoption of Agenda	
	11:30-11:45	Workshop Objectives and expected Outputs (IPPC)	
	11:45-12:30	Introduction to information exchange under the IPPC	
Lunch			
Session III: Country Reports on National Information Exchange processes within the IPPC Framework			
Chair: IPPC Secretariat			All workshop participants: max. 10 minutes presentation per country (e.g. PowerPoints); Open discussion
	14:00-17:00	Country Presentations on National Information Exchange Processes -> incl. Pros- and cons about using the IPP in each WS-participating country	
2nd day			
Session IV: Reporting obligations under the IPPC			
Chair:			JB: IPPC-Strategic Direction 2 (HO2 & 3) PowerPoint (HO 5/1) JB: PowerPoint (HO 5/2 & HO 8); List of NPPOs and RPPOs (HO 9) JB: PowerPoint (HO 5/3) JB: PowerPoint SPS Agreement (HO 5/4) Robertson, Shawn (ACCRA / WARP), APHIS advisor to USAID / WARP JB: online; IPPC/IPP Brochure
	09:00-10:00	Role of IPPC official contact points (IPPC Secretariat) & NPPO information exchange obligations (IPPC Secretariat & RPPO), -> Using the IPP to meet Reporting Obligations	
	10:00-10:30	Official versus Scientific information	
	10:45-11:15	How does the SPS-notification system fit into this...	
	11:15-11:45	SPS <i>implications for African countries while dealing with the USA</i>	
	11:50-12:00	Introduction to- and Demonstration of the IPP (IPPC Secretariat) -> Background information on the IPP	
Introduction to the IPP			
Lunch			

Session V: Introduction to the IPP			
Chair:	13:45-14:15	<ul style="list-style-type: none"> i. Purpose of the IPP ii. Layout of the IPP iii. Retrieving information iv. Data entry 	IPP User Guide (HO 6); ISPMs " " Data Entry forms-Templates (HO 7)
Session VI: Practical Sessions (I)			
	14:15-17:00	IPP Navigation & Practical exercises <ul style="list-style-type: none"> i. NPPO contact points ii. NPPO information iii. Standards iv. News v. Events vi. RPPO information vii. Meeting papers/reports viii. Search ix. Advanced search Demonstration of how to find answers to given Navigation exercises...	JB: online, IPP User Guide (HO 6) CD-ROMs NPPO lists ISPMs online, IPP User Guide online, IPP User Guide RPPO lists online, IPP User Guide online, IPP User Guide Questions to practical Navigation exercises
Conclusion: reflection on key learning points from Day 2			
3rd day			
Session VII: Practical Sessions (II)			
	09:00-09:30	Summary on retrieving information - Questions-answers - discussion	JB
	10:00-12:30	Data entry – Preparation of information for entry into the IPP using templates	JB
	14:00-17:00	Data entry Reporting Obligations (for NPPOs): <ol style="list-style-type: none"> 1. Pest reports (Articles IV 2(b) & VIII 1(a)); 2. Description of the NPPOs (Article IV 4); 3. Phytosanitary restrictions, requirements and prohibitions (Article VII 2(b)); 4. Points of entry with specific restrictions (Article VII 2(d)); 5. List of regulated pest (Article VII 2(i)); 6. Emergency actions (Article VII 6); 7. Official contact points (Article VIII 2) 	Data Entry forms/ Templates (HO 7) New revised Text (NRT: HO 2) IPP User Guide (Help manual: HO 6)
Conclusion: reflection on key learning points from Day 3			

4th day			
Session VIII: Practical Sessions continued (III)			
	09:00-09:30	Summary on data entry - Questions-answers – discussion	JB
	10:00-12.30	Data entry and navigation	Data entry templates (HO 7) open discussion...
Session IX: Practical Sessions continued (IV)			
	14:00-16:00	Presentations of data added by country to the IPP	online
	16:00-17:00	Open discussion: Questions-answers etc. & Workshop Evaluation Form	Workshop evaluation form (HO 10)
Conclusion: reflection on key learning points from Day 4			
5th day			
Session X: Closing			
Chair: Host institution			
	09:00-09:30	Workshop evaluation	Workshop Evaluation form (HO 10)
	09:30-11.00	Adoption of the report Closing remarks	
		IPPC & FAORAF representative	JB & HC
	-12:00	RPPO representative	SO

