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Geneva

TECHNICAL COMMITTEE

Fiftieth Session
Geneva, April 7 to 9, 2014

IMPROVING THE EFFECTIVENESS OF THE
TECHNICAL COMMITTEE, TECHNICAL WORKING PARTIES AND PREPARATORY WORKSHOPS

Document prepared by the Office of the Union

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1. The purpose of this document is to provide proposals concerning possible means of improving the effectiveness of the Technical Committee, Technical Working Parties and Preparatory Workshops.

2. The following abbreviations are used in this document:

TC: Technical Committee
TWA: Technical Working Party for Agricultural Crops
TWC: Technical Working Party on Automation and Computer Programs
TWF: Technical Working Party for Fruit Crops
TWO: Technical Working Party for Ornamental Plants and Forest Trees
TWV: Technical Working Party for Vegetables
BMT: Working Group on Biochemical and Molecular Techniques, and DNA-Profiling in Particular
TWP: Technical Working Party

3. The structure of this document is as follows:

ANNEX I: SURVEY TO SEEK VIEWS ON THE EFFECTIVENESS OF TECHNICAL WORKING PARTIES, PREPARATORY WORKSHOPS AND TECHNICAL COMMITTEE SUBMITTED AT THEIR SESSIONS IN 2013

ANNEX II: INFORMATION ON ATTENDANCE OF MEMBERS OF THE UNION TO THE TC AND TWPS IN THE LAST 5 YEARS

ANNEX III: PROPOSAL FOR TWP INVITATIONS

ANNEX IV: PROPOSAL FOR SURVEY FOR PARTICIPANTS TO ALL TWPS IN 2014

BACKGROUND

4. The Technical Committee (TC) at its forty-ninth session, held in Geneva from March 18 to 20, 2013, considered document TC/49/3 "Matters arising from the Technical Working Parties" and received presentations by the Office of the Union on a survey of participants in the TWO, at its forty-fifth session, held in Jeju, Republic of Korea, from August 6 to 10, 2012, and in the TWF, at its forty-third session, held in Beijing, China, from July 30 to August 3, 2012, and an analysis of participation in the TC and the TWPs.

5. The TC noted the following proposals concerning possible means of improving the effectiveness of the TWPs, as a basis for future consideration:

(a) the possible benefits of regional distribution of the TWP venues within a year, in order to maximize opportunities for participation;
(b) inviting the TWPs to consider modifying the length (shorten or lengthen) of the TWP sessions according to the agenda and number of Test Guidelines to be discussed;
(c) providing a summary of the main changes to, and key features of, relevant TGP documents (e.g. TGP/7, TGP/8 and TGP/14), under agenda item 3(b) "Reports on developments within UPOV";
(d) preparing a "quick reference" guide document for TWP participants with extracts from, for example, documents TGP/7 and TGP/14, covering frequently arising matters in the Test Guidelines (e.g. ratio/shape, color, notes, types of expression, method of observation);
(e) adding a decision paragraph in the TWP documents, to help to reach a clear conclusion on important points; and
(f) inviting the TWPs to review the results of the survey of the TWO and TWF participants, at their sessions in 2013 (see document TC/49/41" Report on the Conclusions", paragraph 19).

6. In addition, the TC agreed that consideration should be given to the organization of subgroups for specific matters, e.g. TGP document subgroups and to the holding of Technical Working Parties in consecutive weeks, such as was arranged for the TWO and TWF (see document TC/49/41" Report on the Conclusions", paragraph 20).

7. The TC agreed to the proposal for the Office of the Union to organize a survey:

(a) for participants at the TWP sessions in 2013, as proposed in Annex III of document TC/49/3;
(b) for participants at the preparatory workshops in 2013, as explained in document TC/49/10;
(c) for participants at the forty-ninth session of the TC as proposed in Annex IV of document TC/49/3; and
(d) for those members of the Union that did not attend the TC and TWP sessions (see document TC/49/41" Report on the Conclusions", paragraph 21).

8. The TC agreed that consideration of possible means of improving the effectiveness of the TWPs should be deferred until its fiftieth session in order to consider the results of the surveys above (see document TC/49/41" Report on the Conclusions", paragraph 22).

9. The TC agreed that it would be important to survey the members of the Union that had not attended the TC and the TWPs in order to understand the reasons why they had chosen not to attend (see document TC/49/41" Report on the Conclusions", paragraph 23).

10. In relation to the proposals as set out in paragraph 5 of this document, the following measures were implemented for the TWP at their sessions in 2013:

(a) an oral summary of the main changes, and key features of, relevant TGP documents (e.g. TGP/7, TGP/8 and TGP/14), under agenda item 3(b) "Reports on developments within UPOV";
(b) addition of decision paragraphs in the TWP documents, to help to reach a clear conclusion on important points; and
(c) invitation to the TWPs to review the results of the survey of the TWO and TWF participants, at their sessions in 2012.

11. The TC is invited to note the measures implemented at the TWPs sessions in 2013, for improving the effectiveness of the TWPs, as set out in paragraph 10 of this document.

RESULTS FROM THE SURVEYS IN 2013

12. As requested by the TC at its forty-ninth session, participants in the TWP sessions in 2013, participants in the preparatory workshops in 2013, participants in the forty-ninth session of the TC, and the members of the Union that did not attend the TC and TWP sessions were invited to participate in surveys (see paragraph 7 of this document).

13. A summary of the participation in the surveys is presented below.

14. The results of the surveys are presented in Annex I to this document.

Survey of participants at the TWP sessions in 2013

	TWA	TWC	TWV	TWO	TWF
Total number of participants	86	47	53	43	40
Total Number of participant countries / organizations	32	14	20	22	20
Number of replies (i.e. participants)	22	12	22	24	14
Response rate	26%	26%	42%	56%	35%

Survey of members of the Union that did not attend the TWP sessions in 2013

	TWA	TWC	TWV	TWO	TWF
Number of members of the Union invited to reply	38	55	51	49	51
Number of replies	9	11	4	5	8
Response rate	24%	20%	8%	10%	16%

Survey of participants at the preparatory workshops in 2013

	TWA	TWC	TWV	TWO	TWF
Total number of participants	34	23	21	27	33
Total number of participant countries / organizations	16	10	9	15	18
Number of replies (i.e. participants)	13	9	13	17	14
Response rate	38%	39%	62%	63%	42%

Survey of participants at the forty-ninth session of the TC

	TC
Total Number of Participants	77
Total Number of Participant Countries / organizations	47
Number of replies (i.e. participants)	28
Response rate	36%

Survey of members of the Union that did not attend the forty-ninth session of the TC

	TC
Number of members of the Union invited to reply	30
Number of replies	8
Response rate	27%

15. The TC is invited to:

(a) note the participation to the surveys in 2013, as presented in paragraphs 12 and 13 of this document; and

(b) note the results of the surveys in 2013 presented in Annex I of this document.

PROPOSALS FOR IMPROVING THE EFFECTIVENESS OF THE TECHNICAL COMMITTEE, TECHNICAL WORKING PARTIES AND PREPARATORY WORKSHOPS

Background

16. At a meeting held in Geneva, on January 10, 2014, in conjunction with the Enlarged Editorial Committee meeting (TC-EDC), the Chairpersons of the TC and the TWPs reviewed the results of the survey, as provided in Annex I to this document.

17. The purpose of the meeting was, on the basis of the results of the survey requested by the TC at its forty-ninth session (see document TC/49/41 "Report on the Conclusions", paragraphs 21 and 22), to develop suggestions for improving the effectiveness of the Technical Committee, Technical Working Parties and Preparatory Workshops, for consideration by the Technical Committee at its fiftieth session.

18. It was concluded that the results of the surveys in 2013 indicated that the following aims should be considered with regard to improving the effectiveness of the TWPs:

- Better use of time at TWP sessions;
- Improve understanding between TWPs (especially in the development of TGP documents);
- Increase participation by a greater number of participants; and
- Capitalize on TWPs and TC as an opportunity for training.

19. In addition to the information provided in Annex I to this document, the TC and TWP Chairpersons agreed that it would be useful to provide the TC with information on members of the Union that had not attended the TC and TWPs in the last 5 years. The requested information is presented in Annex II to this document.

20. The TC is invited to:

(a) note the aims set out in paragraph 18 of this document that were the basis of the proposals for improving the effectiveness of the TWPs; and

(b) note the information provided in Annex II to this document, containing information on attendance of members of the Union to the TC and TWPs in the last 5 years.

Technical Committee

21. Possible measures for improving the effectiveness of the Technical Committee:

(a) the report from the Office of the Union on developments in UPOV to be made available on the website in advance of the TC session;
(b) to continue the use of PowerPoint presentations for the oral reports by TWP chairpersons;

(c) oral reports by TWP chairpersons to focus only on items of particular relevance to their TWP; and
(d) to provide conclusions at the end of discussion sessions.

22. The TC is invited to consider the proposals concerning possible means of improving the effectiveness of the Technical Committee, as set out in paragraph 21 of this document.

Technical Working Parties

23. Possible measures for improving the effectiveness of the Technical Working Parties:

General

(a) conduct a survey of TWP participants in 2014 in order to identify further areas for improvement and to obtain feedback on the effectiveness of measures already taken (see Annex III);
(b) review the TWP invitations in order to ensure that information is disseminated to all appropriate persons;
(c) in order to encourage greater participation by all participants in the TWP sessions, to request participants at the beginning of the session to introduce themselves and to briefly (in 30 seconds) report the most important issue they faced at that time. Matters of broad interest could then be considered for further discussion at an appropriate time;
(d) organize presentations by experts of members of the Union on topical and relevant matters; and
(e) request hosts to provide:
    - name badges for all participants (including local participants),
    - a large poster board with the participant names and photographs and a space for each participant to indicate their area of particular interest (specifically including local participants),
    - a notice board for host announcements (e.g. visits),
    - 2 projector screens in large rooms (at opposite ends of room),

TWP documents

(f) provide a summary of the purpose and proposed decisions at the beginning of TWP documents;
(g) post documents sufficiently in advance of the meetings;
(h) continue to include decision paragraphs in TWP documents; and
(i) minimize the time for presentation of documents, particularly where presented for information only,

Test Guidelines

(j) request TWP designated persons to make proposals for new or revised Test Guidelines in advance of the TWP session;
(k) circulate the proposed schedule of TG to be discussed during the session to TWP participants one week before the TWP session;
(l) improve preparation of Test Guidelines and presentation of Test Guidelines at TWPs by the Leading expert by:
    - training (e.g. electronic training workshops, including the use of the Web-based TG template, and guidance on the presentation of Test Guidelines at the sessions),
    - providing UPOV comments in advance,

TGP documents

(m) request participants to provide their comments on TGP documents in advance of the TWP session, according to a specified date;
(n) organize a separate, annual meeting of a working group to discuss TGP documents in the week before the TC sessions in Geneva. The meetings would be open to all TC and TWP designated persons and consideration would be given to the possibility to view the meeting electronically; and
(o) in conjunction with this approach, to report on significant developments at TWPs, without detailed discussion of individual TGP documents,

Technical visit

(p) conduct a survey of TWP participants of their requirements for technical visits.

24. In relation to the review of the TWP invitation in order to ensure that information is disseminated to all appropriate persons (see paragraph 23(b) of this document), it is proposed:

(a) to align the text of the invitation for the TWPs to the text of the invitation for the Technical Committee, as set out in Annex III of this document; and
(b) to continue to distribute to the designated persons in the relevant TWP and the designated persons in the Technical Committee.

