

Summary report on Project STDF 10: Support to pilot activities for national implementation of the International portal on Food safety, Animal and Plant Health (IPFSAPH) in Turkey and Uganda

Please find attached for your consideration a report on the conclusion of the above project, for review and on-forwarding to the STDF secretariat in Geneva

The project objectives, set out in the project document of January 2005 were to attempt to

- develop materials to assist countries to develop a national internet based site for the exchange of official legislation and regulations on food safety, animal and plant health
- promote the IPFSAPH portal as a source of international standards and national legislation and regulations
- assist countries to meet their transparency obligations under the WTO SPS agreement

These original objectives were partially met by this project – first steps were taken to develop national sites for publication of relevant local materials, and the portal and the importance of SPS related information were actively promoted. It remains an open question as to whether the limited project funding made available contributed to assisting countries meet their transparency obligations under the WTO SPS agreement.

However, during the course of activities, a number of additional insights have been gained regarding the issues in improving national transparency, under the SPS agreement, allowing a significant re-orientation of effort on the IPFSAPH portal project, and some system re-design work to take place, to better incorporate national data in a user-friendly manner.

This report sets out the planned activities and deliverables; summarises the results of the pilot; and the conclusions drawn by the FAO-based portal project team regarding sources of national data relevant to the SPS agreement. It is supported by a summary of the inputs devoted to the project, funded by STDF and by FAO's regular programme.

planned activities and planned deliverables

The project document [at Annex A] provides the main expected activities and planned deliverables of the project:

For both Uganda and Turkey, activities were planned to:

- assemble an initial detailed information needs assessment through interviews, workshops and existing sources/outputs from other in-country SPS-related initiatives;
- facilitate a training workshop on implementing a national node for the portal, focused specifically on the organisation of information;
- undertake data loading (and conversion activities where materials are not currently available in electronic form);
- carry out communication and dissemination activities in-country.
- survey portal users to assess site use and gather success stories, as well as website usage statistics

- organise a regional workshop (Near East; East Africa) to distribute portal implementation guidelines/the toolkit, and to publicise key messages and learning points from the pilot

The pilot was intended to:

- increase the information management capacity of SPS enquiry points, as well as national standards publication authorities;
- improve transparency of issues related to market access, particularly for those markets in which Turkish or Ugandan producers wish to trade;
- act as a focal point for public-private co-operation;
- develop innovative solutions for local implementation and dissemination of information.

Specific deliverables were to include:

- a multidisciplinary needs assessment (*Annex A/1*);
- a working node of portal with current national data (*A/2*);
- enhanced ability of SPS enquiry points to respond to questions (*A/3*).
- a pilot evaluation report (*A/4*).
- a handbook on improving capacity to manage information related to SPS issues, based on learning from the pilot and launched at a two day regional workshop (*A/5*)

results

Activities	Turkey	Uganda
<i>assemble an initial detailed information needs assessment through interviews, workshops and existing sources/outputs from other in-country SPS-related initiatives;</i>	interviews conducted and thorough picture of information needs, and availability obtained	interviews conducted and thorough picture of information needs, and availability obtained
<i>facilitate a training workshop on implementing a national node for the portal, focused specifically on the organisation of information;</i>	training/awareness workshop held in Ankara (April 2005)	training/awareness workshop held in Kampala (October 2005)
<i>undertake data loading (and conversion activities where materials are not currently available in electronic form);</i>	data gathered, over several months, and prepared following guidance from Rome (metadata inserted on MARA website)	staff trained to act as webmaster, to use portal data entry options, and to integrate UNBS standards in the portal
<i>carry out communication and dissemination activities in-country.</i>	limited, at time of mission	limited, at time of missions
<i>survey portal users to assess site use and gather success stories, as well as website usage statistics</i>	only through interview	only through interview

<i>organise a regional workshop (Near East; East Africa) to distribute portal implementation guidelines/the toolkit, and to publicise key messages and learning points from the pilot</i>	contribution insufficient for standalone activity - lack of opportunity for part funding a workshop with additional days being added to an existing meeting; competing priorities in animal health (HPAI)	contribution insufficient for standalone activity - lack of opportunity for part funding a workshop with additional days being added to an existing meeting
Deliverables		
<i>a multidisciplinary needs assessment</i>	needs fully understood, and documented for internal purposes; see Annex	needs well understood and documented for internal purposes; see Annex
<i>a working node of portal with current national data</i>	met, but with larger investment in programming and design time than anticipated	
<i>enhanced ability of SPS enquiry points to respond to questions.</i>	not assessed explicitly	difficulties encountered coordinating with project to set up JITAP enquiry point in Uganda
<i>a pilot evaluation report</i>	This current report evaluates the pilot activities	
<i>a handbook on improving capacity to manage information related to SPS issues, based on learning from the pilot and launched at a two day regional workshop</i>	Training module developed for distribution – regional workshops not run due to competing priorities in both Turkey and Uganda	

It is clear with hindsight that the project was over-ambitious in its expectation of what could be achieved in the two countries concerned, in the timescale, and with the resources available, and most particularly, set against two very different local contexts.

The relatively recent civil war, in the north of Uganda - truce signed August 2006 - meant it was unlikely that modernising the basic texts of the law on agriculture, and trade facilitation and adoption of rules to enhance participation in the international trading system would be given the highest priority. In fact, at this time the laws on agriculture (which date back over 40 years) still included methods, for instance for treating hides, which had been banned internationally for a number of years. On the other hand, the Ugandan National Bureau of Standards proved to be a very positive and capable local partner, and the metadata on the UNBS website made it relatively straightforward to map to the portal

In Turkey, factors such as recurrent outbreaks of Foot and Mouth Disease, and more significantly high profile cases of Highly Pathogenic Avian Influenza including human fatalities, from 2004 onwards, naturally focused all available attention of the staff of the Ministry of Agriculture and Rural Affairs in Ankara. Ongoing negotiations on Turkey's process EU accession and associated harmonisation of measures also had a high profile, but the more mundane work on creating and using databases to report on legislative texts and regulations affecting the trade in agricultural products, received lower interest. Again this was

offset by positive enthusiasm by some of the junior MARA staff who assisted with the project.

Despite the above-mentioned difficulties the project team managed to engage a number of stakeholders in both private and public sector on the subject of improving transparency of SPS related regulations, and entries were created and refined in the main portal to display the data provided.

use of resources

Three missions were fielded during 2005, with follow up work continuing well into 2006, to Uganda (Van Der Wal, Feb 2005), Turkey (Robson, Arfi, Richards, April 2005) and Uganda again (Van Der Wal, October 2005). These contributed to a very full analysis of information sources, and the potential needs of various groups of stakeholders.

In both countries it was possible to undertake live demonstrations of the IPFSAPH portal, concentrating on showing queries of local relevance, and conducting a limited amount of hands on training, one-to-one coaching, and useability testing. The latter was particularly useful in guiding subsequent portal re-design work. Over the course of this project the portal was demonstrated to over 80 people.

Following the three missions, work continued in Rome on:

- the re-design of the portal user interface in line with comments received and to improve the presentation of national material;
- the gathering relevant data and references for both Turkey and Uganda; and
- the sourcing and setting up local html and website maintenance training for potential webmaster resource (Uganda, Uganda National Bureau of Standards)

It should be noted that the approach taken differed significantly in the two countries.

