



Funded by
the Better Training for Safer Food
Initiative of the European Union

Information to NCPs & Participants – 2013-2014

BETTER TRAINING FOR SAFER FOOD

TRAINING COURSES ON “PLANT PROTECTION PRODUCTS”

PROGRAMME 2013-2014

22 FEBRUARY 2013

INFORMATION TO NATIONAL CONTACT POINTS & PARTICIPANTS

AINIA CONSORTIUM:



PARTNERS OF AINIA:



**AGRICONSULTING
EUROPE S.A**





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The present Plant Protection Products programmes runs over 2013 and 2014. The information mainly concerns the year 2013; updated information for the year 2014 will be send no later than December 2013.

1. GENERAL INFORMATION ON THE TRAINING

1.1 Objectives

The **General objective** of the present courses is to ensure a high level of consumer protection throughout the EU internal market and to maintain normal market conditions by the implementation of efficient, objective and adequate official controls. This objective is achieved by training the staff of the competent authorities, thus contributing to a high level of expertise and competence.

The specific objectives of course 1 are:

- provide clear administrative procedures involved in compliance checking
- provide clear instruction on the scientific principles and procedures to be adopted in compliance checking
- work through practical examples to try to reduce the backlog of work that exists in new Member States and to improve the work sharing between all Member States with regard to the increased work load after the decisions taken in the last years
- discuss and evaluate in depth the risk envelope approach to verify its possible consistent and efficient applicability
- further develop procedures for zonal system.

The specific objectives of course 2 are:

- to improve the participants knowledge on current and future EU legislative framework of control on use and marketing of plant protection products
- to present analyses of environmental and health policies and legislative provisions which directly or indirectly are related to the use and marketing of plant protection products control systems
- to present the structure of the national control systems for use and marketing of plant protection products and coordination with competent authorities of other related areas of control such as control of MRLs in food of plant origin;
- to provide an overview of the national control activities of use and marketing of plant protection products
- to provide an overview of the infringements occurred and follow-up of infringements in the national Penalties systems.



1.2 Subjects covered

The **activities** to be implemented in the framework of the present project include during 2013 and 2014:

1. The development and implementation of **six 5-day** (3 full days and two half days) workshops on the evaluation and registration of plant protection products (**Course 1**) for a total of **240 participants**;
2. The development and implementation of **four 4-day** (2 full days and two half days) workshops on the control of use and marketing of plant protection products (**Course 2**) for a total of **160 participants**.

All sessions will be held in English.

1.3. Location of the courses

Each type of course will be organised in one location,

- Course 1 “Evaluation and registration of Plant Protection Products”: Budapest (Hungary)
- Course 2 “Control on use and marketing of Plant Protection Products”: Valencia (Spain)

1.4. Dates of sessions for 2013

The dates for the sessions of each course in 2013, their locations as well as the corresponding datelines for applications are provided in the following table.

Training session	Dates	Location	Dateline for applications
Session 1, Course type 2 (AINIA)	09 th – 12 th April 2013	Valencia	7 th March 2013
Session 2, Course type 1 (AESAs)	20 th -24 th May 2013	Budapest	8 th April 2013
Session 3, Course type 1 (AESAs)	16 th -20 th September 2013	Budapest	28 th June 2013
Session 4, Course type 2 (AINIA)	15 th – 18 th October 2013	Valencia	28 th June 2013
Session 5, Course type 1 (AETS)	11 th – 15 th November 2013	Budapest	28 th June 2013



Participants are requested to arrive during the morning of the course beginning and leaving after the end of the corresponding course.

Note that the datelines for applications are in general 1 month before starting date of the corresponding course.

However, should you have already identified your participant; we encourage you to send the registration forms before the datelines.

1.5. Project management

Logistical arrangements for each training course will be handled by different event managers. All correspondence relevant to each training session should therefore be directed to the concerned Event Manager.

Training session	Location	Implementing partner	Responsible Event Manager	Contact Data
Session 1: Course type 2	Valencia	AINIA	Mr. Carlos García	lexainiaint@ainia.es Tel. +34 961 366 090 Fax. +34 961318008
Session 2: Course type 1	Budapest	AESA	Mrs. María Domenica Ciamillo Mr. Pablo Gómez	M.CIAMILLO@aesagroup.eu P.GOMEZ@aesagroup.eu el: +32 (2)7884861 Fax: +32 (2)7364970 lexainiaint@ainia.es
Session 3: Course type 1	Budapest	AESA	Mrs. María Domenica Ciamillo Mr. Pablo Gómez	M.CIAMILLO@aesagroup.eu P.GOMEZ@aesagroup.eu Tel: +32 (2)7884861 Fax: +32 (2)7364970 lexainiaint@ainia.es
Session 4: Course type 2	Valencia	AINIA	Mr. Carlos García	lexainiaint@ainia.es Tel. +34 961 366 090 Fax. +34 961318008
Session 5: Course type 1	Budapest	AETS	Mr. Renaud Hecklé	Renaud.heckle@aets-consultants.com +33 (0)5 59 72 43 23 lexainiaint@ainia.es



1.6. Support provided by the project

- **Travel**

For each supported participant, the project will reimburse (upon provision of an original receipt from a travel agency or airline company - electronic tickets will not be considered as original documents) or will provide a return flight ticket - in economy class - using the most direct route.

Transfers from home to the airport will not be refund, unless both ways are longer than 200 km.

For participants from third countries, the project will also reimburse visa costs upon provision of the original receipts by the participants for the incurred expenses.

