



Organisation and implementation of training activities on

CONTRACT NUMBER 2020 96 02

ORGANISATION AND IMPLEMENTATION OF TRAINING ACTIVITIES ON

“PLANT HEALTH SURVEYS II”

under the “Better Training for safer Food” Initiative



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1. *Course objectives*

General objective

The overall objective of the Plant Health Survey Programme II is to provide a clear, comprehensive and harmonised understanding of the key elements for plant health surveillance in the EU: the new regulatory framework (new Plant Health Law and relevant implementing and delegated acts), available guidelines, recommendations and supporting tools from EFSA, relevant International Standards, new technologies for plant health surveillance and best practices for planning, executing, documenting, and reporting on surveys.

Additionally, the course will cover the application, documentation, and reporting requirements for the co-funded new Phytosanitary Programmes when these become available.

Furthermore, the Plant Health Survey Programme aims to provide knowledge and increase specific expertise in the planning, implementation, and reporting of surveys of the Union territory within the Member States competent authorities. The training intends to ensure a better knowledge and implementation of practical key elements for surveillance, disseminating best practices and enabling the exchange of experience to increase the level of expertise and harmonisation.

Specific objectives

The purpose of the training is to provide a clear and harmonised understanding of the key elements of the relevant EU regulatory framework and International Standards, as well as best practices for planning, executing, and reporting surveys, to allow efficient, effective, and early pest detection supported by the administrative and financial resources that the EC make available.

To ensure that effective and efficient surveillance is carried out by all Member States in a harmonised way, the course aims at:

- Building capacity at national level for the planning and implementation of plant health surveys.
- Improving knowledge of the new PHR and Financial Framework, EFSA surveillance toolkit, relevant international standards, and new technologies
- Developing specific skills, through training, site visits and the exchange of experience and best practices.
- Ensuring the new skills, knowledge and best practices learned are disseminated effectively within Member States.



- Addressing practical real situation and examples through carefully composed case studies and practical activities.
- Identifying gaps in knowledge and skills that need to be filled. Receiving feedback on challenges at national level and future capacity building needs related to survey programmes and ensure effective and reliable surveys.
- Providing opportunities for partnership to be built with a view to strengthening plant health systems.

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, updating their knowledge of EU plant health survey legislation, guidelines, survey methodologies in their sector and bringing examples of their national practices and communication materials.

2. Selection criteria for participants

The training program is opened to participants whose application form is submitted by the corresponding BTSF National Contact Points, following the selection process described in the following paragraph.

The training course is mainly addressed to senior officers and experienced representatives from NPPOs involved in surveys, but also other services involved in surveys (foresters, official controls authorities, phytosanitary inspectors) to keep them up to date with all aspects of the EU law on plant health surveys and ensure strengthening of the knowledge and exchange of best practices between the participants. The programme is also addressed to experienced staff responsible for planning, conduct, analysis, and reporting of surveys, from EU Member States, as well as candidate, potential candidates, and EFTA/EEA countries.

Participants to all courses should:

- Have the capacity to work and make interventions in English language.
- Be committed to disseminating the knowledge gained (courses, workshops, articles, blogs) in the short medium term once the training ends. Guidance on how to disseminate the knowledge will be provided during the sessions, and a follow up questionnaire will be performed to participants attending.

The selection of appropriate participants has a direct impact on the training session. Similar level of knowledge among them, with the possibility to have proactive 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.

In any case, you will be able to check the main data of the project, related to dates and locations, at the [BTSF ACADEMY](#) website. The website will be regularly updated with details of forthcoming courses.

3. Country allocations

Regarding the **7 first training sessions** that will be implemented during the **first quarter of 2024**, 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 and 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. But we would like to underline that each **NCP can send up to 2 registration forms per session**.

