



**Organisation and implementation of training activities on**

**THE NEW PLANT HEALTH REGIME**

**under the “Better Training for safer Food” Initiative**

**CONTRACT NUMBER 2019 96 03 – 1ST PHASE**

**CALENDAR 2023 – SEPTEMBER SESSION**



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## 1. *Course objectives*

### General objective

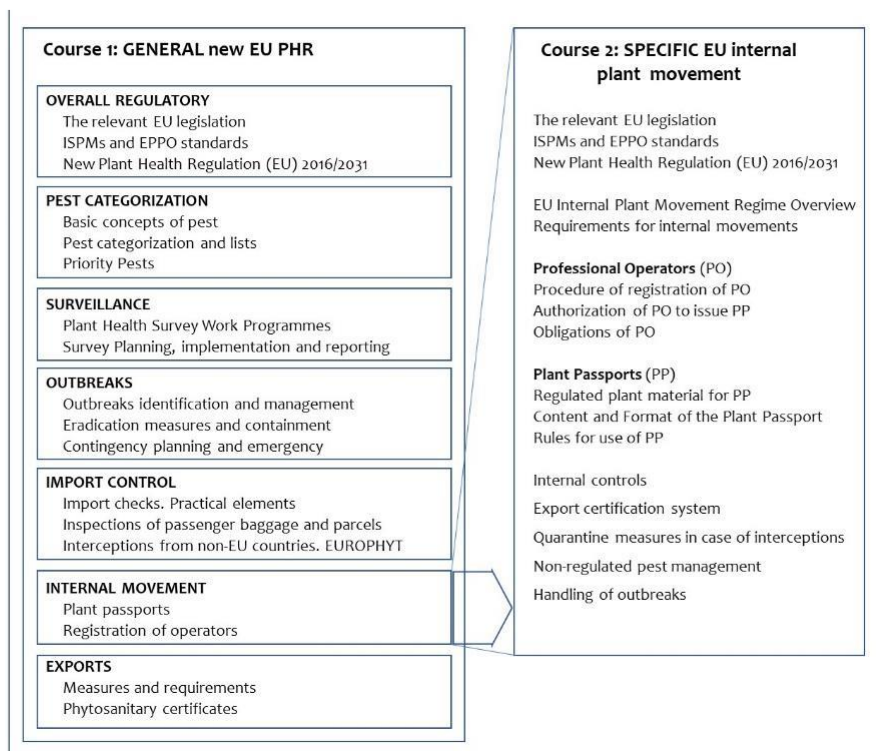
The general objectives of this training programme is to train staff of competent authorities of EU MS involved in Plant Health regulation and official control activities to keep them up-to-date with all aspects of the EU law. It will focus specially the novelties introduced by the new EU plant health regime, and to ensure the level of consistency of their implementation across the EU.

### Specific objectives

- To provide knowledge for a common understanding of EU legislation
- To increase the level of expertise with regard to the rules introduced by the new Plant Health Regime (PHR)
- To improve the level of consistency of their implementation across the EU
- To foster a correct, harmonised and unambiguous understanding across MS
- To favour exchange of information and experience amongst MS
- To disseminate best practices for official controls in the plant health area
- To facilitate the transition to the new PHR

The content of the trainings will focus on two main topics. A course for each specific topic will be organised:

1. **Course 1:** Knowledge, update and harmonised understanding the **new Plant Health regime provisions**. Clarify and reinforce concepts and scope, measures, requirements and its implementation.
2. **Course 2: EU internal plant movement regime:** Practical application of the EU provisions related to various aspects of internal control with regard to registration of producers and plant passporting.



## 2. Selection criteria for participants

The contents of the course will focus on the new elements of the NPHR. Therefore, it is strongly advisable to have previous experience to The training program is mainly addressed to:

- **officials from relevant competent authorities involved in Plant Health controls:**
  - policy making
  - planning of control activities (preferably at central or regional level)
  - undertaking official controls:
    - surveillance and outbreaks
    - import controls
    - internal movements
- **Advisable: “hands-on” experience.** The contents of the course are focused on the new elements and changes incorporated in the new Plant Health regime. It is strongly recommended to have previous experience in the field and topics.
- Be able to communicate in English language.
- Be compromised to actively disseminate the learnings gained and contents of the training course.

The selection of appropriate participants has a direct impact on the training session. Similar level of knowledge among them, with the possibility to have pro-active and positive discussions, is one of the key elements for success.



AENOR applies a qualitative approach for the selection of participants. **National Contact Points are kindly invited to contact the Project Management Unit if they require any modification of the list or if they would wish to submit additional registration of additional participants**, as due to multiple circumstances, sometimes places are left vacant, and it is easier and quicker to consider participants from the reserve list.

### ***How to register participants***

Based on the present information that is submitted to all BTSF NCPs that includes the programme of the workshop, objectives to be reached, indications on the general and specific criteria to nominate the representatives to attend the workshop, logistics, deadlines for submission of registrations and the number of participants to be nominated. In addition, the NCP are invited to submit a reserve list of potential registrations.

Should there be empty seats caused by countries not able to send participants, the PM will offer the remaining unallocated vacancies to the participants in the waiting list.

Should a country not be able to nominate representatives, HaDEA will be informed, and the Project Management Unit will propose a list of potential candidates to cover the empty seat. The list will be elaborated with the reserve registrations sent by other countries.

