

Comité technique**TC/60/6 Rev.****Soixantième session
Genève, 21 et 22 octobre 2024****Original : Anglais
Date : 17 octobre 2024****MESURES VISANT A AMELIORER LE SOUTIEN APORTE A L'EXAMEN DHS***Document préparé par le Bureau de l'Union**Avertissement : le présent document ne représente pas les principes ou les orientations de l'UPOV.**Ce document a été généré à l'aide d'une traduction automatique dont l'exactitude ne peut être garantie. Par conséquent, le texte dans la langue originale est la seule version authentique.***RESUME**

1. Le présent document a pour objet de rendre compte de l'évolution des mesures convenues par le comité technique, lors de sa cinquante-neuvième session, en vue d'améliorer le soutien apporté à l'examen DHS.

Mesures relatives aux principes directeurs d'examen (DCE) et outil en ligne pour la rédaction des DCE

2. Le TC est invité à examiner:
- (a) le rapport du sous-groupe sur les principes directeurs d'examen ;
 - (b) les possibilités d'améliorer la structure des principes directeurs d'examen ;
 - (c) les possibilités d'améliorer l'outil en ligne pour la rédaction des principes directeurs d'examen.

Base de données GENIE et informations sur l'expérience et la coopération en matière d'examen DHS

3. Le TC est invité à :
- (a) examiner comment les membres de l'UPOV peuvent rechercher des informations sur l'expérience acquise en matière d'examen DHS et s'il convient d'élaborer des indications supplémentaires sur l'utilisation de l'une ou l'autre des options disponibles.
 - (b) examiner comment les membres de l'UPOV peuvent rechercher des informations sur la coopération en matière d'examen DHS et s'il convient d'élaborer des orientations supplémentaires sur l'utilisation de l'une ou l'autre des options disponibles.

Documents TGP : sous-groupes et experts principaux

4. Le TC est invité à :
- (a) envisager d'utiliser, le cas échéant, les indications sur le rôle de l'expert principal dans le document TGP/7 pour les questions relatives à la modification ou à l'élaboration des indications dans les documents TGP, comme indiqué au paragraphe 66 du présent document ; et
 - (b) demander aux groupes de travail techniques d'inviter des experts des membres de l'Union à mener des discussions sur les propositions d'élaboration ou de modification des orientations, y compris pour les documents TGP.

Formation et enseignement à distance

5. Le TC est invité à :

- (a) étudier les possibilités de coopération avec les membres de l'UPOV pour financer la mise à jour du format du contenu des cours d'enseignement à distance de l'UPOV.
- (b) soutenir l'élaboration de nouveaux cours de formation sur l'examen DHS par les membres de l'UPOV, comme indiqué aux paragraphes 73 et 74 du présent document ;
- (c) noter que les nouvelles possibilités de formation offertes par les membres de l'UPOV pourraient également être incluses dans le programme de certificat PVV de l'UPOV.
- (d) aider les membres de l'UPOV à promouvoir les possibilités de formation par le biais du programme de certificat UPOV PVP.

Liste des membres désireux d'apporter leur soutien à l'élaboration de lignes directrices nationales en matière d'essais

6. Le TC est invité à envisager d'inviter les personnes de contact des membres de l'Union à fournir au TC des informations sur les membres disposés à fournir un encadrement pour l'élaboration de lignes directrices nationales en matière d'examen en vue de leur inclusion sur la page web des personnes de contact pour la coopération internationale en matière d'examen DHS.

Indicateurs de performance

7. Le TC est invité à :

- (a) examiner les travaux des TWP sur la base des indicateurs de performance ; et
- (b) examiner si d'autres indicateurs de performance devraient être établis pour les mesures visant à améliorer le soutien apporté à l'examen DHS.

2024 TWP Enquête de satisfaction des participants

8. Le TC est invité à prendre note de l'enquête de satisfaction menée auprès des participants aux réunions des TWP en 2024, telle que présentée à l'annexe V du présent document.

9. La structure de ce document est la suivante :

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10. Les abréviations suivantes sont utilisées dans ce document :

TC :	Comité technique
TWA :	Groupe de travail technique sur les plantes agricoles
TWF :	Groupe de travail technique sur les plantes fruitières
TWM :	Groupe de travail technique sur les méthodes et techniques d'essai
TWO :	Groupe de travail technique sur les ornementales et les arbres forestiers
TWP :	Technical Working Party (groupes de travail techniques)
TWV :	Groupe de travail technique sur les plantes potagères
WG-DUS :	Groupe de travail chargé de l'appui DHS

CONTEXTE

Mesures de la participation physique et virtuelle aux réunions du TWP

11. À sa cinquante-septième session¹, le TC a adopté une série de mesures visant à accroître la participation physique et virtuelle aux réunions des TWP. À cet égard, le TC est convenu de demander au Bureau de l'Union de réaliser une enquête sur les besoins des membres et des observateurs en ce qui concerne les TWP et de faire rapport au TC à sa cinquante-huitième -session (voir le document TC/57/25 "Compte rendu", paragraphes 61 à 66).

Enquête sur les besoins des membres et du groupe de travail sur le soutien DHS

12. Le TC, à sa cinquante-huitième session², a examiné le document [TC/58/18](#) "Enquête sur les besoins des membres et des observateurs en ce qui concerne les TWP" et les résultats des entretiens avec les membres et les observateurs sur l'amélioration de l'appui technique fourni par l'UPOV pour l'examen DHS. Le TC a examiné les propositions visant à répondre aux questions soulevées lors des entretiens et est convenu de créer le Groupe de travail sur l'appui à l'examen DHS (WG-DUS) chargé de formuler des recommandations sur les propositions présentées dans le document TC/58/18 (voir le document TC/57/25 "Compte rendu", paragraphes 64).

Recommandations du groupe de travail sur le soutien DHS

13. Le TC, à sa cinquante-neuvième session³, a examiné le document [TC/59/5](#) intitulé "Accroître la participation des nouveaux membres de l'Union aux travaux du TC et restructurer les travaux des TWP". Le TC a approuvé les recommandations figurant dans le document TC/59/5, reproduites à l'annexe I du présent document, y compris les modifications convenues au cours de la session (voir le document TC/59/28 "Compte rendu", [paragraphes 56 à 62](#)).

14. Le TC, à sa cinquante-neuvième session, est convenu d'évaluer l'impact des propositions recommandées à l'aide d'un ensemble d'indicateurs de performance (voir la "recommandation [43]"). Le TC a convenu que l'efficacité des indicateurs de performance devrait être revue périodiquement en même temps que la mise en œuvre des recommandations du document TC/59/5 (voir le document TC/59/28 "Compte rendu", [paragraphe 59](#)).

¹ TC, cinquante-septième session, tenue par voie électronique, les 25 et 26 octobre 2021.