Upon arrival, transfer from the airport to the hotel will be arranged by the event managers, as well as the transfer from the training site to the airport on the last day of the training.

The project also provides health and repatriation insurance for all the trainees.

- **Accommodation**

The project will provide full-board accommodation for subsidized trainees for the period of the training:

- Participants will land at Valencia international airport during the morning of the first day of the training for course 2 and will arrive in Budapest during the morning of the first day of the training or on the night before (depending on flight availability) for course 1.

- from the 1st to 4th or 5th day of the training (depending on the length of the course): full board accommodation including breakfast, 2 coffee breaks, lunch, dinner and room charge (single occupancy)

- on the last day of the training: breakfast, 1 coffee break and lunch for participant departing before 19:00. Special arrangements will be done for those departing later due to travel constraints.

- **Training courses**

The following costs related to the implementation of the training courses will be covered by the project:

- Access to fully equipped meeting rooms
- Transportation to the training centre
- Transportation to the visited establishments
- The project will also provide the following material:
- Stationary (notepad, pen, notepad-holder),
- A folder including hand-outs of all the lectures,
- USB key containing all the training material in electronic version
- Security and safety equipment (hygiene kit, helmets)



2. SELECTION PROCESS

2.1. Invited countries

The present training programme is open to EU Member States, Candidate Countries, EEA Countries and several Third Countries. The expected attendance is 240 trainees over the 2 years for course 1 (204 from EU member states and candidate countries, 6 from EEA/EFTA Countries, 30 from other Third Countries). And the expected attendance for course 2 is 160 trainees over two years (136 from EU member states and candidate countries, 4 from EEA/EFTA Countries, 20 from other Third Countries).

40 trainees per session are expected to participate in both courses 1

For Course 1 “Evaluation and registration of Plant Protection Products”, the number of attendees over two years respects the following principles:

- 3 attendees from Austria, Belgium, Cyprus, Czech Republic, Denmark and Serbia.
- 2 attendees from Estonia, Finland, Croatia, Iceland, FYROM, Montenegro and Turkey.
- 4 attendees from Latvia, Lithuania, Luxemburg, Malta and Slovakia.
- 5 attendees from Greece and Portugal.
- 6 attendees from Ireland, Slovenia and Sweden.
- 11 attendees from Italy
- 13 attendees from Hungary
- 14 attendees from France, Germany, Netherlands, Poland, Spain and United Kingdom.
- 8 attendees from Bulgaria and Romania.
- 6 attendees from EFTA and EEA countries
- 30 attendees from ENPs and other Third Countries.

For Course 2 “Control of use and marketing of Plant Protection Products”, the number of attendees over two years respects the following principles:

- 3 attendees from Belgium, Cyprus, Greece, Portugal and Denmark.
- 1 attendee from Austria and Czech Republic.
- 2 attendees from Estonia, Finland, Latvia, Lithuania, Luxemburg, Malta, Slovakia, Croatia, Iceland, FYROM, Montenegro and Turkey.
- 4 attendees from Bulgaria, Ireland, Slovenia and Sweden.
- 6 attendees from Romania.
- 8 attendees from Netherlands, Germany and Poland
- 9 attendees from Hungary and Italy
- 8 attendees from Bulgaria and Romania.
- 10 attendees from France, Spain and United Kingdom.
- 4 attendees from EFTA and EEA countries
- 20 attendees from ENPs and other Third Countries.

For the purpose of mixing trainees of different origins in each session, an indicative table of invited countries per session is provided in Annex 1. This table may be updated during the project according to the organisation of the sessions on specific courses.



2.2. Selection criteria

The training programme is open to participants whose application was received from BTSF National Contact Points of their country – through the selection process described hereunder.

The profiles of the applicants should respect the following criteria:

- **Relevancy to daily work:** participants should in priority be staff of Competent Authorities, with a position related to Official Controls. For instance, participants for Course 1 workshops should come from organizations responsible for evaluating pesticides approvals and participants for Course 2 workshops should come from organizations responsible for control of use and marketing of plant protection products.
- **Sufficient level of language:** in order to ensure the transfer of knowledge and opportunities to exchange views, participants should master the language of the training session (English) for which they applied.
- **Ability to share their experience:** priority will be given to participants whom the position will allow to share with colleagues the outputs of the training sessions.

Priority will be given to the applications received before the datelines, from the countries invited in the session. However to ensure some flexibility in the application process, some applications from the reserve lists will be accepted in each session if necessary.

2.3. Process to be followed

The selection process is carried out jointly by the National Contact Point of the beneficiary country and the concerned Event Manager indicated in section 1.5 of this document.

- **Tasks entrusted upon the NCP**

The National Contact Points are basically requested to:

- a) consider the number of participants to be supported by the project at each session for each type of course, according to the information provided by the Event Manager.
- b) Select participants complying with the above mentioned selection criteria and request them to return a registration form using the templates provided for each training session.
- c) Send the registration forms to the relevant Event Manager at the latest by the dates indicated in section 1.4 for the relevant training and ensuring that the recommendations outline in **Annex 3** are followed.

- **Tasks entrusted upon the Event Manager**

The Event Manager will verify the compliance of proposed participants with the selection criteria on the basis of the CVs and inform the NCP accordingly if the application can be accepted. It is therefore advisable to make sure that information in the registration form accurately reflects the adequacy of the profile of the participants with the selection criteria.