In Turkey, the principal web resources were only available in Turkish, through the actively maintained GDPM/MARA website. Following presentations to the GDPM management, focal points were nominated for food safety/Codex, animal health and plant health subjects. The decision was taken – with the local webmaster - to try and harvest data from the GDPM site, based on English keyword descriptors inserted in the headers of the relevant html pages (for subject; commodity; and document type). Eventually the codings were checked by local subject specialists and inserted (following coaching by portal technical staff – K. Viparthy) by the webmaster (D. Beg)

In Uganda, the portal was presented and discussed by the national SPS committee on two occasions. The technical approaches taken included harvesting summary information from the UNBS on relevant standards (the full text of standards are only available for sale); secondly, users from the Ministry of Agriculture were trained to use the portal to enter data direct; while finally, two UNBS employees were trained as webmasters to further develop their website, and improve interoperability with other sites.

Summary expenditures

STDF contributions were matched by FAO contribution. Because of delays in setting up the project, FAO funded the initial missions and the staff time required, with STDF funds being used to make up in terms of contract extensions for key headquarters resources, for web master and programming resource, as well as additional in-country expenditure in Uganda for hosting, training, etc. Figures exclude uncosted administrative assistance from FAO representation offices.

Item	amount	funded by
Contract for HQ webmaster (Poulos)	\$21,100	STDF
Contract for programmer (Viparthi)	\$14,183	STDF
HQ overtime assistance	\$465	STDF
web-hosting for 3 years, Uganda	\$1,363	STDF
Travel & DSA, VanDer Wal, Uganda, October 2005	\$2,791	STDF
Costs associated with training session, Uganda, Oct 2005 (through FAO Rep)	\$2,035	STDF
Webmaster training course, Uganda (2 x 3 months) – Aptech	\$1,650	STDF
Project Support Costs	\$3,484	STDF
total	\$47,071	
Robson, Arfi, Richards travel to Turkey (estimated based on flights at \$600; DSA @ \$150 per day for total 12 days), April 2005	\$3,600	FAO
VanDer Wal mission to Uganda, Feb 2005, based on actual cost of October mission	\$2,800	FAO
Richards time (P-3, 2 months)	\$18,000	FAO
Arfi time (APO, 1 month)	\$8,000	FAO
Robson time (P-5, 1 month)	\$15,000	FAO
VanDerWal time (PSA, 2 months)	\$10,000	FAO
total	\$47,600	

Conclusions

The idea of setting up portal national nodes can work well when there is a significant volume of national material available; when material is maintained up-to-date, and available in internationally-accessible language versions. Data harvesting, with addition of metadata to a national source site, is technically achievable but can prove time-consuming. Language of materials remains problematic, and it is not clear how useful international (English, French and Spanish) metadata are, when original texts remain in local language.

Equally, training users to enter (ie upload) official documents to the portal is technically feasible but without political will, or a formal obligation, is not likely to be sustainable in the medium term.

For countries interested in posting original material not otherwise available to a website, the portal can provide an effective hosting service.

Following this project, more emphasis has been placed on improving the quality of international materials in the portal, and on making available subsets of international materials to national portals or websites maintained by others (such as STDF activities in Paraguay and Sri Lanka) directly or (planned) via RSS feeds.

Standards and Trade Development Facility

Project Document- STDF 10. Rev 1

1. Project title	Support to pilot activities for national implementation of International Portal on Food Safety, Animal and Plant Health (Turkey, Uganda)
2. Requesting government/agency	FAO/WTO (joint work in Uganda)
3. Collaborating government(s)/agency	Ministry of Agriculture and Rural Affairs, Turkey; National Bureau of Standards, Uganda
4. Project objectives	<p>To develop a portal implementation handbook to assist countries in the establishment of a national internet-based site for the exchange of official legislation and regulations on food safety, animal and plant health.</p> <p>To promote the use of the International Portal on Food safety, Animal and Plant Health as a source of international standards and of national legislation and regulations on food safety, animal and plant health.</p> <p>To assist countries meet their transparency obligations under the SPS Agreement by ensuring that legislation in force is "available in such a manner as to allow interested Members to be come acquainted with them". Portal links in each country will be maintained by the SPS Enquiry Point.</p>
5. Project activities Itemise main elements here and attach a detailed work plan, dissemination plan and evaluation plan	<p>For each country, to:</p> <ul style="list-style-type: none">• assemble an initial detailed information needs assessment through interviews, workshops and existing sources/outputs from other in-country SPS-related initiatives (see attached outline in Annex A - Deliverables);• facilitate a training workshop on implementing a national node for the portal, focused specifically on the organisation of information (see attached outline in Annex A – Deliverables);• undertake data loading (and conversion activities where materials are not currently available in electronic form);• carry out communication and dissemination activities in-country.• survey portal users to assess site use and gather success stories, as well as website usage statistics• organise a regional workshop (Near East; East Africa) to distribute portal implementation guidelines/the toolkit, and to publicise key messages and learning points from the pilot

<p>6. Private sector participation Detail the role, if any, that will be played by the private sector in the project</p>	<p>Private sector industry associations (producer groups for principal commodities; as well as those specifically involved in trade) will be involved in the initial needs assessment, and subsequently in in-country communication and dissemination activities. Private sector will be the main users of the portal directly, or indirectly (through SPS enquiry points).</p>
<p>7. Project outputs Specify outputs in detail and show relationship to key STDF objectives including capacity enhancement, improved market access and trade opportunities, linkages to country or regional program development priorities, public-private co-operation, innovativeness, demonstration effects, etc.</p>	<p>The chosen countries have been particularly selected for demonstration purposes – both are significant producers of agricultural commodities, one a low income country and one a middle income country, both moderately indebted (World Bank, April 2004)</p> <p>The pilot will:</p> <ul style="list-style-type: none"> • increase the information management capacity of SPS enquiry points, as well as national standards publication authorities; • improve transparency of issues related to market access, particularly for those markets in which Turkish or Ugandan producers wish to trade; • act as a focal point for public-private co-operation; • develop innovative solutions for local implementation and dissemination of information. <p>Specific deliverables will include:</p> <ul style="list-style-type: none"> • a multidisciplinary needs assessment (<i>Annex A/1</i>); • a working node of portal with current national data (<i>A/2</i>); • enhanced ability of SPS enquiry points to respond to questions (<i>A/3</i>). • a pilot evaluation report (<i>A/4</i>). • a handbook on improving capacity to manage information related to SPS issues, based on learning from the pilot and launched at a two day regional workshop (<i>A/5</i>)
<p>8. Project inputs Specify total project cost. Attach detailed breakdown of proposed uses of funds.</p>	<p>For each country</p> <ul style="list-style-type: none"> • Expert in local institutions – 3 weeks • International expert in SPS issues – 3 weeks <p>Both experts costed @ \$2500 per week including travel/DSA, total cost (6 weeks input for each country) = \$30,000 – to be partly funded by special allocation from USDA for needs assessment work (see below). Portion to be funded by STDF:</p> <p style="text-align: right;">\$20 000</p>