² Tenue à Genève, les 24 et 25 octobre 2022

³ TC, cinquante-neuvième session, tenue à Genève les 23 et 24 octobre 2023.

Mesures de mise en œuvre

15. Le TC, lors de sa cinquante-neuvième session, est convenu de regrouper par affinité les recommandations visant à améliorer le soutien à l'examen DHS afin de permettre leur mise en œuvre par le biais de mesures similaires. L'annexe I du présent document contient la liste des recommandations et des mesures de mise en œuvre convenues. Les sections suivantes du présent document rendent compte des quatre groupes de mesures convenues par le TC :

- Mesures à mettre en œuvre avec les présidents des TC et des TWP
- Mesures à mettre en œuvre avec les hôtes des PTT
- Mesures relatives aux principes directeurs d'examen (DCE) et à l'outil en ligne pour la rédaction des DCE
- Mesures pour l'élaboration de propositions par le Bureau de l'Union

MESURES A METTRE EN ŒUVRE AVEC LES PRESIDENTS DES TC ET DES TWP

16. La série de recommandations à mettre en œuvre avec les présidents des TC et des TWP a été mise en œuvre lors des TWP en 2024. Ces mesures ont également été prises en compte dans les "*Informations destinées aux présidents des groupes de travail techniques*", un document utilisé par le Bureau de l'Union pour expliquer le rôle des présidents des TWP (voir l'annexe III du présent document).

MESURES A METTRE EN ŒUVRE AVEC LES HOTES DES GROUPES DE TRAVAIL TECHNIQUES (TWP)

17. Les mesures qu'il a été convenu de mettre en œuvre avec les hôtes du TWP ont été incluses dans la "*Note d'orientation à l'intention des hôtes : Arrangements relatifs aux groupes de travail techniques de l'UPOV*" (annexe IV du présent document) et seront mises en œuvre à partir de 2025. La "Note d'orientation à l'intention des hôtes" est un document utilisé par le Bureau de l'Union pour expliquer aux membres de l'UPOV qui accueillent des sessions du TWP les conditions à remplir pour se réunir.

MESURES RELATIVES AUX PRINCIPES DIRECTEURS D'EXAMEN (DCE) ET OUTIL EN LIGNE POUR LA REDACTION DES DCE

18. Le TC est convenu de créer un sous-groupe chargé d'élaborer des options pour donner suite aux recommandations relatives aux principes directeurs d'examen, y compris des options concernant l'outil en ligne pour la rédaction des principes directeurs d'examen (modèle de principes directeurs d'examen basé sur le Web) (recommandations [21] ; [22] ; [23] ; [24] ; [25] ; [26] et [28]). Le mandat du sous-groupe figure dans le document [TC/59/28](#) "Compte rendu", paragraphe 61.

19. Les sections suivantes présentent un rapport de l'experte principale, Mme Margaret Wallace (Royaume-Uni).

Résumé des résultats de la consultation sur les principes directeurs d'examen de l'UPOV

Principes directeurs d'examen - format et contenu

20. Le sous-groupe est convenu que les principes directeurs d'examen sont importants pour l'harmonisation de l'examen DHS. La majorité des pays utilisent les principes directeurs d'examen de l'UPOV comme base de leur propre protocole national. Dans ces cas, le document de l'UPOV n'a pas été consulté après l'élaboration du document national.

21. Certains examinateurs utilisent l'intégralité du TG pour mettre en place l'épreuve, tandis que la plupart ne consultent que le tableau des caractéristiques et les explications associées - le reste du document est conservé à titre de référence en cas de besoin.

22. Certains ont jugé inutiles les informations contenues dans les **sections 1 à 7** du guide technique, tandis que d'autres ont estimé qu'il était important de les conserver. D'une manière générale, le groupe a estimé que les informations pourraient être présentées de manière plus simple afin de faciliter l'accès aux détails.

23. La majorité souhaite également revoir le contenu de ces sections et examiner s'il existe une meilleure façon de présenter les informations standard.
- Par exemple, les informations relatives à toutes les cultures d'un type spécifique pourraient-elles être incluses dans le document de référence (par exemple, faire référence au document pour les espèces à pollinisation croisée) plutôt que dans les GT individuels.
24. Le sous-groupe était divisé quant aux exigences relatives au format du document - même au sein des représentants d'un même membre de l'UPOV :
- Certains examinateurs emportent une copie papier imprimée sur le site de l'examen (champ, serre, etc.).
 - Certains examinateurs se réfèrent au document sur les appareils électroniques, par exemple les téléphones mobiles, les tablettes ou les ordinateurs portables.
25. Tout le monde s'accorde à dire qu'il serait utile que l'**explication d'une caractéristique** soit plus facilement accessible - actuellement, le passage d'une section à l'autre est un point pénible pour les utilisateurs du papier et de l'électronique.
26. La possibilité d'**utiliser des vidéos ou des images interactives** dans les explications a été notée. Cela pourrait permettre une meilleure harmonisation (et fournir une formation aux examinateurs) sur la méthode d'observation pour des caractères spécifiques. Cela a été jugé très utile pour les caractères complexes pour lesquels la partie de la plante n'est pas immédiatement évidente ou la méthode particulièrement spécifique. Toutefois, il a été noté que cela pourrait imposer une charge supplémentaire aux rédacteurs et donc limiter la participation des experts au processus.
27. Il a été souligné qu'il n'est pas nécessaire que le **tableau des caractéristiques** contienne toutes les langues de l'UPOV. Cela pourrait libérer de l'espace pour les explications.
28. Le groupe a généralement estimé que le **questionnaire technique** (DT) pourrait être séparé du GT. Cela permettrait de réviser le QT sans réviser le GT. Le questionnaire technique devrait toujours être révisé à l'occasion d'une révision du groupe de travail.
29. Certaines personnes ont estimé qu'il devait y avoir un moyen facile de mettre à jour l'EE pour refléter les changements dans la **taxonomie**.
30. Le GT devrait inclure un lien vers le site web de l'UPOV où les utilisateurs peuvent trouver la liste des **caractères supplémentaires**. Cela faciliterait l'accès à ces caractères sans créer de confusion quant à leur statut.
31. Les **exemples de variétés** ont été jugés utiles, mais la difficulté d'accès au matériel et les problèmes d'expression dans différents environnements ont été soulignés. Aucune solution n'a été proposée, mais il s'agit d'un sujet qui pourrait justifier un examen futur en plus de la révision actuelle de la note d'orientation 28.
32. Il a été convenu à l'unanimité que le format devrait faciliter la **traduction automatique** pour permettre un accès plus aisé aux nombreux membres qui travaillent dans des langues autres que l'anglais, le français, l'allemand ou l'espagnol.
- Outil de dessin du gabarit TG*
33. Certains membres du sous-groupe n'avaient pas utilisé l'outil de rédaction. Nombre d'entre eux ont reconnu que l'outil de rédaction actuel constituait une grande amélioration par rapport à la méthode précédente, qui consistait à rédiger dans des documents Word, mais qu'il existait encore des possibilités d'amélioration.
34. Le modèle actuel repose en grande partie sur la contribution du Bureau de l'UPOV. Le groupe a exprimé sa reconnaissance à Romy Oertel, qui est le principal point de contact pour la résolution des problèmes.
35. Les points faibles du modèle actuel sont le téléchargement d'images, d'illustrations et de diagrammes, qu'il est difficile de formater et de dimensionner correctement.