25. The TC is invited to consider the proposals concerning possible means of improving the effectiveness of the TWPS, as set out in paragraphs 23 and 24 of this document, and in particular:

(a) to revise TWP invitations, as proposed in Annex III of this document; and

(b) to consider the survey of the participants at the TWP sessions in 2014, as proposed in Annex IV of this document.

Preparatory Workshops

26. Possible measures for improving the effectiveness of the Preparatory Workshops:

(a) if the length of time spent on TGP and information documents is reduced (see paragraph 23(n) of this document), to hold the preparatory workshops on Monday in order to encourage all TWP participants to attend the Preparatory Workshop;
(b) to use more, shorter presentations and use experts from members of the Union as presenters;
(c) to continually renew exercises for existing topics; and
(d) to organize small groups of participants with different levels of experience for the group exercises.

27. The proposal for the program of the Preparatory Workshops for the TWPs is presented in document TC/50/11" Preparatory Workshops".

28. The TC is invited to consider the proposals concerning possible means of improving the effectiveness of the Preparatory Workshops, as set out in paragraph 26 of this document.

Timetable for implementation

29. If approved, the measures for improving the effectiveness of the TWPs and the Preparatory Workshops could be implemented from 2014, except for the organization of an annual working group to discuss TGP documents (see paragraph 23(n) of this document), which could be organized for the week before the fifty-first session of the TC, to be held in Geneva in 2015.

30. The TC is invited to consider the timetable for implementation of measures for improving the effectiveness of the TWPs and the Preparatory Workshops, as set out in paragraph 29 of this document.

[Annexes follow]

ANNEX I

SURVEY TO SEEK VIEWS ON THE EFFECTIVENESS OF TECHNICAL WORKING PARTIES, PREPARATORY WORKSHOPS AND TECHNICAL COMMITTEE SUBMITTED AT THEIR SESSIONS IN 2013

Result of 2013 Surveys

January 10, 2014

1

2013 Surveys
Review and analysis

1. TWPs (Participants and Non participants)
2. Preparatory Workshop
3. Technical Committee (Participants and Non participants)

2

2013 Surveys
Review and analysis

1. TWPs (Participants and Non participants)
2. Preparatory Workshop
3. Technical Committee (Participants and Non participants)

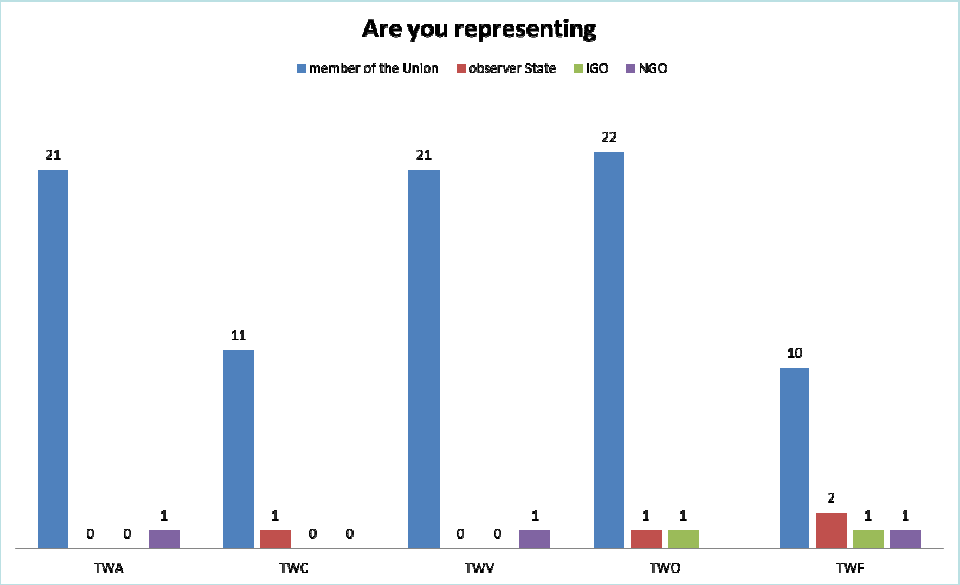
3

SURVEY 2013/ TWPs
General information

	TWA	TWC	TWV	TWO	TWF
Total Number of Participants	86	47	53	43	40
Total Number of Participant Countries / organizations	32	14	20	22	20
Number of replies (i.e. participants)	22	12	22	24	14
%	26	26	42	56	35

4

Question 1:



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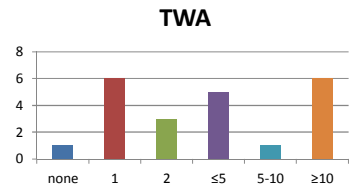
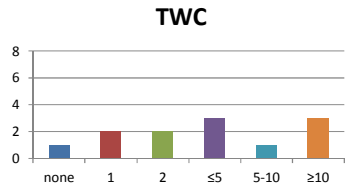
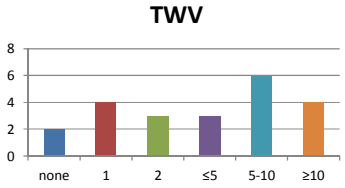
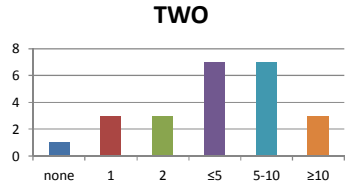
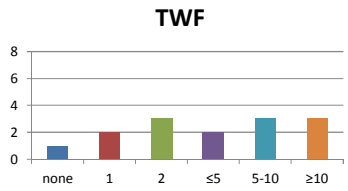
Question 2: How many TWP meetings have you attended?











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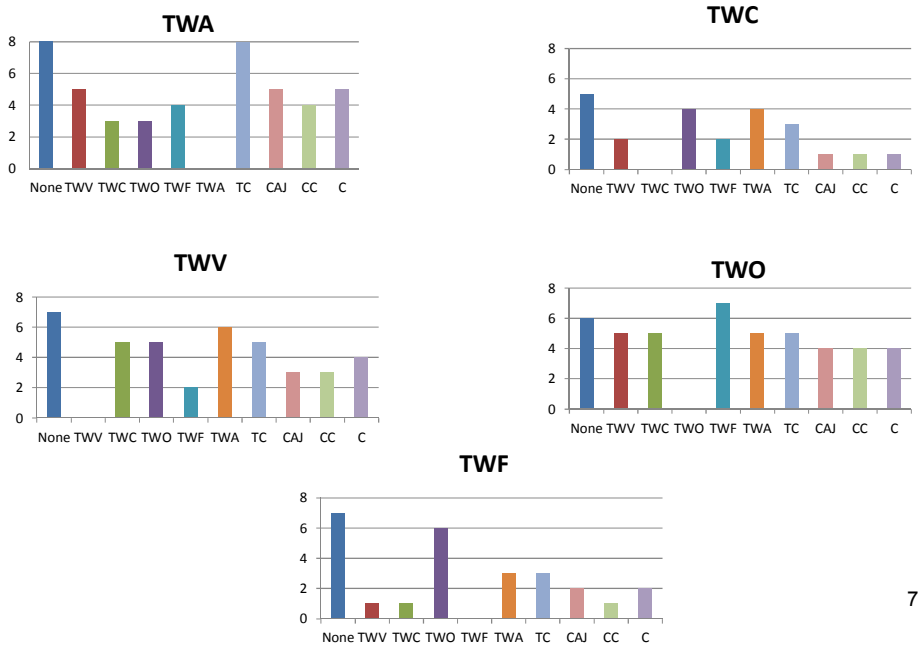
Question 3: Have you attended other Technical Working Parties or other UPOV bodies?



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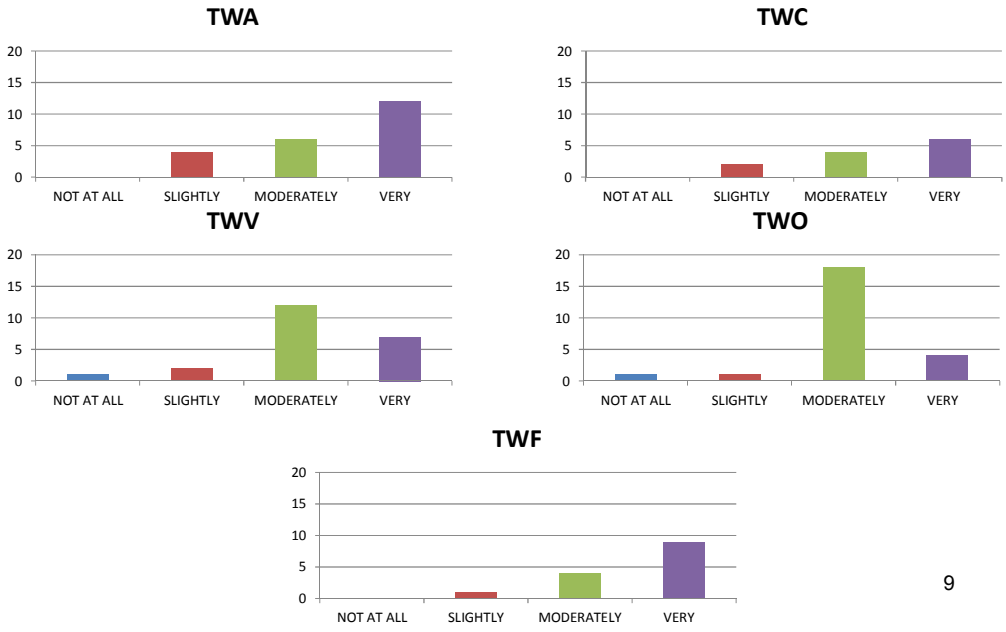
Q.:	Table of Ranking	TWA		TWC		TWV		TWO		TWF		average	
		Ranking	average	ranking	average	ranking	average	Ranking	average	ranking	average		
4.	Was the introduction of TGP documents effective, and the decision paragraph useful?	**3**	2.7	**3**	2.8	**4**	2.6	**3**	2.9	**3**	2.5	2.7	SATISFACTORY
5.	Was the organization of the discussion of documents (excluding Test Guidelines) effective in order to reach a conclusion?	**1**	3.2	**1**	3.5	**2**	3.2	**1**	3.4	**2**	3.1	3.3	GOOD
7.	How satisfied were you with the way in which the Test Guidelines were presented/discussed (in the subgroups)?	**2**	3.1			**1**	3.3	**2**	3.2	**1**	3.6	3.3	GOOD
8.	Were you satisfied with the work program of the week?	**3**	2.7	**2**	3.0	**3**	2.9	**3**	2.9	**4**	2.1	2.7	SATISFACTORY
9.	Were you satisfied with the Technical Visit?	**4**	2.5	**4**	2.4	**5**	2.2	**4**	2.2	**5**	1.5	2.1	SATISFACTORY

8

Question 6: Did you feel encouraged to contribute to the discussion on documents?



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Comments

(on question 4: Was the introduction of TGP documents effective, and the decision paragraph useful?)

TWA	The introduction is well done but rather static. Reading out the conclusions out of documents is not very usefull
TWC	Decision paragraph was a great help
TWC	The decision paragraph is an excellent innovation.
TWV	decision paragraph very useful
TWV	During the meeting, the text on the screen was presented with highlighted words/sentences indicating the essence of the document. This would be helpful when preparing the meeting, since some documents are rather long. I always start with the conclusion. I wonder if another order of the text will make it the text more easily to understand.
TWO	Would be good to firm up the close connection with TGs. If you draft TGs then the duidance and method is in TGPs
TWO	The documents came very late. Some documents we received during our traveling to the meeting place.
TWO	For me this way of presenting the information was much more interesting and clear.
TWO	Usefull for DUS examination
TWF	The decision paragraph provides a clear end point and forms the group view. Suggest to more directly link TGPs with TG drafting. Perhaps an summary why the group should look at a mater for TWF work or that it is information, what other TWPs are looking at.
TWF	from time to time, it is nice to re-visit the document. i tend to forget some of the things that i should always bear in mind. the discussions give me additional knowledge.