**Appendix 3 – Documents on CD folders (or directly to participant’s USBs) prepared during the workshop, and
List of Handouts - Binders provided to workshop participants**

Folder name		Contents
Country Reports		i. 20 participating countries (Africa); (see <i>Appendix 2</i> above)
Workshop presentations		i. Flow-chart explaining information exchange and document dissemination under the IPPC ii. Information exchange and the IPPC iii. Role of IPPC Official Contact Points iv. SPS Notification System v. The role and relationship of scientific and official information
Practical sessions	Handouts	i. Workshop Agenda (= HandOut no. 01) IPPC Brochure IPP CD-ROMs relevant ISPMs (no. 8, 13, 17, 19, 21 and 24) ii. Annex XV of the Report of the Third Session of the ICPM (Information Exchange/Reporting Obligations) iii. Report on Strategic Direction 2: Information Exchange iv. Flow charts on IPPC Information exchange (5) v. PowerPoint presentations (5): <ul style="list-style-type: none"> • Workshop objectives and expected outputs • Introduction to information exchange under the IPPC (PowerPoint-Handout 5/1 & HO 4) <ul style="list-style-type: none"> • NPPO information exchange obligations • Role of IPPC official contact points (PowerPoint-HO 5/2) • Presentation on official versus scientific information (PowerPoint-HO 5/3) • SPS Notification System (SPS Agreement-IPPC/WTO) (PowerPoint-HO 5/4) • Country Reports on National Information Exchanges processes within the IPPC Framework • Benefits of using electronic communications (Country Reports) • Introduction to the IPP (online)
	Templates for NPPO forms	vi. IPP User Guide (= Help manual) vii. Templates = Data entry forms (9) viii. Role and function of Contact Points List of NPPO contact points ix. Role of RPPOs List of RPPO Contacts List of member countries x. Workshop Evaluation form IPP workplan 2005/6 Final report of IPP-Support Group meeting (January 20-23, 2004) List/Contacts of members
		i. Calendar ii. Contact iii. News Article iv. Official Pest Report v. Optional Reporting vi. Publication vii. Reporting obligation viii. Technical project ix. Website

	User manual	<ul style="list-style-type: none"> i. About the IPP ii. All help document iii. Calendar iv. Contacts v. Data entry in the IPP vi. FAQs vii. Help text for data entry forms viii. IPP subtitle help manual ix. IPP help manual x. Navigation and browsing the IPP xi. News xii. Optional reporting xiii. Organization of information in the IPP xiv. Pest report xv. Project xvi. Publications xvii. Reporting obligation xviii. Websites
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REFERENCE & further background information:

i) All background information on the training workshop itself is available online in the IPP:

- > <https://www.ippc.int/id/88563?language=en>

ii) More background information about the FAO Regional Project, TCP/RAF/30313:

This project will build basic national and sub-regional capabilities through the development of a regional- and national information exchange framework, training of sub-regional and national staff and joint operations between regional and national staff in effective phytosanitary information management. Officially nominated personal from each Intern-African Phytosanitary Council (**IAPSC**) member country will have specific responsibilities with regard to provision of official national information. These staff is expected to stay in place long enough to train others and to actively engage in exchange of such phytosanitary information.

Officially nominated and trained national and sub-regional (information-) personnel will be in place to assist countries to meet their national information exchange obligations under the IPPC. They will have the know how to retrieve and disseminate relevant official phytosanitary information, and be able to enter official information on behalf of their respective National Plant Protection Organizations (**NPPO**) into the IPP. Besides they are expected to train other national personnel in the exchange of official information.

Countries shall cooperate to prevent the spread and introduction of quarantine pests, and to promote measures for their official control (as outlined in the principles of plant quarantine as related to international trade, International Standard for Phytosanitary Measures (**ISPM**) #1). This will lead to **harmonization of phytosanitary regulations** in Africa, and to the development of regional strategies against the introduction and spread of plant pests (insects, plant pathogens, weeds etc).

In line with all above information on the project activities, and in view of globalization and trade liberalization, African countries are expected to become much more involved as full partners in international agricultural trade which now imposes many more stringent conditions on agricultural imports from developing countries. This compels African countries to seriously address phytosanitary issues that can affect the quality of agricultural produce destined for the international markets or improve market access. African countries must therefore strictly comply with the **World Trade Organization Agreement on the Application of Sanitary and Phytosanitary Measures (SPS-Agreement)** and abide by the agreements and protocols of the IPPC.