Table 1: Distribution of seats among the countries invited



Plant Health Surveys - Phase II											
Country	Foreseen plances S1 - S10	Naples, Italy	Munich, Germany	Athens, Greece	Riga, Latvia	Malaga or Alicante / Spain	Italy	Italy or France	Athens, Greece	Munich, Germany	Malaga or Alicante / Spain
		<i>Bactrocera dorsalis</i>	<i>Aromia bungii</i>	<i>Spodoptera frugiperda</i>	<i>Agrilus planipennis</i>	Vectors of citrus greening - Huanglongbing disease (<i>Trioza erytreae</i> and <i>Diaphorina citri</i>) - <i>Candidatus liberibacter</i>	<i>Popillia japonica</i>	<i>Bactrocera dorsalis</i>	<i>Spodoptera frugiperda</i>	<i>Aromia bungii</i>	Vectors of citrus greening - Huanglongbing disease (<i>Trioza erytreae</i> and <i>Diaphorina citri</i>) - <i>Candidatus liberibacter</i>
		30/01/2024	27/02/2024	09/04/2024	04/06/2024	01/10/2024	05/11/2024	10/12/2024	04/02/2025	25/03/2025	06/05/2025
		02/02/2024	01/03/2024	12/04/2024	07/06/2024	04/10/2024	08/11/2024	13/12/2024	07/02/2025	28/03/2025	09/05/2025
1 Austria	9	1	1		1	1	1	1	1	1	1
2 Belgium	9	1	1		1	1	1	1	1	1	1
3 Bulgaria	9		1	1	1	1	1	1	1	1	1
4 Croatia	8	1	1	1	1	1	1	1	1		
5 Cyprus	9		1	2		1	1	1	2		1
6 Czech Republic	10	1	1	1	1	1	1	1	1	1	1
7 Denmark	9	1	1	1	1	1	1	1		1	1
8 Estonia	7	1	1		1		1	1		1	1
9 Finland	6	1	1		1		1	1		1	
10 France	11	1	1	1	1	1	1	1	1	1	2
11 Germany	10	1	1	1	1	1	1	1	1	1	1
12 Greece	11	1	1	1		2	1	1	2	1	1
13 Hungary	10	1	1	1	1	1	1	1	1	1	1
14 Ireland	9	1	1	1	1	1	1	1		1	1
15 Italy	12	1	1	1	1	1	1	1	2	1	2
16 Latvia	7	1	1		1		1	1		1	1
17 Lithuania	7	1	1		1		1	1		1	1
18 Luxembourg	2						1			1	
19 Malta	6			1		1	1	1	1	1	
20 Netherlands	10	1	1	1	1	1	1	1	1	1	1
21 Poland	10	1	1	1	1	1	1	1	1	1	1
22 Portugal	11	1	1	1	1	1	1	1	1	1	2
23 Romania	7	1		1		1	1	1	1	1	
24 Slovakia	8	1	1	1	1	1	1	1		1	
25 Slovenia	10	1	1	1	1	1	1	1	1	1	1
26 Spain	13	1	1	1	1	2	1	1	2	1	2
27 Sweden	7	1	1	1	1		1	1		1	
Member States	237	23	24	21	22	23	27	26	22	25	24
28 Albania	6	1		1		1	1		1		1
29 Bosnia-Herzegovina	7			1	1		1	1	1	1	1
30 Moldova	5	1		1	1		1		1		
31 Montenegro	6			1	1	1	1		1	1	
32 North Macedonia	6	1	1	1		1			1		1
33 Serbia	6	1	1	1		1		1		1	
34 Turkey	6			1	1	1			1	1	1
35 Ukraine	2				1					1	
Candidate Countries	44	4	2	7	5	5	4	2	6	5	4
36 Iceland	1				1						
37 Norway	4	1	1		1						1
38 Northern Ireland (UK)	5	1	1	1		1			1		
EFTA & EAA	10	2	2	1	2	1	0	0	1	0	1
39 Georgia	4		1	1		1			1		
40 Kosovo	5	1		1	1				1		1
Potential Candidate Countries	9	1	1	2	1	1	0	0	2	0	1
TOTAL PARTICIPANTS	300	30	29	31	30	30	31	28	31	30	30



4. Training dates

Seven F2F training session will be delivered between January and December 2024 with approximately 30 people in each session. The locations must still be decided.

When the participants register, they commit themselves to attend the complete training session and to actively participate during activity groups and practical sessions.