10

Comments

(on question 5: Was the organization of the discussion of documents (excluding Test Guidelines) effective in order to reach a conclusion?)

TWC	Sometimes too detailed (espeicially on subject where my knowledge were limeted or where I felt that the subject were not so important)
TWV	The introduction of the documents by the UPOV office was very clear. However, they were posted on the website relatively short before the meeting. Because I attended the TC, it was not a problem for me.
TWV	Depending on the discussion content, but the feedback from participants was small.
TWO	A decision paragraph is useful, as in the TC.
TWO	I think it was very effective in order to reach a conclusion or transfer the information (main points) to the attendants.
TWF	As with TGPs, a decision point, paragraph could be more effectively used
TWF	Organization was good, but the discussion was poor because lack of participation of some countries
TWF	though they were numerous, still they were very useful and timely in my work.

11

Comments

(on question 6: Did you feel encouraged to contribute to the discussion on documents?)

TWA	I felt it was a very welcoming group. Each person was respectful of others opinions.
TWC	On those subjects where I felt that I could contribute
TWV	This year, there were no real new issues for us to bring forward.
TWO	Some documents are for information only (e.g. documents on statistics, denomination, electronic application systems). It would not be necessary to present them to the whole group, which is only invited to take note. Asking participants if they have comments would be sufficient.
TWO	Discussion is passive. Perhaps the Chairman can directly query delegations or likely contributors. There is a need to manage documents more closely to the needs/interests/expertise of ornamentals. Useful to know what is happening else where but discussion is not realistic.
TWO	I did not have enough experience to discuss the General Documents but I am very interested by the discussions on Test guidelines
TWO	I am not envolved in this kind of work the whole year, as most of the experts are, so it is difficult for me to give an oppinion in front of all the assistants.
TWF	For a range of document, the group is invited to take note, no comments are expected.
TWF	only on the test guidelines discussion. am sorry about this. as an observer, I kept my mouth closed on the UPOV documents discussed.

12

Comments

(on question 7: How satisfied were you with the way in which the Test Guidelines were presented/discussed (in the subgroups)?)

TWA	In some of the smaller groups I found that the leading expert was receiving very little input from other interested parties. Was left to the more experienced members to discuss details of a crop they were unfamiliar with.
TWA	It very much depends of the leading expert how the TG are presented and if progress is made.
TWA	There has been some language problems, but this cannot be avoided, since all experts cannot be native speakers of English.
TWA	In the discussion about testing guidelines to study the development of crop specialists is not so much.
TWV	Difficult to answer : I managed 3 TGP drafts !
TWV	In the second draft, the meeting is held on the basis of a clean version next to a paper with the comments. For the meeting it would be easier to have one compiled document
TWV	Preparation: In some cases the leading expert could have made proposals more in line with the UPOV regulations.
TWV	Preparation of the test guidelines could sometimes have been better, so that decision making would have been more effective
TWO	Sub groups work well. This twp has a lot of guidelines to work through. Sub groups provide opportunity for other matters. Most TGP improvements come from TG discussion and specific matters that arise.
TWO	The experts that have a huge experience, help a lot the recent ones
TWO	We received the comments from UPOV to late so probably we could not finalize one due to the late information of UPOV. The comments were received when we already in Melbourne
TWO	I was really satisfied, for me it was OK.
TWF	Could consider a perhaps more formal mentor system. New drafters could be more assisted by experienced members even if the more experiencee do not know the crop very well. The idea of a sub group editor.
TWF	TG are well presented, but discussion need more technical datas on the behaviur of the characteristics, in order to get solids conclusions.
TWF	they met my expectations

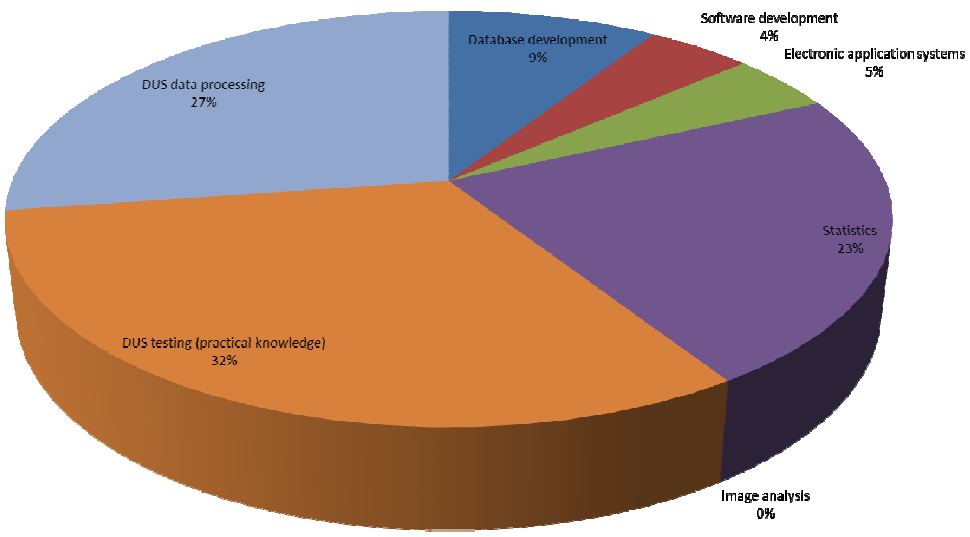
13

Comments

(on question 8: Were you satisfied with the work program of the week?)

TWV	My compliments to the Japanese staff!
TWV	I was satisfied that it could finish all schedule of session without problem in particular.
TWO	The Chairman and office were efficient and worked systematically. Some of the programme was TWP generic. The agenda could be critically reviewed to address ornamentals more directly.
TWO	The work and participation were more active, and there was enough time to cover the program for the week.
TWF	Some documents are for information only (e.g. documents on statistics, denomination, electronic application systems). It would not be necessary to present them to the whole group, which is only invited to take note. Asking participants if they have comments would be sufficient.
TWF	the programme was worked through in a systematic way.
TWF	It is an intensive and long work program, but some informative items from TC or general matters are treated too ligth and generate any discussion.
TWF	the outdoor and adventurous dinner of fish and chips was a new and great experience. thanks to the brains of this idea. the meeting was great, ben, caroline, and the chair- caranza were all so very good in handling and running the meeting.

14



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Comments

(on question 10: How could the effectiveness of the TWP session be improved?)

TWA	When developing TP's it would be a great improvement to have both a Lead Expert plus a designated Deputy Lead Expert. The deputy would be the first point of assistance for the Lead Expert and could also take the responsibility at the TWP if the Lead Expert could not attend.
TWA	more time for TG discussing
TWA	The set-up in Kiev was excellent. Much depends on facilities, meeting room and sound.
TWA	Shorter documents? Less background information (on the previous discussions and decisions on the matter in question)?
TWA	For new participants, a quick briefing about the ways and means of presentation/debate of/on a standard UPOV document may be useful.
TWA	In the future TWA sessions during the Technical Visit would be more effective to concentrate discussion every year of one main crop and share practical experience by Member States.
TWA	provide more Technical Visit
TWA	Time reserved for further discussions on TG was a good improvement.
TWA	Any possibility to motivate and encourage more participants to contribute actively in the discussion should be used.
TWA	Not all documents have the same importance, for documents that require only "TWA noticed ..." could be spent less time
TWA	It may be useful to think of possibility to include preparatory workshop into Technical visit, that will alow to shortened the meeting to five days.
TWA	More input from all the participants
TWA	better coordination of the TWA items prior to the session
TWA	More participants taking part in the discussions. 2. Technical visit demostrating DUS trials which are based on TGs under discussions, so the effectiveness of the TGs can also be tested in the field, particularly scoring using notes.
TWA	Prior to the meeting, require more extensive consultation and to discuss and submit the appropriate feedback.
TWA	New way for all participants can participate in the meeting. meeting was carried out by very few people.

Comments

(on question 10: How could the effectiveness of the TWP session be improved?)

TWC	With the WebEx application, effective and effecient decision making by TWC can be reached if conversant participants of other TWPs, where applicable, can be put on standby to inform/interprete/clarify to the TWC on the matter when there are matters raised by a TWP
TWC	discussion
TWC	1) The inclusion of photo's in the Annex to the Report is great for after the event. However, given that folk don't always wear their name badges, it would be really useful to have a photo-board up during the meeting, so that people could put names to faces easily. I came away from the TWC not knowing the names of many of our hosts, when I would have liked to have shown respect through knowing and using their name. 2) The U-shaped seating arrangement is good for viewing the screen, but those at the far end don't get as well included as those near the Chair. Could 2 screens be used, so allowing a more circular seating arrangement and greater inclusion of all? 3) Please have a person with a mobile camera and microphone (attached to a laptop on wifi?) for the Webex sessions? 4) Against question 2 above, please could you reword to "fewer than 5" instead of "less than 5" - see http://oxforddictionaries.com/words/less-or-fewer "Use fewer if you're referring to people or things in the plural (e.g. houses, newspapers, dogs, students, children). (...) Use less when you're referring to something that can't be counted or doesn't have a plural (e.g. money, air, time, music, rain). "
TWC	More time to discuss the most important topics. Sometimes examples of experiences reported are too generic
TWC	The number of participants with experts in statistics has decreased markedly (retirements and funding issues). This trend needs to be reversed.
TWC	I think that the method of web casting should be improved .
TWC	In this TWC preparatory workshop, we have a chance to learn the gaia program. that is very useful. Like this, I think expanding learning program including distance learning is very useful.
TWC	Cooperation with DUS expert and participation of DUS expert in TWC meeting
TWC	I think that the TWC session is important for the efficiency and precision of DUS testing and harmonization between members of the union. But because the expertise area of TWC participants is very broad (such as IT and statistics and DUS testing), including me many participants feel that the argument of TWC session is very difficult. This is my feeling. Any way thank you for making an effort in improvement of TWC session.
TWC	difficult to say as we have different expertise

Comments

(on question 10: How could the effectiveness of the TWP session be improved?)

TWV	Encourage presentation of useful findings from members of the union and other experts
TWV	It seems that the participants have not the same background and then the same level of comprehension : therefore, some presentations more or less theoretical could initiate some debate and make the participants more confident.
TWV	to open the discussion on the share of tools (pathological tests, bimolecular technics..) with practical and targeted examples.
TWV	to be increae participant of UPOV member country
TWV	To realize presentions of countries experiences in especified subjects
TWV	Put aside half a day or so to discuss issues of relevance fo TWV (will de bone in 2014). Try to somehow encourage more participation during the meetng from non-European delegations
TWV	More should be spoken from the practical problems as change of variety descriptions.
TWV	By more guidance of the leading expert by UPOV, and not too much workload for one expert
TWV	I would like to suggest that we can discuss the matter about not only how to observe the characteristics but also how to decide the distinctness especially for the QN characteristics.
TWV	Because a screen was small, I was hard to see a text on the screen.
TWV	Because the number of TG draft considered is appropriate in TWV,I think the session is effective enough.
TWV	Discussion to the specific subject on TWV is useful, for example , assessment for Disease resistance, etc.
TWV	Sharing the DUS test situation with each countries. For example how to conduct examination, how to accept application, how to check TQ, how to report final result.
TWV	I think participation of experts in their respective fields need more.

Comments

(on question 10: How could the effectiveness of the TWP session be improved?)