Appendix 4: Workshop Evaluation – RESULTS

Please enter a rating of 1 – 5, (5 for highest rating) for each of the boxes provided:

1. Agenda topics and Workshop Program

1.1 How relevant were the following presentations to the IPP?

Topic	Rating
Presentation of the workshop program	4.84
Workshop objectives and expected outputs	4.94
Introduction to information exchange under the IPPC	4.78
Official vs. optional provision of information	3.94
SPS agreement	4.36
NPPO information exchange obligations	4.63
Role of IPPC official contact points	4.74
Country Reports on National Information Exchanges processes within the IPPC Framework	4.18
Introduction to the IPP	4.89

1.2 Please list other workshop topics that should be included in the facilitators' presentations:

No.	Suggested topics
	<ul style="list-style-type: none"> • Implications of IPP information on trade • Proper lists of national pests lists/ preparation of pest lists/ quarantine pests and locations • Training on corrective measures in submitting reports • PRA/ Methods for PRA • Reporting obligations other than ISPMs • Complexities in fighting transboundary pests • Role of IAPSC • Responsibilities of NPPO members • Web design/ html • Relationship between PIC and IPPC • Conflict resolution in International Trade • Assistance for capacity building • List of organic plant pesticides • List of toxic plants

		Rating
1.3	Did you find the handouts useful?	4.87
1.4	<p>Suggestions, additional comments in relation to agenda topics:</p> <ul style="list-style-type: none"> • Longer sessions needed • Agenda is inclusive of all objectives • Add more examples of data entry/completing templates as training materials • Additional keywords needed • Include option to delete outdated projects and websites • More practical handouts • Greater information/explanation on reporting obligations 	

2. Practical Sessions

		Rating
2.1	Was the duration of the practical sessions sufficient?	4.44
2.2	<p>Suggest a suitable practical sessions duration:</p> <p>_____4.5_____ days</p>	
2.3	Was the equipment provided sufficient?	4.6
2.4	Was the venue of the workshop suitable?	4.56
2.5	Were the facilities provided satisfactory?	4.44
2.6	After this workshop, how confident do you feel in your capacity to manage the NPPO information in the IPP?	4.47
<p>General comments on the practical sessions:</p> <ul style="list-style-type: none"> • Inspiring, useful and educative practice sessions • Lack of facilities is a hindrance • Facilities rather small • Increase number of facilitators for better understanding and participation by trainees • Easy to understand and enriching • Interactive with enough time to practice what is being taught; use of test server very helpful • Additional keywords needed: Points of entry; websites, awareness/ education/ communication programme, NPPO structure, research, maps. • Better definition of scientific info so as to know whether or not it should be for publication on IPP • Sessions allow participants hands-on experience in data entry and data management 		

- Trainer and assistant very helpful
- Allowing time and facilities for extra practice would be desirable
- Add pop up windows for subtopics in IPP
- Quick log-out function necessary (especially in countries with slow connection)
- Additional training on how to correct mistakes when submitting information on the computer
- More time may be needed for people not comfortable using computers
- Some countries need assistance in getting equipment (i.e. laptops)

3. Problems/ limitations of the workshop

3.1 Please list the problems and limitations you encountered during the workshop:

No.	Problems/ limitations
	<ul style="list-style-type: none"> • Hakuna Matata!!! • Better arrangement of space – tables were too small; room was not the best • Test site lacking link to the production site • Explanations were a bit fast • Handouts better marked • Country report presentation should be more clearly defined

3.2 Please list the strengths and weaknesses of the workshop:

strengths	weaknesses
<ul style="list-style-type: none"> • Well prepared/very knowledgeable trainer and workshop arrangements (announced with enough anticipation, etc) • Practice and question sessions allowed for enough time • Handouts were well organized in a folder for each participant • Very relevant and applicable • In a few days participants were able to feel confident in using the IPP • Trainer was attentive to all participants • Transportation from hotel to venue was provided • Participatory structure / interactive • Flexibility in addressing questions by participants • Good interaction among participants • Technical backup always available 	<ul style="list-style-type: none"> • Accommodation and training site should be in same location so as to allow for more practice time • Programme was too tight and more time should be allowed to get to know other participants for better regional collaboration • Issuing a certificate for participation would be advisable • People invited should be somewhat knowledgeable in computers • No social events • May be better if organized to include OCP in training as well • Only people from countries with internet connection can avail of this facility • Could have more trainers