3. ORGANISATION OF THE TRAINING SESSIONS ON “PLANT PROTECTION PRODUCTS”

3.1. Programme of the courses

The programme of the Training is organized on two different types of actions (Course 1 and Course 2). Course 1 five days (two half days and three full days) and it includes both tutors presentations and working groups.

Day 1	Day 2 To 4	Day 5
Arrival and opening ceremony Legal framework	Practical work on documents Focused lectures	Advanced themes / opening perspectives Conclusion, closing ceremony and departure

Table: Logical progression of the training course 1

Course 2 four days (two half days and two full days) and it includes both tutors presentations and working groups.

Day 1	Day 2	Day 3	Day 4
Arrival and opening ceremony Legal framework	Practical work on documents Focused lectures	Practical work on documents Focused lectures Visit to PPP selling point company.	debriefing / opening perspectives Conclusion, closing ceremony and departure

Table: Logical progression of the training course 2

The detailed programmes are provided in **Annex 4**

3.2. Technical content

To start the workshop, objectives and implementation of the BTSF programs are going to be shortly explained and the general EAHC film about BTSF program is going to be showed.

- The content of the sessions has been specifically designed according to the type of public which is being targeted. The tentative programme of the first session is in Annex 4.
- The sessions have been planned so as to address in priority a public of competent authorities' staff in charge of the design and implementation of the official controls on Plant Protection Products, official staff in charge of evaluation and registration PPP, official staff in charge of control of use and marketing PPP. With a view not to recall the basic elements of the legislation, but with the objective to provide opportunities for discussions and exchanges of views on specific elements of the legislation using examples and real cases observation.
- The second essential technical orientation given to these sessions is that the majority of tutors used will be active officers of Member States



Competent Authorities. This will ensure that participants are put in situations of exchange with colleagues to discuss and obtain training (where appropriate) on matters related to the organisation of official controls.

- The training will comprise presentation/discussion sessions, working groups on case studies and round tables.

Pedagogical tools implemented are:

- Preparation of participants before the session: a questionnaire is sent to each participant at least one week before the event. Questions are about any particular problems they faced in their country and any specific issues concerning the implementation of legislation they would like to discuss during the workshop (for example, new results of investigations). The objective of that questionnaire is to allow tutors to better know trainees' expectations and to better target practical exercises.
- Alternately, balanced theoretical and practical sessions (in working groups), in order that trainees understand well theory and its implementation.
- Periods dedicated to Questions/Answers in order to implement a fluent discussion between tutors and trainees
- Periods dedicated to share experiences between participants

3.3. Training sites in 2013

In order to ensure a smooth logistic to support the technical part of the training, the Consortium has identified 2 venues on the basis of the following criteria:

- Easy access to an international airport
- Availability of hotels of a suitable standard
- Availability of meeting rooms, fully equipped and of suitable size
- Possibility to organise sightseeing or other cultural events to promote the networking among participants and tutors.

- **Course 1** "Evaluation and registration of Plant Protection Products" : 3 sessions of **5 days** will be held in Budapest in 2013



2 training sessions will be organised by AESA and 1 by AETS.

Participants will arrive in Budapest during the morning of the first day of the training or on the night before (depending on flight availability). Transfer from the airport to the hotel will be arranged by the event manager and it will take about 20-30 minutes.



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The participants will be accommodated and the training will be hosted in the premises of **Mercure Budapest Korona hotel** www.mercure-budapest-korona.com

The hotel address is Kecskeméti utca 14, 1053,
Budapest
Phone: +36 1 486 8800
Fax: +36 1 486 8915
Email: h1765-sb4@accor.com



The 4 star Mercure Budapest Korona hotel is located at in the downtown at the entrance of the new Main Street of Budapest. The hotel is well reachable by public transport and has an easy access from Budapest Ferihegy airport.

The Mercure Budapest Korona hotel is an ideal location for small and medium size events which are prepared and organised with special care and precision. The hotel has 8 air-conditioned meeting rooms with natural daylight, and capacity up to 110 Persons.

- **Course 2 "Control on use and marketing of plant protection products":** 2 sessions of 3 days will be held in Valencia in 2013

The training sessions in Valencia will be organized by AINIA, and in particular by Mr. Carlos García, who will be the Event Manager. Participants will land at Valencia international airport during the morning of the first day of the training. Transfer from the airport to the hotel will be arranged by the event manager and it will take about 20-30 minutes. The nearest airport is situated 8 km. west of the city, in the city limits of Manises. There are a frequent bus-service from the terminal to the city centre, metro line and taxi-service.

The participants will be accommodated and the training will be hosted in the premises of Barceló Valencia Hotel **** <http://www.barcelo.com>

Barceló Valencia hotel**** is situated right in the centre of the City of Arts and Sciences, opposite the Palacio de las Artes Reina Sofía, a building which was designed by the renowned architect Santiago Calatrava, and situated in one of the most modern and attractive areas of the city of Valencia. This four star hotel allows to enjoy all the leisure and business opportunities that Valencia has to offer.

The hotel has spacious rooms for conferences and meetings. And, most importantly, the hotel is only 20 minutes away from the Valencia Trade Fair, the Conference Centre and the city airport.

The Hotel address is:



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Hotel BARCELÓ VALENCIA

Av. Francia, 11
46023 - Valencia España
Tel. +34 96 330 63 44
Fax. +34 96 330 68 31



Attendance should be approximately 40 participants for each session. An estimated total number of 400 participants (240 Course type 1 + 160 Course type 2) will be trained, from EU Member States, Candidate Countries and EFTA & EEA countries and some ENP countries. Details can be seen in **Annex 1**.