TWO	Participants should bring more presentations of their own experience in order to raise discussions which could result in an improvement of TGP documents. The group is in general too passive, waiting for documents from the Office of the Union to be looked at.
TWO	It may be better if genera/species are copied to participants in advance before new TG of recommendation may be confirmed. Thus, participants may have some times to think if they are interesting in or not.
TWO	documents should be sent at least 14 days before the meeting
TWO	Notes as above. In partuicular, a programme more tailored to specific needs of ornamental testing, balanced with informing participants of other matters
TWO	In case of possible, leading experts should provide more sample for clarified
TWO	If UPOV office could distribute the related documents earlier, the TWO session would be more effective.
TWO	The UPOV must send earlier their comments. The same schedule as for the other experts. If this is possible maybe we do not need so many years for a guideline.
TWO	If we could have comments from UPOV office at the early stage of their draft circulation, Subgroup meeting will be possible to reduce the time for discussion.
TWO	more slowly english
TWO	freequent communication
TWO	I think many participants do not take part in the discussions due to linguistic barriers. Active participation in the discussions by all participants would definitely benefit the program.
TWO	the agenda of the 1 meeting day could be communicated to the participants at least one day prior to the formal start of the meeting. If documents cannot be published sufficiently in advance a print should be provided at the preparatory workshop (some participants had to start travelleing on Thursday; not all docs were available that day)
TWO	Active online publishing of document is necessary. Some Docs are not presented in online.

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Comments

(on question 10: How could the effectiveness of the TWP session be improved?)

TWF	Individual participants should prepare themselves in a better way, prior to the meeting, and should feel encouraged to participate more actively in the discussions. In particular it is of great importance that the country representatives should provide of sufficient skills in English language.
TWF	Participants should bring more presentations of their own experience in order to raise discussions which could result in an improvement of TGP documents. A number of subject matters has been proposed for next year.
TWF	more related experts take party in TWP
TWF	Should have the photos of example varieties in each plant to clear the characteristic.
TWF	It may be effective if I can use two projectors in one room.
TWF	Consider tailoring the agenda more closely to fruit testing needs, balanced with wider information
TWF	The documents to be discussed to be place on the UPOV website little bit earlier.
TWF	In general TWF session is satisfactory, but it is posible to improve it giving answer to the observations made in the previous points
TWF	How about to decide the agend via email in previous instead of on the conference？
TWF	Perhaps givng the members presenting TG reviews guidelines on how to effectively present the changes they are proposing. Some members did so much more effectively and efficiently than others.
TWF	the participants especially from countries with much experience provided much on the cerebral discussions. the exercise was good to break the monotony. maybe, more creative exercises in the future meetings

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SURVEY 2013/ Non- Participants to TWPs

Question 1: What are the reasons for not attending the Technical Working Party in 2013?*

	TWA Absolute freq./Relative freq.	TWF Absolute freq./Relative freq.	TWC Absolute freq./Relative freq.	TWO Absolute freq./Relative freq.	TWV Absolute freq./Relative freq.	Total Absolute freq./Relative freq.
lack of time	2 (22.22%)		2 (18.18%)	1 (20%)	1 (25%)	6 (16.21%)
cost of travel	4 (44.44%)	5 (62.5%)	7 (63.64%)	3 (60%)	3 (75%)	25 (59.45%)
cost of accommodation	3 (33.33%)	3 (37.5%)	4 (36.36%)	2 (40%)	1 (25%)	13 (35.13%)
relevance of the meeting	1 (11.11%)	3 (37.5%)		1 (20%)	1 (25%)	6 (16.21%)
other	3 (33.33%)	2 (25%)	3 (27.27%)	3 (60%)	1 (25%)	12 (32.43%)
Invitees that responded:	9	8	11	5	4	37
Number of members who received the survey:	38	51	55	49	51	

21

*Multiple factors can be selected

Comments

on question 1: What are the reasons for not attending the Technical Working Party in 2013?

TWA: We are only DUS testing sugar beets

TWA: Unexpected personal problem

TWF: There is no fruit testing in my country

TWC: The forseen participant was shortly before the meeting no longer available.

TWC: important dates in internal projects regarding to introduction of document management systems

TWC: Retention regarding to the safety in the northern part of South Korea in 2013

TWO: TWP are followed by CPVO.

TWV: In Canada, we need to prioritize which TWP meetings we are able to participate in based on budgetary allocations. As well vegetable applications are quite limited, therefore some of the discussions are less relevant to the operation of our office

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SURVEY 2013/ Non- Participants to TWPs

Question 2: What would encourage you to participate in future meetings of the TWP? *

	TWA Absolute freq./Relative freq.	TWF Absolute freq./Relative freq.	TWC Absolute freq./Relative freq.	TWO Absolute freq./Relative freq.	TWV Absolute freq./Relative freq.	Total Absolute freq./Relative freq.
reduce the length	3 (33.33%)	2 (25%)	2 (18.18%)	2 (40%)	1 (25%)	10 (27.02%)
holding the meeting in a closer location	3 (33.33%)	3 (37.5%)	7 (63.64%)	2 (40%)	1 (25%)	16 (43.24%)
combine Technical Working Parties together	2 (22.22%)	3 (37.5%)	1 (9.09%)	1 (20%)	2 (50%)	9 (24.32%)
increase number of TGs to be discussed		1 (12.5%)				1 (2.7%)
change the content of the meeting	1 (11.11%)					1 (2.7%)
other	3 (33.33%)	2 (25%)	4 (36.36%)	3 (60%)	1 (25%)	13 (35.13%)
Invitees that responded:	9	8	11	5	4	37
Number of members who received the survey:	38	51	55	49	51	

*Multiple factors can be selected

23

Comments

on question 2: What would encourage you to participate in future meetings of the TWP?

TWA: More crop specific focus

TWA: Focus more on a real practical testing of DUS e.g. an exchange of experience by presentations of participants

TWC: No encouragement needed

TWC: One possibility for smaller institutions with less resources might be to participate in a regional meeting perhaps that would feed into the Technical Working Group

TWC: UPOV has nothing to change

TWV: May be the bi-annual frequency as general routine could be enough. Annual as exception.

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SURVEY 2013/ Non- Participants to TWPs

Question 3: Would you be willing to participate by electronic means ?

	TWA Absolute freq./Relative freq.	TWF Absolute freq./Relative freq.	TWC Absolute freq./Relative freq.	TWO Absolute freq./Relative freq.	TWV Absolute freq./Relative freq.	Total Absolute freq./Relative freq.
Yes, all of the meeting	4 (44.44%)	2 (25%)	5 (45.45%)	3 (60%)	2 (50%)	16 (43.24%)
Yes, selected part of the meeting (please add information)	3 (33.33%)	2 (25%)	2 (18.18%)	1 (20%)	2 (50%)	10 (27.02%)
no	2 (22.22%)	4 (50%)	4 (36.36%)	1 (20%)		11 (29.72%)
Invitees that responded:	9	8	11	5	4	37
Number of members who received the survey:	38	51	55	49	51	

25

Comments

on question 3: Would you be willing to participate by electronic means ?

TWA:	Physical meeting with colleagues is stimulating. Community of DUS examiners stimulates debate.
TWC:	If it were possible to have a regional meeting, then afterwards it would make it easy for me at least to follow and participate in the subsequent TW by electronic means
TWC:	Already did in: 2011 TWC
TWV:	Geneve Perhaps a kind of internal blog in the months previous to the meeting, could be interesting as a way of introducing new participants in the general discussions
TWV:	Possibly depending on the relevance of the discussions to the operation of our office.

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SURVEY 2013/ Non- Participants to TWPs

Question 4: suggestion for improving the effectiveness of the Technical Working Parties

TWA: Much of the content is aimed at those institutions with depth and breadth in technical examination. Less easy for smaller institutions to find a meaningful reason for engagement.

TWF: Hold it in Geneva

TWC: mixture of regional and electronic participation

It would be more effective if we would get the documents to be discussed 1-2 week earlier, to build a more sophisticated opinion

TWC: Focus more on a real practical testing of DUS e.g. an exchange of experience by presentations of participants

TWV: The real participation in the discussions and decisions should encourage more countries to attend more meetings. May be that previous questionnaires about the general items, or participations in blogs could work

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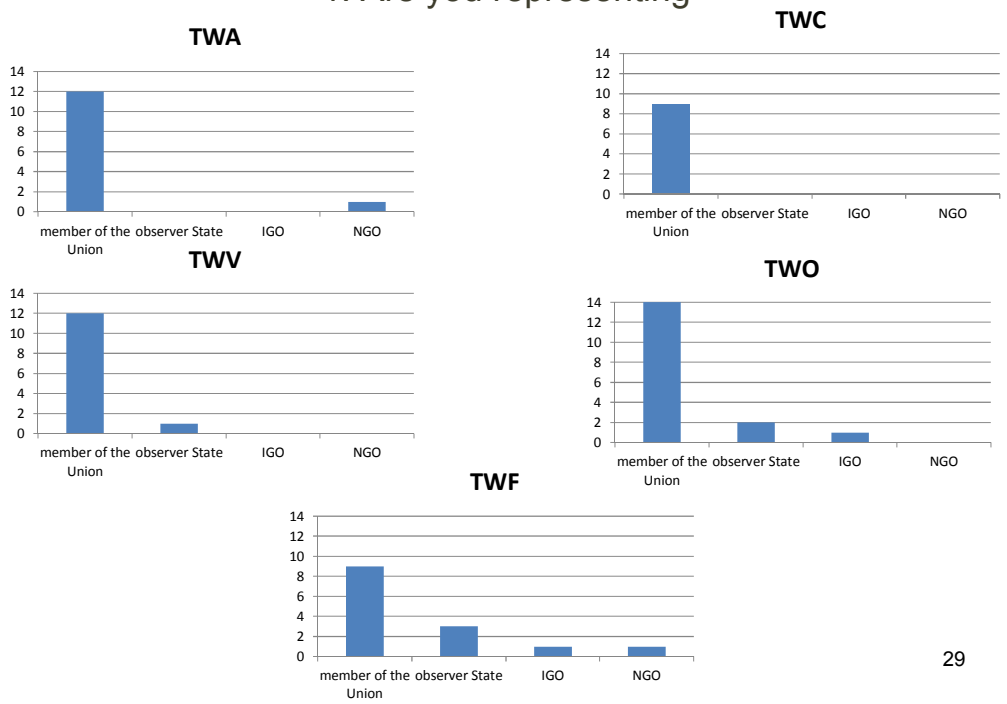
2013 Surveys
Review and analysis

1. TWPs (Participants and Non participants)
2. Preparatory Workshop
3. Technical Committee (Participants and Non participants)