	<p>Data conversion costs (from paper to electronic form where needed) – up to \$2,500 per country \$5 000</p> <p>In-country training and dissemination activities – up to \$5000 per country \$10 000</p> <p>Regional 2 day demonstration workshop and guidelines launch (8 participants per region) – up to \$10,000 per region. \$20 000</p> <p>Project Servicing Cost (8%) <u>\$4 400</u></p> <p>Total cost \$59 400</p>
<p>9. Non-STDF contributions Specify any financial contributions expected from sources other than STDF.</p>	<p>FAO arrears project - portal team member time (estimated 8 weeks each for K. Arfi (Turkey), L. Vanderwal (Uganda), plus DSA and travel costs during visits. \$45 000</p> <p>Coordination from portal project manager <u>\$9 000</u></p> <p>Total value \$54 000</p> <p>US special allocation - funds made available to the portal project from USDA for a survey of information management capacity in the area of food safety, animal and plant health (to cover 10 countries) to be used during needs assessment stage \$10 000</p>
<p>10. Timetable Show proposed commencement and conclusion dates (maximum project duration two years)</p>	<p>Needs assessment [Q1/ 2005]</p> <p>Data loading to portal [Q2/ 2005]</p> <p>Training of SPS enquiry point [Q2/ 2005]</p> <p>Outreach and communication activities [Q2/ 2005]</p> <p>Development of handbook [from Q3/ 2005]</p> <p>Evaluation of impact [from Q4/ 2005]</p> <p>Evaluation of Pilot [Q1/ 2006]</p> <p>Regional workshop [Q1/ 2006]</p>

Project of support to pilot activities for national implementation of International Portal on Food Safety, Animal and Plant Health (Turkey, Uganda)

Appendix A: Outline of Major Deliverables

A/1. multidisciplinary SPS information needs assessment

This will cover the following principal stages:

- Segmentation of target audiences in-country into principal groups
- Definition of information needs per group (types of questions to be answered; identification of primary sources of information)
- Determination of the nature of unmet needs

The resulting documentation defines the scope of the national portal node

Note: this work must be undertaken in association with other needs assessment and strategic work, which is funded by other agencies, within the relevant countries.

A/2. working node of portal with current national data

The International Portal can incorporate material in three ways – namely as:

- manually entered data on singly uploaded files;
- links to existing pages on particular relevant subjects on institutional websites;
- batches of URLs loaded from complex sites based on a systematic query for specific types of information and a mapping of associated metadata between the source site and the portal.

It is anticipated that the pilot will primarily involve the construction of a national node using the **first two options**, with the portal offering a hosting service for the publication of national legislation and regulations. In each case, no prior programming knowledge is required.

In some cases, information may need to be scanned to convert old hard copy documents to an electronic format

A/3. enhanced ability of SPS enquiry points to respond to questions.

A/4. pilot evaluation report

This report is to be based on an assessment of the impact of enhanced information exchange including the following: site use statistics (local and international trading partners); a survey of awareness of SPS issues within the private sector in the country; and specific feedback from users on site use.

A/5. handbook

The purpose of the handbook is to allow others to capitalise on the work done during the national pilots to improve their own information management capacity in the area of SPS information. It will offer practical guidance on both the construction of a local node (if this is perceived to be useful) and promotion and dissemination activities to make standards and the regulations of major importing countries available.

Annex 2: Contact lists

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Annex 3: Turkey mission findings

General presentation of the portal at the Ministry of Agriculture and Rural Affairs

A general presentation of the IPFSAH was made by M. Robson on Monday, 18 April 2005 in the conference room of the General Directorate of Protection and Control (GDPC), Ministry of Agriculture and Rural Affairs (MARA). Several institutions involved in the implementation of Sanitary and Phytosanitary measures in food and agriculture were represented at the meeting, including various departments belonging to the GDPC, institutions involved in trade (IGEME, a trade union, the undersecretariat of foreign trade, BESD-BIR, ROSS-Besdbir, producer associations), and research institutions (Agricultural Combat Research Institute; University of Ankara) and other administrations (Foreign relations and Publication departments from the MARA, EU delegation) (**Annex 1**).

After a comprehensive presentation of the scope and purpose of the portal, its content and functionalities, the different partners involved in its development and maintenance and other background information, the objectives of the STDF project and the activities to be carried out were introduced. The possible changes to the Turkish websites required to ensure their interoperability with the portal were explained.

The participants expressed interest in the portal. However, they expressed their concern regarding the language barrier to its use in Turkey, for example among producers and other trade partners in Turkey and former Turkish Republics. They recommended the translation of the interface into Turkish to help users find the information, even though the content of the records in the portal is kept in its original language.

Prior to the meeting, the portal was presented to the head of GDPC who expressed the interest of his ministry and the support of the various departments of GDPC for the use of the system.

Follow up Meetings with SPS related institutions:

The reporting officers (Arfi, Richards) met with different institutions involved in food control and in SPS related issues in food and agriculture (**See program in Annex 2**) to:

- **Understand the organization of the food, agriculture and trade in food and agriculture in the country.**
- **Identify potential sources of information relevant to the portal and to establish a work plan for future data upload into the portal.**
- **Identify Turkey's major food and agricultural trade partners in the region that could possibly be invited to the final workshop of the project to potentially replicate the experience in neighboring countries.**

The issues addressed and/or questions asked during the various meetings were:

1. Mandate of the institution and/or involvement in SPS related matters.
2. Main trade and SPS issues in their respective sector.
3. Availability of legislation/regulations online.
4. Availability of official texts in English.
5. Ongoing updates in legislation/regulations and SPS related projects.

6. How is electronic information managed in the institution? And, when applicable, who updates the institution's website?
7. What kind information do they (or their users) need?

The various services and institutions showed an interest for the portal as an information source and expressed their willingness to enter Turkey's relevant information into the portal. In every potential source institution, a contact person was identified and designated to coordinate the work necessary for data upload into the portal (**Annex 4**). Other institutions-not directly involved in normative and legislative work related to SPS in Turkey – have shown their interest in using the portal in their work and as a tool to assist their users (producers and/or exporters) find the required information (see details in 4.3).

Main findings

Overview of the food and agriculture sector and the trade sector in Turkey:

The agriculture sector in Turkey accounts for 14% of the GDP and employs about half of the labour force. Crops represent 55 percent of the agricultural sector (major crops are: grain, cotton, tobacco, grapes, sunflower, pulses (chickpeas and lentils), dried fruit (hazelnuts, seedless raisins, figs, and apricots), fresh fruit (apples and citrus), tomatoes and tea. L); livestock represents 34 percent (11 million large ruminant, 33.7 million small ruminants (29.5 ruminant (27 million sheep, 6.7 million goats))* , 756.000 tons of eggs, 486.000 tons of poultry meat) and the rest comprises forestry and aquaculture (Fishery production reached 627,847 Metric tons for 2002)*.

Turkey is the largest producer and exporter of agricultural products in the Near East and North African region (the world's 3rd largest producer of durum wheat, world's 5th largest producer of barley, world's leading producer of hazelnuts - hazelnuts exports (over 4 billion USD in 2002)*-Export of agricultural commodities (excluding agro industry) valued at \$ 2.9 billion in 1998 and accounted for 10.8 percent of Turkey's total export earnings. Turkey maintains high tariffs rates on many agricultural and food products to protect domestic producers. (* FAOSTAT)

Turkey is a member of the WTO since March 1996. As an EU applicant, Turkey has undertaken numerous reforms since 1996 within the framework of the Customs Union Decision. Examples include the reduction of manufacturing tariffs to the level of the EU common external tariff, adoption of new legislation harmonized with that of EU in the area of standards, competition policy and sanitary and phytosanitary measures. As bilateral barriers have been lifted, trade between Turkey and the EU has grown. Imports from the EU increased between 1995 and 1997, amounting to about half of Turkey's import. Many of these trade-related reforms improved market access conditions for third countries (including the USA) to most of the Turkish market. In 2001, the Parliament enacted amendments to the copyright law which brought Turkey into compliance with the WTO's TRIPS agreement.

