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Regional IPPC Workshops 2013

Agenda item 11.1

Prepared by the IPPC Secretariat

I. Background

1. The IPPC Secretariat supported and attended the regional IPPC workshops during 2013.
2. Regional workshops have been held since 2000, with seven workshops per year for the past six years, covering all regions except Western Europe and North America and more than 90 percent of the developing contracting parties of the IPPC.
3. In 2013, CPM-8 agreed that these workshops would change in concept to develop capacity in a broader range of work of the IPPC. To better emphasise this change, the name of the workshops was changed to Regional IPPC workshops (formerly “regional workshops on draft ISPMs”).
4. The workshops act as a forum to develop the capacities of IPPC contracting parties on key issues for the implementation of the Convention and its standards, and other IPPC related issues. This includes the exchange of national and regional perspectives on topics in development in the standard setting process.
5. The reports from the Regional IPPC workshops are available on the International Phytosanitary Portal (IPP)¹.

II. Achievements of the 2013 Regional IPPC Workshops

6. Out of the 181 IPPC contracting parties, 134 attended the seven IPPC regional workshops in 2013. The workshops had a total of 236 participants. A summary of the organization and participation details of the each regional workshop is provided in Attachment 1.

¹ <https://www.ippc.int/core-activities/capacity-development/regional-ippc-workshops>

7. The IPPC Secretariat encourages regions to finance and organize these workshops, using the “Guidelines for the organizational arrangements for the regional IPPC workshops” as presented to CPM-7 (2012) and presented in Attachment 2.
8. In 2013, the participants of the workshops were requested to give feedback through an online survey. About 40 percent of the participants submitted answers.
9. The comments received regarding the content of the workshops have indicated that:
 - The content was relevant, thorough and easy to understand.
 - The broader scope of the workshops and inclusion of more topics and updates from the IPPC Secretariat was seen as positive.
 - The opportunity for contracting parties to meet on a regional basis to discuss experiences and challenges related to phytosanitary issues is highly valuable.
 - Strong preparation for participation at the workshops is needed. National Reporting Obligations would be an important activity to put more focus on in future workshops.
10. In some of the workshops, contracting parties thought that a three-day workshop was too short to be able to address all the issues on the agenda.
11. Organizational challenges in 2013 included changes in dates and venues late in the planning stages, and the necessity of high-speed Internet for working with the Online comment system (OCS).
12. The number of contracting parties submitting comments on draft ISPMs in 2013 is still low, even if the number has increased in each of the regions compared to 2012 (see Attachment 1). In total there were 4507 comments from 56 official contact points of NPPOs and RPPOs in 2013. (European Union is counted as one here, although it includes the 28 member countries of the EU.)
13. During the workshops, the Secretariat asked the participants to have their official contact point submit at least a general comment on each draft ISPM at the end of member consultation period, even if only to inform the Secretariat that there was no intention to submit any other comment(s). This would allow the Secretariat to differentiate between the lack of comments due to the absence of concerns on technical issues and a lack of willingness to participate in the process, and is a condition for future financial support to attend the workshops. This was clearly stated in the invitation to the workshops and at CPM-8.
14. The broader scope to include all the core IPPC activities into the agenda of the workshops had an indirect benefit in increasing the capacities of Secretariat members, since a specific internal Secretariat training programme had been prepared and implemented. The workshops are also one of few opportunities for the Secretariat to meet and listen directly to contracting parties and to get a better understanding of their needs on a regional level. The Secretariat considers this very valuable and essential to develop phytosanitary capacity for IPPC’s contracting parties.

III. Lessons learned and improvements for future workshops

15. The Secretariat encourages continued coordination by organizers and co-organizers, following the guidelines attached in Attachment 2 to this paper. Early in 2014, the Secretariat will circulate the proposed agenda for the Regional IPPC workshops for consideration and negotiation with the organizers as well as a list of the requirements for the workshop, including:
 - selection of participants
 - preparation for the meeting by the participants
 - conditions for financial support
 - commitment of contacting parties sending participants
 - establishment of dates, venues, programs and time allocations.
16. The Secretariat aims to improve the coordination and the organisation of the workshops in 2014. Improved training material including more background information, discussion questions and capacity development activities would help to increase the participation of the contracting parties.

17. Regarding training needs for the workshop, the IPPC provides virtual training on the Online Comments System upon request at any time, using remote tools available in the IPP².

18. The CPM is invited to:

- 1) *encourage* donors, contracting parties and RPPOs to contribute funding the Regional IPPC workshops.
- 2) *encourage* contracting parties to prepare for participation at all levels (including the NPPO and designated participants) and fulfil their commitments to submit at least one comment on each draft ISPM.
- 3) *note* that the change of content in the Regional IPPC workshops to include a broader range of IPPC issues has been a successful strategy to increase the national phytosanitary capacity in IPPC related issues in all regions.
- 4) *note* that the IPPC Secretariat provides virtual training on the Online Comment System by request.
- 5) *note* the lessons learned and the actions proposed for improvement.
- 6) *encourage* the Regional IPPC workshop organizers to follow the “Guidelines for the organizational arrangements for Regional workshops to discuss IPPC related issues”.