### **3. Country allocations**

The first half of 2023, **5 face to face sessions are foreseen to be organised**. Regarding the training sessions that will be implemented in 2023, the distribution of participants will be allocated according to the tables below. However, to facilitate the registration process, please consider that:

- Additional candidates for the waiting list will be welcomed. We will do our best to allocate them.
- NCPs are kindly invited to contact the project manager if they have any questions.

The following table indicates an estimation of participants per country and per session:



Country	TOTAL CONTRACT	C1	C2	2023	2023			
				Xylosandrus crassiusculus	Nursery plants for planting	Nursery plants for planting	Garden Centre	Nursery
Size order		NPHR	IPMR	C1-S9 Nice	C2-S7 Warsaw	C2-S8 Riga	C2-S9 Madrid	C2-S10 Madrid September 2023
<b>Member States</b>								
Germany	19	11	8	1	2	1	1	2
France	18	10	8	3	1	1	1	1
Italy	19	11	8	1	1	1	2	2
Spain	19	11	8	1	1	1	2	1
Poland	18	10	8	1	2	2	1	1
Romania	15	8	7	1	2	1	1	1
Netherlands	16	8	8	1	1	1	1	1
Belgium	13	7	6		1	1	1	1
Greece	12	7	5	1		1	1	1
Czech Republic	12	7	5	1	1	1	1	1
Portugal	12	7	5	1	1		1	1
Sweden	12	7	5	1		1	1	1
Hungary	12	7	5		1		1	1
Austria	12	7	5	1	1	1	1	1
Bulgaria	12	7	5	1	1	1	1	
Denmark	12	7	5	1		1	1	1
Finland	12	7	5	1	1	1		1
Slovakia	12	7	5			1	1	1
Ireland	12	7	5		1	1	1	
Croatia	12	7	5	1	1		1	1
Lithuania	12	7	5		1	1	1	1
Slovenia	12	7	5	1	1	1	1	1
Latvia	12	7	5			1	1	1
Estonia	12	7	5	1	1	1		1
Cyprus	7	4	3	1		1		1
Luxembourg	6	4	2	1	1			
Malta	6	3	3	1				1
<b>Total MS</b>	<b>348</b>	<b>199</b>	<b>149</b>	<b>23</b>	<b>23</b>	<b>23</b>	<b>24</b>	<b>26</b>
<b>Candidate Countries</b>								
Albania	7	4	3		1	1	1	
Macedonia, Rep. of North	7	4	3	1	1		1	
Montenegro	5	3	2			1		
Serbia	7	4	3		1	1	1	
Turkey	7	4	3	1	1	1	1	
<b>Total CC</b>	<b>33</b>	<b>19</b>	<b>14</b>	<b>2</b>	<b>4</b>	<b>4</b>	<b>4</b>	<b>0</b>
<b>Total MS+CC</b>	<b>381</b>	<b>218</b>	<b>163</b>	<b>25</b>	<b>27</b>	<b>27</b>	<b>28</b>	<b>26</b>



Country	TOTAL CONTRACT	C1	C2	2023	2023			
		NPHR	IPMR	Xylosandrus crassiusculus  C1-S9 Nice	Nursery plants for planting  C2-S7 Warsaw	Nursery plants for planting  C2-S8 Riga	Garden Centre  C2-S9 Madrid	Nursery  C2-S10 Madrid September 2023
<b>EFTA&amp;EEA Countries</b>								
Iceland	7	4	3	1		1		1
Northern Ireland	9	5	4	1	1		1	1
Norway	9	5	4		1	1		1
Switzerland	8	4	4	1		1	1	1
<b>Total EFTA &amp; EEA</b>	<b>33</b>	<b>18</b>	<b>15</b>	<b>3</b>	<b>2</b>	<b>3</b>	<b>2</b>	<b>4</b>
<b>Potential Candidate Countries</b>								
Bosnia- Herzegovina	3	2	1	1	1			
Kosovo	3	2	1	1				
<b>Total PCC</b>	<b>6</b>	<b>4</b>	<b>2</b>	<b>2</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Total EEAA+PCC</b>	<b>39</b>	<b>22</b>	<b>17</b>	<b>5</b>	<b>3</b>	<b>3</b>	<b>2</b>	<b>4</b>
<b>TOTAL Participants</b>	<b>420</b>	<b>240</b>	<b>180</b>	<b>30</b>	<b>30</b>	<b>30</b>	<b>30</b>	<b>30</b>

You are welcome to nominate for the reserve list more participants than indicated in the table above. If seats will become available, you will be informed in due time.