28

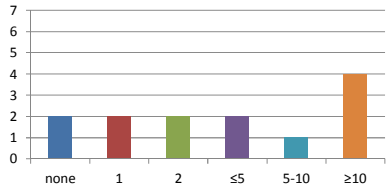
1. Are you representing



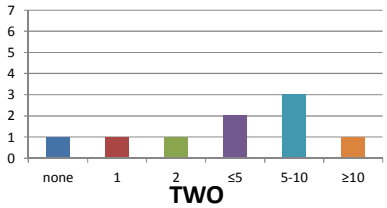
29

2. How many TWP meetings have you attended?

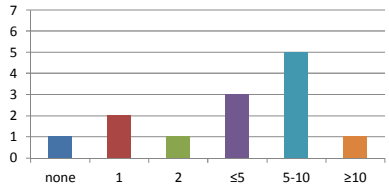
TWA



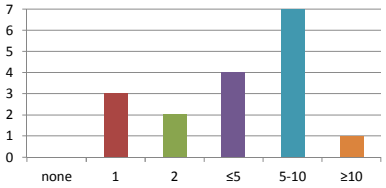
TWC



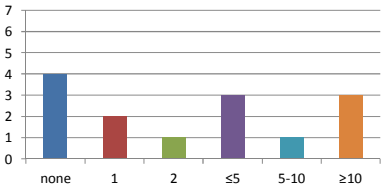
TWV



TWO



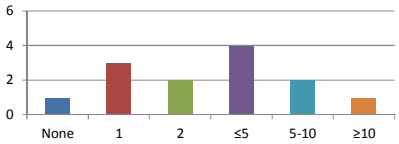
TWF



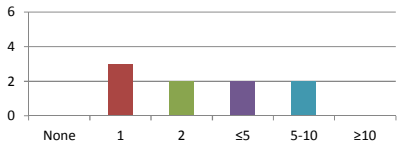
30

3. How many Preparatory Workshops have you attended?

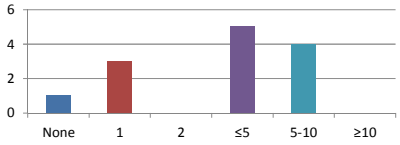
TWA



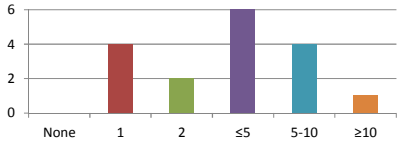
TWC



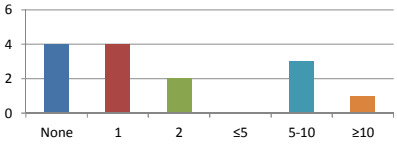
TWV



TWO

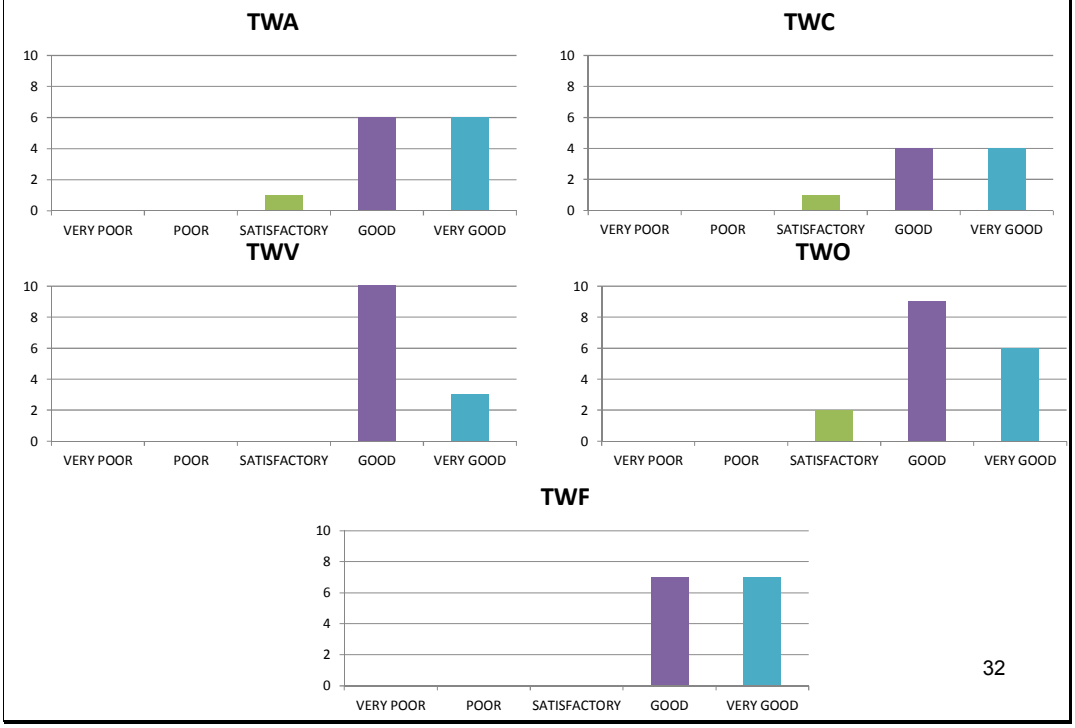


TWF



31

4. Was the content of the Preparatory Workshop useful for you?



32

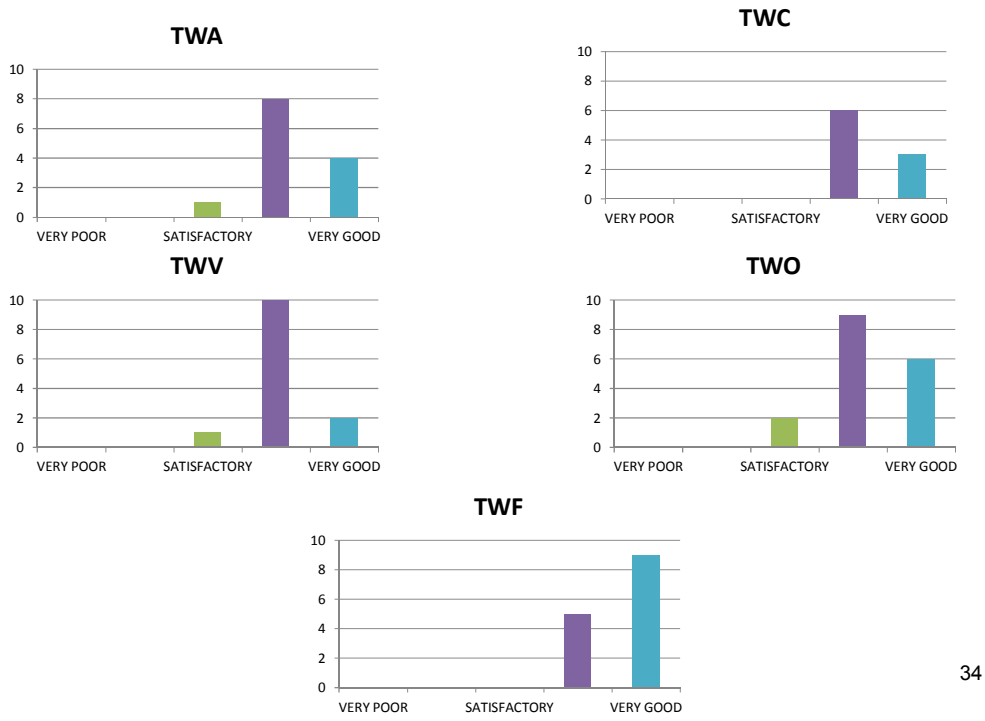
Comments

on question 4: Was the content of the Preparatory Workshop useful for you?

TWA	As a new person it gave me greater understanding of issues that would be discussed during the meeting.
TWA	this was the first Prep workshop I have attended after more than 20 TWP's. Nevertheless it was usefull.
TWV	Good opportunity to refresh some UPOV approches.
TWV	After this second participation to this TWV and the management of 1 TG draft since last year, it is useful to have theoretical explanations on the TGP. Nevertheless, there is still the question to answer and depending on the participation's mind : to do this Preworkshop BEFORE to drive a TG draft or AFTER ? !
TWV	it is interesting to up date and revise the tools which will be used the following week.
TWO	I suggest that the guidance regarding the use of notes be reviewed. The two note principle is useful but it is not a rule and more balance is required for this discussion
TWO	For me it was very helpful to well understand the characteristics: QN/QL/PQ
TWO	Yes. The presentation was more interesting than the other years. The topics were the same, but presented in a different way.
TWF	I thought the use of exercises to be helpful in generating discussion between participants on the appropriate response to questions and brought forward other points of view.
TWF	Provides an introduction. Good to have a range of topics but not necessarily detail.

33

5. Were the presentations clear and informative?



34

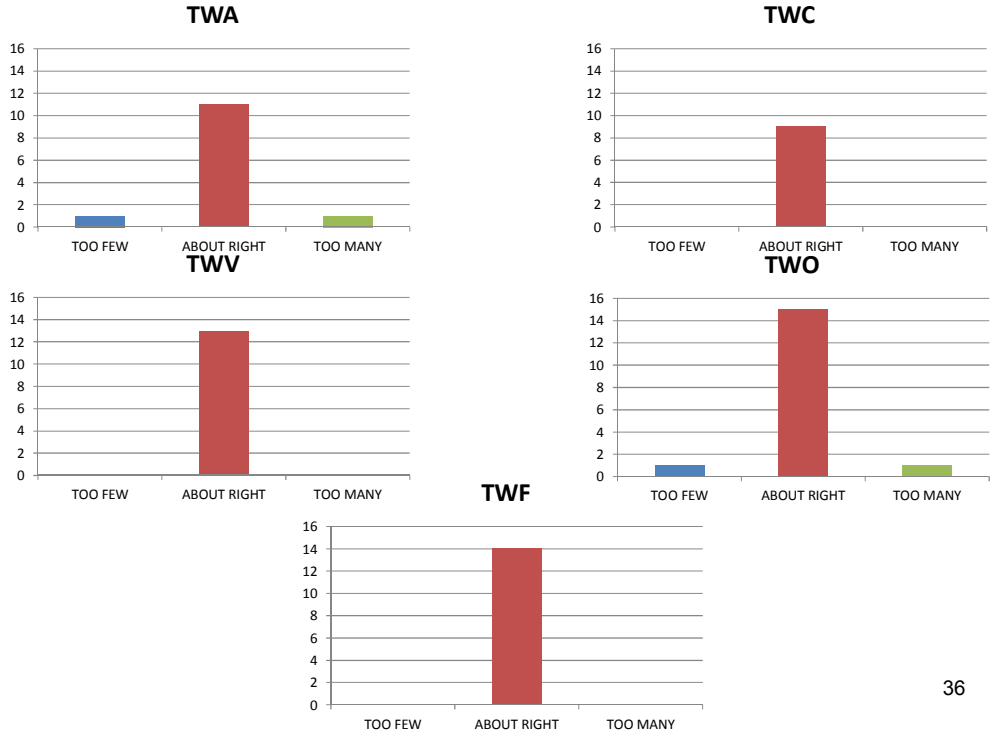
Comments

on question 5: Were the presentations clear and informative?

TWA	The presentation was informative but too long. Better split it up in different parts to be presented by different speakers. The format of a number of slides was too small. The examples used were not adapted to agricultural crops. Too much on ornamentals and vegetables. In my opinion the exemples should be specific in relation to the TWP concerned.
TWA	The presenter was very good but maybe if the explanations could be summarised a little more to give a bit more time to extra exercises
TWC	The pacing and content were good
TWV	The explanation was fast for me.
TWO	it would be good to gauge the level of knowlerdge present and have flexibility to cater more closely. Greater participation of the Chairman or others could be useful.
TWF	Good to see a closer connection with TGPs and TG drafting itself

35

6. Was the number of practical exercises appropriate?



36

Comments

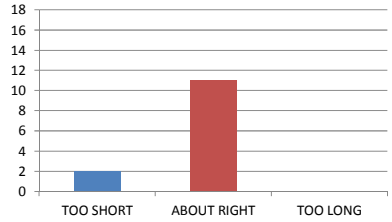
on question 6: Was the number of practical exercises appropriate?