36. Le groupe a demandé que le modèle soit davantage aligné sur le document fini afin de pouvoir **voir les changements en temps réel** sans avoir recours à la fonction de prévisualisation.
37. Une **fonction de chat** plus facile à utiliser **serait utile pour la communication entre les experts**. Les notifications ont été soulignées comme un outil supplémentaire, idéalement avec une option pour les mettre en sourdine !
38. Les coordonnées des experts intéressés nommés doivent être facilement accessibles, de préférence dans une liste de contacts pour faciliter la communication par courrier électronique, par exemple pour **organiser des sessions de rédaction en ligne**. L'affichage du fuseau horaire des experts serait également utile pour organiser des discussions.
39. Il serait utile de disposer d'un meilleur moyen de **suivre les modifications** pendant les sessions du TWP de l'UPOV. Si l'outil de rédaction était utilisé pendant la discussion pour enregistrer directement dans l'outil de rédaction, cela permettrait d'éviter les doubles emplois.
40. Un système de suivi devrait être visible pour **montrer plus clairement les étapes du processus de rédaction**, de sorte que les personnes qui participent pour la première fois à la discussion puissent voir d'un coup d'œil où en est l'élaboration du document.
41. Des fonctions de traduction aisées seraient utiles pour permettre aux experts de tous les membres de participer au processus de rédaction.
42. **L'élaboration de lignes directrices nationales en matière d'essais** a été considérée par beaucoup comme une bonne idée, si le financement le permet.

Conclusions

43. Éléments à prendre en compte dans les futures lignes directrices pour les tests :
- (a) Formaté de telle manière :
 - (i) pour permettre la traduction automatique
 - (ii) un accès plus facile aux informations
 - (iii) permettre l'inclusion d'informations relatives aux techniques moléculaires
 - (b) Séparer le TQ du TG
 - (c) L'outil de dessin devrait :
 - (iv) Être intuitif
 - (v) faciliter l'échange de vues entre les experts
 - (vi) enregistrer les résultats des discussions au cours des sessions TWP.
 - (d) Le site web de l'UPOV devrait permettre aux utilisateurs de s'inscrire pour recevoir une notification lorsqu'une nouvelle version d'un TG est téléchargée sur le site web de l'UPOV.
44. Éléments qui pourraient être pris en compte dans les futures lignes directrices pour les tests :
- (e) Inclure des images et des vidéos interactives.
 - (f) Intégrer une fonction de saisie de données pour enregistrer des mesures ou noter des observations. Ce qui pourrait conduire à :
 - (g) Fonctionnalité permettant de créer des rapports finaux et des descriptions de variétés.
45. *Le TC est invité à examiner :*
- (a) *le rapport du sous-groupe sur les principes directeurs d'examen ;*
 - (b) *les possibilités d'améliorer la structure des principes directeurs d'examen ;*

(c) les possibilités d'améliorer l'outil en ligne de rédaction des principes directeurs d'examen.

MESURES POUR L'ELABORATION DE PROPOSITIONS PAR LE BUREAU DE L'UNION

46. Les sections suivantes présentent des options sur les questions pour lesquelles le Bureau de l'Union a été invité à élaborer des propositions qui seront examinées par le TC, lors de sa soixantième session.

Base de données GENIE : Expérience pratique et coopération en matière d'examen DHS

47. Les recommandations 29 et 30 sont les suivantes :

Il est recommandé [29] que le Bureau de l'Union revoie la demande d'informations sur les connaissances pratiques et la coopération en matière d'examen DHS. Les informations sur l'expérience pratique peuvent être obtenues en recherchant dans la base de données PLUTO les membres ayant fait l'objet d'une demande récente.

Il est recommandé [30] d'élaborer des directives pour indiquer aux utilisateurs comment utiliser la base de données PLUTO pour obtenir ces informations.

Expérience pratique de l'examen DHS

48. Les personnes de contact des membres de l'Union au sein du comité technique sont invitées chaque année à mettre à jour la liste des genres et des espèces pour lesquels elles ont une expérience pratique de l'examen DHS, en utilisant le modèle Excel suivant :

PRACTICAL EXPERIENCE IN DUS EXAMINATION		
Authority providing information:	<input type="text"/>	(2-letter ISO code)
Please check your information in GENIE and enter your changes in the following table.		
ADDITIONS		
Botanical name	UPOV code	Note (e.g. certain types of varieties)

49. Les informations sont compilées dans le document du TC intitulé "Liste des genres et espèces pour lesquels les autorités ont une expérience pratique de l'examen DHS". Ce document fournit des informations sous la forme d'une liste de genres et d'espèces pour lesquels les autorités respectives déclarent avoir une expérience de l'examen de la culture, comme suit :

TC/59/4
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LIST OF GENERA AND SPECIES FOR WHICH AUTHORITIES HAVE PRACTICAL EXPERIENCE IN DUS EXAMINATION

LISTE DES GENRES ET ESPÈCES POUR LESQUELS LES SERVICES ONT UNE EXPÉRIENCE PRATIQUE EN MATIÈRE D'EXAMEN DHS


LISTE DER GATTUNGEN UND ARTEN, FÜR DIE DIE BEHÖRDEN ÜBER PRAKTISCHE ERFAHRUNG BEI DER DUS-PRÜFUNG

LISTA DE GÉNEROS Y ESPECIES RESPECTO DE LOS CUALES LAS AUTORIDADES POSEEN EXPERIENCIA PRÁCTICA EN EL EXAMEN DHS

Number of genera/species in list: 3,763
Number of taxa in list: 3,924

CODE / CÓDIGO	BOTANICAL NAMES* / NOMS BOTANIQUESES* / BOTANISCHE NAMEN* / NOMBRES BOTÁNICOS*	AUTHORITIES / SERVICES / BEHÖRDEN / AUTORIDADES
ABELI	Abelia R. Br.	FR GB JP NI NZ OZ ZA
ABELI_CHI	Abelia chinensis R. Br.	CA FR GB OZ
ABELI_ENG	Abelia englemiana (Graebn.) Rehder	FR GB OZ
ABELI_FLO	Abelia floribunda (M. Martens & Galeotti) Decne.	GB
ABELI_GPA	Abelia xgrandiflora x Abelia parvifolia; (Abelia chinensis x Abelia uniflora) x Abelia parvifolia; Abelia xgrandiflora x Abelia schumannii	FR GB OZ
ABELI_GRA	Abelia xgrandiflora Rehder; Abelia chinensis x Abelia uniflora	CA FR GB OZ ZA
ABELI_MOS	Abelia mosanensis I. C. Chung ex Nakai	FR OZ
ABELI_PAR	Abelia parvifolia Hemsl.; Abelia schumannii (Graebn.) Rehder	FR GB OZ