#### 4. Training dates

Deadlines for the applications are fixed **6 weeks before the starting date of the corresponding course**. Detailed and updated information will be displayed on [www.btsf-aenor.com](http://www.btsf-aenor.com)

**Course 1: General training** for plant health control staff on the **new EU plant health regime**

**Course 2: Specific training** for plant health control staff on **EU internal plant movement regime**

Year	Training session	Dates	VC / F2F (location)	Field visit	Deadline for registration of participants
2021	<b>C1S1</b>	2021-10-01/08	VC BTSF Academy / Zoom	-	-
	<b>C2S1</b>	2021-10-18/22	VC BTSF Academy / Zoom	-	-
	<b>C1S2</b>	2021-11-08/12	VC BTSF Academy / Zoom	-	-
	<b>C2S2</b>	2021-12-13/16	VC BTSF Academy / Zoom	-	-
2022	<b>C1S3</b>	2022-02-25/03-04	Virtual Course	-	-
	<b>C2S3</b>	2022-03-21/25	Virtual Course	Nursery	-
	<b>C1S4</b>	2022-05-16/20	Alicante, Spain	Xylella fastidiosa	-
	<b>C1S6</b>	2022-09-19/23	Tallinn, Estonia	Muuga Seaport	-
	<b>C1S7</b>	2022-10-17/21	Torino, Italy	Geosmithia morbida (+vector P.juglandis)	-
	<b>C2S5</b>	2022-11-14/17	Amsterdam, The Netherlands	Flower & Plant Auction - Aalsmeer	-
	<b>C1S8</b>	2022-12-12/16	Barcelona, Spain	Seaport Barcelona	-
2023	<b>C1S9</b>	2023-03-27/31	Nice, France	Xylosandrus crassiusculus	-
	<b>C2S7</b>	2023-04-24/27	Warsaw, Poland	Nursery plants for planting	-
	<b>C2S8</b>	2023-05-22/25	Riga, Latvia	Nursery plants for planting	-
	<b>C2S9</b>	2023-06-19/22	Madrid, Spain	Garden Centre	-
	<b>C2S6</b>	2023-09-18/21	Madrid, Spain	Nursery	<b>2023-08-11</b>



## **Annex 1: Background and main topics covered in training**

### **Background**

The new plant health regime tackles many changes and news to the previous plant health legislation.

It clarifies the territorial scope of its application. It sets out the conceptual nature of quarantine pests and classifies them as Union quarantine pests or Protected Zone quarantine pests, and specifies the eradication measures for them. It also empowers the Commission to list certain quarantine pests as priority pests for the Union, enhancing the level of obligations concerning preparedness and eradication, increasing the financial support from the Union for the required actions.

The new regime also includes the new detailed rules on notification of the presence of quarantine pests, measures to be taken for their eradication, surveys, contingency and eradication plans. It also strengthens to follow IPPC rules.

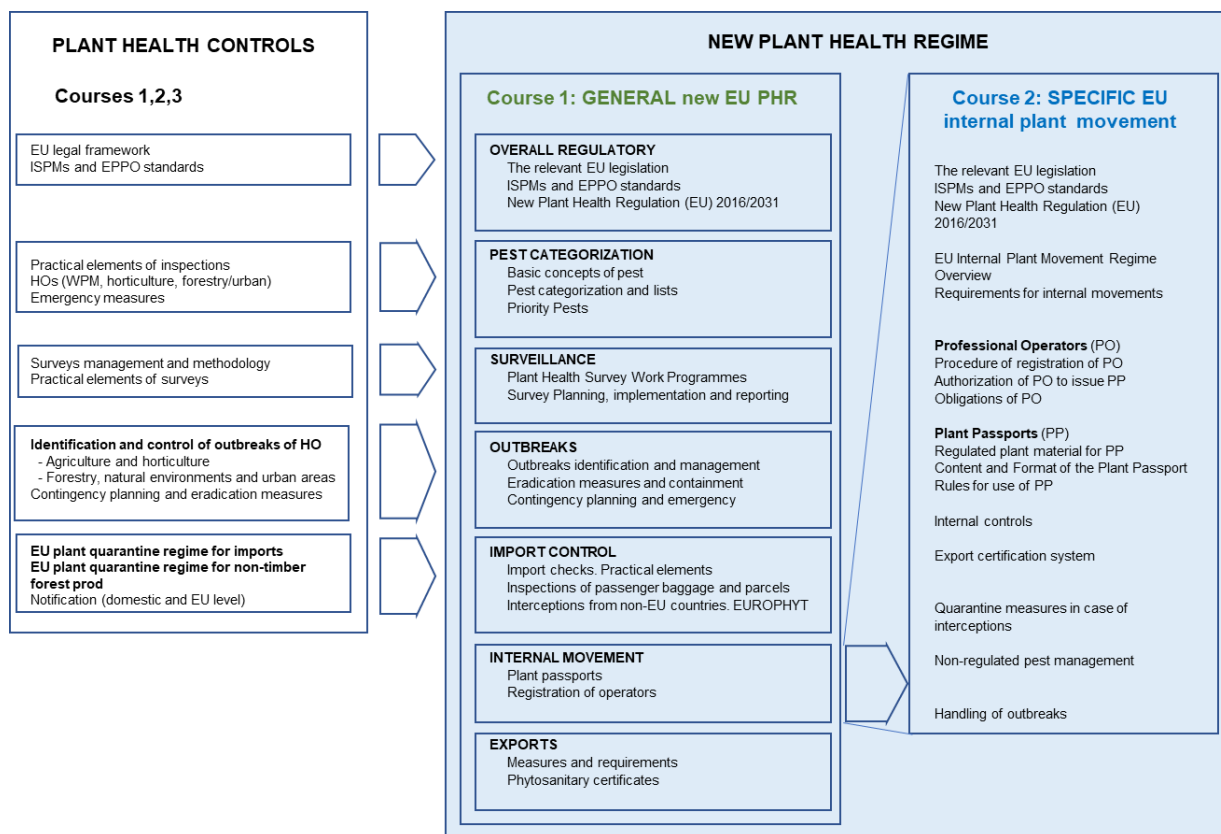
The new plant health regime strengthens the coherence with the plant reproductive material regime, by increased preventive measures and limiting exemptions for passengers.