TWA	Thre were two exercises, one relative short and one very long; Perhaps there should be more exercises with fewer examples.
TWA	I think that more exercises might give the participants more confidence to contribute a bit more in the TWA session.
TWV	enough exercises, but perhaps not enough time to provide all the answers…
TWO	Provides an impotant rest for the presenter.
TWO	I would prefer to do more exercices
TWO	I think the number of excercises was OK, considering the time for the preparatory session.
TWF	A good break for the presenter. Perhaps the chairman could take more active role

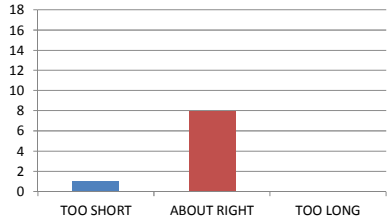
37

7. Was the duration of the practical exercises appropriate?

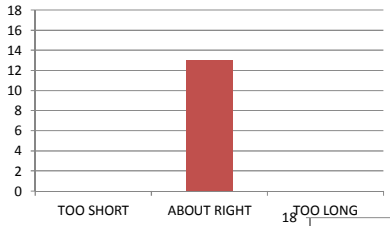
TWA



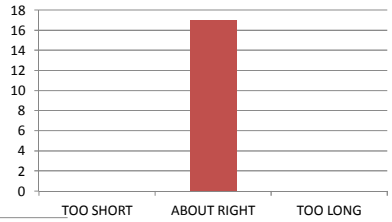
TWC



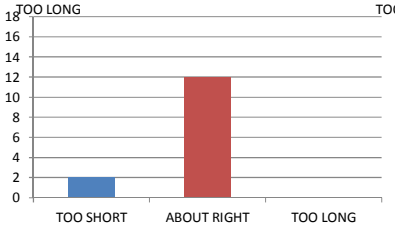
TWV



TWO



TWF



38

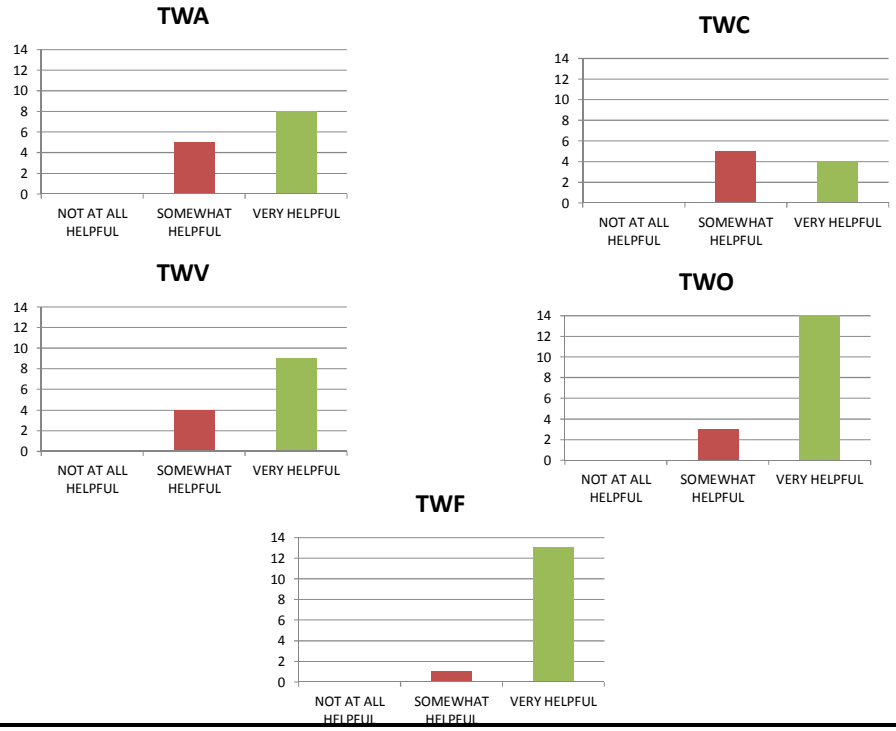
Comments

on question 7: Was the duration of the practical exercises appropriate?

TWA	The first one was too long and the second that we did in a large group moved along much faster.
TWA	One about right; one too long
TWV	Some hesitations between "about right" and "too short"
TWV	but a little bit to short, because these exercises call other suject of discussions, begining of shares of experience and methods of work.
TWF	I think additional time was needed to discuss disagreements in regards to responses and possibly come to agreements between participants,

39

8. Did the practical exercises help in your understanding?



40

Comments

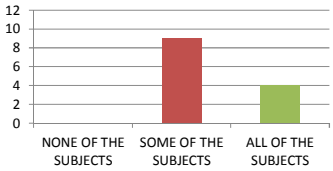
on question 8: Did the practical exercises help in your understanding?

TWA	the number and duration of practical exercises are appropriate for me. I wish I could know a few exercises that is more difficult or complicated.
TWA	For me personally not relevant. The discussions between examiners was good,.
TWV	This preparatory workshop is mora for new delegates.
TWV	very interesting, to keep absolutly. Thank you.
TWV	It helped my understanding and became a good oppotunity to communicate with members.
TWO	Like the other preparatory sessions I have attended, practical excercises are very useful.

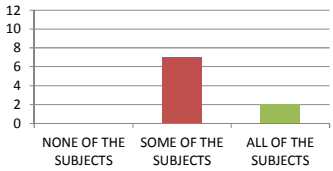
41

9. Did you receive guidance on the subjects that you wished to cover?

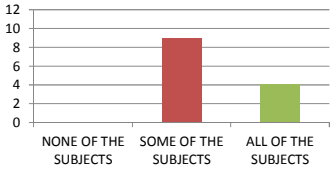
TWA



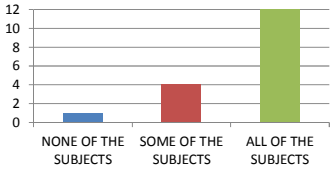
TWC



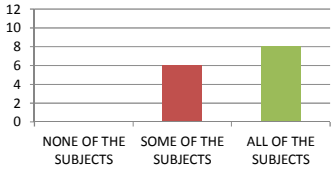
TWV



TWO



TWF



42

Comments

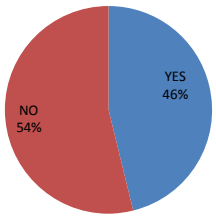
on question 9: Did you receive guidance on the subjects that you wished to cover?

TWF	I was open to whatever subjects were provided for discussion.
TWF	A improved summary of the two note guidance, possible misunderstnding it is a rule.

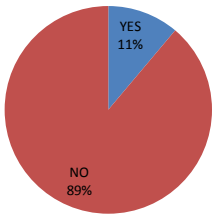
43

10. Are there any new subjects that you would like to be included in the program of the Preparatory Workshop for the next year ?

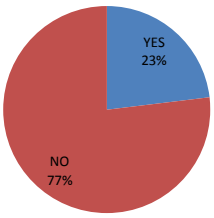
TWA



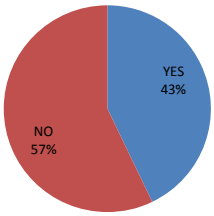
TWC



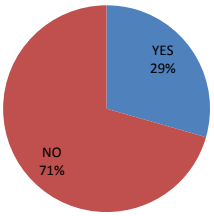
TWV



TWF



TWO



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Comments

on question 10: Are there any new subjects that you would like to be included in the program of the Preparatory Workshop for the next year ?

TWA	No so much on new topics but more on the working program of the TWP itself and the set-up. There was too little time in this occasion.
TWA	Numbers of plants to be observed with examples for each type of genetic structure : cleistogamous plants, autogamous plants with some cross pollination, allogamous ....
TWA	Basis of statistics
TWA	Please make give some new exercises, I have seen the current ones a few times now.
TWA	Practical exercise for example cummunication to make harmonization among participants for obersation of characteristics.
TWC	Presenting DUS results
TWC	Prep workshop went on too long. I believe this was due to the earlier presentations made by myself and others that are not usually part of the Prep workshop. It started at 10am and finished at 18.30. This was too long given that is was a preparatory meeting plus the effects of the shift in time zone for other than the Koreans.
TWV	I think it's better to explain what type of composition of photo is appropriate for TGs. Because some TG's photos were not appropriate to explain the characteristics.
TWV	issues about how to decide DUS practically.
TWV	Distinctness desult decisission maker
TWO	The subject of Preparatory Workshop may made some change every time.
TWO	TGP documents are a core part of the meeting and there role in drafting guidelines could be clearer. Many of the TG methods come from them. Guidance on who can propose TGs and information on this process. A summary of how the subgroups work in the coming week.
TWO	More exercices because I still have difficulties with PQ
TWO	judgement of uniformity
TWO	TG documents could be explained in more detail inparticular with regard to the role of the TWP: it is not easy to understand for newcomers why many documents are presented several times and participants are (only) invited to "take note"
TWF	In regards to developing TG's, it may be helpful to have a discussion on when it is appropriate to include illustrations and/or explanations of how a characteristic should be assessed. When providing explanations, how clear should the explanation be when describing what to do ... if there is an illustration can the explanation be less clear?
TWF	how to give the Note of states
TWF	Who can propose guidelines. More about actually proposing TGs, how subgroups function. New participants appear to lack knowledge in this.
TWF	Guidance on colour assesment protocols would be helpful

2013 Surveys
Review and analysis

1. TWPs (Participants and Non participants)
2. Preparatory Workshop
3. Technical Committee (Participants and Non participants)

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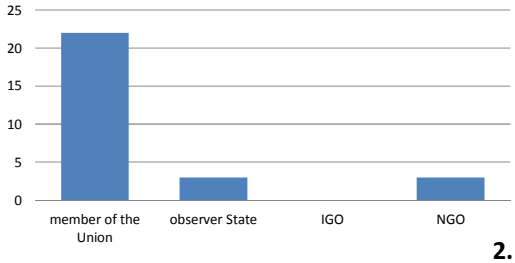
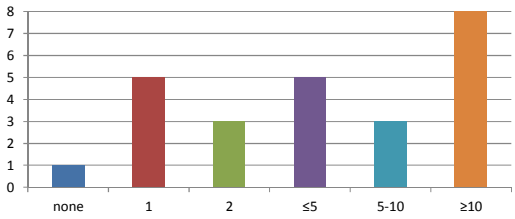
Survey 2013/ participants to the Technical Committee

1. Are you representing



Number of replies: 28

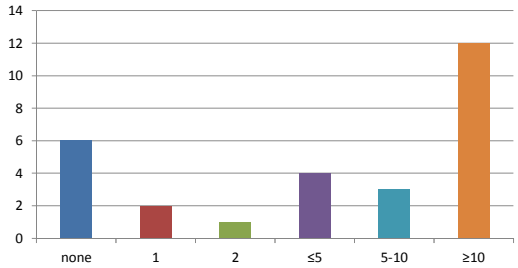
2. How many TC meetings have you attended?