50. Les mêmes informations que celles fournies dans le document TC sont disponibles dans la base de données GENIE :

Abelia R. Br. (ABELI) 

DUS Guidance and Cooperation

Names & Denomination Class | Protection | DUS Guidance and Cooperation

UPOV Principal Botanical Name: Abelia R. Br. UPOV Code

English Common Names: Abelia

UPOV Test Guidelines: TG/320/1
Entries between ^* indicate Test Guidelines that cover a lower botanical rank (for example in the case of a genus: there are Test Guidelines at the level of one of the species in the genus). Drafting Aut

Authorities with Practical Experience

Entries in parenthesis indicate experience at the level of a higher botanical rank (for example in the case of a species: there is experience at the level of the genus to which it belongs).

Entries between ^* indicate experience at the level of a lower botanical rank (for example in the case of a genus: there is experience at the level of one of the species in the genus).

AUTHORITY	NOTES
^Canada^	
^European Union (Community Plant Variety Office (CPVO))^	
European Union (Community Plant Variety Office (CPVO))	
^France^	

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51. Depuis 2019, 28 membres au total ont fourni des informations sur leur expérience pratique de l'examen DHS. Le plus grand nombre de contributions a été reçu en 2024, lorsque 14 membres ont fourni des informations.

Autres sources d'information

Base de données PLUTO

52. La base de données PLUTO permet de rechercher les membres de l'UPOV qui reçoivent des demandes et délivrent des titres pour les différents genres et espèces. Les recherches peuvent être effectuées sur une période définie, par exemple sur les cinq ou dix dernières années.

53. Des recherches dans la base de données PLUTO permettraient d'identifier les membres de l'UPOV ayant une expérience récente dans le traitement de demandes concernant des cultures particulières. Néanmoins, elles ne permettraient pas de savoir si le membre de l'UPOV a procédé lui-même à l'examen DHS ou s'il possède le rapport d'examen. Les membres de l'UPOV devraient être contactés directement pour obtenir de plus amples informations sur leur expérience pratique concernant des cultures particulières.

Plateforme d'échange de comptes rendus DHS UPOV e-PVP

54. La plateforme d'échange de comptes rendus d'examen DHS UPOV e-PVP a été lancée en 2023 et est disponible pour tous les membres de l'UPOV. Elle permet aux utilisateurs de commander un examen DHS et d'échanger des comptes rendus d'examen existants. Des informations sont progressivement mises à disposition sur les rapports d'examen DHS à échanger et les offres de réalisation d'examen pour le compte des services d'autres membres de l'UPOV. Un compte rendu de l'évolution de la situation sera présenté à la soixantième session du TC.

Proposition

55. Le TC souhaitera peut-être examiner comment les membres de l'UPOV recherchent des informations sur l'expérience en matière d'examen DHS et s'il convient de promouvoir l'utilisation préférentielle de l'une ou l'autre des options disponibles.

56. Le TC est invité à examiner comment les membres de l'UPOV peuvent rechercher des informations sur l'expérience acquise en matière d'examen DHS et s'il convient d'élaborer des orientations supplémentaires sur l'utilisation de l'une ou l'autre des options disponibles.

Coopération en matière d'examen DHS

57. Les membres de l'UPOV sont périodiquement invités à fournir et à mettre à jour des informations sur la coopération en matière d'examen DHS. Les informations doivent être fournies dans des feuilles de calcul, comme suit :

COOPERATION IN EXAMINATION UPDATES (b) ADDITIONS						
Authority providing information:						
		column 2	column 3		column 4	column 5
		AGREEMENTS FOR COOPERATION IN EXAMINATION			UTILIZATION OF EXISTING DUS REPORTS	
Botanical name	UPOV CODE	Offering authority/ examination office	Authorities receiving examination reports	Note (e.g. fruit varieties)	Utilizing authority	Providing authority/ examination office
						Note (e.g. fru

58. Les informations sont compilées dans le document du Conseil intitulé "Coopération en matière d'examen". Ce document contient des "notes générales" et une liste de genres et d'espèces avec les autorités qui effectuent l'examen pour le compte d'autres autorités ou utilisent les rapports DHS fournis par ces dernières, comme suit :

GENERAL NOTES	
<u>Providing/Accepting existing DUS reports</u>	
(a) The following authorities have an agreement with Japan to provide and accept existing DUS reports for any taxa on request: Australia, Brazil, Canada, European Union, Israel, Kenya, Mexico, Netherlands, New Zealand, Peru, Russian Federation, Singapore, Switzerland, Türkiye and Viet Nam.	
(b) The following authorities have agreements with Kenya to provide and accept existing DUS reports for any taxa on request: Israel, New Zealand, Republic of Korea and United Republic of Tanzania.	
(c) The following authorities have an understanding to provide and accept existing DUS reports for any taxa on request and without charge: Australia and New Zealand.	
(d) The following authorities have an understanding to provide and accept existing DUS reports for any taxa on request: Brazil, Canada, Israel, Republic of Korea and Uzbekistan.	

UPOV Code	Botanical Names	1				2		3		4		5	
		English	French	German	Spanish	Offering Authority/ examination Office	Authorities receiving Examination Reports	Utilizing Authority	Providing Authority / Examination Office				
ABELL	Abelia R. Br.	Abelia	Abelia	Abelia	Abelia	FR	GZ			QZ	FR		
ABELL_CHI	Abelia chinensis R. Br.					FR	GZ			QZ	FR		
ABELL_GPA	Abelia sgrandiflora x Abelia parvifolia					FR	GZ			QZ	FR		
ABELL_GRA	Abelia sgrandiflora Retzder	glossy abelia		großblütige Abelia		FR	GZ			QZ	FR		
ABIES	Abies Mill.	Fir	Sapin	Tanne	Abeto	DE	GZ			QZ	DE		
ABIES_KOR	Abies koreana E. H. Wilson	Korean fir		koreanische Tanne		DE	GZ			QZ	DE		
ABIES_LAS	Abies lasiocarpa (Hook.) Nutt.					DE	GZ			QZ	DE		
ABUTI_DAR	Abutilon darwini Hook. f.					NL	GZ						
ABUTI_HYB	Abutilon s hybridum hort. ex Voss					NL	GZ						
ABUTI_MEG	Abutilon megapotaicum (Spreng.) A. St. - Abutilon Hl. & Naudin		Abutilon	Abutilon	Abutilon	NL	GZ						