In order to ensure a safe movement of plants within the EU, the phytosanitary certificate and the plant passport are further harmonised, and the registering and control of those enabled to issue such documents is clearly covered under the new Plant Health Regime.

Export requirements are clearly detailed, based on IPPC rules, by the introduction of pre-export certificates to ensure that the exchange of that information takes place in a uniform manner.

### **Main topics covered in the training**

The topics addressed in the training are explained in the following graphic, indicating the relationship between the ongoing training courses of the BTSF on Plant Health Controls, and the present BTSF training courses focused on the New Plant Health regime, and how the contents are interrelated and complementary:



The following topics will be addressed:

### Course 1: General training for plant health control staff on the new EU plant health regime

- ✓ International and EU Legal framework
- ✓ Introduction to (New) Plant Health Regulation (EU) 2016/2031 (PHR)
- ✓ New PHR - Introduction Better protection and proactive action
- ✓ Official Controls Regulation (EU) 2017/625 (OCR)
- ✓ OCR Implementing and Delegated Acts
- ✓ Pest Concepts and Categorization
- ✓ Import Control Regime
- ✓ Practical elements for Import control
- ✓ Wood Packaging Material (WPM)
- ✓ Surveillance
- ✓ Outbreaks Management
- ✓ Overview Relevant HO for agriculture and horticulture
- ✓ Overview Relevant HO for forestry, natural environments
- ✓ Internal Movement Regime
- ✓ Internal Controls Practical
- ✓ Measures and Certification for Export
- ✓ Information campaigns. Stakeholders and Citizens
- ✓ Notification and Information of findings

### Course 2: Specific training for plant health control staff on EU internal plant movement regime

- ✓ International and EU Legal framework
- ✓ New Plant Health Regulation (EU) 2016/2031 (PHR)
- ✓ Official Controls Regulation (EU) 2017/625 (OCR)
- ✓ EU Internal Plant Movement Regulation Overview



- ✓ Introduction Professional Operators
- ✓ Registration of Professional Operators
- ✓ Authorization of Professional Operators and issue of Plant Passports
- ✓ Obligations and Control of authorised Professional Operators
- ✓ Pest risk management plans
- ✓ Introduction Plant Passports
- ✓ Regulated plant material
- ✓ Use, Content and Format of the Plant Passport
- ✓ Internal control and inspection
- ✓ Interception and outbreaks linked with plant passporting

In this sense, participants will be invited to participate actively in discussions, debriefings and working groups. They will be given preparation tasks prior to the attendance to the session and asked to update their knowledge of EU legislation in their sector and to bring examples of their national practices and communication materials in their given sector.



## Annex 2: Legislation and guidance

The main Legislation and Guidance covered in the trainings is the following:

**Regulation (EU) 2017/625** of the European Parliament and of the Council of 15 March 2017 on official controls and other official activities performed to ensure the application of food and feed law, rules on animal health and welfare, plant health and plant protection products (**Official Controls Regulation - OCR**)

Article 22(3)	Commission Implementing <b>Regulation (EU) 2019/66</b> - Official controls on plants, plant products and other objects in order to verify compliance with Union plant health rules - <a href="#">32019R0066</a>
Article 48 (b-f)	Delegated <b>Regulation (EU) 2019/2122</b> 32019R2122 - Categories of animals and goods which are exempted from BCP controls. Set the conditions under which these derogations apply
Article 50(4)	Commission Delegated <b>Regulation (EU) 2019/1602</b> - Conditions under which CHED is required to accompany consignments to their Place of destination (animals and goods in Art. 47(1))
Article 51(1)	Commission Delegated <b>Regulation (EU) 2019/2124</b> - Transit, transshipment and onward transportation through the Union
Art. 52	Commission Implementing <b>Regulation (EU) 2019/2130</b> of 25 November 2019 establishing detailed rules on the operations to be carried out during and after documentary checks, identity checks and physical checks on animals and goods subject to official controls at border control posts
Article 53(1)(a)(e)	Commission Delegated <b>Regulation (EU) 2019/2123</b> - Identity and physical checks concluded at control points other than BCPs
Article 58(b)→ Art. 56(3)a	Commission Implementing <b>Regulation (EU) 2019/1013</b> - Minimum time requirements for prior notification before the physical arrival of consignments by CHED Part I to CA of BCP (1 wd)
Article 62(3), 64 (2) and 64 (5)	Commission Delegated <b>Regulation (EU) 2019/1012</b> - Re-designation of BCPs, derogations from BCP requirements for imports of unprocessed logs and sawn and chipped wood
Article 64(4) and 60 (2)	Commission Implementing <b>Regulation (EU) 2019/1014</b> - BCP shall fulfill minimum requirements to be designated regarding the infrastructure, equipment and documentation - BCP facilities + listing requirements
Article 77(1)(h)	Commission Delegated <b>Regulation (EU) 2019/2074</b> - Specific official controls for animals and goods returning to the Union after refusal of entry by third country - <a href="#">32019R2074</a>
Article 77 (1)(d)	Commission Delegated <b>Regulation (EU) 2019/2125</b> - Specific official controls for wood packaging material - <a href="#">32019R2125</a>
Article 92 (4)	Commission Delegated <b>Regulation (EU) 2018/631</b> - Establishing plant EURLS - Reference laboratories for pests of plants: (1) insects and mites;(2) nematodes; (3) bacteria; (4)fungi and oomycetes; (5) viruses, viroids, and phytoplasmas - <a href="#">32019R0631</a>
Article 93	Commission Implementing <b>Regulation (EU) 2019/530</b> - Designation of EURLs for pests of plants on insects and mites (ANSES, AGES), nematodes (ANSES,ILVO), bacteria (ILVO, DIALAB, NIB), fungi and oomycetes (ANSES), viruses, viroids, and phytoplasmas (DIALAB, NIB) Appropriate level of methods of analysis, test or diagnosis, and the development of validated methods and the coordinated assistance of the official laboratories is maintained
Article 113(2)	Commission Implementing <b>Regulation (EU) 2019/723</b> - Standard model form to be used in the annual reports submitted by Member States to the Commission, by 31 August every year, on its official controls, cases of non-compliance and implementation of its multi-annual national control plan