Table 2: Training dates for 2024

Year	Training session	Proposed dates	Location	Pest objective of the site visit	Deadline for registrations of participants
2024	Session 1	30/01/2024 02/02/2024	Naples, Italy	<i>Bactrocera dorsalis</i>	20-12-2023
	Session 2	27/02/2024 01/03/2024	Munich, Germany	<i>Aromia bungii</i>	15-01-2024
	Session 3	09-12/04/2024	Athens, Greece	<i>Spodoptera frugipeda</i>	26-02-2024
	Session 4	04-07/06/2024	Riga, Latvia	<i>Agrilus planipennis</i>	22-04-2024
	Session 5	01-04/10/2024	Malaga or Alicante, Spain (to be confirmed)	Vectors of citrus greening	26-08-2024
	Session 6	05-08/11/2024	Italy (to be confirmed)	<i>Popillia japonica</i>	23-09-2024
	Session 7	10-13/12/2024	Italy or France (to be confirmed)	<i>Bactrocera dorsalis</i>	28-10-2024



Annex 1: Background and main topics covered in training

Background

The world's population is expected to grow to almost 10 billion by 2050, boosting agricultural demand. Plants account for over 80% of the human diet and as such, they are essential for food security and food availability. Plant pests and diseases pose a threat to food security for their ability to damage crops, thus reducing the availability and access to food. Nowadays agriculture faces an alarming increase in the number and intensity of outbreaks of transboundary HO. Plant health is clearly an issue of major interest for agri-food production at all the levels. The importance and the need for a strong control and regulation in plant health has been revealed even more strongly in recent years.

In the EU, plant health is a key factor for sustainable and competitive agriculture, horticulture, and forestry. Today, the EU is the largest importer and exporter of agri-food products in the world. The EU plant health rules aim to protect European agriculture and forestry by preventing the entry and spread of foreign pests. Apart from its intrinsic mission and competence, the current context set up a scenario where several global challenges such as globalization or trade will need to be faced and seriously considered. Thus, **control and surveillance of plant pests** has become extremely important.

Surveillance is essential in plant protection. Article IV of the International Plant Protection Convention (IPPC) prescribes general provisions for the organizational arrangements for national plant protection and specifically states that the responsibilities of an official national plant protection organization shall include the surveillance of growing plants and plant products with the object of reporting the occurrence, outbreak and spread of pests.

The spread of highly contagious transboundary diseases is also linked to plant health. Destruction of natural habitats and ecosystems has left both plant life and human life exposed. Plants are our main source of food and nutrition keeping us alive and increasing our system immunity.

The European Commission (EC) is bringing efforts by different ways to contribute to the establishment and proper implementation of the new Plant Health Regime (PHR) and all its associated activities. Among these initiatives, the BTSF programme aims to train, harmonize and exchange knowledge on Plant Health among MS. In the framework of the BTSF initiative several learning activities have been specifically addressed Plant Health issues including topics related to surveys. The present project provides specifically detailed training on the main elements for planning, conducting, and reporting surveys.



Main topics covered in the training

The main objective of the training is to provide a clear, comprehensive, and harmonised understanding of the key elements for plant health surveillance in the EU. It also aims to increase the participant's knowledge and provide a common and unambiguous understanding of EU legislation with regards to surveillance and its' correct and harmonized implementation across the EU. Furthermore, it should allow the exchange of information and experience amongst MS and increase the efficacy of plant health surveys in.

To reach the indicated objectives and results, the following topics, among others, will be addressed:

- Relevant EU legislation, including the EU policy context, Financial Regulations and delegating and implementing acts covering survey requirements.
- International Standards for Phytosanitary Measures (ISPMs) and European Plant Protection Organisation (EPPO) standards.
- EFSA's survey toolkit and guideline documents: pest survey cards and story maps. Statistical tools for survey design and data requirements, practical cases. Hands-on training on RiBESS+ tool.
- Establishing the survey plan: definition of the objective and scope, timing, statistical basis and principles for surveys, best practice for surveys, documentation, and reporting.
- Pest-specific surveillance: detection, delimiting and monitoring surveys.
- Format for the annual report on the results of surveys according to the Imp. Regulation (EU) 2020/1231: template and reporting instructions. Practical example – template for reporting on annual surveys.
- Planning of resources, training and guidelines for staff performing surveys.
- Best practices for implementation of surveys, including methods for inspection, use of trappings, fixed observation points, mapping and GIS or GPS data, inspection, sampling, and laboratory methods.
- New available surveillance technologies, e.g., remote sensing, drones, nano-sensors for real-time plant health monitoring and other computer tools.