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ANNEX 1: LIST OF INVITED COUNTRIES PER SESSION

Organisation of Training Courses on PLANT PROTECTION PRODUCTS 2013						
Contract n° (EAHC) 2011 96 10						
Allocation of Support to Beneficiary Countries - Number of supported participants per session						
2013						
Sessions		S.1 VALENCIA	S.2 BUDAPEST	S.3 BUDAPEST	S.4 VALENCIA	S.5 BUDAPEST
Dates		09-12 April	20-24 May	16-20 September	15-18 October	11-15 November
1	Austria	1		1		
2	Belgium		1		1	1
3	Bulgaria	1	1	2	1	1
4	Cyprus		1		1	1
5	Czech Republic	1		1		
6	Denmark		1		1	1
7	Estonia				1	1
8	Finland		1		1	
9	France	3	3	2	2	2
10	Germany	3	3	3	1	1
11	Greece	1	1	1		1
12	Hungary	2	3	2	1	3
13	Ireland	1	1	1	1	1
14	Italy	3	2	1	2	2
15	Latvia			1	1	1
16	Lithuania	1		1		1
17	Luxembourg			1	1	1
18	Malta	1		1		1
19	Netherlands	2	2	3	2	2
20	Poland	2	2	3	2	2
21	Portugal	1		1	1	1
22	Romania	1	2	1	2	1
23	Slovakia			1	1	1
24	Slovenia	1	1	1	1	1
25	Spain	3	3	2	2	2
26	Sweden	1	1	1	1	1
27	UK	2	3	2	3	2
Acceding Countries						
28	Croatia	1				1
Candidate						



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Countries						
29	Iceland		1		1	
30	FYROM	1			1	
31	Montenegro		1		1	
32	Serbia	1		1		
33	Turkey				1	1
TOTAL MS + CC		34	34	34	34	34
EFTA and EEA Countries						
34	Norway	1			1	
35	Liechtenstein			1		
36	Switzerland		1			1
TOTAL EFTA & EEA		1	1	1	1	1
ENP and other Third Countries						
37	Egypt		1		1	1
38	Moldova	1		1		1
39	Morocco	1		1	1	1
40	Russian Federation	1	1	1		1
41	Ukraine	1		1		1
42	Jordan Reserve		1		1	
43	Perú Reserve	1		1		
44	Mexico Reserve		1		1	
45	Tanzania Reserve		1		1	
TOTAL THIRD COUNTRIES		5	5	5	5	5
GRAND TOTAL		40	40	40	40	40



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Organisation of Training Courses on PLANT PROTECTION PRODUCTS 2014						
Contract n° (EAHC) 2011 96 10						
Allocation of Support to Beneficiary Countries - Number of supported participants per session						
		2014				
Sessions		S.6 BUDAPEST	S.7 VALENCIA	S.8 BUDAPEST	S.9 BUDAPEST	S.10 VALENCIA
Dates		FEBRUARY	APRIL	MAY	JUNE	JULY
Member States						
1	Austria	1		1		
2	Belgium		1		1	1
3	Bulgaria	1	1	2	1	1
4	Cyprus		1		1	1
5	Czech Republic	1		1		
6	Denmark		1		1	1
7	Estonia				1	1
8	Finland		1		1	
9	France	3	3	2	2	2
10	Germany	3	3	3	1	1
11	Greece	1	1	1		1
12	Hungary	2	3	2	1	3
13	Ireland	1	1	1	1	1
14	Italy	3	2	1	2	2
15	Latvia			1	1	1
16	Lithuania	1		1		1
17	Luxembourg			1	1	1
18	Malta	1		1		1
19	Netherlands	2	2	3	2	2
20	Poland	2	2	3	2	2
21	Portugal	1		1	1	1
22	Romania	1	2	1	2	1
23	Slovakia			1	1	1
24	Slovenia	1	1	1	1	1
25	Spain	3	3	2	2	2
26	Sweden	1	1	1	1	1
27	UK	2	3	2	3	2
Acceding Countries						
28	Croatia	1				1
Candidate Countries						
29	Iceland		1		1	
30	FYROM	1			1	
31	Montenegro		1		1	
32	Serbia	1		1		
33	Turkey				1	1



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TOTAL MS + CC		34	34	34	34	34
EFTA and EEA Countries						
34	Norway	1			1	
35	Liechtenstein			1		
36	Switzerland		1			1
TOTAL EFTA & EEA		1	1	1	1	1
ENP and other Third Countries						
37	Egypt		1		1	1
38	Moldova	1		1		1
39	Morocco	1		1	1	1
40	Russian Federation	1	1	1		1
41	Ukraine	1		1		1
42	Jordan Reserve		1		1	
43	Perú Reserve	1		1		
44	Mexico Reserve		1		1	
45	Tanzania Reserve		1		1	
TOTAL THIRD COUNTRIES		5	5	5	5	5
GRAND TOTAL		40	40	40	40	40



ANNEX 2: REGISTRATION FORM: TEMPLATE

REGISTRATION to Workshops on Control on Plant Protection Products.