Articles 149  
& 165

(MANCP)

Commission Delegated **Regulation (EU) 2019/2127** - Change of the date of application of certain provisions of Directives 91/496/EEC, 97/78/EC and 2000/29/EC (amendment of OCR) continue to apply until 14 December 2022- [32019R2127](#)

**Regulation (EU) 2016/2031** of the European Parliament of the Council of 26 October 2016 on protective measures against pests of plants (**Plant Health Regulation - PHR**)

Art. 6 **Priority pests List (DA)**

**Commission Delegated Regulation (EU) 2019/1702** of 1 August 2019 supplementing Regulation (EU) 2016/2031 of the European Parliament and of the Council by establishing the list of priority pests

Art. 5(2), Art.  
32(2), Art.  
37(24), Art.  
40(2), Art.  
41(2), Art.  
53(2), Art.  
54(2), Art.  
72(1), Art. 73,  
Art. 79(2), Art.  
80(2)

**Uniform conditions for the implementation of new PHR (IR)**

Commission Implementing **Regulation (EU) 2019/2072** of 28 November 2019 establishing uniform conditions for the implementation of Regulation (EU) 2016/2031 of the European Parliament and the Council, as regards protective measures against pests of plants, and repealing Commission Regulation (EC) No 690/2008 and amending Commission Implementing Regulation (EU) 2018/2019

Commission Implementing **Regulation (EU) 2020/1825** of 2 December 2020 amending Articles 7 and 8 of Implementing Regulation (EU) 2019/2072

Art. 8(5) and  
48(5)

**Movement of scientific material (DA)**

[Commission Delegated Regulation \(EU\) 2019/829](#)

**Commission Delegated Regulation (EU) 2019/829** of 14 March 2019 supplementing Regulation (EU) 2016/2031 of the European Parliament and of the Council on protective measures against pests of plants, authorising Member States to provide for temporary derogations in view of official testing, scientific or educational purposes, trials, varietal selections, or breeding

Art. 22 and 23

**Surveys on Union quarantine pests and pests provisionally qualifying as Union quarantine pests and Multiannual survey programmes and collection of information**

Commission Implementing **Regulation (EU) 2020/1231** of 27 August 2020 on the format and instructions for the annual reports on the results of the surveys and on the format of the multiannual survey programmes and the practical arrangements, respectively provided for in Articles 22 and 23 of Regulation (EU) 2016/2031 of the European Parliament and the Council

Art. 41(3) (and  
Art. 22(3) and  
Art. 52 of OCR)

Commission Implementing **Regulation (EU) 2021/127** of 3 February 2021 setting the requirements for the introduction into the Union territory of wood packaging material for the transport of certain commodities originating in certain third countries and for plant health checks on such material, and repealing Implementing Decision (EU) 2018/1137

Art. 42(2) and  
73

**High risk plants and plants exempted from PC (IA)**

Commission Implementing **Regulation (EU) 2018/2019** of 18 December 2018 establishing a provisional list of high-risk plants, plant products or other objects, within the meaning of Article 42 of Regulation (EU) 2016/2031 and a list of plants for which phytosanitary certificates are not required for introduction into the Union, within the meaning of Article 73 of that Regulation

Art. 42(6)

**Procedure for the risk assessment on high-risk plants (IA)**



Commission Implementing **Regulation (EU) 2018/2018** of 18 December 2018 laying down specific rules concerning the procedure to be followed in order to carry out the risk assessment of high-risk plants, plant products and other objects within the meaning of Article 42(1) of Regulation (EU) 2016/2031 of the European Parliament and of the Council

**Art. 45 Information to be provided to travellers and clients of postal services**

Commission Implementing **Regulation (EU) 2020/178** of 31 January 2020 on the presentation of information to passengers arriving from third countries and to clients of postal services and of certain professional operators concerning the prohibitions as regards the introduction of plants, plant products and other objects into the Union territory in accordance with Regulation (EU) 2016/2031 of the European Parliament and of the Council

**Art. 48 Plants, plant products and other objects used for official testing, scientific or educational purposes, trials, varietal selection or breeding**

**Delegated Regulation (UE) 2019/829** of 14 March 2019 supplementing Regulation (EU) 2016/2031 of the European Parliament and of the Council on protective measures against pests of plants, authorising Member States to provide for temporary derogations in view of official testing, scientific or educational purposes, trials, varietal selections, or breeding

