



منظمة الأغذية  
والزراعة  
للأمم المتحدة

联合国  
粮食及  
农业组织

Food  
and  
Agriculture  
Organization  
of  
the  
United  
Nations

Organisation  
des  
Nations  
Unies  
pour  
l'alimentation  
et  
l'agriculture

Organización  
de las  
Naciones  
Unidas  
para la  
Agricultura  
y la  
Alimentación

## INTERIM COMMISSION ON PHYTOSANITARY MEASURES

### Third Session

Rome, 2-6 April 2001

### Items Arising from the Second Session of the Interim Commission on Phytosanitary Measures Formation of a Standards Committee

#### Agenda Item 6.1 of the Provisional Agenda

1. At its second meeting in October 1999, the ICPM agreed on general considerations for standard setting and adopted new standard setting procedures to be annexed to the Rules of Procedure that were provisionally adopted by the ICPM at its first session in November 1998. However, the standard setting procedures and hence the finalization of the Rules of Procedure for the ICPM could not be completed at the second session of the ICPM because the structure and membership of the Standards Committee were not agreed. The ICPM established an Informal Working Group to consider all options for the establishment of a Standards Committee and make recommendations to the ICPM, taking account of matters including:

- size of the Committee;
- representation of the membership of the Interim Commission;
- nomination and acceptance procedures for Committee members;
- required expertise;
- duration of membership;
- terms of reference;
- rules of procedure;
- observer status and
- working languages.

2. The Informal Working Group met 11-14 April 2000 at FAO Headquarters in Rome. Representatives of the governments of Australia, Germany, Japan, Kenya, New Zealand, Thailand, the United States, and Uruguay were in attendance. Discussions followed the outline of charges given to the group by the ICPM. Recommendations of the meeting are set out in paragraphs 3-9 below.

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3. The Informal Working Group considered a range of different models for the structure of the Standards Committee. These included models with:
  - the inclusion of RPPOs in different ways;
  - the establishment of a selection committee to determine the membership of the Standards Committee and other committees as required by the ICPM. This point is reflected in the functions of the Standards Committee as proposed by the Informal Working Group.
4. The Informal Working Group recommends the establishment of a large Standards Committee composed of twenty-one government-designated experts. The purpose of this design is to provide wide global representation without creating a financial drain on the resources available to the ICPM for its work programme. As government-designated experts, resources required for Standards Committee members to participate in the Committee are normally provided by the Standards Committee member's government. This has financial consequences for Members. The ICPM may wish to suggest that financial assistance for travel and subsistence may be made available to representatives from developing countries to the extent that such funding is available.
5. The Informal Working Group recommends the establishment of a group of seven experts from within the Standards Committee to form a Working Group which would undertake the detailed technical examinations of the draft specifications and ISPMs. The Working Group members are nominated by the Standards Committee and subsequently appointed by the Director-General of FAO. Funding for travel and subsistence required for the Working Group would be funded by FAO. However, individual members of the Working Group are encouraged to waive ICPM funding as described in the financial considerations for standard setting recommended by the ICPM at its second session.
6. The Informal Working Group recommends that the ICPM undertake periodic review of the Standards Committee and its procedures, taking into account experience and changing conditions.
7. The Informal Working Group notes that RPPOs may apply for observer status as in Rule 7 of the Rules of Procedure for the ICPM. The role of RPPOs should be included in periodic reviews.
8. The Informal Working Group notes that governments should provide the time, resources, and support necessary for Standards Committee members to adequately fulfil their roles.
9. The Informal Working Group recommends the ICPM establish the Standards Committee proposed by the meeting and adopt the Terms of Reference and Rules of Procedure proposed by the meeting (Annex 1).
10. The ICPM is invited to:
  1. *Note* the recommendations of the Informal Working Group described in paragraphs 4-9 above.
  2. *Adopt* the recommendations in paragraphs 4 and 5 regarding financial considerations.
  3. *Adopt* the recommendation in paragraph 6 regarding periodic review of the Standards Committee.
  4. *Adopt* the Rules of Procedure in Annex 1.
  5. *Adopt* the Terms of Reference in Annex 1.
  6. *Recommend* timing and procedures for the formation of the Standards Committee, if the above are agreed.

## ANNEX 1

**[Draft] Terms of Reference for the Standards Committee****1. Establishment of the Standards Committee**

[The Standards Committee (SC) has been established by the Third Interim Commission on Phytosanitary Measures.]

**2. Scope of the Standards Committee**

The Standards Committee manages the standard setting process and assists in the development of International Standards for Phytosanitary Measures (ISPM) which have been identified by the ICPM as priority standards.

**3. Objective**

The main objective of the Standards Committee is to prepare draft ISPMs according to the standard setting procedures in the most expeditious manner for adoption by the ICPM.

