

PROJECT PREPARATION GRANT (PPG)**APPLICATION FORM**

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| 1. PPG title | A phytosanitary capacity building strategy for Africa |
| 2. Theme 1, 2 and/or 3 | <u>Theme 3</u> : Information sharing on standards and coordination of technical cooperation activities Theme 2: Capacity building for public and private organizations, notably with respect to market access <u>Theme 1</u> : SPS capacity evaluation and planning tools, including the need for and implications of international standards |
| 3. Starting date | 1 November 2008 |
| 4. Completion date | 30 April 2009 |
| 5. Requesting organization(s) | Inter-African Phytosanitary Council (IAPSC) P O Box 4170 Yaoundé Cameroon See Appendix 1 for letters of support. |
| 6. Proposed consultant(s) | A participatory approach is proposed as it is important that the project, and thus the resulting strategy, has full ownership from African NPPOs. IAPSC and CABI Africa will coordinate the development of the proposal, but experts from African countries will provide the necessary inputs. CABI Africa has offered to fund its own involvement, so the funds requested from STDF will be used for NPPO representatives. See Appendix 2 for CV and record of achievements. |
| 7. PPG background and rationale | See Annex 3 for description of PPG background and rationale |
| 8. Resultant project objectives | The top level goal of the proposed project will be <i>“Improved phytosanitary capacity of African countries”</i> . The purpose of the project will be <i>“To develop and launch a phytosanitary capacity building strategy for Africa”</i> . There will be three objectives: 1. To develop an African phytosanitary capacity building strategy The Inter-African Phytosanitary Council of the African Union is the Regional Plant Protection Organisation (RPPO) for Africa. While RPPOs are not Contracting Parties to the IPPC, the New Revised Text of the IPPC recognises the importance of RPPOs in implementing the Convention. Paragraph IX.2 states that RPPOs “shall function as the coordinating bodies...” and IX.3 that RPPOs “shall cooperate with the Secretary in achieving the objectives of the Convention, and, where appropriate, cooperate with the Secretary and the Commission in developing international standards”. Until recently the IAPSC has been institutionally |

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| | <p>disadvantaged, but under new leadership, a process of renewal has been initiated. Capacity building is a key issue in Africa, and as the coordinating body, it is necessary for IAPSC to develop an institutionalised capacity building strategy for the continent, to ensure that it meets the needs of its members, and contributes to the work of the IPPC and the CPM as described in the Convention. This is contrary to execution on non-coherent <i>ad hoc</i> training activities and initiatives. The strategy will be developed alongside the IPPC's development of a global strategy, and will identify what role the IAPSC should be playing, to ensure that duplication is avoided and the particular capacity building needs of African contracting parties are met.</p> <p>2. To provide African countries with tools for capacity evaluation on specific capacity building initiatives</p> <p>Although area 4.1 of the CPM's Business Plan is "Methods and tools in place that enable contracting parties to evaluate and improve their own phytosanitary capacity and evaluate requirements for technical assistance". Until recently, the phytosanitary capacity evaluation (PCE) was the only tool developed, to which a set of training modules on Pest Risk Analysis (PRA) has now been added. However, the IPPC's funding limits its ability to expand its work in this area. The PCE study identified 10 specific objectives of phytosanitary capacity evaluation, and proposed a number of tools which would address those objectives. With the specific objectives of the PCE as point of departure, this component of the full project will review and refine the PCE objectives. Other priority tools will be specified, developed, tested, modified, assessed and disseminated. (Enhancements to the PCE itself commenced in 2007 following the study's recommendations, and are continuing in 2008-2009, under IPPC Secretariat funding).</p> <p>3. To support the development of a Technical Assistance Strategy for the CPM.</p> <p>Following the recommendation of the External Evaluation of the IPPC and the PCE study, CPM3 decided to establish an open-ended working group (OEWG) to develop a strategy for national phytosanitary capacity building. The terms of reference for the OEWG, approved by CPM3, note that it will be a complex process. Thus extensive African engagement with the global strategic process will both benefit from and contribute to the development of the regional strategy in Africa, particularly as Africa is the continent where the CPM strategy will have most relevance. How the full project will engage with the CPM process will become apparent at the OEWG in December 2008.</p> |
| 9. PPG outputs | <ol style="list-style-type: none"> 1. Coordinated response to outcomes of OEWG 2. Report of an African Focus Group meeting 3. Project proposal in accordance with the applicable format |
| 10. PPG activities | <p>The proposal will be developed through the following activities.</p> <p>1. African Focus Group meeting</p> <p>A focus group for selected experts from African NPPOs will be</p> |