Despite the work done so far, there is much to do. According to the EU delegation in Turkey, the country has legislation in place but it does not have the capacity to enforce it. The difficulties in translating legislation was also pointed out. It was also suggested that Turkish food safety legislation complies around 50% with EU legislation. A project for strengthening the food safety system in Turkey has been funded by the EU. Its major objectives are to:

- Establish a food reference laboratory
- Establish a network system
- Establish a rapid alert system
- Conduct training programs in GMP, GAP, and inspection
- Structure the food control system
- Carry out a twinning projects: technical assistance for harmonization of text with EU and for the implementation of the legislation

According to the “Regime of Technical Regulations and Standards” which conforms with the provisions of the TBT agreement and which is meant to ensure that any restrictive measures are only taken for compliance with the requirements of protection of human health and safety, animal or plant life or health, the environment and national security, some agricultural products are submitted, before import or export, to inspection certificates delivered by the “Inspectorates for Standardization for Foreign Trade” while others (Foodstuffs, agricultural and animal products, veterinary products and products used for agricultural protection) are subject to Control Certificate delivered by the Ministry of Agriculture and Rural Affairs. Changes in import policies and phytosanitary requirements are not always notified as required by WTO obligations. Therefore, many importers or exporters face difficulties in obtaining regulations concerning their commodity of interest. These Non-tariff barriers result in costly delays, demurrage charges and other uncertainties that stifle trade for many agricultural products. Publishing Turkey’s information in the portal will help increase transparency in trade requirements.

Structure of the food control system in Turkey:

General Directorate of protection and control: Food control falls under the mandate of the General Directorate of Protection and Control (GDPC) of the Ministry of Agriculture and Rural Affairs. The GDPC is responsible for “*protecting the resources of plants, animals and fisheries as well as the products therefrom, ensuring their wholesomeness and contributing to delivering of agricultural inputs such as feedstuffs, veterinary and agricultural drugs, animal vaccines and seeds to the producers in a healthy manner*” (Nihat Pakdil). The objectives of the GDPC are:

- Protection and maintenance of animal health,
- Healthy market and appropriate transportation
- Establishing a permanent identification and registration system for animals; an active , dynamic, compatible and comprehensive Food Policy,
- Providing an accreditation system in laboratory services,
- Providing new fishing areas,
- Protection and sustainability of the stocks of marine products,
- Assurance of the production capacity of farmers affected by natural disasters,
- Developing environmentally friendly alternative methods for plant protection
- Extending the use of rapid alert system,
- Taking the measures against environmental deterioration,
- Harmonisation of the Turkish legislation on veterinary, phytosanitary and food safety to the EU acquis,
- Privatisation in inspection and control services,
- Establishing quality management system.

GDPIC's structure had changed recently and other reorganisation plans are expected particularly with regard to food safety. GDPIC is composed of 11 departments (**Annex 3**): Coordination services, plant coordination services, plant quarantine services, feed and food registration services, food control services, public health services, environment and disaster services, marine product services, animal movement services, animal health and quarantine services and drug-device services. The main departments directly involved in food control and SPS related activities are: plant quarantine services, feed and food registration services, food control services, public health services, marine product services, animal movement services, and animal health and quarantine services.

Public health department: Is mainly in charge of licensing of new slaughterhouses and meat processing industries (for premises), inspection of slaughterhouses and inspection and accreditation of laboratories of food inspection.

Plant quarantine department: To fight against plant disease and pests, to carry out the agricultural quarantine controls and foreign trade processes of the product materials (seed, seedling, sapling, cutting grafting shoot, turf etc.) to be imported and exported, to perform seed registration, sapling certification controls and to permit the production, to inspect the conformity of agricultural combat implementations all around the country within technical instructions and integrated combat approach, to propose new methods by detecting deficient points in combat and to prepare a survey programme. This department has 7 quarantine directorate in the various regions (Hatay, Ýçel, Istanbul, Ýzmir, Samsun, Trabzon, Antalya) and 4 plant protection institutes (while plant health research is under the General Directorate of Agricultural Resources). The department was responsible of running a twinning project of EU for capacity building in plant quarantine. The project started in May 2004 3.5 million euro (25% Turkish funds). Three laboratories were upgraded (training, equipment), and many training programs were conducted in provincial institutions of quarantine.

Animal health and quarantine services: Includes two services namely animal movement and quarantine and animal health.

- To combat against animal diseases and pests,
- To make plans for the production of vaccine, serum, biological and chemical materials, to issue permits for operating private diagnostic and analysis, laboratories and to supervise such laboratories,
- To issue permits to import vaccines and to perform quality controls,
- To issue health certificates for disease free hatcheries and breeding animal holdings,
- To control and monitor of animal movements,
- To take necessary measures against illegal animal movements,
- To regulate the requirements for import and export of animals and products of animal origin,
- To execute the tasks with regard to foreign trade,
- To issue licences for private veterinary services and to supervise the private practitioners.

Foot and Mouth Disease (FMD) is a major constraint to live animal export in Turkey. FMD is Endemic in Anatolia (serotypes A22, O1 and Asia1). Turkey is member of the European Commission for the Control of Foot-and-Mouth Disease (EUFMD). The department of animal health and quarantine is coordinating the activities related to FMD in the country. It

supports the production of vaccines by private companies and issues legal regulation of imported vaccines.

Marine product services: With regard to fishery product control, the department is in charge of inspecting the facilities processing, evaluating and exporting marine products in accordance with the technical and hygienic conditions in production sites. In addition, the department carries out studies about marine product health and quality control.

Feed and food registration services: This department does the following:

- Carries out the registration and declaration processes of feeds which will be manufactured under a licence and establishment permission by the feed factories,
- Controls manufactured feeds, and executes legal procedures for inappropriate products,
- Issues related permission certificates for the import and export of feed and feed raw materials.

With regard to food, this department deals with registration of new food products.

Food services: Includes Turkish Food Codex service, Internal food control service, food import/export control service. This service is responsible for food after primary production (after harvest or slaughter), including meat processing. It is mandated:

- To carry out food foreign trade control and inspections at each phase of the production in food production sites,
- To ensure qualified and reliable food supply,
- To perform studies in order to ensure efficient nutrition of the public,
- To prepare and publish product Codex,
- To make registrations of food packing production facilities and to permit their manufactured products,
- To prepare food industry inventories.

Food services also carry out studies related to food safety and since the 1990s they have carried out food contaminant monitoring projects, on residues, nitrates, food additives, plant growth regulators. There are 9 sub-growth monitoring projects, ie aflatoxins and microbiological monitoring in cheeses and spices, across Turkey.

As part of the restructuring and harmonization process of the control system in all the MARA, the food services will also be reorganized. A scientific committee will be created which will increase the coordination and the capacity to carry out other activities such as risk analyses. Evaluation, communication and management of risk are not currently fully carried out. In the formulation of the standards and regulations, food services rely on studies performed by the European Food Safety Authority (EFSA). Some controversy between the limits recommended by EFSA and the limits established by the food services may occur (ie with nuts), but in general they agree with EFSA limits.

Other services: The SPS inquiry point (a committee composed of a representative of food services, animal and plant health departments), Codex contact point, OIE delegate are located in the GDPC.