ONLY TYPED REGISTRATION FORMS WILL BE ACCEPTED. Participant information must be correct according to his/her passport

TEMPLATE OF REGISTRATION FORMS FOR PARTICIPANTS

CURRICULUM VITAE

Gender	Mr. <input type="checkbox"/> Mrs. <input type="checkbox"/> Ms <input type="checkbox"/>
1. Family name:	
2. First names:	<i>As it appears on the passport</i>
3. Date of birth:	
4. Nationality:	
5. PASSEPORT N°:	

6. Education:

Institution (name and country):	From... To...	Degree(s) or Diploma(s) obtained:

7. Language skills: (1=fluent; 2=working knowledge, 3=basic)

Language	Reading	Speaking	Writing
English			

8. Present position (as it will appear in the list of participants of the workshop):

9. Years of experience in the field of work: years

10. Motivation for participation:

11. Professional Experience: (*latest position occupied starting by the present one*)

From... to...	Institution or Company	Position	Description

Select (X) Only One Session

Year 2013

April 9-12 2013	May 20-24 2013	September 16-20 2013	October 15-18 2013	November 11-15 2013
Valencia	Budapest	Budapest	Valencia	Budapest
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Year 2014

February 2014	April 2014	May 2014	June 2014	July 2014
Budapest	Valencia	Budapest	Budapest	Valencia
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Travel	<input checked="" type="checkbox"/>	Flight	<input type="checkbox"/>	Train
--------	-------------------------------------	--------	--------------------------	-------



(Please tick)	Booked according to course timetable only. Please indicate the nearest INTERNATIONAL AIRPORT for departure	All train transportation must be organised by each individual and the cost will be reimbursed after the event upon submission of a receipt
SPECIFIC DIET REQUIREMENT (if any):		

Participant:	ONLY TYPED REGISTRATION FORMS WILL BE ACCEPTED Participant information must be correct according to their passport	
Title (Dr/Mr/Mrs/Ms):	First name:	
Last/Family name:	Job Title:	
Public health Authority:	Country:	
Address (full postal address):		
		Post Code:
Telephone:	Fax :	
E-mail:		

Approved by National Contact Point	
Country:	
Name:	
E-mail:	
Telephone:	Fax :
Your application will be subject to approval by the EU Health & Consumer Protection Directorate General. Non-attendance or cancellations will be reported to the Directorate.	



ANNEX 3: SUBMISSION OF REGISTRATION FORMS

This Annex contains information on how to use the templates of the documents required for registering participants at the training sessions.

- The registration of participants should be made using the above registration form:

Recommendations on how to fill-in and submit documents:

- Participants should only select one session1 on the registration form
- The information must be put into the "Grey" fields. Simply click on the "grey" area and type your text. Participants should then save their registration (the form + the CV) under one unique **word document with a new name**
- Use the following rules when giving a name for your registration document <PPP_CourseNo_Country_Familyname.doc>, for example:

PPP_Course1_Hungary_Brown.doc

In doing this, the participant confirms that he/she will definitely attend the identified session

The National Contact Point may then **send it to** the relevant Event Managers (refer to paragraph 1.5, page 5 or to **the email address indicated at the**

Training session	Location	Implementing partner	Responsible Event Manager	Contact Data
Session 1: Course type 2	Valencia	AINIA	Mr. Carlos García	lexainiaint@ainia.es Tel. +34 961 366 090 Fax. +34 961318008
Session 2: Course type 1	Budapest	AESA	Mrs. María Domenica Ciamillo Mr. Pablo Gómez	M.CIAMILLO@aesagroup.eu P.GOMEZ@aesagroup.eu Tel: +32 (2)7884861 Fax: +32 (2)7364970 lexainiaint@ainia.es
Session 3: Course type 1	Budapest	AESA	Mrs. María Domenica Ciamillo Mr. Pablo Gómez	M.CIAMILLO@aesagroup.eu P.GOMEZ@aesagroup.eu Tel: +32 (2)7884861 Fax: +32 (2)7364970 lexainiaint@ainia.es
Session 4: Course type 2	Valencia	AINIA	Mr. Carlos García	lexainiaint@ainia.es Tel. +34 961 366 090 Fax. +34 961318008
Session 5: Course type 1	Budapest	AETS	Mr. Renaud Hecklé	Renaud.heckle@aets-consultants.com +33 (0)5 59 72 43 23 lexainiaint@ainia.es

¹ For each session, each beneficiary country has been attributed a specific number of seats in order to maintain the balance between all Member States and third countries. The NCP are kindly requested to assist the managers of the programme by respecting the proposed allocations.



IDENTIFICATION FORM FOR NATIONAL CONTACT POINT

NOMINATION

Please indicate in the following table all the information requested for the officer designated as the **National Contact Point**

Country :	<i>Print here, thank you</i>
National Contact Point	
Name:	Mr./Mrs./Ms. <i>Print here, thank you</i>
Position:	<i>Print here, thank you</i>
Competent Authority	
Name of the Agency/Ministry:	<i>Print here, thank you</i>
Address:	<i>Print here, thank you</i>
E-mail Address :	<i>Print here, thank you</i>
Telephone:	<i>Print here, thank you</i>
Fax:	<i>Print here, thank you</i>

Please return this form by e-mail to Mrs. M^a Paz VILLALBA, Project Manager, at the following e-mail address: mpvillalba@ainia.es, and lexainiaint@ainia.es

Thank you in advance for your cooperation.