47

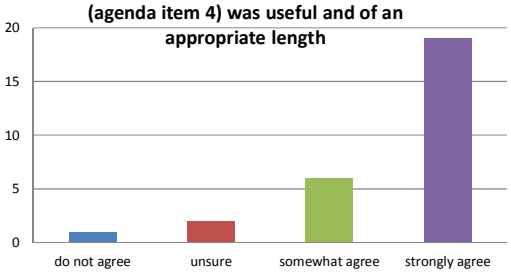
Survey 2013/ participants to the Technical Committee

3. How many TWP meetings have you attended?



Number of replies: 28

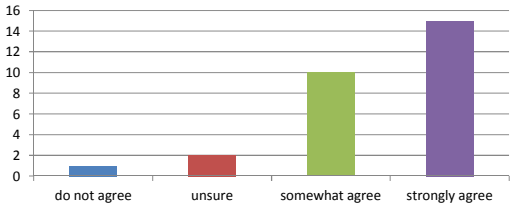
4. The report on developments in UPOV (agenda item 4) was useful and of an appropriate length



48

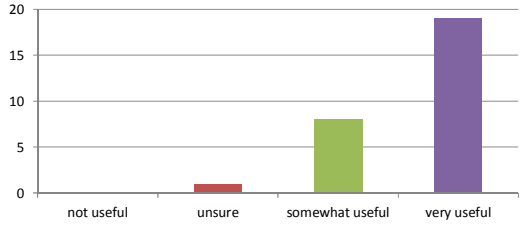
Survey 2013/ participants to the Technical Committee

5. The progress report from the TWP chairpersons (agenda item 5) was useful and of an appropriate length



Number of replies: 28

6. Was the discussion on application of molecular technique models by members of the Union (item 3(a)(i)) useful?



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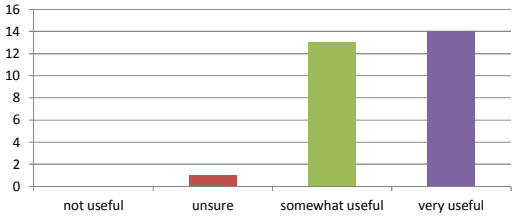
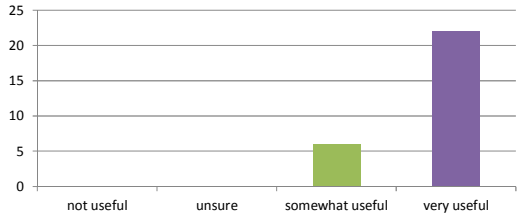
Survey 2013/ participants to the Technical Committee

7. Was the discussion on the situation with regard to molecular techniques in other international organizations (item 3(a)(ii)) useful?

Number of replies: 28



8. Was the discussion on the use of DUS test reports by members of the Union (item 3(b)) useful?



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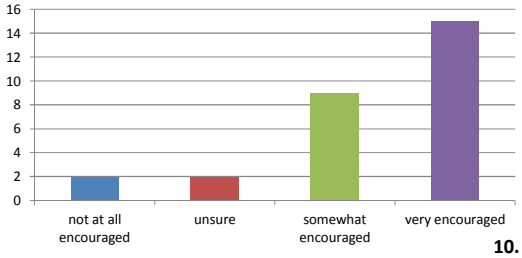
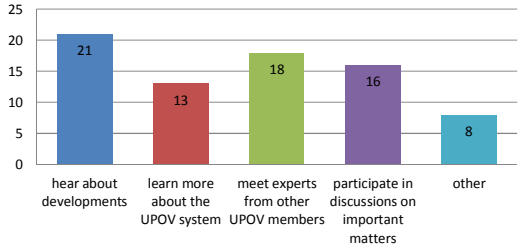
Survey 2013/ participants to the Technical Committee

9. Did you feel encouraged to participate in the discussions under agenda item 3?

Number of replies: 28



10. I attend the TC sessions to (more than one answer possible)



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comments

4. The report on developments in UPOV (agenda item 4) was useful and of an appropriate length
It would be good if actual report (including power point presentation) be included as meeting documents for the benefit of those who attend the meeting for the first time and for ease of refenrence.
The broad over view of activities has value, especially for technical people to hear about the CAJ, CC etc. This report should be used to provide TC participants with more of this sort of UPOV information. Most TC participants are primarily technical people and this is a god opportunity to inform about the non or less techjnical UPOv activities.
This agenda item is always interesting and never too long
This report is interesting to get information on the main activities of other UPOV bodies and to know the last developments within UPOV
Tends to be dry stuf; would à powerpoint be better?
5. The progress report from the TWP chairpersons (agenda item 5) was useful and of an appropriate length
The reports are somewhat repetitive because the working parties share a number of agenda items. However, in cases where a particular TWP has made relevant, independent comments about an item or a document, then the reports are useful.
The connection between the TC and TWPs is very impotant. Much of the TCs work is grouded in the working parties and it is useful to expose TC participants to working party activities as many TC participants do not attend TWPs.
Interesting to hear the developments within the TWP's.
These reports are useful and don't take too much time when respecting the new scheme of presentation. We always can say that the TC participants should read the written reprts but it's not so easy and these presentations are a way to communicate on main topics considered by each TWP
Still a bit too long, but currently with the powerpoint presentations already better than in the past.
The reports are better now with Power Point Presentations presented by the Chairman. Still they are very lengthy. Perhaps it is possible juct to high highlight the most important conclusions.
Could be distributed before THE meeting on paper
6. Was the discussion on application of molecular technique models by members of the Union (item 3(a)(i)) useful?
t was useful in the sense that it confirmed my view that currently molecular techniques have a limited supporting role in DUS testing.
I liked the concreteness of the presentations, what kind of work is done in real life.
For authorties with no or limited experience with these techniques it is an opportunity to learn and hear from others with experience.
Interesting to hear if there has been any new development/s in this field of interest.
Only somewhat because not all member states contribute and we know that some of them are developping applications. The interesting observation is that we received more application about use of molecular markers for checking identity which is not really in the UPOV field and less on application of the UPOV models! But the presentations on these models were positive
This part was really good and interesting. Important to have information from different parts of the world.

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comments

7. Was the discussion on the situation with regard to molecular techniques in other international organizations (item 3(a)(ii)) useful?
This was also higly interesting. I am sure this kind of knowledge sharing will be useful in the light of harmonization.
Was worthwhile but should be kept in mind that UPOV useage does differ from others.
It shows clearly that it is important to exchange and work together on the methods and techniques keeping in mind that each of these organisation must keep its objectives which are rather different
The ones from OECD and ISTA yes; ISO is in my opinion less interesting. What could have been added is a presentation from the breeders side on the state of the art in Marker Assistent Breeding and the use of BMT in maintenance in certain crops.
8. Was the discussion on the use of DUS test reports by members of the Union (item 3(b)) useful?
Was very useful as I learnt some new information about obtaining DUS test reports
It is always interesting to hear what are the processes in other countries.
To hear what happens to a report your authority provides to a certain authority is worthwhile. Could also help to review/develop the approach at home with an aim of greter harmonisation with other authorities.
Good presentations with some delivering statistics and others putting more emphasis on conditions to accept reports
Exchange of information was good. However there were no clear conclusions or recommendations.
9. Did you feel encouraged to participate in the discussions under agenda item 3?
The atmosphere was positive and there were good questions and anaswers. The skill of the Chairman is important.
General comment : Afternoon sessions were to lomg without a break.

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SURVEY 2013/ TC Non- Participants

Question 1: What are the reasons for not attending the Technical Committee (TC) in 2013? *

Question 1	TC Absolute freq./Relative freq.
lack of time	1 (12.5%)
cost of travel	3 (37.5%)
cost of accommodation	3 (37.5%)
relevance of the meeting	
other	4 (50%)
Invitees that responded:	8
Number of members:	30

Comments: We are only DUS testing sugar beets
Lack of technically qualified bodies

*Multiple factors can be selected

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SURVEY 2013/ TC Non- Participants

Question 2: What would encourage you to participate in future meetings of the TC? *

	TC Absolute freq./Relative freq.
reduce the length	1 (12.5%)
holding the meeting in a closer location	
change the content of the meeting	
other	7 (87.5%)
Invitees that responded:	8
Number of members:	30

Comments: More crop specific focus
More budget/ financial support
Cost of travel and accomodation
financial support is needed to attend

*Multiple factors can be selected

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SURVEY 2013/ TC Non- Participants

Question 3: Would you be willing to participate by electronic means?

	TC Absolute freq./Relative freq.
Yes, all of the meeting	2 (25%)
Yes, selected part of the meeting (please add information)	3 (37.5%)
no	3 (37.5%)
Invitees that responded:	8
Number of members:	30

Comments:

As our country don't perform DUS testing inpractise we haven't enought knowledge

The attending personally the Technical Committee (TC) and other meeting is very useful for direct communication and to form UPOV family. And I think not all countries UPOV members have technical opportunities to participate by electronic means

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SURVEY 2013/ TC Non- Participants

Question 4 Suggestions for improving the participation at the Technical Committee:

Maybe to advise in advance suitable not expensive hotels for booking for meetings period

Governments should be encouraged to allocate financial mans in the budget for such events.

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[Annex II follows]