Foreign Trade Undersecretariat, General Directorate of Foreign Trade Standardization: Is responsible for trade and standardization in agriculture (TBT related issues) as indicated in the Decree on the Regime of Technical Regulations and Standardization for Foreign Trade. In charge of export control, exclusively with regard to marketing standards (labeling, caliber, and quality) whereas tariffs and quota related issues fall under the duties of the General Directorate of imports. 72 items are inspected including fresh fruit and vegetables, nuts and dried fruits. The directorate has 252 inspectors scattered over 8 regional directorates, 52 sub-directorates.

Interaction with the portal:

Potential sources of information identified

The main source of SPS related information identified is the GDPC. The number of records relevant to the IPFSAPH identified is around 300, the information belongs to different departments within the GDPC. The departments are requested to keyword the records using the IPFSAPH controlled list of keywords. Many legislations are in the pipeline or under updating and may supersede the present legislation. For this reason, it has been agreed to make data upload in the portal as automatic as possible to avoid broken links in the future.

The Public health department: Has 2 pieces of legislation that describe their mandate. No official translation in English is available.

Animal movement and quarantine: The department publishes the regulations on GDPC website. A project of building an animal health website was undertaken and a beta version of the website was built but the project has been abandoned for lack of resources. New legislation is under construction in alignment with EU to be published by the end of the year. In addition, animal disease information will be published online from by fall. Animal health services have some unofficial translation of texts related to animal disease which could be made available with a clear mention that it's not definitive. In addition, the model certificates of export are available electronically in many languages and it has been suggested to include them in the portal. Another suggestion is to include a link to EU-FMD in the IPFSAPH.

Marine product services: On the GDPC website some legislation are relevant to fisheries. Some items are available in English

Feed and food registration services: Only few pieces of legislation related to their activities are available on the GDPC website.

Food services: This service has relevant laws, regulations and communiques that are relevant for the portal which is available in the GDPC website. As much as 133 standards are currently published on the website under the topic: Turkish Food Codex and several under the set of general regulations. Legislation regarding mandatory standards is in the pipeline (20 standards under construction) with realtion to the harmonization process currently taking place. New regulations is published in a gazette and on their web site.

Foreign Trade Undersecretariat, General Directorate of Foreign Trade Standardization: is another source of data for the IPFSAPH. The regulations and legislation of this undersecretariat are maintained on a web site at www.dtm.gov.tr. There are 3-4 pieces of legislation related to food and agriculture product but from a TBT point of view. These are available in both Turkish and English.

The General Directorate of Agricultural Research (GDAR): The Turkish Biosafety framework has been drafted supported by a GEF funded project that started in September 2003 for 18 months, and is in the process of adoption. The GDAR is the biosafety national focal point. The text will be made available in the portal when adopted although no direct contact has been established with the GDAR but through FAO Representation in Turkey.

The General Directorate of Agricultural Production (GDAP): The Department of Alternative Agricultural Techniques under the GDAP has developed an organic agriculture law. Many official texts related to this law are present on the MARA website. No direct contact was made during this mission but FAO Representation in Turkey has been involved in the development project of this law and proposed to follow up with the GDAP.

Institutions identified as potential users and potential promoters

Export Promotion Centre of Turkey (IGEME): IGEME is an intermediary between small and medium sized enterprises (SMEs) and foreign business. It works to develop and promote Turkish exports. IGEME has two regional offices in addition to headquarters in Ankara (Izmir and Istanbul) and 2 offices abroad (Rotterdam and Cyprus). The main activity is research and development, providing trade information, disseminating information through publications, training, marketing, organising seminars and workshops and consulting to SMEs. IGEME is currently implementing 2 state aids related to trade promotion. They also give information on foreign trade rules and regulations, such as packaging, work to increase the competitiveness and efficiency of SMEs (which have a low share in export market, around 8%, compared to the situation in other countries), and to get information about target audiences. IGEME interacts with international trade organisations and act as liaison office for the International Trade Center (ITC). They have established a database of companies and provide foreign trade statistics. Most information they provide comes from the Internet, economic attachés of the Turkish embassies in the world, production statistics, or regulations. IGEME receives about 20 requests a day mainly from exporters interested in market statistics.

IGEME is a potential user to the portal (they have used it already and find it very useful) and also a channel through which the portal can be promoted (they offered to link to the portal from their web site as well as to publicize the portal in their newsletter and relevant communications with exporters).

A suggestion was made that the portal includes information on organic farming as this topic has growing interest among exporters.

Scientific and technical research center of Turkey (TUBITAK): Tubitak evaluates project proposals and acts mainly as a research grant committee. Tubitak's main objective is to create infrastructure for policy implementation through:

- Developing the science and technological policies of Turkey;
- Supporting, encouraging and monitoring academic R&D;
- Supporting, encouraging and monitoring industrial RTD and innovations;

- Developing academic-industrial relations;
- Operating R&D institutes conducting RTD activities in line with the national priorities;
- Operating units facilitating and providing technical services for R&D activities;
- Identifying and encouraging scientists of the future;
- Awarding annual prizes to incite scientific excellence;
- Organizing and managing international scientific and technological cooperation;
- Publishing scientific journals, popular science books and periodicals.

Tubitak is unlikely to be an important user of the IPFSAPH but they can promote the portal by including a publication on the portal in the newsletters.

Central Anatolian exporter unions (OAIB): Exporter unions are grouped on regional bases. 13 general secretariats of exporter unions exists in different regions. General Secretariat of Central Anatolian Exporters' Union (OAİB) encompasses 5 unions among them two related to agriculture: Central Anatolian Cereals-Pulses, Oil Seeds and Products Exporters Union and Central Anatolian Wood and Forestry Products Exporters Union. OAİB is semi-private, mandated by decree from the undersecretariat of foreign trade to control exporters' documents. Exporters are required to subscribe to the union that covers their area of trade (50 TL/year). The secretary of the OAİB is appointed by Undersecretariat of foreign trade. The board is composed of 18 exporters .

The union has a website. This website comprises an exporter directory classified by commodity using standard international trade classification (SITC) instead of HS code. It includes also 2 pieces of legislation, the establishment decree of the exporter union and a regulation. A link to this website can be included in the portal. This institution can also be a major user and promoter for the portal.

Turkish Standards Insitution (TSE): TSE is a public institution which establishes standards for every kind of products including procedures and services. TSE maintains a large database of standards. There are a large number related to food and agriculture (around 3000). However, these are standards that require payment and the portal currently contains only information that is free of charge. A link to TSE can be created in the portal. TSE could be a way to promote the portal among industry businesses.

Results of user testing:

Four user testing sessions with users at personal computers were undertaken, as well as a training/user feedback session with 10 participants, including MARA staff and graduate students.

In general, feedback was very positive. Individuals also appeared to be regular Internet users and be comfortable with the medium and database searching. A brief overview appears to be useful in allowing advanced users to optimize their use of the portal. Therefore, when possible it is desirable that users receive an overview, and also to make available a brief tutorial available from www.ipfsaph.org.

Some issues that were identified during user testing:

- Emphasis on difficulty in locating official country reports from governments in their respective areas of interest. Developing country information particularly difficult to locate, including Latin American information, and Turkish/Central Asian republics
- High interest in information that would support harmonisation with EU
- Number of items related to improving functionality (ie availability of search box)
- More strategic keywords related to trade and importing and exporting on the home page for more immediate identification of portal contents.
- Language – A Turkish version of the portal would increase the number of potential users. A detailed list of usability issues identified is available in **Annex 5**.