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| | <p>convened, to address the following questions. Background papers will be prepared by one or more of the experts, IAPSC and CABI, and circulated ahead of the working group meeting.</p> <ul style="list-style-type: none"> • What is meant by national phytosanitary capacity? • What are the elements of a national phytosanitary capacity building strategy that the CPM OEWG needs to consider? • What is the order of priority for Africa? • What is an appropriate process for the development of a strategy for building national phytosanitary capacity? • What should be the role of the IAPSC in building national phytosanitary capacity in Africa? • What sorts of tools would be valuable in Africa for evaluating and building different aspects of phytosanitary capacity? <p>It would be desirable if the consultant that the IPPC has budgeted to hire for developing material for the CPM OEWG could also attend the African Focus Group meeting, but that is not covered in the PPG budget.</p> <p>2. Preparation of a coordinated response to the CPM OEWG</p> <p>The African Focus Group meeting will be an opportunity to discuss outputs from the OEWG and synthesise responses into a document for contribution to the CPM, to be held in April 2009. The Terms of Reference for the OEWG stated that “the IPPC Secretariat will consider funding participants from developing countries within available resources”. It is unlikely that there will be funds for more than 1 or 2 participants from Africa. The PPG will therefore provide for 2 additional participants, who will later attend the African Focus Group to report on the meeting and outputs.</p> <p>3. Proposal preparation and promotion</p> <p>The full proposal will be implemented by IAPSC and a team of partners. Consultations will be required with these and other prospective partners as well as the African expert group to prepare the proposal, and these will be organised nationally. In addition, the draft proposal will be presented to national stakeholders by the Focus Group members, to enable inputs from a wider range of stakeholders and key informants. IAPSC will be responsible for promoting the proposal and mobilizing resources in cooperation with the IPPC Secretariat and other partners. It is recognized that the STDF may not wish to fund the full proposal, but it is anticipated that STDF will provide valuable inputs into the proposal development including ensuring it is coordinated with other initiatives.</p> <p>See Appendix 4 for a detailed Work plan.</p> |
| 11. Timetable | See Appendix 5 for a detailed Timetable. |
| 12. Private/public sector co-operation | Representatives of the private sector will be invited to the African Focus Group, but will not be funded under the PPG. However, Nairobi is a likely venue for the meeting, and there are appropriate private sector organisations (e.g. FPEAK) that would be able to attend at minimal cost. Private sector and other stakeholders will be |

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| | invited to comment on the draft proposal. |
| 13. Budget (STDF contribution) | US\$26,976 See Appendix 6 for detailed budget. |
| 14. Non STDF contributions | IAPSC –US\$20,566 CABI – US\$25,566 |
| 15. Consultant Terms of Reference | See Appendix 7 for Consultant ToR's. |

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Appendix 1: Supporting letters



**KENYA PLANT HEALTH INSPECTORATE SERVICE (KEPHIS)
HEADQUARTERS - Oloolua Ridge, Karen**

P. O. Box 49592 00100 GPO Nairobi, Kenya, Tel: 3536171 / 3536172 / 882933 / 884545 / 882933. Mobiles: 0722 516221 / 0723 786779 / 0733 874274 0734 874141, Fax: 3536175 / 882265, E-mails: director@kephis.org / Kephisinfo@kephis.org, Website: www.kephis.org