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

In October 2016, the European Parliament and the Council adopted Regulation (EU) 2016/2031 on protective measures against plant pests (“Plant Health Law”). On 13 December 2016, the Regulation entered into force and will be applicable from 14 December 2019, together with some implementing and delegated acts. This regulation strengthened the import requirements for better prevention of introduction of new pests. It also set out requirements for establishment of the National survey programme, providing obligation to carry out risk-based surveys on Union quarantine pests and pests provisionally qualifying as Union quarantine pests. Such approach will ensure early detection of pests in EU.

An overview of the legislation that will be mentioned during the course is the following:

- Regulation (EU) 2016/2031 of the European Parliament of the Council of 26 October 2016 on protective measures against plant pests - Surveillance in the new Plant Health Law: Art. 22, 23, 24
- New Plant Health Regulation
- 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 of the European Parliament and the Council.
- Union Quarantine Pests and pests subject to the measures (Art. 29, Art. 30)
- Other delegated and Implementing Acts of importance covering survey requirements.
- Relevant international Standards for Phytosanitary Measures (ISPM): ISPM 4 (establishment and use of pest free areas), ISPM 6 (Guidelines for surveillance), ISPM 8 (Determination of pest status in an area).
- Food safety in the future EU budget (2021-2027).



Annex 3: Agenda

Course on Plant Health Surveys
<ul style="list-style-type: none">• 3 working days from Tuesday to Friday• 2 full days + 2 half days• Arrival on Tuesday morning and departure on Friday after the end of the course (13h00)• Schedule:<ul style="list-style-type: none">➤ Tuesday: 16h00 to 19h30➤ Wednesday and Thursday: 09h00 to 18h00➤ Friday: 09h00 to 13h00• 2 breaks of 30 minutes per day and a lunch break of 60 minutes.• Dinner Tuesday to Thursday

When the participants register, they commit to attend the complete training session and to actively participate during activity groups and practical sessions.



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 provided by the team at BTSF Academy platform.

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.

Additionally, after the end 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

BTSF initiative is a very successful tool to disseminate knowledge and best practices. Nevertheless, according to the general evaluation on effectiveness and efficiency of BTSF, it has been recommended to expand further BTSF. One of the ways to reaching this objective is by fostering Member State impact dissemination activities through fine-tuning of participants selection process and developing a more precise performance indicators to measure the outcome and impact.

With the aim to better respond to this requirement, the present program foresees two actions:

- All participants will receive the training material in advance of the training. The material will include additional pre-recorded material for offline studies. Preparatory videos will introduce the specific topic and provide background information to participants.
- Two to three months after the respective training session, participants will receive a standard questionnaire requesting information on the dissemination activities of the participant after the training, and details on differences in the approach adopted in day-to-day work following 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 is not intended 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 agree to be recorded during Classroom Training sessions 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.

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

The project is managed by AENOR. The project management Unit is the following:

- Project Manager: Monica Zabala
- Training Coordinator of the course: Ringolds ARNITIS
- Event Manager: Jennifer Álvarez

All official communication between National Contact Points and the project will be maintained through the functional e-mail address 20209602PHS@aenor.com or by phone to + 34 680 169 119.

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.

The updated information can be found in [BTSF Academy](#) and in AENOR BTSF projects' website <http://btsf-aenor.com/> The website will be regularly updated with details of forthcoming courses.



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.

6. **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 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.

7. 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.

8. 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.
9. 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.

10. **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.

11. 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 Health and Digital Executive Agency (HaDEA) (entity acting as data controller) via: hadea-btsf-projects@ec.europa.eu or to AENOR (entity acting as data processor) via: 20209602PHS@aenor.com
12. The **participants shall have right** of recourse at any time to the HaDEA Data Protection Officer at HaDEA-data-protection@ec.europa.eu and to the European Data Protection Supervisor (EDPS@edps.europa.eu).