



# NAPPO

North American Plant Protection Organization  
Organización Norteamericana de Protección a las Plantas

## NAPPO Conference Call Report

Expert Group:	ISPM 25 Guidance -Writing subgroup	
Location:	Zoom meeting – Videoconference	
Date:	June 11, 2021	
Chairperson	Wendy Asbil (CFIA)	
Participants:		
Francisca de la Cruz Martínez (SENASICA)	Neftali Reyes Carranza (SENASICA)	Mike Tamilia (US/Canada Industry)
Stephanie Bloem (NAPPO)	Nedelka Marín Martínez (NAPPO)	Alonso Suazo (NAPPO)
<b>Summary</b>		
Project:	Standardization of responsibilities and actions for safeguarding consignments that have transited one NAPPO country to enter another NAPPO country.	
General comments:	The objective of this call was to discuss the approach the writing subgroup will use to draft the ISPM 25 guidance document.	
Item 1:	Election of subgroup chairperson	
Consensus:	The subgroup selected Wendy Asbil (CFIA) as the subgroup leader.	
Item 2:	Discussions on the logistics and approach to draft the guidance document.	
Consensus:	<p>The TD:</p> <ul style="list-style-type: none"> <li>• Informed that NAPPO is compiling all the files the EG has shared for the writing subgroup to use as reference to draft the ISMP 25 guidance document.</li> <li>• Indicated that the EG with assistance of The Secretariat will need to determine which files needs to be translated to share all the material in English and Spanish.</li> <li>• Indicated that files will be made available within one to two weeks.</li> <li>• Informed that NAPPO used different systems to store and share files like Google docs and the NAPPO intranet portal but due to cyber security concerns from the NPPOs, the systems were discontinued, and file sharing is done through emails.</li> <li>• Suggested for the EG to send files to the Secretariat for translation and document sharing.</li> <li>• Indicated that the NAPPO Secretariat will be responsible to store the files and make them available upon request.</li> <li>• Indicated that information to be translated will have to be determined by the EG specially on large documents.</li> </ul>	

	<p>Additional notes:</p> <ul style="list-style-type: none"> <li>• The TD reminded the subgroup that the EG agreed to draft the document in sections, share the draft with the entire group, address the EG comments and continue with another section of the document outline.</li> <li>• The EG and the writing subgroup will coordinate the drafting and revision of the document.</li> <li>• The chairperson indicated the document outline is very important because it will provide the basis for the subgroup work and a timeline of the writing activities.</li> <li>• Mexico indicated the SG should include the regulatory components of each NAPPO country in the draft document and establish similarities and differences between the NAPPO's NPPOs.</li> <li>• The TD also indicated the EG suggested to include: <ul style="list-style-type: none"> <li>○ Roles and responsibilities of stakeholders.</li> <li>○ Communications.</li> <li>○ The (400+) scenarios as an appendix to the document.</li> </ul> </li> <li>• The chairperson indicated that she would develop an outline taking into consideration all the points discussed and send it to the Secretariat for translation by Friday June 18.</li> <li>• The chairperson indicated the subgroup should consider a section on the industry concerns.</li> <li>• Subgroup meetings will be determined by the subgroup, but a monthly schedule was suggested.</li> </ul>
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**Next Steps**

Responsible Person	Action	Date
NAPPO Secretariat	Compile EG files to share with the Subgroup as references to draft the guidance document	As soon as possible.
Wendy Asbil	Draft the first outline and send to the Secretariat for translation.	June 18
NAPPO Secretariat	Send a poll to the subgroup for a videoconference on mid-July.	

**Next Meeting**

Location:	Video conference
Date:	The Secretariat will send a poll.

**Proposed Agenda Items**

1.
2.
3.