Conclusions and Recommendation(s)/Action to be taken:

- Good level of interest in making official Food safety, Animal and Plant health information from Turkey available through the portal
- Around 300 items should be made available.
- Some English translation will likely be required, although both the GDPC site and Undersecretariat for Foreign trade already have English pages on their site.

Follow up:

- Identification of participants in regional workshop - was suggested to invite economic attachés from embassies.
- Small changes to the existing GDPC website to make information accessible externally, including the addition of short English language abstracts on around 100 official texts (regulations, laws, etc) on the Mevdzat and Codex pages of the GDPC website
- Creation of promotional material in Turkish for Turkish exporters and other users.
- Follow up on Draft Biosafety Law.

Appendix to Annex 3 : User Test Sessions, Ankara Turkey 19-21 April 2005

Description of tests:

Four sessions with individuals or small groups:

- 1) Food engineer, Import Expert from MARA
- 2) Staff member working in import control in Food Trade division
- 3) Person responsible for library at FAO office
- 4) 2 agricultural engineers and a Bacteriologist (together at one computer) from Plant Protection Central Research

One training session with 10 people at MARA (including 3 students) on 7 computers - we gave a brief overview of the portal and then went around individually to see what/how people were doing.

We also demonstrated the portal for potential users that came to the meetings at the Under-secretariat of Foreign Trade, and the Turkish Standards Institute. There were two people in each that were quite interested and asked a lot of questions about the functionality of the portal and how to use it.

Overview of issues that came out from group discussion and testing – names not always available:

1. Some **items get missed in results due to the plural and singular forms** of words.
Some sample searches people were doing:

- *standard apricot* finds nothing
- *standards apricot* (suggested in old version of the portal) finds 1:
- But searching *standards apricots* finds 2 other ones :

- standards for live animals should get them all (now that we are searching the keywords, in testing it only got 5), but live animal standards will get only 90

- also there are differences in pesticide, pesticides, mrl, mrls

This problem has been improved now with also searching the keywords, but it still exists.

2. **Nobody had any idea what Quick Query was** before they clicked on it, or used it on their own, but **when it was showed to them, they often liked it quite a bit**, used it easily, and would sometimes then use it again on their own.

Suggestion: rename it (to multi-search, easy search?), locate it more centrally?, show it as an option when there are no results? put fields directly on home page? Put with advanced and call it “more search options” ?

3. People seemed to appreciate being explained the **difference between full-text and keyword search** (that one searches only the basic description, the other the whole text of the document, and that full-text is better for very specific items). Some of them also liked being shown to use the OR and quotation marks in searching.

[Somehow include make the description more visible, as a mouse over, or in a tutorial or portal training link?]

4. People seemed to look at or try to **use the side options from the search a lot**, although they **didn't seem to ever get anything out of it**.

(These options have been removed in the last release)

5. Tried **browsing if searching not bringing what they want**, (went directly browsing in a couple instances, with commodity or geography queries) but people seem **to assume that clicking here brings over all the results** (ie, they are rolled up)
6. Almost everyone **had to be shown the "Click here"** option.
7. **Nobody used the drop down of type** (Formal, supporting, etc) when browsing, but one person did try to find standards for live animals by going to commodity and using the drop down, but when he didn't see standards in the drop down, went back to search.

We could hyperlink "refine your records" instead of click here, coloured, and then roll up the results (to also include the sub-topics/commodities) and include the whole type list in the dropdown.

8. **Searching:** A few people said "no problem" about having to look for the search box, but that was after they knew where to find it, and 2 said they would definitely like to always have it available. I did notice people taking a few moments to locate the search link, and someone else said it is the first thing she looks for. In any case, everyone started off using the search box and they seem to be more search-based, using the browsing options when they weren't getting what they want in the search.

[We might want to always have the search box always available at the top. This would also be useful for the large number of people that don't enter the portal to the home page (there are currently 159,000 pages in IPFSAPH indexed (metadata records), so a very small proportion of people must be coming in with a search box visible, and have to look for it. Having the box always visible would be a good way to encourage these people to use the system more.]

9. People seemed to understand they were searching within results with the refine box.
10. At MARA, they had very big font set on their monitors and viewing the search box on home page **required scrolling down for a lot of screens**, either because of settings, or monitor size.

If we put the search box at the top of the page it would be immediately visible, even on small monitors.

11. The **question asking people to look at the home page and say what they think the site is about doesn't work very well** (it seems to confuse or sidetrack them and wastes time, the same thing happened with Londa). However, someone Londa asked, and the person I asked clicked the "more" to try to answer the question. She then said

it said it wasn't immediately clear there is information related to her on the portal, but said if there is food safety it is probably relevant. Said it would be good for her if the word "imports" was somewhere on the home page.

If people need to click the "more" to be able to say what the site is all about, we should probably keyword the home page better and have more key phrases visible on it (facilitate/promote trade, importing, exporting food, etc).

12. "Canned" (**popular**) **search queries not really relevant to this audience (core users)** as they have very specific queries and/or know what they are looking for. They could still be interesting to have for more general or secondary users of the portal though) (I never had a chance to test the page with anyone, but I didn't feel it was very relevant to them when they were telling me what they were interested in).

[These searches could still be useful for secondary, or more general users, and also be useful in order to let someone scan the home page quickly and see what the site is about.]

13. They all seemed to be **well connected, use the Internet regularly, and are comfortable using the Internet.** (many had Google toolbar downloaded, found the site with the url easily, were comfortable moving around the site, and use the Internet regularly).
14. The issue of **trying to click on title instead of the "I"** came out at least a couple times.
15. The issue of the site being **only in English** was mentioned several times, and one testing session that was arranged was through translation (so was more a test of the translator than the person she was translating for!)
16. One person searched **for PRA for pest risk analysis**, but this isn't in the ontology (searching PRA gets 33 results).

[However, we don't have synonym searching in the latest release.]

17. **"In" is not a stop word** – therefore the person who searched food irradiation in EU got only 2 results, whereas food irradiation EU gets 5 results.
18. Someone didn't like going to open a pdf and having it in German, said it isn't at all useful to her.

[Can we do anything about labelling language versions?]

19. Someone said Would like also to be able to click the sub-sources in description, for example, see specifically what is from GPO [GPOaccess], FDA [CFR], USDA [APHIS] and USDA [FSIS] (of USDA)
20. I saw one person very engrossed in testing session and using the advanced search [rare]

21. IGEME ((Turkish exporters promoters) said the portal is somewhat technical for them, but that they would be interested in international standards and regulations exporters need to know about.

[We could consider having an overview, suggested information, or about information for different audiences from the home page, ie a link “For exporters” so it is more visible how it is relevant to them?]

22. There is lots of searching about EU, and harmonisation, at least a couple people were searching EU, we should make sure there is a chance to expand to European Union, or it should do it automatically.

23. Was sometimes quite slow (had conversation while waiting) – they usually blamed it on their connection.

[This is much improved in new release, with effective page caching]

24. Not searching keywords an issue – ie searching Turkey gets 70 results, a mix of items about the country turkey and the animal turkey, there are 88 items for turkey in the geography view, so a lot are missing

[This has been corrected in the new release, end 2005]

25. Someone found an amendment of something, but couldn't find what the original thing it has amended.

We could consider this a metadata field (related or linked items).