ANNEX 4: TRAINING PROGRAMMES

Evaluation and Registration of Plant Protection Products (Course 1)

DRAFT TRAINING PROGRAMME OF COURSE 1

TRAINING COORDINATOR: MANEL ORPELLA

Day 1		
Time	Title of the session	Training Objective / Subjects Covered
14h00	14h30	Introduction To introduce the EAHC project "Evaluation and registration of plant protection products" <ul style="list-style-type: none"> • Delivery of training material • Welcome address • Presentation of the programme and visits • Presentation of tutors • Presentation of participants
14h30	14h45	BTSF Programme To present to participants the Better Training for Safer Food Programme
14h45	15h45	Introduction to EU legislation An introduction to EU legislative framework on evaluation and registration of plant protection products (Directive 91/414/EEC and the new Regulation 1107/2009). Proposed tutor: Manel Orpella Give a general view and focus on the main points related to the evaluation and registration of PPP. Relevant points to introduce with new Regulation 1107/2009: <ul style="list-style-type: none"> - Cut-off criteria - Comparative risk assessment and substitution - Data protection and data sharing - Zonal authorisations - Concept of "risk envelope" - MRLs - Efficacy And relationship with Sustainable Use Dir. 2009/128/EC.
15h45	16h00	Coffee break

16h00	16h30	Lecture 1	<p>Zonal Procedure on assessment of Plant Protection Products</p> <p>Proposed tutor: José Luis Alonso Prados</p> <p>Relevant points to introduce:</p> <ul style="list-style-type: none"> - Zonal approach on PPP registration - Timelines to follows from pre-notification until approval of PPP - Dossier content and format - Introduction to "risk envelope" - MRL setting. Review of MRLs according to Article 12 of Regulation EU 396/2005. Compliance check of national authorizations with EU MRLs" - Guidance documents
16h30	17h30	Workshop 1	Discussions on working groups moderated by the tutors Practical exercises prepared by the tutors
17h30	18h00	Reporting back to the plenary	Presentation of the summaries and case studies

Day 2

Time		Title of the session	Training Objective / Subjects Covered
09h00	09h30	Lecture 2	<p>Data protection</p> <p>Proposed tutor: Hana Panagopoulou</p> <p>Relevant points to introduce:</p> <ul style="list-style-type: none"> - Legal basis for data protection & data sharing - Data to protect and time of data protection - Data sharing process / timeframe / AIR programmes
09h30	10h30	Workshop 2	Discussions on working groups moderated by the tutors Practical exercises in groups on case studies prepared by the tutors
10h30	10h50	Coffee break	
10h50	11h30	Lecture 3	<p>Assessment of equivalence of active substances</p> <p>Proposed tutor: José Luis Alonso Prados .</p> <p>Relevant points to introduce:</p> <ul style="list-style-type: none"> - Quality of 5 batch analysis - Relevance of impurities on technical products, at chemical, toxicological and ecotoxicological levels - Determination of minimum purity - Additional tests to determine relevance or not of impurities, i.e. AMES test, QSAR, etc. - Evaluation at EU or national level. Data requirements - Guidance documents

11h30	12h30	Workshop 3	Discussions on working groups moderated by the tutors Practical exercises in groups on case studies prepared by the tutors
12h30	13h45	Lunch	
13h45	14h15	Reporting back to the plenary	Presentation of the summaries and case studies
14h15	14h45	Lecture 4	Re-registration of plant protection products under Reg. 1107/2009 Proposed tutor: Hana Panagopoulou Relevant points to introduce: <ul style="list-style-type: none"> - Timelines (Step 1 and Step 2), after renewal of active substance under Dir. 91/414/EEC or Reg. 1107/2009 - Data requirements - Zonal evaluation and “risk envelope” approach - Relationship with MLR regulation and timelines for setting - Guidance documents
14h45	15h45	Workshop 4	Discussions on working groups moderated by the tutors Practical exercises in groups on case studies prepared by the tutors
15h45	16h00	Coffee break	
16h00	16h30	Reporting back to the plenary	Presentation of the summaries and case studies
16h30	17h00	Lecture 5	Risk envelope Proposed tutor: Hana Panagopoulou Relevant points to introduce: <ul style="list-style-type: none"> - Risk envelope concept and aim - How to use the risk envelope - Applicability of risk envelope approach in evaluation of PPP - Key parameters to consider on risk envelop approach for different risk assessments - Guidance documents
17h00	18h00	Workshop 5	Discussions on working groups moderated by the tutors Practical exercises in groups on case studies prepared by the tutors

Day 3		
Time	Title of the session	Training Objective / Subjects Covered
09h00	09h30	Lecture 6 Zonal authorisations Proposed tutor: one of the proposed by the Commission Basic rules for zonal authorisations are set out in the Regulation (1107/2009) (article 33-39) Relevant points to introduce: <ul style="list-style-type: none"> - Concept of zonal authorisation under Reg. 1107/2009 - Differences between authorisation under Dir. 91/414/CEE and REg. 1107/2009 - Data requirements and timelines - Armonization of risk assessment/management - Guidelines for zonal evaluations by zones (N/C/S) - National requirements - Commenting procedure
09h30	10h30	Workshop 6 Discussions on working groups moderated by the tutors Practical exercises in groups on case studies prepared by the tutors
10h30	10h50	Coffee break
10h50	11h30	Lecture 7 Mutual recognition Proposed tutor: one of the proposed by the Commission Relevant points to introduce: <ul style="list-style-type: none"> - Concept of mutual recognition under Reg. 1107/2009 - Procedure for application of mutual recognition at country level - Timelines - Guidance documents
11h30	12h30	Workshop 7 Discussions on working groups moderated by the tutors Practical exercises in groups on case studies prepared by the tutors
12h30	13h45	Lunch
13h45	14h15	Reporting back to the plenary Presentation of the summaries and case studies