<ul style="list-style-type: none"> • FAO staff always ready to assist • Workshop designed to equip the right people for entering data on IPP • Good time management for activities • Participants very interested 	
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4. Internal arrangements

Please comment on the following:

		Rating
4.1	Accommodations	4.11
4.2	Meals	4.36
4.3	Social events	2.09

<p>General comments on the internal arrangements:</p> <ul style="list-style-type: none"> • Late delivery of DSA created many problems for participants • Hotel was too expensive and participants did not have the option of staying elsewhere • Some social/tourist events could have been arranged – break mid-week for some sightseeing • Choice of hotel not optimal • Should have internet availability • Jan played a role in keeping participants happy 		
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Appendix 5: Needs analysis for each participating country's NPPO

Issues	IPPC	Officers	Infra-structure	Logistics/Equipment	Legal/Legislation	PRA	PCE	Surveillance	Diagnostic
Countries									
Angola									
Botswana	No	20	None	Yes	Yes/rev.	No	Yes	No	No
Eritrea	Yes	10	Yes	Yes/Lim.	Yes/fin.	No	Yes	Yes-once	Partially
Ethiopia	Yes	17	Yes	Yes	Yes-1992	No	No	No	No
Gambia									
Ghana	Yes	Yes	No	Yes/lim.	Yes/rev.	Yes	No	Yes	No
Guinea Bissau	No	26	Yes	Limited (centralized)	1994	No	No	No	No
Kenya	Yes	Yes50	Yes	Yes	Yes/rev.	8 yes	Yes	Limited	Yes/limited
Liberia	Yes	50	Yes	No	1973	Yes	Yes	Yes	no
Malawi	Yes	12	3labs	Limited	Yes 1950	No	No	No	No
Mauritius	Yes	Yes?	Yes?	Yes	Yes/rev.	Yes	Yes	Yes	Yes
Mozambique	No	11	Good	Limited	Yes	No	No	Deficient	Fairly good
Namibia	No	Not adequate	Yes-path.	Yes	Yes	No	Yes	Yes	Yes-part.
Nigeria	Yes	Yes957 (country)	Minimal	Yes (centralized)	Yes	No	Yes	No	Yes
Seychelles	Yes	Yes	Yes	Yes	Yes	No	No	No	Yes basic
Sierra Leone	Yes	Yes	No	No	Yes	No	No	Yes	No
South Africa	Yes	Yes	Yes good	Yes	Yes/rev.	Yes	?	Yes	Yes
Swaziland	Yes	6	Poor	Yes (centralized)	Rev.	No	Yes	Some	Poor
Tanzania	Yes	165	Yes inadequate	Limited	1997	Yes	Not com.	Inadequate	inadequate
Uganda									
Zambia									
Zimbabwe	Not yet	Yes	Yes/ inadequate	Limited	Yes/rev.	In process	No	Limited	No

Appendix 6: Membership of African countries in International Organizations
(IPPC, FAO, Codex Alimentarius, WTO, CBD, Cartagena Protocol on Biosafety, OIE)

Country	IPPC	FAO	Codex Alimentarius	WTO	CBD	Cartagena Protocol	OIE
Africa							
Algeria	✓	✓	✓		✓	✓	✓
Angola		✓	✓	✓	✓		✓
Benin		✓	✓	✓	✓	✓	✓
Botswana		✓	✓	✓	✓	✓	✓
Burkina Faso	✓	✓	✓	✓	✓	✓	✓
Burundi		✓	✓	✓	✓		✓
Cameroon		✓	✓	✓	✓	✓	✓
Cape Verde	✓	✓	✓		✓		
Central African Republic	✓	✓	✓	✓	✓		✓
Chad	✓	✓	✓	✓	✓		✓
Comoros		✓			✓		✓
Congo	✓	✓	✓	✓	✓		✓
Côte d'Ivoire	✓	✓	✓	✓	✓		✓
Democratic Republic of the Congo		✓	✓	✓	✓	✓	✓
Equatorial Guinea	✓	✓	✓		✓		✓
Eritrea	✓	✓	✓		✓	✓	✓
Ethiopia	✓	✓	✓		✓	✓	✓
Gabon		✓	✓	✓	✓		✓
Gambia		✓	✓	✓	✓	✓	✓
Ghana	✓	✓	✓	✓	✓	✓	✓
Guinea	✓	✓	✓	✓	✓		✓