**Art. 64(3) Specific rules for release of plants/products from quarantine stations and confinement facilities (IR)**

Commission Implementing **Regulation (EU) 2019/2148** of 13 December 2019 on specific rules concerning the release of plants, plant products and other objects from quarantine stations and confinement facilities pursuant to Regulation (EU) 2016/2031 of the European Parliament and of the Council

**Art. 83(3)** Commission Implementing **Regulation (EU) 2020/1770** of 26 November 2020 on types and species of plants for planting not exempted from the traceability code requirement for plant passports under Regulation (EU) 2016/2031 of the European Parliament and of the Council and repealing Commission Directive 92/105/EEC

**Art. 83(7) Formats of plant passports (IA)**

Commission Implementing **Regulation (EU) 2017/2313** of 13 December 2017 setting out the format specifications of the plant passport for movement within the Union territory and the plant passport for introduction into, and movement within, a protected zone

**Art.89 Criteria to be fulfilled by authorised operators to issue plant passports (DA)**

[Commission Delegated Regulation \(EU\) 2019/827](#)

Commission Implementing **Regulation (EU) 2019/1715** of 30 September 2019 laying down rules for the functioning of the information management system for official controls and its system components (the IMSOC Regulation), based on which the computerised Information Management System for Official Controls (**IMSOC**)

Commission Implementing **Regulation (EU) 2021/547** of 29 March 2021 amending Implementing Regulation (EU) 2019/1715 as regards procedures for the establishment and use of ADIS and EUROPHYT, the issuance of electronic animal health certificates, official certificates, animal health/official certificates and commercial documents, the use of electronic signatures, and the functioning of TRACES, and repealing Decision 97/152/EC (Text with EEA relevance)



## Annex 3: Agendas

### Face to face sessions (F2F)

Course 1 – General – New Plant Health Regime	Course 2 – Specific Internal Plant Movement Regime
<ul style="list-style-type: none"> <li>• <b>4 working days</b> from Monday to Friday</li> <li>• 3 full days + 2 half days</li> <li>• Arrive on Monday and depart on Friday (13h00)</li> <li>• Schedule: <ul style="list-style-type: none"> <li>➤ <b>M: 14:00 to 18h00</b></li> <li>➤ <b>T, W, Th.: 09:00 to 18:00/18:15</b></li> <li>➤ <b>F: 09:00 to 13h00</b></li> </ul> </li> <li>• 2 breaks of 30 minutes per day and a lunch break of 60 minutes. Dinner Monday to Thursday</li> </ul>	<ul style="list-style-type: none"> <li>• <b>3 working days</b> from Monday to Thursday</li> <li>• 2 full days + 2 half days</li> <li>• Arrive on Monday and depart on Thursday (13h00)</li> <li>• Schedule: <ul style="list-style-type: none"> <li>➤ <b>M: 14:00 to 18h00</b></li> <li>➤ <b>T, W: 09:00 to 18:00/18:15</b></li> <li>➤ <b>Th: 09:00 to 13h00</b></li> </ul> </li> <li>• 2 breaks of 30 minutes per day and a lunch break of 60 minutes. Dinner from Monday to Wednesday</li> </ul>



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BTSE on New Plant Health Regime  
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Training Programme C1 (F2F): General training for plant health control staff on the new EU plant health regime			
Day	Code	Title of the session	Tutors
Day 1		Registration, Opening and Welcome	Event Manager
		Course Introduction	Training Coordinator
		Pre-training test	Participants
	Module 1: Legal Framework		
	C1.L1	International and EU Legal framework	Training Coordinator
	C1.L2	Introduction to New Plant Health Regulation (EU) 2016/2031 (PHR)	Tutor 2
	C1.L3	New PHR - Introduction Better protection and proactive action	Training Coordinator
	C1.A1	Group Activity: Experience exchange	Training Coordinator
	C1.L4	Official Controls Regulation (EU) 2017/625 (OCR)	Tutor 2
	C1.L5	OCR Implementing and Delegated Acts	Training Coordinator
Day 2	Module 2: Pest Categorization & surveillance		
	C1.L6	Pest Concepts and Categorization	Tutor 3
	C1.A2	Group Activity: Priority Pest. Annual Surveillance. Simulation Exercise	Participants
	C1.L7	Surveillance	Tutor 3
	C1.A3	Group Activity: Surveillance for emergency measures, PZ	Participants
	C1.L8	Outbreaks Management	Tutor 3
	Module 3: Import controls		
	C1.L9	Import Control regime	Tutor 2
	C1.L10	Practical elements for Import control	Training Coordinator
	C1.A4	Group Activity: Case Studies	Participants
Day 3	C1.L11	Wood Packaging Material (WPM)	Presentation / Q&A
	Module 4 : Field visit - Outbreak controls		
	C1.FV1	Field Visit to an Outbreak Controls / Survey in practice site or Point of Entry	Presentations
	C1.FV2	Review of field visit and key observations	Group activity
	C1.L12	Overview Relevant HO for agriculture and horticulture	Presentation / Q&A
	C1.A5	Case Studies: Outbreaks Identification and control of HO for agriculture & horticulture	Participants
	C1.L13	Overview Relevant HO for forestry, natural environments	Tutor 4
	C1.A6	Case Studies: Outbreaks Identification and control of HO for forestry	Participants
	Module 5 : Internal movements		
	C1.L14	Internal Movement Regime	Tutor 5
Day 4	C1.L15	Internal Controls Practical	Tutor 5
	C1.A7	Group exercise: Plant Passport and Professional Operators Registration	Participants
	C1.L16	Information campaigns. Stakeholders and Citizens involvement	Training Coordinator
	Module 6 : Exports		
	C1.L17	Measures and Certification for Export	Tutor 5
	C1.A8	Group exercise: Pre-export certification between MS	Participants
	C1.L18	Notification and Information of findings	Tutor 5
	Module 7 : Sharing of experiences and summary		
	C1.A9	Sharing of experiences	Participants
	C1.L19	Summary of Course	Training Coordinator
Day 5		Post-training test	Participants
		Review and on-line evaluation	Participants
		Farewell and certificates	Event Manager