14h15	14h45	Lecture 8	<p>Classification and labelling of plant protection products and relationship with Reg. 1107/2009</p> <p>Proposed tutor: Hana Panagopoulou</p> <p>Relevant points to introduce:</p> <ul style="list-style-type: none"> - Background, timelines and current implementation of the CLP regulation - Harmonized classification process for active substances - Impact of C&L of active substance to the C&L of PPP - Relationship between CLP and 1107/2009 regulations - Self-classification and responsibility - Guidance documents
14h45	15h45	Workshop 8	<p>Discussions on working groups moderated by the tutors</p> <p>Practical exercises in groups on case studies prepared by the tutors</p>
15h45	16h00	Coffee break	
16h00	16h30	Reporting back to the plenary	Presentation of the summaries and case studies
16h30	17h00	Lecture 9	Use of guidance documents
17h00	18h00	Workshop 9	<p>Discussions on working groups moderated by the tutors</p> <p>Practical exercises in groups on case studies prepared by the tutors</p>

Day 4		
Time	Title of the session	Training Objective / Subjects Covered
09h00	09h30	Lecture 10 (part I) Quality management and discussions Administrative requirements, organization and management, quality system, inspection methods and procedures, personnel, records, etc... Proposed tutor: Manel Orpella Relevant points to introduce: - Administrative requirements on pre-notifications - evaluation of national workload for dossier acceptance - data sharing between evaluators (prior, during and after evaluation) - confidential/public databases about status of evaluation of PPP
09h30	10h30	Discussions moderated by the training coordinator
10h30	10h50	Coffee break
10h50	11h30	Lecture 10 (part II) Audit procedures and discussions will be replaced by a "practical session" on how to submit the application for the registration of a PPP. Proposed tutor: Agostino Santomauro and Manel Orpella
11h30	12h30	Discussions moderated by the training coordinator
12h30	13h45	Lunch
13h45	16h00	Practical exercise on evaluation of plant protection products Proposed tutor: Agostino Santomauro
16h00	16h20	Coffee break
16h20	18h00	Practical exercise on registration of plant protection products Proposed tutor: Agostino Santomauro

Day 5			
Time		Title of the session	Training Objective / Subjects Covered
08h30	10h30	Debriefing	Debriefing of practical exercise Proposed tutor: Agostino Santomauro
10h30	10h45	Coffee break	
10h45	11h30		Conclusions and recommendations Proposed tutor: all tutors
11h30	12h00	Closing of the Training	Proposed tutor: Manel Orpella <ul style="list-style-type: none"> • Remarks by the trainees & reporting on previous topic discussions • Evaluation of the Training • Distribution of training certificates
12h00		Lunch and Airport Transfer of participants	

Control on Use and Marketing of Plant Protection Products (Course 2)

DRAFT TRAINING PROGRAMME OF COURSE 2

TRAINING COORDINATOR: Mr. VICENTE DALMAU

Day 1		
Time	Title of the session	Training Objective / Subjects Covered
14h00	14h15	Opening session To introduce the EAHC project Course 2: "Control on use and marketing of plant protection products" <ul style="list-style-type: none"> • Delivery of training material • Welcome address • Presentation of the programme and visits • Introduction of tutors • Introduction of participants
14h15	14h30	BTSF Programme To present to participants the Better Training for Safer Food Programme
14h30	15h00	EU legislation An introduction to EU legislative framework on control on use and marketing of plant protection products (new Regulation 1107/2009). Tutor: Mr. Vicente Dalmau <ul style="list-style-type: none"> - Background of EU legislative framework: Directive 91/414, concerning the placing of plant protection products on the market. - Directive 2009/128/EC establishing a framework for Community action to achieve the sustainable use of pesticides - Regulation (EC) No 1107/2009 concerning the placing of plant protection products on the market - Regulation (EC) 1185/2009 (concerning statistics on pesticides) - Regulation (EC) 882/2004 that requires that Member States organise official controls to enforce food law and monitor and verify that the relevant requirements thereof are fulfilled by business operators at all stages of production, processing and distribution.
15h00	15h15	Coffee break
15h15	15h45	Lecture 1 Strategies for planning of controls based on risks analyses Proposed tutor: Mr. Dyonisios VLACHOS <ul style="list-style-type: none"> - Give an EU general overview. - Explain the control plans to analyse the risk due to PPP marketing. - Give example of Greek National Plan

15h45	17h00	Workshop 1	<p>Presentation of different national control systems and strategies for use and marketing of plant protection products. Discussions on working groups</p> <ul style="list-style-type: none"> - All tutors will participate in this session: each of them will explain how the national control system works in their countries and the strategies applied. - Organise working groups between the delegates (for example: 5 groups of 8 people) <ul style="list-style-type: none"> o Let the delegates to expose how it works in his country. Without mentioning MRLs o Detect common and different elements <p>The working groups will be formed taking into account the highest expertise of the countries attending this course and balanced with the less expertise countries in these matters.</p>
17h00	18h00	Reporting back to the plenary	<p>Presentation of the summaries and strategies</p> <ul style="list-style-type: none"> - Exposition of the information discussed within the different working groups <ul style="list-style-type: none"> o the leader of each group will expose the information on a board for a better understanding - Summary of the different points of view