Guinea Bissau		✓	✓	✓	✓		✓
Kenya	✓	✓	✓	✓	✓	✓	✓
Lesotho		✓	✓	✓	✓	✓	✓
Liberia	✓	✓	✓		✓	✓	
Madagascar		✓	✓	✓	✓	✓	✓
Malawi	✓	✓	✓	✓	✓		✓
Mali	✓	✓	✓	✓	✓	✓	✓
Mauritania	✓	✓	✓	✓	✓	✓	✓
Mauritius	✓	✓	✓	✓	✓	✓	✓
Morocco	✓	✓	✓	✓	✓		✓
Mozambique		✓	✓	✓	✓	✓	✓
Namibia		✓	✓	✓	✓	✓	✓
Niger	✓	✓	✓	✓	✓	✓	✓
Nigeria	✓	✓	✓	✓	✓	✓	✓
Senegal	✓	✓	✓	✓	✓	✓	✓
Sierra Leone	✓	✓	✓	✓	✓		✓
Rwanda		✓	✓	✓	✓	✓	✓
Sao Tome and Principe		✓			✓		✓
Somalia		✓					✓
South Africa	✓	✓	✓	✓	✓	✓	✓
Swaziland	✓	✓	✓	✓	✓		✓
Togo	✓	✓	✓	✓	✓	✓	✓
Tunisia	✓	✓	✓	✓	✓	✓	✓
Uganda		✓	✓	✓	✓	✓	✓
United Republic of Tanzania	✓	✓	✓	✓	✓	✓	✓
Zambia	✓	✓	✓	✓	✓	✓	✓
Zimbabwe		✓	✓	✓	✓	✓	✓

**Appendix 7: Opening speech by the
Honorable Deputy Minister of Food and Agriculture of Ghana:
Dr. Nii Okai Hasmond**

Opening Address

**Official Opening of the Regional Training Workshop on Information Exchange and the
International Phytosanitary Portal
05 December, FAORAF, Accra, Ghana**

PARTICIPANTS AT IPP OPENING CEREMONY

by:

- **Dr. Nii Okai Hammond**
Deputy Minister of Food and Agriculture of Ghana

FAORAF

- Mr. Oloche A. Edache
FAO Assistant Director-General and Regional Representative for Africa
- Mr. Dieudonné Koguiyagda
Chief Operations Branch, RAFR
- Mr. Joachim Laubhouet-Akadié
Country Programme Officer, RAFR
- Ms. Hannah Clarendon
Plant Protection Officer

Inter-African-Phytosanitary Council

Ms. Sarah Olembo, Chairman on behalf of the Inter-African Phytosanitary Council (IAPSC)
Mr. Joseph Zafack, Editor IAPSC

IPPC Secretariat

Mr. Jan Breithaupt of the International Plant Protection Convention Secretariat (**IPPC**)
Colleagues from AU member countries and other regional organisations
Senior officials of **plant protection organisations**

Ladies and gentlemen,

‘Welcome’ to Ghana, I am obliged to thank the UN – FAO / FAORAF and the IPPC Secretariat for coming together with IAPSC and African Union to plan and implement this training workshop. Of recent, FAORAF and IAPSC have had a number of joint capacity building activities in different regions and I am grateful for the increasing strength in the links between the two organisations - in practical terms collaboration does not mean much without joint activities.

It must be recognized that in this era of information technology the role of information exchange and the mode of information movement are of paramount importance for decision making and capacity building in the various areas of concern.

In addition, electronic information exchange also provides for transparency, clarity and timeliness on the availability of the information.

The establishment and availability of the **International Phytosanitary Portal (IPP)** facility will facilitate, enhance and strengthen the capacity of contracting parties to **communicate efficiently, effectively** and **timely** with the IPPC Secretariat, and even more importantly between and among IPPC members, especially **between trading partners!**

With this workshop it is hoped that the national capacity of the contracting parties of this region will be increased.