Training Programme C2 (F2F): Specific training for plant health control staff on EU internal plant movement regime			
Day	Code	Title of the session	Tutors
Day 1		Registration, Opening and Welcome	Event Manager
		Course Introduction	Training Coordinator
		Pre-training test	Participants
	Module 1: Legal Framework		
	C2.L1	International and EU Legal framework	Training Coordinator
	C2.L2	New Plant Health Regulation (EU) 2016/2031 (PHR)	Tutor 2
	C2.L3	Official Controls Regulation (EU) 2017/625 (OCR)	Training Coordinator
	C2.A1	Group Activity: Experience exchange	Participants / Tutor 1
	C2.L4	EU Internal Plant Movement Regulation Overview	Tutor 2
	Module 2: Professional Operators, Plant Passport 1		
Day 2	C2.L5	Introduction Professional Operators	Training Coordinator
	C2.L6	Registration of Professional Operators	Tutor 2
	C2.A2	Case Studies/Group exercise	Participants / Tutor 2
	C2.L7	Authorization of Professional Operators to issue PP	Training Coordinator
	C2.L8	Obligations and Control of authorised Professional Operators	Tutor 2
	C2.A3	Case Studies/Group exercise: Authorised PO verification. Withdrawal of authorisation	Participants / Tutor 2
	C2.L9	Pest risk management plans	Tutor 3
	Module 3: Plant Passport 1		
	C2.L10	Introduction Plant Passports	Tutor 4
	C2.L11	Regulated plant material	Tutor 3
Day 3	C2.A4	Case Studies/Group exercise: Plant Passport traceability requirement and verification	Participants / Tutor 2
	Module 4: Field Visit: Plant Passport 2 and Internal Control 1		
	C2-FV1	Field Visit to a Plant health office and Registered Producer facilities	Site visit / Presentation / Q&A
	C2-FV2	Review of field visit and key observations	Group activity / Tutors
	C2.L12	Use, Content and Format of the Plant Passport	Presentation / Q&A
	C2.A5	Group exercise: Plant Passport for PZ. Issuance, internal control and verification	Practical activity in working groups
	C2.L13	Internal control and inspection	Tutor 3
	Module 5: Internal Control 2, Debriefing, Conclusions and Closing		
	C2.L14	Interception & outbreaks linked with plant passporting	Tutor 4
	C2.A6	Sharing of experiences	Participants
Day 4	C2.L15	Summary of the course	Training Coordinator
		Post-training test	Participants
		Review and on-line evaluation	Participants
		Farewell and certificates	Event Manager



## **Annex 4: Training material, outcomes, and dissemination activities**

### **Training material**

Participants will receive an email prior to the course with the link to the BTSF Academy and their password to access it.

All the presentations and hands-out will be available for download from the BTSF Academy, as well as background information on the tutors' team and IT guidance documents.

At the end of the course, participants will be provided with a syllabus to facilitate the dissemination of the contents.

At the end of the last day of the training, pending their mandatory attendance to each day of the training, participants will be able to download their digital certificate of attendance.

### **Dissemination questionnaire**

The BTSF initiative is a very successful tool to disseminate knowledge and best practices between the different countries. One of the ways to reaching this objective is by fostering Member State impact dissemination activities through fine-tuning of participants selection process and using precise performance indicators to measure the outcome and impact of the training course.

Therefore, participants should be reminded that knowledge acquire during the training will be disseminated to colleagues and should have a plan for it. Copies of the materials and additional pedagogical material will be provided to participants to help them in this task.

Participants will be contacted 3 to 4 months after the training to complete an online survey indicating the dissemination actions implemented, having accepted to do so at the time of the registration in the training. Their feedback will give us information on which are the means used for transmitting the information to other colleagues or stakeholders after the training.

### **Self-assessment test**

Participants should also be reminded that a knowledge test at the beginning and at the end of the session will be performed. This test in anyway pretends to evaluate individual knowledge of participants but will serve to measure the learning impact of the training and it shall focus on the group level.

The test will be anonymous and will be composed by a set of multiple-choice questions linked to the content of the training. Participants will receive the answers after the second test, and they will be discussed in plenary.

Participants are expected to agree to carry out the above tests and to reply to the surveys and questionnaires. Participants agree to be registered in the BTSF Academy and to take a group photo of the participants and tutors at the end of the training. Videos and photo will be published in the BTSF Academy in the corresponding training course section and will be visible only to the registered participants in that training course.