59. Les mêmes informations que celles fournies dans le document du Conseil sont disponibles dans la base de données GENIE :

Abelia R. Br. (ABELI)



DUS Guidance and Cooperation

Names & Denomination Class Protection DUS Guidance and Cooperation

UPOV Principal Botanical Name: Abelia R. Br. UPOV Code:

English Common Names: Abelia

UPOV Test Guidelines: TG/320/1
Entries between ^^ indicate Test Guidelines that cover a lower botanical rank (for example in the case of a genus: there are Test Guidelines at the level of one of the species in the genus). Drafting Authority

Cooperation in DUS Examination (key to abbreviations)

- [Authorities with Practical Experience](#)
- [Agreements for Cooperation in DUS Examination](#)
- [Utilization of Existing DUS Reports](#)

Agreements for Cooperation in DUS Examination

<> in the receiving column indicates that the authority specified in the offering column offers to carry out examinations for any interested member of the Union.

(): Genus or species covered by agreement for a taxon of a higher rank to which it belongs (e.g. in the case of a species: the genus or family is covered by an agreement).

OFFERING AUTHORITY / EXAMINATION OFFICE	AUTHORITIES RECEIVING EXAMINATION REPORTS	NOTES
<>	(Switzerland)	(Switzerland); DUS tests are not conducted in Switzerland. In cases where a DUS test report is not available from a member of the Union, the Office of Plant Variety Protection will request an appropriate authority or testing of a member of the Union to perform a DUS test on its behalf.
France	European Union (Community Plant Variety Office (CPVO))	

Utilization of Existing DUS Reports

<> (utilizing) indicates that the authority specified in providing column will, in general, provide existing DUS reports to any member of the Union.

<> (providing) indicates that the authority specified in the utilizing column will, in general, utilize existing DUS reports provided by any member of the Union.

(): Genus or species covered by agreement for a taxon of a higher rank to which it belongs (e.g. in the case of a species: the genus or family is covered by an agreement).

UTILIZING AUTHORITY	PROVIDING AUTHORITY/EXAMINATION OFFICE	NOTES
<>	Australia	Australia will provide copies of all its DUS test reports to other UPOV members.
<>	Brazil	Brazil will provide copies of all its DUS test reports to other UPOV members.
<>	European Union (Community Plant Variety Office (CPVO))	
<>	South Africa	South Africa will provide copies of all its DUS test reports to other UPOV members.
Australia	<>	Australia generally accepts DUS reports from UPOV members for any taxon except Solanum tuberosum L. in deciding

60. Depuis 2019, 38 membres au total ont fourni des informations sur la coopération en matière d'examen DHS. Le plus grand nombre de contributions a été reçu en 2024, lorsque 14 membres ont fourni des informations.

Autres sources d'information

Base de données PLUTO

61. La base de données PLUTO ne fournit pas d'informations sur la coopération en matière d'examen DHS.

Plate-forme d'échange de comptes rendus DHS UPOV e-PVP

62. La plate-forme UPOV e-PVP d'échange de rapports DHS permet aux utilisateurs de commander un examen DHS et d'échanger des rapports d'examen existants. Des informations sur les services proposant des rapports d'examen DHS peuvent être obtenues directement à partir de la plate-forme d'échange de rapports d'examen DHS UPOV e-PVP. Un rapport sur l'évolution de la situation sera présenté à la soixantième session du TC.

Proposition

63. Le TC souhaitera peut-être examiner comment les membres de l'UPOV recherchent et utilisent les informations sur la coopération en matière d'examen DHS et s'il convient de promouvoir l'utilisation préférentielle de l'une ou l'autre des options disponibles.

64. Le TC est invité à examiner comment les membres de l'UPOV peuvent rechercher des informations sur la coopération en matière d'examen DHS et s'il convient d'élaborer des orientations supplémentaires sur l'utilisation de l'une ou l'autre des options disponibles.

Documents TGP : sous-groupes et experts principaux

65. Les recommandations 31 et 32 précisent que

"Il est **recommandé** [31] que les questions qui nécessiteraient de modifier ou d'élaborer des orientations dans les documents TGP soient traitées par des sous-groupes créés par le Comité technique (TC). Ces sous-groupes se réuniraient en ligne et/ou dans le cadre de réunions hybrides avec d'autres réunions de l'UPOV et rendraient compte au TC de toute proposition.

"Il est **recommandé** [32] que les sous-groupes TGP établis par le TC aient un expert principal qui présiderait les discussions. L'expert principal serait chargé de présenter les conclusions du sous-groupe et toute proposition au TC et aux TWP."

66. Le document TGP/7 "Élaboration des principes directeurs d'examen" donne des indications sur les procédures à suivre pour préparer les projets de principes directeurs d'examen et sur le rôle de l'expert principal (voir les sections 2.2.3 et 2.2.4 du document TGP/7, également reproduites à l'annexe III du présent document). Les mêmes indications pourraient être utilisées pour les questions qui nécessiteraient de modifier ou d'élaborer des indications dans les documents TGP, selon le cas, en suivant les étapes générales ci-après :

- Le Comité technique (TC) décidera des questions qui nécessiteraient une modification ou l'élaboration d'orientations dans les documents TGP et qui seraient traitées par des sous-groupes.
- Le TC se mettra d'accord sur les experts principaux chargés de préparer les projets de documents et établira des sous-groupes avec les experts intéressés souhaitant participer.
- Les principaux experts prépareront des projets de documents et les présenteront lors des réunions du TWP et du TC.
- Les experts principaux peuvent améliorer la consultation des experts intéressés en organisant des réunions de sous-groupes parallèlement aux réunions de l'UPOV ou en tant que réunions distinctes, en présence ou non du Bureau de l'Union.
- L'expert principal tient compte des résultats des discussions de la réunion du sous-groupe lorsqu'il prépare un nouveau projet de documents pour examen par le TWP et le TC.

67. La procédure ci-dessus pourrait être utilisée en plus de la pratique consistant à inviter un expert d'un membre de l'UPOV à rédiger une proposition et à diriger les débats avec les experts intéressés. Par exemple, la révision actuelle du document TGP/7, note d'orientation 28 "Variétés modèles", a été dirigée par un expert de l'Allemagne et examinée avec les experts intéressés lors des TWP en 2024. Ces procédures prendraient également en considération les recommandations restantes sur les documents TGP, comme suit :

" Il est **recommandé** [33] que les TWP soient tenus informés des sous-groupes créés par le TC pour modifier ou élaborer des orientations dans les documents TGP et qu'ils aient la possibilité de participer aux discussions.