The training on the use of the IPP -and how to access official information for use in the phytosanitary decision making process should enhance participant's competency in their endeavor to adhere and **fulfill the obligations required.**

It is my hope that this training workshop will assist in providing a positive direction towards **enhanced information sharing** by being able to enter relevant information correctly and timely into the IPP, and, the results of this training workshop being translated into **more interaction** especially among African countries through effective information exchange.

It has often been said that the larger countries in Africa which are moving from subsistence to semi-commercial and commercial farming and which earn significant foreign exchange from agricultural exports are the ones that benefit from the regional assistance in **biosecurity** and trade facilitation. - The product of agriculture is vital to their food security. And these countries and territories are trying hard to diversify agricultural production both for food security and for export within the region, particularly following the recent formalisation of the international agreements. Also, for both big and small countries protecting local agricultural production and thus food security by building strong capacity in biosecurity is of utmost importance.

For a number of years, focus of provided assistance was on strengthening border security of AU-member countries. But in recent years a major direction-shift was made which served to deal with priority needs related to the facilitation of trade resulting from biosecurity impacts exemplified in the **WTO SPS agreement.**

Looking around this room, it is satisfying to see senior officers who have developed through this partnership to become effective national impact points for the joint NPPO-FAO-AU effort to strengthen capacity in border control in relation to biosecurity on the one hand and on the other, biosecurity in relation to trade facilitation, as well as updating related legislations and regulations.

In terms of information exchange, IAPSC, FAORAF and other partner agencies have assisted countries and territories over the years with computer hardware, software and other accessories and provided training on the use of these equipments and tools. FAORAF has also provided extensive assistance to countries and territories in gathering baseline information and data on pest occurrences through pest and disease surveys. The IAPSC, FAORAF plant protection service has been active in updating the national pest occurrence data. It is good to know that many NPPOs have been using these sanitary and phytosanitary information to assist in their biosecurity decision making processes and in some countries by private sector in negotiating market access for agricultural export commodities.

However without suitable information capture systems, the storing, using and sharing of the national data on pests have been cumbersome and in many instances left out of date and rarely used or shared. Clearly NPPOs needed a user-friendly database interface and an electronic

engine that was capable of safely storing the data and facilitating the efficient querying and other uses that users may wish to subject the database to.

Already, examples of significant positive outcomes facilitated by presence of the Pest List Databases (PLD) and exchanges of information exist. These include facilitating **Pest Risk Analysis (PRA)**; also, the exchange of phytosanitary information has enabled countries and territories to increase surveillance and inspection regimes for conveyance arriving from high risk ports.

In this age of trade globalisation if we are to have effective biosecurity services to facilitate trade and safeguard local agriculture production, we cannot overemphasise the importance of maintaining up-to-date phytosanitary information and being able to share that information with trading partners as well as relevant regional and international organisations. You would be aware that under the International Plant Protection Convention, **member countries are obliged to exchange certain phytosanitary information** with the public at large. Likewise, information available under this obligation and available through mechanisms such as the **IPP** can be used for various important functions the NPPOs perform on a daily basis.

It is increasingly evident that governments are becoming more outward looking in so far as information sharing is concerned. Why else would senior representatives agree to maintain and update their national pest lists on the Internet and share the information globally? I therefore have good reason to believe that more countries would make the move to become members of the IPPC.

At the present time 29 African countries are IPPC members / 39 are WTO members. I am sure we would agree that African countries stand to gain significantly more if all countries become members of the IPPC and thus able to contribute to the international plant protection standard setting processes rather than by being active spectators only.

I believe many of you are not familiar with the **International Phytosanitary Portal**. ...Well, by the end of this workshop, you should all be experts in its use and hopefully ensure that your NPPOs will benefit from its regular use.

You should upon your return to your countries **train other colleagues** in the use of the IPP and **promote the use of the IPP** to senior management !

Ladies and gentlemen, I wish you well in your deliberations in the next five days. I trust you will leave this workshop burdened with loads of new information and with renewed commitment to the cause and thus more able to persuade colleagues higher up in the policy making chain to walk your talk as no doubt you do yours.

It is my honour and pleasure to declare this Regional training workshop on Information Exchange and the International Phytosanitary Portal, open.