Our Ref: PH/3/68/(11)

Date: 24th April 2008

STDF Secretary
World Trade Organization
Centre William Rappard,
Rue de Lausanne 154,
CH-1211 Geneva,
Switzerland

Dear Sir/Madam,

**RE: PROPOSAL FOR PROJECT PREPARATION GRANT -
PHYTOSANITARY CAPACITY BUILDING STRATEGY FOR AFRICA**

This is to confirm that the Kenya Plant Health Inspectorate Service (KEPHIS) was consulted in the preparation of the above proposal to be submitted to the Standards and Trade Development Facility.

KEPHIS fully supports the development of an African Phytosanitary Capacity Building Strategy and will collaborate with other African states and stakeholders during preparation of the full proposal and actual implementation of the project once funded. We look forward to STDF's positive consideration for the support requested.

Yours Sincerely,

**Chagem J. Kedera, PhD
MANAGING DIRECTOR**

MINISTRY OF FOOD AND AGRICULTURE
PLANT PROTECTION & REGULATORY SERVICES DIRECTORATE

*In case of reply the
number and date of this
letter should be quoted.*

Our Ref No. PPRS/HQ.

Your Ref No.....

Tel. 290404

43/01/14



REPUBLIC OF GHANA

P.O. Box M.37

Accra

Date 23rd April, 2008

Dear Yemi Akimbamijo
IAPSC
P.O. Box 4170
Yaoude
Cameroun

Dear Dr Akimbamijo,

**Re-Proposal for Project Preparation Grant – Phytosanitary Capacity
Building Strategy for Africa**

This is to confirm that the PPRS of Ghana was consulted in the preparation of the above proposal to be submitted to the Standards and Trade Development Facility.

The PPRS fully supports the development of an African Phytosanitary Capacity Building Strategy and will collaborate fully with other African States and Stakeholders during the preparation of the full proposal and actual implementation of project once funded.

We look forward to STDF's positive consideration for the support requested.

Yours sincerely,

Eunice Adams (Mrs)

for: Director
PPRS

IAPSC Achievements

- Institutional Rebirth and Strategic Reorientation of the African Union-Interafrican Phytosanitary Council.
- Development of joint AU/IBAR-AU/IAPSC Project on (Participation of African nations in Sanitary and Phytosanitary organizations (PAN-SPSO).
- Formulation of the Common African Plant Protection Strategy, which has been endorsed and is being implemented by member countries.
- Coordinating negotiations aimed at extending the Sahelian Pesticides Committee (CSP) initiative to countries of the humid zone of West Africa.
- Capacity building of member states towards an enhanced collaboration with IAPSC: creation of IAPSC Focal Points in member states.
- Inventory of pesticidal plants carried out in the Central Africa sub-region.
- Training in Pest Risk Analysis (PRA) of 69 trainers from 15 countries, including REC representatives.

CABI Achievements

- PCE Evaluation study for IPPC
- Managing the STDF project on establishing a centre of phytosanitary excellence in Kenya.

Appendix 3: Description of PPG background and rationale

The Inter-African Phytosanitary Council of the African Union (IAPSC) is the Regional Plant Protection Organisation (RPPO) for Africa. It is also the technical organ of the Department of Rural Economy and Agriculture of the African Union Commission responsible for phytosanitary and related subjects covering 53 countries, and is headquartered in Yaoundé, Cameroon. The mission of IAPSC is to:

- Prevent the introduction and spread of pests which attack and damage crops and forests in Africa.
- Develop a common strategy against the introduction and spread of pests particularly through the harmonisation of phytosanitary legislation.
- Ensure co-operation and a harmonised approach in all areas of plant protection where governments take official measures (registration of pesticides, certification of plant materials, accreditation of people who apply pesticides etc)
- Provide a documentation service for provision and exchange of information in all areas of its activities.