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Please find more information regarding data protection in Annex 7 and through the following link:  
<https://btsfacademy.eu/training/mod/page/view.php?id=417>



## **Annex 5: Contractor contact details**

All general communications and submission of registration forms of participants will be managed centrally submitting them to the e-mail address:

**[20199603NPHR@aenor.com](mailto:20199603NPHR@aenor.com)**

**Tel.: +34 683252473**

Once it is confirmed the registration to NCPs, the registration form will be submitted to the corresponding Event Manager of the session that will lease directly with the participant and proceed with further instructions for additional information regarding logistic arrangements.

The management of the selection process and allocation of seats is a responsibility shared between NCPs and the Project Management Unit.

The places allocated to the countries will be strictly respected until the deadlines.



## Annex 6: Data protection notice

The following Data Protection Notice explains the reason for the processing of all personal data provided by the participants and how HADEA will collect and handle them ensuring their protection. It also details how that information is used and what rights the data owner may exercise in relation to the data.

1. **The personal data of the participants** is processed in accordance with Regulation (EU) No 2018/1725 on the protection of individuals with regards to the processing of personal data by the Union institutions, bodies, offices and agencies and on the free movement of such data. As the organisation of BTSF training courses implies the collection of individuals' personal data, its processing falls within the provisions of the above-mentioned Regulation.

**The data controller** of the processing operation is Head of the Health & Food Safety Unit of the European Health and Digital Executive Agency (HADEA), acting as delegated HADEA'S data controller.

Personal data is accessed by the HADEA staff involved in the management of the BTSF training courses.

The data provided will also be accessed by National Contact Points (NCPs) and by DG SANTE.

**The data processor** is AENOR, the external contractor involved in the organisation of BTSF training courses who process the participants' personal data on HADEA'S behalf.

The **legal basis** for the processing activities is Article 5(a) of Regulation EU 2018/1725 because processing is necessary for the performance of a task carried out in the public interest (or in the exercise of official authority vested in the Union institution or body)\* and Article 5(d) of Regulation EU 2018/1725 for the non-mandatory data.

2. The **purpose(s)** of this processing is the selection, enrolment, and participation in the training activities under the BTSF, as well as for statistical purposes.

In addition, data is processed for the following purposes:

- to plan and organise training activities for BTSF participants.
- to issue certificates of participation for the different training courses.
- to collect feedback from participants so that the controller can deliver better and more effective training, according to participants' needs and knowledge as well as the skills necessary for their job.
- to perform ex-post evaluation of the impact of the BTSF Initiative.

HADEA covers all needs on the treatment of information for the BTSF Initiative.

3. **The following of the participants' data are collected:**

- Name and surname.
- Date of birth.
- Gender.
- Nationality.
- ID or passport details.
- Contact details (e-mail address, telephone number, mobile telephone number, postal address, name address and phone number of the sending organisation).
- Expertise, technical skills and languages, educational background, professional experience including details on current and past employment.

These are **mandatory** data for the purpose(s) outlined above.

In addition, dietary and medical requirements (such as specific dietary requirements, severe food allergies, medical conditions requiring special attention in case of an accident) are collected. These



data can only be processed based on your explicit prior consent on the basis of Article 5.1(d) of Regulation EU 2018/1725.

Non-mandatory personal data may be collected such as photos and videos. These data can also only be processed based on their explicit prior consent on the basis of Article 5(d) of Regulation EU 2018/1725.

4. The **recipients** of the participant's personal data will be HADEA and its contractors in charge of the organisation of the training and bodies charged with monitoring or inspection tasks in application of EU law (e.g. internal audits, Court of Auditors, European Anti-fraud Office (OLAF)). The personal data will not be transferred to non-EU countries or international organisations.
5. The participant's **personal data** will be kept only for the time needed to achieve the purposes for which it is processed.  
However, we may keep information identifying them for a longer period for historical, statistical or scientific purposes with the appropriate safeguards in place.  
Reports containing personal data will be archived according to HADEA'S legal framework.
6. **The participants have the right** to access their personal data and to request their personal data to be rectified, if the data is inaccurate or incomplete; where applicable, they have the right to request restriction or to object to processing, to request a copy or erasure of their personal data held by the data controller. If processing is based on their consent, they have the right to withdraw their consent at any time, without affecting the lawfulness of the processing based on their consent before its withdrawal.  
Their request to exercise one of the above rights will be dealt with without undue delay and in any case within one month.
7. If the participants have **any queries** concerning the processing of their personal data, they may address them to Head of the Health & Food Safety Unit of the European Health and Digital Executive Agency (HaDEA) (entity acting as data controller) via: [HaDEA-BTSF-PROJECTS@ec.europa.eu](mailto:HaDEA-BTSF-PROJECTS@ec.europa.eu) or to AENOR (entity acting as data processor) via: [20199603NPHR@aenor.com](mailto:20199603NPHR@aenor.com)
8. **The participants shall have right** of recourse at any time to the HaDEA Data Protection Officer at [HaDEA-data-protection@ec.europa.eu](mailto:HaDEA-data-protection@ec.europa.eu) and to the European Data Protection Supervisor ([EDPS@edps.europa.eu](mailto:EDPS@edps.europa.eu)).

\*Act of Establishment: The COMMISSION IMPLEMENTING DECISION (EU) 2021/173, that entrusts HaDEA to group all the programmes dedicated to health and digital, including those within the Single Market Programme on Food safety, on health for humans, animals and plants along the food chain and better training for safer food.