26. Someone couldn't find hygiene in browsing (it is under Production System Components)

We could move up some of the topics under Production System Components.

27. Someone said they had problems opening pdfs, they prefer html pages

28. Someone found an item ID: Codex72 - missing attachment

[Reported to programmer]

Other comments on content (from IGEME, Turkish Exprt Promotion):

They use USDA information quite a bit, as they said it has a lot of information on other countries. They would be interested in Latin American information, and Turkish/Central Asian republics as it is difficult to find out about their legislation. Improving access to developed countries' information is not that important as everything is already on their web sites. They are interested in FAS USDA reports. Also certification for organic agriculture and and private standards.

Other sites used by some of the people met:

- T.A.I.E.X. is the Technical Assistance and Information Exchange unit of Directorate-General Enlargement of the European Commission. - <http://taieux.cec.eu.int/> - Uses Phytalex on this system
- EURLEX
- European and Mediterranean Plant Protection Organization (EPPO) - <http://www.eppo.org/>
- IPPC
- www.ivis.org (Veterinary)
- GDPC

Examples of searches and search interests of people met:

- Preparation of regulation harmonized with EU, international legal documents related to poultry, legal requirements, import and export of poultry, they have a website but it's not up to date: www.besd_bir.org.tr (Poultry meat producers association). She also was searching for minced meat.
- Fishery: preparation of law, notifications, other laws related to fisheries (MARA fisheries)
- "pest risk analysis for tobacco streak virus"
- pest risk analysis, agrobacterium
- Individual EC directives
- EU harmonisation
- Plant health, pest control, plant protection, Pesticide (MSc student, agriculture engineer, was very engrossed, said portal was very useful and thank you)
- Food legislation
- legislations on import, PRA, plant quarantine, harmful organisms and specific requirements
- pest risk analysis (PRA), plant quarantine, official reports from governments, distribution of pests, economic importance, spread, current pest risk analysis, ISPM
- plant quarantine, EU legislation on plant health, pest risk analysis
- Epidemiology & animal health, rabies, bse, tuberculosis (PhD student veterinarian)
- through site map, clicked on OIE, couldn't find rabies
- risk analysis rice pests (Biol)
- diagnosis animal disease, vaccines, hormones residues tests wants info about : reference diagnostic tests, reference institutions, vaccines regulation and production methods, vaccines production methods (Ask for Turkish version) (Research institute, left early)
- GMOs, HACCP, biotechnology, ice cream in turkey, enzymes and dairy products
- OIE disease reports
- food irradiation in EU
- pesticide residues in cocoa beans
- ban animal feed
- edible ice

Annex 4: Uganda mission(s) findings

Londa VanderWal, Uganda, February, and October 2005

The first mission (February 2005) provided an initial evaluation of the availability of sources (electronic or hard copy) of SPS- related materials in the country and the information management capacity building needs. Based on this information, the next steps for the incorporation of Ugandan materials into the portal were determined, as outlined in the report from that mission. The first mission also provided valuable feedback from Ugandan users on the content and design of the portal.

Brief summaries of all technical meetings held

20-26 February 2005, Uganda

Meeting with Plant Health Officials:

Dr. Robert Karyeija and Dr. Emmanuel Niyibigira- 21 Feb 2005, Ministry of Agriculture

It was noted that the Ministry has 3 main acts related to plant health- the Plant Protection Act, Seed and Plant Statute, and the Agriculture Chemicals Act. These 3 acts were all adopted in approximately 1962, are available in hard copy only, and are currently in the process of being revised (through an FAO Technical Cooperation Project (TCP)) and trying to get pushed through Parliament for adoption. The Ministry also expressed interest in making Phytosanitary export certificates and Standard Operating Procedures (SOPs) for plant inspectors, transportation, internal quarantine, packaging, etc available electronically through a website for easy access.

The department of crop production does have a scanner, but it was noted that it would take a long time to scan all the pages of all the acts. Not many people within the ministry currently have access to the Internet, which is accessed through a slow dial-up phone line connection, where the users must unplug the phone to use the internet.

Follow-up:

RO to liaise with technical officer in charge of the plant protection TCP project to ensure synergy between the portal project and other on-going projects in the country, especially the information management component of the project.

Meeting with MAAIF Information Management Specialist

Dr. Robert Karyeija and Ms. Acayo- 21 Feb 2005, Ministry of Agriculture

The Ministry of Agriculture recently hired an information scientist to look after the ministry website, as well as doing promotional materials (videos, etc) for the entire ministry.

It was noted that Ministry is interested in getting a satellite dish for Internet access to use an interim basis, as the offices may move to Kampala in the upcoming years. Once the ministry is in its permanent location, a fiber optic line for internet access should be utilized. The officials also emphasized the need for basic training for all staff on how to use computers (would need financial support, as well as the provision of computers for training).

Meeting with Animal Health Officials

Dr. Robert Kauta and Dr. Benon Kyokwijuka - 21 Feb 2005, Ministry of Agriculture

The Ministry provided the RO with an electronic summary of all national acts relating to animal diseases (approximately 30), which are mostly from the 1960s. None of these laws are currently available on the web, but are in the process of being updated in Parliament. The officials felt that it would be misleading to post the old laws on the website as they are no longer current. The officials indicated that they would also have annual reports, standards, and policies to post in the portal and that Uganda reports animal diseases monthly to OIE. However, it was noted that the department does not have any personnel (or adequate funding) for information management, information collection is poor as many people don't see the benefits of sharing information, network availability is poor and the department would not have any scanners available for scanning paper copies of legislation.

Meeting with Uganda National Bureau of Standards Officials

Dr. Terry Kahuma, Dr. Ben Manyindo, Mr. Samuel Balagadde, Mr. George Opiyo, Ms. Agoa Topista Amuge - 22 Feb 2005, Ugandan National Bureau of Standards (UNBS)

UNBS has electronic metadata, including abstract, title, and cost, for all of their technical standards (approximately 500 in total - updated once a year, with a large percentage of these being SPS-related). Because they sell their standards, the full text could NOT be included in the portal, but rather only the metadata with an indication of how to purchase the standard.

The main UNBS offices have Internet access through a Local Area Network (LAN), but the equipment must be upgraded; however, the UNBS laboratories and SPS documentation center are NOT currently connected to the LAN, but should be in the future. The SPS documentation center has paper copies of ISO, ASTM, British, Indian, and other standards, with ISO and International Electronic standards (IEC) also available on CD. The center is closed when the SPS enquiry point (Mr Opiyo) is out of the country or when he is in the main office using the internet/ email. Mr. Opiyo downloads WTO notifications from the WTO website and emails them to the SPS stakeholders on a regular basis. Clients coming to the documentation center would benefit greatly from being able to access information available on the Internet.

Even though UNBS is obligated as SPS enquiry point to have a website, it is not currently active. An updated site is scheduled to be launched soon, mainly intended to provide information for national stakeholders. The site will list the services that UNBS provides, a catalogue (metadata only) of the standards they have, and links to relevant websites, such as the ISO, IPPC, IPFSAPH, Codex websites. The long-term maintenance of their website would likely require additional resources to be allocated from the government.