In recent years, IAPSC's leadership got some changes. In late 2007 the Acting Director in the person of Dr Yemi Akinbamijo was appointed to lead the office. He initiated this project, but since June 13, 2008 He was replaced by Dr.In. Jean Gérard Mezui M'ella who in his capacity as the new Director is trying to put more impetus on what has been planned to be implemented in the office. He is continuing with what its predecessor has begun with the needed process of renewal of the organisation. This has included *inter alia*

- Repositioning and institutional reorientation of IAPSC to address its continent-wide mandates
- All post-Maputo positions are filled as of May 1, 2008
- Partnerships with CG Centres, Advanced Research Institutes, FAO, USDA-APHIS (Animal and Plant Health Inspectorate Services) and Foreign Agricultural Services etc
- Stronger engagement, renewed commitments and networking scenarios with Regional Economic communities (RECs) and the NPPOs
- New Institutional structure with 12 additional technical positions has been approved by the Group of Experts (22-23 March 2008), Steering Committee of the IAPSC (24-25 March 2008) and General Assembly of the IAPSC (26-28 March, 2008) as a prerequisite to submission and consideration by African Union Commission authorities.
- New approach to the development of a systematic institutional capacity development framework.

For IAPSC to fulfil its role of the RPPO in Africa, and so contribute to the aims of the IPPC (as described in the Convention text), a number of areas need addressing. In Africa a key issue for NPPOs is technical and organisational capacity, and IAPSC clearly has a role in ensuring the capacity of the NPPOs in its member countries is developed. However, the IAPSC should not be seeking to duplicate national, sub-regional or global efforts, but rather should be involved in leadership, coordination, and advocacy and information exchange. As the IAPSC rebuilds and redefines itself, a critical task is therefore to define a capacity building strategy for Africa.

At the same time, following recommendations by the External Evaluation of the IPPC and the CABI Africa PCE study, CPM3 has initiated a process to develop an overarching capacity building strategy, recognising that the International Plant Protection Convention (IPPC) itself relies heavily on the national capacity of individual NPPOs to fulfil its mandate. For this reason, and to strive for equity in the benefits from trade, a commitment to technical assistance (TA) is enshrined in the SPS Agreement and the IPPC convention text. This is reflected in the IPPC's 4th Strategic Direction "*The development of the phytosanitary capacity of members by promoting the provision of technical assistance*" (Article XX of the IPPC).

Within the IPPC/FAO programmes, capacity evaluation has focused heavily on the Phytosanitary Capacity Evaluation (PCE) tool, which arose from a 1999 New Zealand project. The IPPC assumed responsibility for the tool in 2001, and its use is built into many of FAO's Technical Cooperation Programme (TCP) Projects for developing national phytosanitary systems. This tool has been used in over 60 countries and proved popular in most cases, yet, until the CABI study, there had been no study on the impact of the PCE and whether it is achieving its objectives.

Findings from the review of the PCE were reported to the Commission on Phytosanitary Measures in early 2007. The study concluded that while the PCE has been valuable, a major overhaul is required to take account of changing needs in national plant health systems, as well as advances in approaches to capacity evaluation and building. It was further concluded that the various types of situation in which phytosanitary capacity evaluation is required cannot all be addressed with variants of the PCE, and that specific tools are required for specific evaluation objectives. As originally envisaged by the ICPM, a suite of tools should therefore be developed, and these must be developed in the context of a coherent strategy for technical assistance and capacity building. Recommendations were made on the PCE, on other evaluation tools, and on technical assistance strategy. Enhancements to the PCE are already being made, but there are no plans to develop the other tools identified, which were nevertheless supported by the SPTA and the RPPOs when they reviewed the recommendations.