"Il est **recommandé** [34] que le Bureau de l'Union apporte un soutien administratif aux réunions des sous-groupes TGP comme suit :

- "Pour les réunions organisées dans le cadre des PTM, la participation du Bureau de l'Union sera convenue entre l'expert principal et le Bureau de l'Union.
- "Pour les réunions organisées en dehors des TWP, aucun soutien administratif n'est fourni. L'expert principal animera les réunions et enregistrera les décisions. La participation du Bureau de l'Union serait convenue entre l'expert principal et le Bureau de l'Union".

68. *Le TC est invité à :*

(a) *envisager d'utiliser, le cas échéant, les indications sur le rôle de l'expert principal dans le document TGP/7 pour les questions relatives à la modification ou à l'élaboration d'indications dans les documents TGP, comme indiqué au paragraphe 66 du présent document ; et*

(b) *demander aux groupes de travail techniques d'inviter des experts des membres de l'Union à mener des discussions sur les propositions d'élaboration ou de modification des orientations, y compris pour les documents TGP.*

Formation et enseignement à distance

Mise à jour des cours d'apprentissage à distance

69. La recommandation 37 stipule que

Il est recommandé [37] d'actualiser les cours d'apprentissage à distance. On pourrait également envisager de mieux faire connaître les cours d'enseignement à distance aux obtenteurs de végétaux et aux demandeurs de protection des obtentions végétales.

70. La mise à jour du format des cours d'enseignement à distance de l'UPOV nécessiterait des ressources pour l'élaboration de fichiers multimédias et de formats de contenu interactifs. Le comité technique souhaitera peut-être envisager des possibilités de coopération avec les membres de l'UPOV pour financer la mise à jour du format du contenu des cours d'enseignement à distance de l'UPOV.

71. Le Comité technique est invité à examiner les possibilités de coopération avec les membres de l'UPOV pour financer la mise à jour du format du contenu des cours d'enseignement à distance de l'UPOV.

Développer de nouveaux cours

72. La recommandation 38 stipule que

Il est recommandé [38] d'étudier plus avant l'élaboration d'un nouveau cours sur l'utilisation des orientations de l'UPOV pour l'examen DHS (par exemple, l'élaboration de principes directeurs d'examen nationaux), y compris sous quelle forme le contenu pourrait être proposé (par exemple, atelier ; vidéos).

73. Le TC a recensé des possibilités de formation complémentaire sur l'utilisation des orientations de l'UPOV pour l'examen DHS, y compris l'élaboration de principes directeurs d'examen nationaux en l'absence de principes directeurs d'examen de l'UPOV. Différents formats de contenu, tels que des séminaires en ligne et des enregistrements vidéo, pourraient être utilisés pour fournir des conseils pratiques fondés sur l'expérience des membres de l'UPOV et compléter les cours d'enseignement à distance. L'élaboration de conseils pratiques reposerait sur l'expertise et le contenu des membres de l'UPOV.

74. Les canaux de communication de l'UPOV (site Web, YouTube) pourraient servir de plate-forme pour les matériels de formation fournis par les membres de l'UPOV, selon les besoins. Les nouvelles possibilités de formation offertes par les membres de l'UPOV pourraient également être incluses dans le programme de certificat PVV de l'UPOV.

75. *Le comité technique est invité à :*

(a) *soutenir l'élaboration de nouveaux cours de formation sur l'examen DHS par les membres de l'UPOV, comme indiqué aux paragraphes 73 et 74 du présent document ; et*

(b) *noter que les nouvelles possibilités de formation offertes par les membres de l'UPOV pourraient également être incluses dans le programme de certificat de protection des obtentions végétales de l'UPOV.*

Promouvoir les possibilités de formation

76. La recommandation 39 stipule que

Il est recommandé [39] de fournir sur le site Web de l'UPOV des informations supplémentaires sur les possibilités de formation offertes par les membres et d'utiliser ce site Web de formation pour promouvoir les demandes et les offres de formation et de coopération dans ce domaine, telles que proposées par les membres et les organisations concernées.

77. Des informations sur les possibilités de formation sont disponibles sur le site Web de l'UPOV à la page suivante : <https://www.upov.int/resource/en/training.html>. En outre, l'UPOV a lancé le "Programme de certificat UPOV en matière de protection des obtentions végétales" (certificat UPOV en matière de protection des obtentions végétales) afin de promouvoir l'acquisition de connaissances et la reconnaissance des compétences, ainsi que les possibilités d'apprentissage continu sur les questions relatives à la protection des obtentions végétales. De plus amples informations sont disponibles à l'adresse [suivante](https://www.upov.int/resource/en/pvp_certificate.html) : https://www.upov.int/resource/en/pvp_certificate.html

78. Les possibilités de formation offertes par les membres de l'UPOV et les entités universitaires pourraient être encouragées par leur inclusion dans le programme de certificat de protection des obtentions végétales de l'UPOV.

79. Le Comité technique est invité à aider les membres de l'UPOV à promouvoir les possibilités de formation par le biais du programme de certificat PVP de l'UPOV.

Liste des membres désireux d'apporter leur soutien à l'élaboration de lignes directrices nationales en matière de tests

80. La recommandation 27 proposait d'élargir la liste des personnes de contact pour la coopération internationale en matière d'examen DHS afin d'y inclure des informations sur les membres désireux d'aider d'autres membres à élaborer des principes directeurs d'examen nationaux. La liste des personnes de contact pour la coopération internationale en matière d'examen DHS peut être consultée sur le site Web de l'UPOV à l'adresse [suivante](https://www.upov.int/databases/en/contact_cooperation.html) : https://www.upov.int/databases/en/contact_cooperation.html.

81. Cette recommandation pourrait être mise en œuvre en invitant périodiquement les personnes de contact des membres de l'Union à se rendre au TC pour fournir des informations. Les informations sur les membres disposés à fournir des conseils pour l'élaboration de lignes directrices nationales en matière d'examen seraient incluses dans la page Web des personnes de contact pour la coopération internationale en matière d'examen DHS.

82. Le TC est invité à envisager d'inviter les personnes de contact des membres de l'Union à fournir au TC des informations sur les membres disposés à fournir un encadrement pour l'élaboration de lignes directrices nationales en matière d'examen en vue de leur inclusion sur la page web des personnes de contact pour la coopération internationale en matière d'examen DHS.

QUESTIONS POUR INFORMATION

Séminaires/expositions pour la sensibilisation à l'évolution des méthodes et techniques d'essai

83. Les recommandations 16 à 18 prévoient ce qui suit :

Il est recommandé [16] d'explorer d'autres moyens d'accroître la sensibilisation à l'évolution des méthodes et techniques d'essai, par exemple par le biais de séminaires et d'expositions (voir "f) Comité technique").