**4. Structure of the Standards Committee**

The Standards Committee consists of 21 members, including 3 members from each FAO Region:

- Africa
- Asia
- Europe
- Latin America and the Caribbean
- Near East
- North America
- Southwest Pacific

An expert group of seven members, the Standards Committee Working Group (SC-7) is selected by the Standards Committee from its membership.

The functions of the SC-7 are determined by the Standards Committee and include the review and revision of specifications, working group drafts and drafts from the consultation process. Temporary or permanent working groups and drafting groups may be established by the Standards Committee as required to assist the SC-7.

**5. Functions of the Standards Committee**

The Standards Committee serves as a forum for:

- approval of draft specifications or amendment of specifications;
- finalization of specifications;
- designation of the members of the SC-7 and identify tasks of the group;
- designation of membership of working groups and drafting groups as required;
- review of draft ISPMs;
- approval of draft standards to be submitted to ICPM Members for consultation;
- establishment of open-ended discussion groups where appropriate;
- revision of draft ISPMs in cooperation with the Secretariat taking into account comments of ICPM Members and RPPOs;
- approval of final drafts of ISPMs for submission to the ICPM;
- review of existing ISPMs and those requiring reconsideration;

- assigning stewardship for each ISPM<sup>1</sup>;
- other functions as directed by the ICPM.

## **6. IPPC Secretariat**

The Secretariat provides administrative, technical and editorial support as required by the Standards Committee. The Secretariat is responsible for reporting and record keeping regarding the standard setting program.

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<sup>1</sup> The assigning of stewardship involves designating an individual to be responsible for managing the development of a particular standard from its inception to its completion according to the specifications for the standard and any additional directions provided by the SC and IPPC Secretariat.

## [Draft] Rules of Procedure for the Standards Committee

### **Rule 1. Membership**

Members should be senior officials designated by governments and have qualifications in a scientific biological discipline (or equivalent) in plant protection, and experience and skills particularly in the:

- practical operation of a national or international phytosanitary system;
- administration of a national or international phytosanitary system;
- application of phytosanitary measures related to international trade.

Each FAO Region may devise its own procedures for selecting its three members of the Standards Committee. The Secretariat is notified of the selections which are submitted to the ICPM for confirmation.

The Standards Committee is responsible for selecting the SC-7 members from within its membership for confirmation by FAO. Members of the SC-7 will meet the above-mentioned qualifications and experience to be selected.

### **Rule 2. Period of Membership**

Members of the Standards Committee shall serve for two years, with a maximum of six years. Only seven members are replaced every 2 years to ensure continuity.

Membership of SC-7 lapses with membership of the Standards Committee or upon resignation

Replacements to the Standards Committee are decided by the FAO Region concerned.  
Replacements to the SC-7 are selected by the Standards Committee.

### **Rule 3. Chair**

The Chair and Vice-Chair of the Standards Committee are elected by the Standards Committee and serve for two years, with a possibility of re-election for an additional term of two years.

The Chair of the SC-7 is elected by members of the SC-7. The term is for 2 years with the possibility of re-election.

### **Rule 4. Sessions**

Meetings of the Standards Committee are normally held at FAO-Headquarters in Rome.

The Standards Committee meets at least twice per year primarily to facilitate the approval procedures within the standard setting process. One of these meetings may be held in conjunction with the ICPM meeting.

#### Regular sessions:

Unless otherwise decided by the ICPM, meetings which are not held in conjunction with the ICPM meeting shall be held in the first week of October. The Standards Committee may authorize the SC-7 or special purpose groups to meet more frequently than the Standards Committee within the limits of available resources.

#### Extraordinary sessions:

The Standards Committee, in consultation with the Bureau of the ICPM may call an extraordinary session of the Standards Committee within the limits of available resources.

A majority of the Standards Committee shall constitute a quorum.

**Rule 5. Approval**

Approvals relating to specifications or draft standards are sought by consensus. Final drafts of ISPMs which have been approved by the Standards Committee are submitted to the ICPM without undue delay.

**Rule 6. Observers**

For observer status, Rule 7 of the Rules of Procedure of the ICPM will apply.

**Rule 7. Reports**

Standards Committee meeting records shall be kept by the Secretariat. The report of the meetings shall include:

- approval of draft specifications for ISPMs;
- finalization of specifications with a detailed explanation including reasons for changes;
- reasons why a draft standard has not been approved.

The Secretariat shall provide to ICPM Members the rationale of the Standards Committee for accepting or not accepting proposals for modifications to specifications or draft standards.

Reports shall be adopted by the Standards Committee before they are made available to Members of the ICPM and RPPOs.

**Rule 8. Language**

The business of the Standards Committee shall be conducted in the English language.

**Rule 9. Amendments**

Amendments to the Rules of Procedures and the Terms of Reference may be promulgated by the ICPM as required.