



Our Ref.:

Your Ref.:

26 April 2011

Dear IPPC Contact Point

### **Open-Ended Working Group on IPPC Electronic Certification**

I am pleased to announce that arrangements for the Open-Ended Working Group (OEWG) on IPPC Phytosanitary eCertification are being finalized, and formally invite you to nominate up to two participants per contracting party to attend this meeting. The Working Group will convene in Seoul, Republic of Korea, from 07 to 10 June, 2011. This meeting will be held in English only.

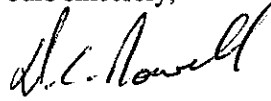
The programme for the open-ended working group is attached (Attachment 1) - participants can find the programme and additional information will be posted on the IPP (<https://www.ippc.int>) as it becomes available. Due to resource restrictions, the Commission for Phytosanitary Measures (CPM) has agreed that there will be a limit of only 2 participants from each contracting party. To maximise benefits from this workshop it is strongly recommended that one participant should have IPPC regulatory expertise and the second participant IT / computer programming / systems analyst type expertise (it would be highly beneficial if the second expert also understands plant protection and in particular the IPPC framework).

Participants are expected to fund their own travel and accommodation expenses. Those who wish to attend but cannot fund themselves are encouraged to approach donors for financial assistance. Very limited resources exist to assist some participants from developing countries with travel costs. Participants who believe they are eligible for this assistance may submit a request directly to the Secretariat ([Tanja.Lahti@fao.org](mailto:Tanja.Lahti@fao.org)) no later than 06 May 2011. In all cases, the final determination regarding assistance is determined by the IPPC Secretariat. Participants are requested to make travel arrangements to arrive before the meeting begins (09:00 Tuesday 07 June 2011) and depart after the meeting ends (17:00 Friday 10 June 2011). All participants are requested to confirm their participation directly to Ms Tanja Lahti ([Tanja.Lahti@fao.org](mailto:Tanja.Lahti@fao.org)) no later than 12 May 2011 in order to finalize local arrangements.

Regrettably, the IPPC Secretariat is unable to make hotel arrangements for participants attending the meeting. Participants will be provided further meeting and location details once they confirm their participation.

We are looking forward to your participation and trust you will have productive and enjoyable discussions.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'Y. Yokoi', written in a cursive style.

p.p. Yukio Yokoi

Secretary

International Plant Protection Convention

## **First Open-ended Working Group on Phytosanitary eCertification**

Seoul, Republic of Korea

7-10, June, 2011

### **TENTATIVE PROGRAMME**

#### **General Objective**

*“Determine what needs to be developed so that a standardized electronic phytosanitary certification system is defined for implementation between NPPOs”.*

#### **Specific objectives/approach:**

1. Provide general background on Electronic Certification (eCertification): aim being to gain agreement on general approach & some standardisation of key terminology used;
2. Review countries phytosanitary eCertification developments & implementation plans;
3. Present advances from countries working on phytosanitary e-certification;
4. Establish a working program for 2011-12 to resolve the challenges identified during the meeting

#### **Meeting language**

All presentations and discussions will be held in the English only.

#### **Materials for the meeting**

All materials for the meeting will be available from <https://www.ippc.int>. You are encouraged to download the material as paper copies of all material will not be provided at the meeting.

#### **Day 0 (June 6)**

13:00 - 17:00    Steering committee meeting

## DETAILED AGENDA

### DAY 1 (June 7)

Time	Topic
9:00-9:30	Welcome
9:30-9:45	Review Goals of the Workshop
9:45-10:30	Presentation on general principles of electronic certification
10:30-11:00	Attendee expectations – small group discussions
11:00-11:30	Coffee break
11:30-11:45	Presentation of expectations
11:45-12:15	Presentations by countries with active eCert systems
12:15-12:45	Presentations by countries with active eCert systems
12:45-14:15	Lunch break
14:15-14:45	Presentations by countries with active eCert systems
14:45-15:15	Global electronic certification: United Nations Centre for Trade Facilitation and Electronic Business
15:15-15:45	World Customs Organization - update on the single window initiative
15:45-16:15	Summary of Ottawa meeting working group results

## DAY 2 (June 8)

### Theme A: Development of the standard message (Basic business rules)

Objective: *Establish the business rules through which the phytosanitary electronic certification system will function, according to appropriate data elements from ISPM 12 and 7.*

Time	Topic
9:00-9:30	Presentation of country developments using the XML schema
9:30-10:00	Presentation of country developments using the XML schema
10:00-10:30	Presentation of country developments using the XML schema
10 :30-11 :00	Coffee Break
11:00-12:00	Use cases: Application of Business Rules to the UNCEFACT xml
11:45-12:00	Need for and Development of various code lists
12:00-12:15	<ul style="list-style-type: none"> <li>• botanical names</li> </ul>
12:15-12:30	<ul style="list-style-type: none"> <li>• standard method for product description</li> </ul>
12:30-12:45	<ul style="list-style-type: none"> <li>• additional declarations</li> </ul>
12:45-13:00	<ul style="list-style-type: none"> <li>• treatments</li> </ul>
13 :00-14 :30	Lunch Break
14 :30-16 :00	Standardization required to facilitate worldwide e-certification: small group discussions
16:00-16:45	Presentation of results of discussion groups
16:45-17:00	Conclusions of Theme 1 and establishment of future Working Groups

### DAY 3 – (June 9)

#### **Theme B: Development of an exchange mechanism: a multi-country protocol for internet communication for electronic transfer of phytosanitary certification data**

*Objective: Identify and develop the appropriate specifications for a two-way data transmission process that ensures the security of both the certification data dispatch and retrieval processes.*

Time	Topic
9:00-9:30	Review existing methods already in place for electronic exchange of certification data – general introduction
9:30-10:00	Case study 1: New Zealand
10:00-10:30	Case study 2: eCert for animal products
10:30-11:00	Coffee break
11:00-11:30	Electronic security (electronic signature) and authenticity: “Concepts for Consideration”
11:30-12:00	Option for dealing with re-exports within the eCert environment
12:00-13:00	Standardization requirements for an effective exchange mechanism
13:00-14:30	Lunch break
14:30-15:15	Presentation of results of discussion groups
15:15-15:45	Identification of future work and establishment of Working Groups
15:45-16:00	Conclusions of Workshop
16:00-16:15	Next steps and establishment of an international forum for information sharing and consultation
16:15-16:30	Closing remarks

### Day 4 (June 10)

Time	Topic
9:00-12:00	Designated working groups begin their assignments
12:00-14:00	Lunch meeting - Steering Committee + Coordinator of international forum