Il est recommandé [17] d'organiser des séminaires sur les méthodes et techniques d'examen et sur les autres progrès de l'examen DHS en même temps que les réunions du comité technique, afin de mieux faire connaître ces progrès.

Il est recommandé [18] d'envisager des expositions de travaux de recherche avec des sessions de posters, parallèlement aux séminaires organisés dans le cadre des réunions du comité technique, afin de mieux faire connaître les développements. Les informations provenant des sessions de posters devraient également être mises à la disposition des experts qui ne sont pas physiquement présents aux sessions du TC.

84. En consultation avec les présidents des groupes de travail techniques, il est proposé qu'un séminaire sur les méthodes et techniques d'essai soit organisé tous les trois ans au cours de la même semaine que la session du Comité consultatif. Des représentants des membres, des observateurs et des experts compétents seraient invités à rendre compte des développements. Le séminaire pourrait être organisé sur une demi-journée ou une journée entière, selon le cas. L'organisation de séances d'affichage serait envisagée avec les présidents du TC et du TWP pour que les experts et les chercheurs en matière d'examen DHS puissent présenter des informations sur les thèmes du séminaire.

Procédures DHS documentées dans la plate-forme d'échange de comptes rendus DHS de l'UPOV

85. La recommandation 41 stipule que

Il est recommandé [41] que la plateforme d'échange de comptes rendus DHS permette également aux membres de l'UPOV de mettre à disposition leurs procédures DHS documentées et des informations sur leurs systèmes de qualité.

86. La plate-forme d'échange de comptes rendus DHS UPOV e-PVP a été lancée en 2023 et est disponible pour tous les membres de l'UPOV. La plate-forme sera élargie pour permettre aux membres de l'UPOV de fournir des informations sur leurs procédures DHS documentées et des informations sur leurs systèmes de qualité. Un rapport sur l'évolution de la situation sera présenté à la soixantième session du TC.

INDICATEURS DE PERFORMANCE

87. Lors de sa cinquante-neuvième session, le TC a convenu des indicateurs de performance suivants pour évaluer l'impact des propositions recommandées :

Procédures harmonisées

- *Nombre de membres de l'UPOV utilisant les questionnaires techniques de l'UPOV (TQ)*

88. En septembre 2024, 24 des 37 membres participants de l'UPOV utilisent les CT de l'UPOV dans UPOV PRISMA.

- *Pourcentage de demandes de protection des obtentions végétales dans les membres de l'UPOV couvertes par les principes directeurs d'examen de l'UPOV*

89. En 2023, 94 % de toutes les demandes de protection des variétés végétales dans les membres de l'UPOV étaient couvertes par les principes directeurs d'examen de l'UPOV (374 534 sur 416 149 entrées dans la base de données PLUTO).

- *Utilisation des principes directeurs d'examen des membres de l'UPOV par d'autres membres de l'UPOV pour élaborer des principes directeurs d'examen nationaux lorsqu'il n'existe pas de principes directeurs d'examen de l'UPOV*

90. En 2024, deux membres de l'UPOV ont utilisé les principes directeurs d'examen d'un autre membre de l'UPOV pour élaborer leurs principes directeurs d'examen nationaux en l'absence de principes directeurs d'examen de l'UPOV (GB Technical Questionnaire for Sugar beet : utilisé par MD, ZA).

- *Nombre de rapports DHS produits par des membres de l'UPOV qui sont utilisés par d'autres membres*

90. Au mois de septembre 2024, 7 rapports d'examen DHS avaient été échangés par l'intermédiaire de la plate-forme d'échange DHS e-PVP de l'UPOV.

- *Délai d'approbation des nouveaux principes directeurs ou des révisions de principes directeurs par les groupes de travail techniques (TWP)*

Projets complets d'EE	Nombre d'années écoulées entre le premier TWP et la soumission au TC*.
Lavande (<i>Lavandula</i> L.)	3
Leucanthème (<i>Leucanthemum</i> Mill.)	2
Poinsettia (<i>Euphorbia pulcherrima</i> Willd. ex Klotzsch ; <i>Euphorbia pulcherrima</i> Willd. ex Klotzsch × <i>Euphorbia cornastra</i> (Dressler) Radcl.-Sm.) (Révision)	3
Chanvre, Cannabis (<i>Cannabis sativa</i> L.) (Révision)	3
Graminées Zoysia (<i>Zoysia</i> Willd.)	5
Vigne (<i>Vitis</i> L.) (Révision)	6
Révisions partielles	Nombre d'années écoulées entre le premier TWP et la soumission au TC*.
Asperges (<i>Asparagus officinalis</i> L.) - Char. 16 "Type de floraison"	1
Concombre, cornichon (<i>Cucumis sativus</i> L.) - ajout de résistance au virus de la mosaïque de la marbrure verte du concombre	1
Laitue (<i>Lactuca sativa</i> L.) - Résistance à <i>Bremia lactucae</i> Races 16EU à 27EU (chars. 38 à 47, y compris les caractères de groupement) - révision de <i>Fusarium oxysporum</i> f. sp. <i>lactucae</i> Race 1 - ajout de résistance à <i>Fusarium oxysporum</i> f. sp. <i>lactucae</i> Race 4	1

Formation

- *Nombre d'examineurs et d'administrateurs DHS titulaires du certificat international UPOV sur la protection des obtentions végétales*

91. En septembre 2024, 41 examinateurs et administrateurs DHS étaient certifiés.

Évaluation des performances

92. Le TC, lors de sa cinquante-neuvième session, est convenu que :

- les travaux des TWP ont été périodiquement examinés sur la base des indicateurs de performance.
- Les membres de l'UPOV et les organisations ayant le statut d'observateur ont été régulièrement interrogés sur leur satisfaction concernant l'appui à l'examen DHS fourni par l'UPOV par l'intermédiaire du TC et des TWP.

- L'élaboration d'autres indicateurs de performance pourrait être envisagée parallèlement à la mise en œuvre des recommandations formulées dans le présent document.

93. *Le comité technique est invité à :*

(a) examine les travaux des TWP sur la base des indicateurs de performance ; et

(b) examiner si d'autres indicateurs de performance devraient être établis pour les mesures visant à améliorer le soutien apporté à l'examen DHS.

2024 ENQUETE DE SATISFACTION DES PARTICIPANTS AU PROGRAMME TWP

94. Le TC, à sa cinquante-neuvième session, est convenu que les membres de l'UPOV et les observateurs seraient régulièrement interrogés sur leur satisfaction concernant l'appui à l'examen DHS fourni par l'UPOV par l'intermédiaire du TC et des TWP. Les résultats de l'enquête de satisfaction des participants aux sessions 2024 des TWP figurent à l'annexe III du présent document.