UNBS also serves as the national SPS and TBT enquiry point, and as such, convenes meetings every two months with all the members of the SPS/TBT Committee (from approximately 25 different institutions, including the private sector) to allow all the SPS-related stakeholders in the country to advise each other on the latest developments in their area. This meeting deals with harmonizing inspections and checking on the progress of notifications from that country. The committee members were nominated by the relevant ministers through a formal process. The private sector organizations are "umbrella" organizations that will in turn disseminate the information on notifications, etc to their

members. UNBS initiated (in early 2004), developed the ToRs (approved by all involved) and chairs the committee.

It was emphasized that the lead agency for the project must be carefully selected to ensure the success of the project and adequate coordination and information gathering and that the SPS/TBT committee is key to gathering and maintaining the needed information.

Meeting with Animal Health Official:

Dr. Nicolina Nantima- 23 Feb 2005, FAO Uganda office

The official could not attend the previous meeting the RO had with the Animal Health officials at the Ministry of Agriculture, so Dr. Nantima was briefed on the portal and tested the usability of the portal. The speed of the portal was approximately 3-4 times slower than at FAO HQ, which was a good reminder of the importance of making the portal run as fast as possible so that it will not be too slow even with a slow internet connection.

Meeting with WTO focal points

Ms. Elisabeth Tamale and Christine Mugoya- 23 Feb 2005, Ministry of Trade
Mr. Peter Elyetu, national ITC/UNCTAD/ITC Joint Integrated Technical Assistance Programme (JITAP) focal point was at a meeting in Geneva, so met with others in his department.

JITAP Phase I worked with the reference centers in the Ministry of Trade, UEPB, UNBS, as well as at Makerere University Business School. JITAP Phase II is now considering establishing new advisory and reference centers in the private sector and also has funds available for the 4 previously mentioned reference centers to assist with purchasing literature and other needed infrastructure. The JITAP focal point has a number of meetings planned through JITAP II, which will come to an end in late Dec 2005/ early 2006.

Uganda is also included in the IMF/ITC/ UNCTAD/UNDP/World Bank/WTO Integrated Framework (IF) program, which began in early 2005. Thus far in the project, Uganda has had workshops to sensitise government, civil, and private sectors about the importance of trade. The project aims to set up a national governing structure that is favourable to trade. A WB mission was planned to take place in April 2005 to do initial studies for IF, with a Diagnostic Trade Services (DTS) mission (looking at all sectors to identify which should be addressed) is planned to take place in July/ August 2005. The IF budget is said to be larger than that of JITAP, includes more specific follow-up, and will work to include the Ministry of Finance and other important stakeholders which were not really involved in JITAP I. The IF studies should be done by December 2005 with projects sent to donors for approval in Jan/ Feb 2006. Accordingly, donor-funded projects should start in mid 2006.

The Ministry of Trade Reference Center is used by traders, academics and researchers; the center now has an employee to help people find necessary information.

Meeting with Uganda Export Promotion Board (UEPB):

Noreen Keimoti, Management Information Systems Division- 23 Feb 2005, Uganda Export Promotion Board Resource Center

It was recognized that food safety, animal and plant health issues are becoming more important to exporters, necessitating increased access to these standards and related materials. The officer also noted their preference for interpreted, easy-to-understand official versions of such information. UEPB has a website, where they said they would add a link to the portal. UEPB is also planning to do more pro-active information dissemination/ outreach to exporters in the future and said they would include the portal in any information material they produce. The UEPB information resource center does already receive a good deal of use, but it would be beneficial for the exporters coming to the center to have access to the Internet.

Meeting with Biosafety National Focal Point

Dr. Gershon Onyango and Mr. Hafashimana- 23 Feb 2005, Ministry of Water, Lands and Environment, Forestry Inspection Division

Uganda is working to implement a national biosafety clearinghouse, (some funds provided by UNEP Global Environmental Facility), which will feed into the main BCH site and should be linked in some way to portal. The BCH is planned to include national legislation; information on GMOs that may have been introduced in the country; summaries of risk assessments done in the country; reasons for approval/ rejection of GMOs; national focal points and a biosafety roster of experts; bilateral/regional agreements, all as mandated by CBD.

It was noted that Uganda is not eligible for much additional funding from UNEP for additional IT training, although more training is needed.

Meeting with Uganda Fish Processors and Exporters Association

Ovia Katit Matovu and 2 other colleagues- 23 Feb 2005, Uganda Fish Processors and Exporters Association office

The Association is 12 years old and consists of 15 fish processing companies in Uganda. The Association pro-actively checks out new standards and regulations from the EU and other export markets and provides the information to their members. The EU consulate in Uganda also provides information to them and provides some other assistance. The Association is a member of the SPS/TBT committee, which also provides additional needed information

Wrap-up Meeting with all available/ interested national stakeholders: Dr. Robert Kareidja (MAAIF- plant), Dr. Nicolena Nantima (MAAIF- animals), Mr. George Opiyo (UNBS), Ms. Agoa Topista Amuge (UNBS). 24 Feb 2005, FAO- Uganda office

All people met throughout the week were invited to the meeting and all indicated their interest, but that they already had other meetings scheduled or other pressing matters to attend. Those in attendance were representing their respective agency

Notes on portal design:

- UNBS uses the International Classification for Standards (developed by ISO), rather than HS codes in classifying their standards;
 - this classification would need to be mapped to HS codes
- WTO/WHO names should be on the logos at the bottom of the home page as it is not obvious what organization the logo represents
- all mentioned that they would be able to better comment on the portal once they started working with it more.

- the dialog box for adding keywords was very slow to come up

Addition of information from Uganda into the portal:

In addition to the information provided in the main report:

- the procedure for adding information manually through data entry forms was discussed in detail, including the origin of the keywords and the design of the portal
- it was felt that the portal could provide a sort of “national website” for SPS information from Uganda, with each portion maintained by the relevant authority

Meeting with local contact for STDF project #20 (cost-benefit analysis)

Dr. Nichodemus Rudaheranwa, Senior Research Fellow- 24 Feb 2005, Economic and Policy Research Institute.

The general situation of SPS matters in Uganda was discussed. The need for increased government attention to the importance of a) information exchange, b) food and agriculture product inspection, c) laboratory capability, d) certification and accreditation bodies for exports was emphasized.

Mr. Rudaheranwa noted that the cost- benefit analysis project intends to look at the economic, social and political aspects of each product selected, on a product by product basis.

Meeting with Local UNIDO staff

Ms. Robinah Sabano and Mr. Samuel Balagaade (national expert in food safety for UNIDO)- 24 Feb 2005, UNIDO office

The meeting discussed the work that UNIDO has undertaken in the past or is currently doing in the area of food safety in Uganda, as well as possible areas of collaboration with FAO in the future. UNIDO’s approach to food safety capacity building was also discussed. It was also noted that the East African Customs (EAC) Union provides for harmonized procedures and open borders, making regional approaches to development very important.

Meeting with Uganda National Council for Science and Technology (NCST)

Mr. Julius Ecuru, 25 February 2005- NCST building

NCST is a semi- autonomous government agency whose parent organization is the Ministry of Finance, Economy and Planning, and whose mandate is cross-cutting across all sectors, but focuses on planning of science and technology matters for the country. NCST assists in setting policy in science- related matters, while UNBS and the Ministry of Agriculture are the primary agencies responsible for implementing these policies

NCST has drafted a national biosafety regulation, which could be made available through the portal as a draft legislation. NCST has developed other legislations in various sectors, but the ministries responsible for them will likely be responsible for posting these legislations in the portal.

Appendix to Annex 4: List of Persons met during mission (20-26 February 2005)

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