² <http://ippc.int/ocs>

Attachment 1

Region	Date and Venue	Secretariat representation	Organizer and Funding Agency	CPs represented	Non-CPs represented	Participants (including observers)	CPs sending official comments (submitted) through the OCS	Participants completing the evaluation
Africa	23-27 October Dakar, Senegal	2	PANSPSO/African Union(request confirmation)	38	2	50	12	7
Asia	28 October-1 November Rep. of Korea	1	The Republic of Korea has consistently provided financial support to host the workshop for the Asia region for many years. The 2013 workshop was financed by Korea and organized by APPPC.	18		30	11	23
Caribbean	2-6 September Trinidad and Tobago	1	The IPPC Secretariat financed the 2013 Caribbean workshop using a letter of agreement with IICA and FAO funds. IICA assisted in organizing this workshop.	13		20	9	14
Central Asia and Eastern Europe	15-19 July Moscow/Bykovo, Russia	1	The IPPC Secretariat financed the participation in the workshop 2013 through the IPPC Trust Fund. EPPO financed the translations to Russian. FAO-REU financed the interpretation during the meeting and Russia financed the general operating	19		42	7	8

			expenses.					
Latin America	17-18-19 September San Jose- Costa Rica	1	In 2013, IICA assisted in organizing this workshop jointly with COSAVE and OIRSA, providing funding support to their participants.	18		30	11	21
Near East	28 October-1 November Agadir Morocco	2	In 2013, the IPPC Secretariat used funds coming from the IPPC Trust Fund to finance this workshop. FAO-RNE organized the meeting and covered the general operating expenses.	18	1	26	4	8
Southwest Pacific	9-13 September Fiji	-	The 2013 workshop was organized by PPPO with Australian financial support.	19		35	2	5

Attachment 2**A. Guidelines for the organization of regional workshops to discuss IPPC related issues.****Participation and responsibilities**

- Invitations to the workshops should be drafted by the IPPC Secretariat, sent to the organizers and then sent by the organizers to the NPPOs in advance. This will allow sufficient time for the IPPC Secretariat to contact the selected participants and provide information prior to the workshop.
- Participants are responsible for analyzing the documents provided, collecting and preparing national comments prior to attending the workshop and providing feedback on the workshop using the survey tool (available on the IPP).
- Participants are asked to attend all sessions of the workshop and respect the established timeframes and participation conditions.
- The IPPC Secretariat should contact the organizer well in advance of the workshop to discuss the programme and review the roles and responsibilities of those involved.
- The workshop organizer shall be responsible for sending the invitations (following the letter of invitation developed by the IPPC Secretariat), providing the facilities needed for the workshop and making all necessary logistic arrangements.
- Regions may invite Bureau members, SC members or stewards from their region or from other regions as resource persons who may participate in discussions and help enhance a better understanding of the concepts of the draft standards, of the standard setting process and other IPPC related activities. These resource persons should be proactive in helping to facilitate workshop discussions. Participation of these resource persons is contingent on available financial resources.

Agenda and report

- The IPPC Secretariat shall provide a standardized agenda for the workshops.
- The workshops could integrate other topics of regional concern or topics of specific interest for building national phytosanitary capacity or to obtain information on the implementation of standards. Any adjustments to the agenda should be agreed upon with the IPPC Secretariat. Adequate time should be allocated for a thorough discussion of the draft ISPMs.
- The report of the workshop should be prepared during the workshop as a joint effort of the Chair, Rapporteur and IPPC Secretariat staff, approved by the participants during the meeting and posted on the IPP within two weeks.

Evaluation

- The IPPC Secretariat shall provide a summary of the workshop evaluation to the CPM, Bureau and SC, based on the results of the survey completed by the participants and the reports of IPPC Secretariat staff.

Deadlines for presentations by stewards on draft ISPMs

- The IPPC Secretariat prepares and makes the draft ISPMs available for member consultation via the Online Comment System (OCS) as soon as possible after the May Standards Committee (SC) meeting and no later than the 20 June.
- The IPPC Secretariat provides a PowerPoint presentation template for use by the stewards. The stewards prepare an overview of the draft ISPMs in both a summary document and PowerPoint presentation. The presentation should summarize the main elements of the proposed draft standard. For the benefit of time and efficient use of resources, the presentation should be

concise as it is not intended to replace the text of the draft standard. It should also explain key issues discussed at the SC. Stewards are requested to submit their summary document and presentation to the IPPC Secretariat no later than June 15. The Secretariat posts the summary documents and presentations on the IPP.

- Organizers are requested to assist in translating the presentations into other languages as appropriate. All translated summary documents and/or presentations should be submitted to the IPPC Secretariat to also be posted on the IPP.