ANNEX II

INFORMATION ON ATTENDANCE OF MEMBERS OF THE UNION TO THE TC AND TWPS IN THE LAST 5 YEARS

ISO Code	UPOV member	Membre de l'UPOV	Beitritt zur UPOV	Miembro de la UPOV	TWPs/ 2009	TWPs/ 2010	TWPs/ 2011	TWPs/ 2012	TWPs/ 2013		TC/ 2009	TC/ 2010	TC/ 2011	TC/ 2012	TC/ 2013
AL	Albania	Albanie	Albanien	Albania	no	no	yes	no	no		no	no	no	no	no
AR	Argentina	Argentine	Argentinien	Argentina	yes	yes	yes	no	yes		yes	yes	yes	no	yes
AU	Australia	Australie	Australien	Australia	yes	yes	yes	yes	yes		yes	yes	yes	yes	yes
AT	Austria	Autriche	Österreich	Austria	no	yes	no	yes	no		yes	no	yes	yes	yes
AZ	Azerbaijan	Azerbaïdjan	Aserbaidschan	Azerbaiyán	no	no	no	no	no		no	no	no	no	no
BY	Belarus	Bélarus	Belarus	Belarús	no	no	no	yes	yes		no	no	no	no	no
BE	Belgium	Belgique	Belgien	Bélgica	no	no	no	no	no		yes	no	no	no	no
BO	Bolivia	Bolivie	Bolivien	Bolivia	no	no	no	no	no		no	no	no	no	no
BR	Brazil	Brésil	Brasilien	Brasil	yes	yes	yes	yes	yes		yes	yes	yes	yes	yes
BG	Bulgaria	Bulgarie	Bulgarien	Bulgaria	yes	yes	no	yes	yes		yes	no	no	no	no
CA	Canada	Canada	Kanada	Canadá	yes	yes	yes	yes	yes		yes	yes	yes	yes	yes
CL	Chile	Chili	Chile	Chile	yes	no	yes	no	no		yes	yes	yes	yes	yes
CN	China	Chine	China	China	yes	yes	yes	yes	yes		yes	yes	yes	yes	yes
CO	Colombia	Colombie	Kolumbien	Colombia	no	yes	yes	yes	no		yes	yes	yes	yes	yes
CR	Costa Rica	Costa Rica	Costa Rica	Costa Rica	no	no	no	no	no		no	no	no	yes	no
HR	Croatia	Croatie	Kroatien	Croacia	no	yes	no	yes	yes		yes	yes	yes	yes	no
CZ	Czech Republic	République tchèque	Tschechische Republik	República Checa	yes	yes	yes	yes	yes		yes	yes	yes	yes	yes
DK	Denmark	Danemark	Dänemark	Dinamarca	yes	yes	yes	yes	yes		yes	yes	yes	yes	yes
DR	Dominican Republic	République dominicaine	Dominikanische Republik	República Dominicana	no	no	no	no	no		no	yes	no	no	yes
EC	Ecuador	Équateur	Ecuador	Ecuador	no	no	no	no	no		yes	no	no	no	no
EE	Estonia	Estonie	Estland	Estonia	no	no	no	no	no		yes	yes	yes	yes	yes
EU	European Union	Union européenne	Europäische Union	Unión Europea	yes	yes	yes	yes	yes		yes	yes	yes	yes	yes
FI	Finland	Finlande	Finnland	Finlandia	yes	yes	yes	yes	yes		yes	yes	yes	yes	yes
FR	France	France	Frankreich	Francia	yes	yes	yes	yes	yes		yes	yes	yes	yes	yes
GE	Georgia	Géorgie	Georgien	Georgia	no	no	no	no	no		no	no	no	no	no
DE	Germany	Allemagne	Deutschland	Alemania	yes	yes	yes	yes	yes		yes	yes	yes	yes	yes
HU	Hungary	Hongrie	Ungarn	Hungría	yes	yes	no	yes	yes		yes	yes	yes	no	yes
IS	Iceland	Islande	Island	Islandia	no	no	no	no	no		no	no	no	no	no
IE	Ireland	Irlande	Irland	Irlanda	no	no	no	no	no		yes	yes	yes	yes	yes
IL	Israel	Israël	Israel	Israel	yes	no	yes	yes	no		yes	no	yes	yes	no
IT	Italy	Italie	Italien	Italia	yes	yes	yes	yes	yes		yes	no	yes	yes	yes
JP	Japan	Japon	Japan	Japón	yes	yes	yes	yes	yes		yes	yes	yes	yes	yes
JO	Jordan	Jordanie	Jordanien	Jordania	no	no	no	no	no		no	no	no	no	no
KE	Kenya	Kenya	Kenia	Kenya	yes	yes	yes	yes	yes		yes	no	no	yes	yes
KG	Kyrgyzstan	Kirghizistan	Kirgistan	Kirguistán	no	no	no	no	no		no	no	no	no	no
LV	Latvia	Lettonie	Lettland	Letonia	no	no	no	no	no		no	no	no	no	no
LT	Lithuania	Lituanie	Litauen	Lituania	no	no	no	no	no		yes	no	no	yes	no
MX	Mexico	Mexique	Mexiko	México	yes	yes	yes	yes	yes		yes	yes	yes	yes	yes
MA	Morocco	Maroc	Marokko	Marruecos	no	yes	yes	yes	yes		no	yes	yes	yes	no
NL	Netherlands	Pays-Bas	Niederlande	Países Bajos	yes	yes	yes	yes	yes		yes	yes	yes	yes	yes
NZ	New Zealand	Nouvelle-Zélande	Neuseeland	Nueva Zelandia	no	yes	yes	yes	yes		no	yes	yes	yes	yes
NI	Nicaragua	Nicaragua	Nicaragua	Nicaragua	no	no	no	no	no		no	no	no	no	no
NO	Norway	Norvège	Norwegen	Noruega	no	no	yes	no	no		yes	yes	no	no	no
OM	Oman	Oman	Oman	Omán	no	no	no	yes	yes		no	yes	no	no	no
PA	Panama	Panama	Panama	Panamá	no	no	no	no	no		no	yes	yes	no	no
PY	Paraguay	Paraguay	Paraguay	Paraguay	no	yes	no	yes	no		yes	yes	no	yes	yes
PE	Peru	Pérou	Peru	Perú			no	no	no				no	yes	no
PL	Poland	Pologne	Polen	Polonia	yes	yes	yes	yes	yes		yes	yes	yes	yes	yes
PT	Portugal	Portugal	Portugal	Portugal	no	no	no	no	no		yes	yes	no	no	no
KR	Republic of Korea	République de Corée	Republik Korea	República de Corea	yes	yes	yes	yes	yes		yes	yes	yes	yes	yes
MD	Republic of Moldova	Moldavie	Republik Moldau	Moldova	no	no	no	yes	yes		yes	yes	yes	yes	yes
RO	Romania	Roumanie	Rumänien	Rumania	yes	yes	yes	yes	yes		yes	yes	yes	yes	yes
RU	Russian Federation	Fédération de Russie	Russische Föderation	Federación de Rusia	yes	no	no	no	no		yes	no	no	no	no
RS	Serbia	Serbie	Serbien	Serbia					no						no
SG	Singapore	Singapour	Singapur	Singapur	no	no	no	no	no		no	no	no	no	no
SK	Slovakia	Slovaquie	Slowakei	Eslovaquia	no	yes	yes	yes	yes		yes	yes	yes	yes	yes
SI	Slovenia	Slovénie	Slowenien	Eslovenia	no	no	no	no	no		yes	no	no	no	no
ZA	South Africa	Afrique du Sud	Südafrika	Sudáfrica	yes	yes	yes	yes	yes		yes	yes	yes	yes	yes
ES	Spain	Espagne	Spanien	España	yes	yes	yes	yes	yes		yes	yes	yes	yes	yes
SE	Sweden	Suède	Schweden	Suecia	no	no	no	no	no		no	no	no	no	no
CH	Switzerland	Suisse	Schweiz	Suiza	no	no	no	no	no		no	no	no	no	yes
YU	The former Yugoslav Republic of Macedonia	Ex-Republique yougoslave de Macédoine	Ehemalige jugoslawische Republik Mazedonien	Ex República Yugoslava de Macedonia			no	no	no				no	no	no
TT	Trinidad and Tobago	Trinité-et-Tobago	Trinidad und Tobago	Trinidad y Tabago	no	no	no	no	no		no	no	no	no	no
TN	Tunisia	Tunisie	Tunesien	Túnez	no	no	no	no	no		yes	yes	no	yes	no
TR	Turkey	Turquie	Türkei	Turquía	no	no	yes	no	yes		no	no	no	yes	no
UA	Ukraine	Ukraine	Ukraine	Ucrania	yes	no	no	yes	yes		yes	no	no	yes	no
GB	United Kingdom	Royaume-Uni	Vereinigtes Königreich	Reino Unido	yes	yes	yes	yes	yes		yes	yes	yes	yes	yes
US	United States of America	États-Unis d'Amérique	Vereinigte Staaten von Amerika	Estados Unidos de América	yes	yes	yes	no	no		yes	yes	yes	yes	yes
UY	Uruguay	Uruguay	Uruguay	Uruguay	no	no	yes	no	yes		yes	yes	yes	yes	no
UZ	Uzbekistan	Ouzbékistan	Usbekistan	Uzbekistán	no	no	no	no	no		no	no	no	no	no
NV	Viet Nam	Viet Nam	Vietnam	Viet Nam	no	no	yes	yes	yes		no	yes	yes	yes	yes

[Annex III follows]

ANNEX III

PROPOSAL FOR TWP INVITATIONS

INTERNATIONALER VERBAND ZUM SCHUTZ VON PFLANZENZÜCHTUNGEN

GENF, SCHWEIZ

UNION INTERNATIONALE POUR LA PROTECTION DES OBTENTIONS VÉGÉTALES

GENÈVE, SUISSE

UNIÓN INTERNACIONAL PARA LA PROTECCIÓN DE LAS OBTENCIONES VEGETALES

GINEBRA, SUIZA

INTERNATIONAL UNION FOR THE PROTECTION OF NEW VARIETIES OF PLANTS

GENEVA, SWITZERLAND

E-XXXX

[relevant Technical Working Party (TWP)]

The Secretary-General of the International Union for the Protection of New Varieties of Plants (UPOV) presents his compliments and has the honor to extend an invitation to participate in the

[to insert session of relevant TWP],

which will take place [to insert date and place].

./. The draft agenda of the session is attached hereto (document XXX). Please note that items will be deleted from the draft agenda if the planned documents have not reached the Office of the Union at least four weeks before the session. The working documents will be made available on the UPOV website.

The working languages will be English, French, German and Spanish; however, no interpretation will be available in these languages.

A preparatory workshop for the [relevant TWP] will be held prior to the [relevant TWP] session, on [to insert date], for which the provisional program is attached (document XXX).

./. It would be appreciated if the names of the persons participating in the above-mentioned session could be communicated by means of the attached registration form to the Office of the Union by [to insert date].

[to insert date]

Distribution: Designated persons of members and observers in [relevant TWP] and Technical Committee

[Annex IV follows]

ANNEX IV

PROPOSAL FOR SURVEY FOR PARTICIPANTS TO ALL TWPS IN 2014

General:

1. Are you representing: a Member of the Union, an observer State, an observer Intergovernmental Organization (IGO), an observer Non-Governmental Organization (NGO)?
2. How many TWP meetings have you attended? [none, 1, 2, less than 5, 5-10, more than 10]
3. Have you attended other Technical Working Parties or other UPOV bodies? [none, TWA, TWO etc…, TC, CAJ, CC, Council]
4. How useful was the information provided by the participants at the beginning of the session? [scale from not at all useful to very useful] (Note: comments box will be provided)
5. How effective was the request to introduce yourself and to briefly report the most important issue you faced at that time, in encouraging you to actively participate in the TWP session discussions? [scale from not at all effective to very effective] (Note: comments box will be provided)
6. Were the presentations by experts of members of the Union on relevant matters of interest (to be specified for each TWP)? [scale from not interesting to very interesting] (Note: comments box will be provided)
7. Were the name badges, list of participants including photos and participants' areas of expertise, and notice board for general information available outside of the room, useful? [scale from not very useful to very useful] (Note: comments box will be provided)
8. Were you able to view all presentations projected on screen easily? [scale from very poor to very good] (Note: comments box will be provided)
9. Were you satisfied with the work program of the week (appropriate time given to documents)? [scale from very poor to very good] (Note: comments box will be provided)
10. Were you satisfied with the way in which Test Guidelines were presented/ discussed at the TWP session? [scale from very poor to very good] (Note: comments box will be provided)
11. Was the summary of the purpose and proposed decisions at the beginning of the TWP documents useful? [scale from not at all useful to very useful] (Note: comments box will be provided)
12. Do you think that it is a good idea to create a separate working group on TGP matters to be organized prior to the TC session? [scale from very poor to very good] (Note: comments box will be provided)

PROPOSAL FOR SURVEY FOR PARTICIPANTS TO ALL TWPS IN 2014

Technical Visit:

1. How much does the Technical Visit influence whether you attend or not the Technical Working Party? [no influence, some influence, large influence]
2. Please indicate the importance of each of the following features of the Technical Visit?

a.	Visit to PVP Office	[not important, slightly important, moderately important, very important, essential]
b.	Visit to DUS testing station and field trials	[not important, slightly important, moderately important, very important, essential]
c.	To view plants/ trials linked to Test Guidelines discussed during the TWP session	[not important, slightly important, moderately important, very important, essential]
d.	To link it with specific topics during the week (e.g. TGP documents)	[not important, slightly important, moderately important, very important, essential]
e.	View DUS testing methods	[not important, slightly important, moderately important, very important, essential]
f.	Visit breeders' facilities	[not important, slightly important, moderately important, very important, essential]
g.	View seed production	[not important, slightly important, moderately important, very important, essential]
h.	View of local agriculture/ horticulture	[not important, slightly important, moderately important, very important, essential]
i.	Other	Note: comments box will be provided

3. What would be your preference for the format of the Technical Visit? (multiple factors can be selected)

a.	Full day Technical Visit	[not suitable, acceptable, moderate preference, strong preference]
b.	Half-day Technical Visit	[not suitable, acceptable, moderate preference, strong preference]
c.	Organize the TWP session in a convenient location for the meeting, even if that means it is a long distance for the Technical Visit	[not suitable, acceptable, moderate preference, strong preference]
d.	Organize the TWP session close to a DUS testing station to allow easy access to (e.g. daily), even if this means around 1 hour of commuting time each day to the TWP meeting venue	[not suitable, acceptable, moderate preference, strong preference]
e.	other	Note: comments box will be provided

4. Would it be a good idea to organize a whole day visit to the local testing station as an optional visit before or after the TWP session [yes before, yes after, no]
5. Please provide any other ideas or suggestions with regard to the Technical Visit? (Note: comments box will be provided)

[End of Annex IV and of document]