While the process of developing a capacity building strategy is planned at a global level, it is of utmost importance to Africa, where phytosanitary capacity deficits are most severe. Thus the development of the IPPC/CPM strategy needs to ensure full consideration is given to the needs of Africa, which due to the shortage; capacity is in itself not without difficulties. The proposed project would thus also ensure that Africa is able to fully participate in the development of the IPPC/CPM strategy, and rather than be a recipient of what is developed, be one of the architects. This in itself would be a distinct contribution to capacity building.

| 1. Africa Focus Group | |
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| 1.1 Establish focus group participants | The focus group participants will be agreed with the IPPC Secretariat, but will include Francophone and Anglophone countries, and countries who sit on CPM subsidiary and other bodies. Ghana is proposed, having been selected by the Africa group at CPM3 to sit on the focus group/OEWG on a capacity building strategy. Kenya was chosen as alternate and so it is also proposed, and as host to the new centre of excellence and appropriate. Four others will be selected. |
| 1.2 Define background papers required | Based on the new mission of IAPSC, the ToR of the IPPC OEWG and the recommendations of the IPPC external evaluation and the PCE study, a list of background papers useful for preparing for the OEWG and required for the Focus Group will be drawn up. |
| 1.3 Assign tasks | Preparation of the various aspects of the final proposal will be assigned to members of the Focus Group, with IAPSC and CABI completing compilation and editing of the proposal.. |
| 1.4 Prepare documents | The background documents will be prepared based on the literature on phytosanitary capacity, as well as broader concepts of SPS capacity and organizational and institutional capacity in general. OEWG outputs will also be distributed to potential Focus Group participants. |
| 1.5 Circulate documents | Background documents will be circulated to Focus Group members and to the IPPC secretariat ahead of the Focus Group meeting. |
| 1.6 Hold focus group meeting | The focus group meeting will probably be held in Nairobi, providing easy access from most parts of Africa. The IPPC consultant on capacity building will also be invited, representatives of private sector organizations, and the IPPC secretariat. The meeting will last 3 days, and will review the OEWG output, background papers, agree on any feedback for IPPC/CPM, and develop the structure of the full proposal, including a logical framework. |
| 1.7 Prepare meeting report | A report of the focus group meeting will be prepared within 2 weeks of the meeting. This may be a brief summary of discussions, with attachments of the agenda and draft components of the proposal (e.g. log frame). |
| 2. Contribute to OEWG | |
| 2.1 Attend OEWG | The agreed representatives will attend the OEWG scheduled for Rome in early December. Two participants will be funded from the STDF PPG. It is important to have continuity of participation with the same experts who attend the OEWG participating in the Focus Group meeting. |
| 2.2 Report on results of OEWG | Outcomes from the OEWG will be reported on at the Focus Group with the expectation that Focus Group participants will take that information to their national consultations. |
| 2.3 Prepare comments on documentation | A document giving the African position in regard to the OEWG outputs will be prepared and submitted to IPPC Secretariat/Consultant ahead of the CPM. |
| 2.4 Submit comments to the IPPC for the CPM | Comments will be submitted to the IPPC Secretariat by the IAPSC within a month of the Focus Group meeting to allow for distribution and possible translation. |
| 3. Proposal preparation | |
| 3.1 Develop logical framework | The structure and main content of the full proposal will be developed at the Focus Group meeting, using a logical framework approach. The draft logical framework will be used as the basis for subsequent consultations. |
| 3.2 Consultations | Focus Group participants will each hold consultations in their countries. This will include a formal stakeholder meeting (max 1 day) at which a range of stakeholders will be invited. The draft proposal will be presented, and comments received. |
| 3.3 Proposal narrative preparation | Based on the Focus Group outcomes the narrative of the proposal will be developed according to the STDF format. The narrative will include information on other initiatives in the continent, and how the proposed project will add value |