Day 2			
Time		Title of the session	Training Objective / Subjects Covered
9h00	9h30	Lecture 2	<p>Administrative procedures and documentation for control on use and on marketing of plant protection products</p> <p>Proposed tutor: Mr. Jean Claude Malet</p> <ul style="list-style-type: none"> - Explain regulation 882/2004 that covers obligations, competent authorities, etc. <p>Official control on use and on marketing of plant protection products under the Regulation 882/2004.</p> <p>Quality management: Administrative requirements, organisation and management, quality system, inspection methods and procedures, personnel, records, etc...ISO, GLPs</p> <p>Examples of book records: book of PPP use and field book where all the treatments have to be registered, as documentation for the control on use and on marketing of PPP.</p>
09h30	10h30	Workshop 2	<p>Discussions on working groups moderated by the tutors</p> <p>Practical exercises prepared by the tutors</p> <p>Divide the delegates into working groups to discuss:</p> <ul style="list-style-type: none"> - how it's carried out in each country - how would they adapt the regulation 882/2004 to establish official controls for the control on use and on marketing of plant protection products.
10h30	10h50	Coffee break	
10h50	11h30	Lecture 3	<p>Laboratories analytical support in control of use and marketing of plant protection products</p> <p>Proposed tutor: Mr. Miguel Gamón/ Mr. Guillermo Serena</p> <ul style="list-style-type: none"> - Explain the analysis of formulated plant protection products: random selection of plant protection products in the market and analysis of formulation plant protection products according to the pesticide residues detected on the crop - Check the correct labelling: active substance and its percentage. Permitted variation coefficients (based on FAO reports) and check that the formulated analysed corresponds to the labelled. - Analysis of quality parameters for each formulated (no regulated): impurities in active substances, in formulated products, dissolvent (include examples) physico-chemical parameters (particle size, emulsions, etc) - The laboratory is a support to the correct marketing of PPP. Inform about CIPAC, an international organisation devoted to promote the international agreement on methods for the analysis of pesticides and physico-chemical test methods for formulations and to promote inter-laboratory programmes for the evaluation of tests methods. - Including problems with the control of counterfeit and illegal pesticides

11h30	12h30	Workshop 3	Discussions on working groups moderated by the tutors Practical exercises in groups on case studies prepared by the tutors Discussion of the work of national laboratories as a support in the control of use and marketing of plant protection products.
12h30	13h45	Lunch	
13h45	14h15	Reporting back to the plenary	Presentation of the summaries and case studies
14h15	15h00	Lecture 4	Assessment of cases of non compliance and follow up activities This session is linked to Administrative procedures Tutor: Dionyssios VLACHOS <ul style="list-style-type: none"> - Explain how to proceed, taking into account that there are not official procedures to evaluate the non compliance and to follow up the activities carried out during the use and marketing of PPP. - Propose follow up activities and corrective actions: on the selling point, on the farmer, fines, prohibition of commercialisation, penalties, and compensations. Give examples. - Co-operation with authorities for cross-compliance checks on the use of PPP
15h00	16h00	Workshop 4	Discussions on working groups moderated by the tutors Practical exercises in groups on case studies prepared by the tutors
16h00	16h20	Coffee break	
16h20	18h00	Reporting back to the plenary	Presentation of the summaries and case studies <ul style="list-style-type: none"> - Summary of the different working discussions along the day.

Day 3			
Time		Title of the session	Training Objective / Subjects Covered
09h00	09h30	Lecture 5	<p>The previous lecture 5 " Quality management and audits" is replaced by</p> <p>"Pesticide residues analysis as a follow up tool to assess the correct use and marketing of the PPP"</p> <p>Proposed tutor: Ms. Chaido LENTZA RIZOS</p> <p>Explain the legal framework and important issues to highlight for the correct crop commercialisation at national and international levels (import-export) regarding plant protection products residues content.</p> <p>The information included in this lecture will complement the whole chain regarding PPP: formulation, commercialisation and assessment of its correct use.</p>
09h30	10h30		Discussions moderated by the training co-ordinator
10h30	10h50	Coffee break	
10h50	11h30	Lecture 6	<p>Replace the previous foreseen lecture 6 about audit procedures by:</p> <p>Framework for Community action to achieve the sustainable use of pesticides.</p> <p>Proposed tutor: Vicente Dalmau</p> <ul style="list-style-type: none"> - Directive 2009/128/EC establishing a framework for Community action to achieve the sustainable use of pesticides <ul style="list-style-type: none"> o National plans, training, equipment audits/inspections, amongst others. o The Spanish national plan has been approved recently and it can be a reference and a starting point for the working groups' discussions.
11h30	12h30		Discussions moderated by the training co-ordinator
12h30	13h45	Lunch	

13h45	17h00	Visit to selling point or manufacturer industry	<p>Practical exercise of audit on strategies for control on use and marketing</p> <ul style="list-style-type: none"> • Practical aspects of implementation of procedures for control and inspection of industries and others users (sampling, laboratory analysis of these PPP...) • Practical aspects of implementation of procedures for control and inspection of PPP companies • Governmental super visionary role and the industry complementarities • Information exchange and co-operation with customs services. <p>It is foreseen a visit to Perelló Cooperative in Valencia: a wholesaler distributor of PPP</p>
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Day 4			
Time		Title of the session	Training Objective / Subjects Covered
	08h30	Transfer from the hotel to the meeting room	
09h00	10h30	Debriefing session	Debriefing session of visit and Practical exercise - All tutors lead by training coordinator - Review and discussion of the visit.
10h30	10h45	Coffee break	
10h45	11h30		Conclusions and recommendations
11h30	12h00	Closing of the Training	<ul style="list-style-type: none"> • Remarks by the trainees & reporting on previous topic discussions • Evaluation of the Training • Distribution of training certificates
12h00		Lunch and Airport Transfer of participants	

