



ORGANISATION NORD AMERICAINE POUR LA PROTECTION DES PLANTES
 NORTH AMERICAN PLANT PROTECTION ORGANIZATION
 ORGANIZACION NORTEAMERICANA DE PROTECCION A LAS PLANTAS
 CANADA UNITED STATES MEXICO

NAPPO Panel Report

Panel Name:	Phytosanitary Alert System	
Location:	St. John's, NL, Canada	
Date:	October 22, 2007	
Panel Chair:	Heather Hartzog, USA	
Participants:		
Rene Hernandez – México Olegario Barrera - México (for Francisco Ramirez, who was not able to attend)	Ron Neville – Canada (for Ian MacLachy and David Holden, who were not able to attend)	Walther Enkerlin – NAPPO
Summary/Resumen		
Issue 1:	Website activity in 2006-2007	
Consensus:	Panel reviewed website usage statistics and agreed that usage and diversity of users had increased. Members present at a follow-up teleconference for the Panel (November 27, 2007) decided that a statistics report will be delivered to the panel and NAPPO Secretariat on a semi-annual basis.	
Issue 2:	Technical issues with website or emails from website?	
Consensus:	There were no technical issues or problems with the current website. However, there was interest in having the U.S. panel members develop a help guide for posting alerts and Official Pest Reports on the PAS website.	
Issue 3:	Determine ways to improve Official Pest Reporting through the PAS	
Consensus:	<p>The panel discussed developing a template or guide for the writers of Official Pest Reports. This template would be similar to the input form on the International Phytosanitary Portal. Having a template will help ensure all requirements of ISPM No. 17 are met with each Official Pest Report posting.</p> <p>The panel was also encouraged to get status declarations (options listed in ISPM No. 8) with each Official Pest Report posted on the PAS website.</p>	
Issue 4:	Outreach efforts for 2007-2008	
Consensus:	Members decided a good way to promote the website was to have a bilingual brochure to hand out at meetings and conferences. The panel agreed to develop a brochure that will provide background information about the PAS, its products and how to subscribe.	

Next Steps

Responsible Person	Action	Date
All members	Continue to post timely alerts and Official Pest Reports on the PAS website	October 30, 2008
Ian MacLatchy	Develop a template or guide, similar to input form on the International Phytosanitary Portal, for writers of Official Pest Reports.	April 01, 2008
All panel members	Each NAPPO country will work to get status declarations (options are listed in ISPM # 8) with each Official Pest Report posted on the PAS website.	October 30, 2008
Heather Hartzog will draft text, have panel review, and then send to Francisco and Rene for development	Develop bilingual brochure about the NAPPO/PAS, its products, and how to subscribe.	October 30, 2008
All members will monitor. Any change requests should be sent to Heather Hartzog.	Remove inactive links from Resources page	As needed
Heather Hartzog and Christie Bertone	Produce a semi-annual website usage report	April 2008 and October 2008
Christie Bertone and Heather Hartzog	Produce a help guide for posting on the PAS website	April 01, 2008

Next Meeting

Location:	Teleconference
Date:	April 2008

Proposed Agenda Items

Review assignments and accomplishments- 1) Official Pest Report Template 2) Progress on the brochure 3) Progress on help guide for posting to the PAS website 4) Website usage statistics