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| | and complement those, rather than duplicate or overlap. Enhancements will be made based on the results of the national consultations and reactions of regional and international stakeholders, as well as potential donors. |
| 3.4 Proposal budget preparation | A budget will be prepared for the activities in the logical framework. |
| 3.5 Inputs from stakeholders | The draft of the full proposal will be circulated to selected key stakeholders for their final inputs and comments. |
| 3.6 Finalisation of proposal | Based on the inputs, the proposal will be finalized. |
| 3.7 Submission of proposal | The full proposal will be submitted to STDF, but also promoted with other partners who may be interested in co-financing specific components. |

Appendix 5: Timetable

| | Nov /08 | Dec/08 | Jan/09 | Feb/09 | March/09 | April/09 |
|---|---------|--------|--------|--------|----------|----------|
| Activity | | | | | | |
| 1. African Focus Group | | | | | | |
| 1.1 Establish focus group participant | X | | | | | |
| 1.2 Define background papers required | X | | | | | |
| 1.3 Assign tasks | X | | | | | |
| 1.4 Prepare agenda and documents for Focus Group | X | | | | | |
| 1.5 Circulate documents | X | | | | | |
| 1.6 Hold focus group meeting | | | X | | | |
| 1.7 Prepare meeting report | | | X | | | |
| 2. Contribute to OEWG | | | | | | |
| 2.1 Attend OEWG | | X | | | | |
| 2.2 Report on results of OEWG | | X | | | | |
| 2.3 Prepare comments on documentation | | | X | | | |
| 2.4 Submit comments to the IPPC for the CPM | | | | X | | |
| 2.5 Participate in CPM | | | | | | X |
| 3. Proposal preparation | | | | | | |
| 3.1 Develop logical framework | | | X | | | |
| 3.2 National consultations | | | | X | X | |
| 3.3 Proposal narrative preparation | | | X | X | X | |
| 3.4 Proposal budget preparation | | | | X | X | |
| 3.5 Inputs from regional and international stakeholders | | | | | X | |
| 3.6 Discussions with potential donors | | | | X | X | X |
| 3.7 Finalisation of proposal | | | | | X | X |
| 3.8 Submission | | | | | | X |

Appendix 6: Budget

| Budget | | | |
|---|---------------|---------------|---------------|
| Activity 1 | IAPSC | CABI | STDF |
| International travel (to Nairobi; average \$1000) | 1000 | | 6000 |
| Per diem (Nairobi, 3 day meeting, four nights at \$240/night, 6 people) | | | 5760 |
| Local travel (hotel to venue) | | | 150 |
| Refreshments, workshop costs | | | 200 |
| Administration/logistics | | | 1000 |
| Staff time | 5000 | 7000 | |
| | | | |
| Activity 2 | | | |
| Travel to Rome for OEWG | 1200 | 1200 | 2400 |
| Per diem (Rome, 5 day meeting, 7 nights average \$369/night) | 2583 | 2583 | 5166 |
| Staff time | 2000 | 4000 | |
| Travel and per diem Rome for CPM | 3783 | 3783 | |
| Activity 3 | | | |
| Local consultations in each country (6) | | | 6000 |
| Communications, reporting | | | 300 |
| Staff time | 5000 | 7000 | |
| * from IAPSC budget or other non PPG funds | | | |
| | 20,566 | 25,566 | 26,976 |

The terms of reference for the main partners are as follows:

Focus group participants (NPPO representatives and private sector)

(The countries will be selected in consultation with IPPC, STDF. Ghana is proposed as one, being chosen by the Africa group at CPM3 to represent them on the OEWG; and Kenya having a CPM vice-chair and hosting the new centre of phytosanitary excellence.

- Undertake preparation of draft documents as agreed and assigned
- Attend Focus group meeting
- Contribute to meeting report and synthesis document as agreed
- Agree full project purpose, objectives, outputs, activities
- Provide inputs to project proposal

IAPSC and CABI

- Coordinate tasks for document preparation
- Contribute to document preparation
- Organise and host Focus Group meeting
- Coordinate synthesis and meeting report
- Prepare full proposal and coordinate inputs
- Submission of full proposal
- Manage funds and reporting to STDF