95. *Le TC est invité à prendre note de l'enquête de satisfaction menée auprès des participants aux réunions des TWP en 2024, telle que présentée à l'annexe V du présent document.*

[L'annexe I suit]

ELEMENTS / ISSUES	RECOMMENDATIONS	IMPLEMENTING MEASURES
1. Technical Working Parties	<p>Recommendation 1: The UPOV Technical Working Parties should aim to deliver the following:</p> <p>(a) Harmonized procedures; (b) Information on developments; (c) Interaction between experts and integration of new experts in UPOV's work; (d) Practical guidance on DUS examination procedures, including use of Test Guidelines.</p>	Included in "Information for chairpersons of Technical Working Parties" and "Guidance note for hosts: UPOV Technical Working Party arrangements." Implemented with chairpersons in the TWPs.
1. Technical Working Parties	<p>Recommendation 2: It is recommended not to proceed with the proposal for replacing Technical Working Party meetings by a single Annual Technical Conference.</p>	No action required. Proposal discontinued
1. Technical Working Parties	<p>Recommendation 3: It is recommended to take the following measures to address the issues raised in document TC/58/18 and the current arrangement of the technical work supporting DUS examination in UPOV (see recommendations 4 to 10).</p>	Implementing measures listed below
1. Technical Working Parties (a) Periodicity and duration of TWP meetings	<p>Recommendation 4: It is recommended to organize hybrid TWP meetings each year. The duration of the meetings should be four days. If no UPOV member offers to organize a hybrid meeting for a TWP in a given year, that meeting would be held electronically.</p>	Included in "Guidance note for hosts: UPOV Technical Working Party arrangements"
1. Technical Working Parties (b) Discussions on DUS Procedures	<p>Recommendation 5 It is recommended that more time during TWP meetings should be dedicated to discussions on DUS procedures, including technical visits, calibration exercises and related discussions.</p>	Included in "Information for chairpersons of Technical Working Parties" and "Guidance note for hosts: UPOV Technical Working Party arrangements"
1. Technical Working Parties (b) Discussions on DUS Procedures	<p>Recommendation 6 It is recommended that the guidance provided to hosts should be for one full day of technical visits to demonstrate the model and arrangements for DUS examination used by the UPOV member hosting the TWP meeting.</p>	Included in "Guidance note for hosts: UPOV Technical Working Party arrangements"
1. Technical Working Parties (b) Discussions on DUS Procedures	<p>Recommendation 7 It is recommended that the following elements be considered for inclusion in discussions on DUS procedures, according to the crops, facilities and procedures in the member of the Union hosting the TWP:</p> <ul style="list-style-type: none"> • Visit to trials to see trial layout • Plots created to demonstrate particular characteristics or issues • Calibration exercises • Ring-tests • Management of variety collections (physical material, databases, selection of varieties or other) • Method for analyzing distinctness and uniformity • Using molecular marker techniques in variety examination • Demonstration of trial design and data analysis methodologies • Data recording methods and technology 	Included in "Guidance note for hosts: UPOV Technical Working Party arrangements"

ELEMENTS / ISSUES	RECOMMENDATIONS	IMPLEMENTING MEASURES
1. Technical Working Parties (b) Discussions on DUS Procedures	Recommendation 8 It is recommended that any member of the Union should be eligible to host a TWP meeting. In particular, [see recommendation 9]	TWP meeting structure and flexibility for hosts safeguard this possibility in "Guidance note for hosts: UPOV Technical Working Party arrangements"
1. Technical Working Parties (b) Discussions on DUS Procedures	Recommendation 9 It is recommended that there should be sufficient flexibility for hosts to organize technical visits according to local conditions.	Included in "Guidance note for hosts: UPOV Technical Working Party arrangements"
1. Technical Working Parties (b) Discussions on DUS Procedures	Recommendation 10 It is recommended that hosts enable virtual participation at technical visits whenever possible.	Included in "Guidance note for hosts: UPOV Technical Working Party arrangements"
1. Technical Working Parties (b) Discussions on DUS Procedures	Recommendation 11 It is recommended that, where virtual participation is not possible, the host record particular aspects of the visits and presentations about the DUS examination procedures discussed during the technical visits, to be made available on the UPOV website.	Included in "Guidance note for hosts: UPOV Technical Working Party arrangements"
1. Technical Working Parties (c) Matters for information	Recommendation 12 It is recommended that matters for information be made available online on the UPOV website as documents or prerecorded videos and presented during the session as agreed by the chairperson.	Included in "Information for chairpersons of Technical Working Parties"
1. Technical Working Parties (d) Presence of the Office of the Union	Recommendation 13 It is recommended that the Office of the Union be physically present at hybrid TWP meetings.	Included in "Guidance note for hosts: UPOV Technical Working Party arrangements"
1. Technical Working Parties (d) Presence of the Office of the Union	Recommendation 14 It is recommended to acknowledge that the staff of the Office of the Union would not be involved in organizing the technical visits and their presence on-site for the visits would be agreed with the chair and the host of the TWP.	Included in "Guidance note for hosts: UPOV Technical Working Party arrangements"
1. (e) Technical Working Party on Testing Methods and Techniques	Recommendation 15 It is recommended to retain the TWM with its current terms of reference while providing the same meeting arrangement possibilities as the other TWPs.	Included in "Guidance note for hosts: UPOV Technical Working Party arrangements"
1. (e) Technical Working Party on Testing Methods and Techniques	Recommendation 16 While acknowledging that the increased time for technical visits will increase the awareness of developments in testing methods and techniques, it is recommended to explore additional means of increasing awareness of developments in testing methods and techniques, such as through seminars and exhibitions (see "1. (f) Technical Committee").	UPOV Office will implement with TC and TWP chairpersons: see proposal in document TC/60/6
1. Technical Working Parties (f) Technical Committee	Recommendation 17 It is recommended that seminars on testing methods and techniques and other developments in DUS examination might be organized along with meetings of the Technical Committee as a means to increase awareness of developments.	UPOV Office will implement with TC and TWP chairpersons: see proposal in document TC/60/6

ELEMENTS / ISSUES	RECOMMENDATIONS	IMPLEMENTING MEASURES
1. Technical Working Parties(f) Technical Committee	<p>Recommendation 18 It is recommended that exhibitions of research with poster sessions might be considered along with the seminars held in conjunction with the Technical Committee meetings as a means of increasing awareness of developments. Information from the poster sessions should also be made available to experts not physically present at the TC sessions.</p>	UPOV Office will implement with TC and TWP chairpersons: see proposal in document TC/60/6
2. UPOV Test Guidelines	<p>Recommendation 19 It is recommended that discussions on Test Guidelines should continue as an important element of TWP meetings as a means of harmonizing DUS procedures and as a means of providing opportunities for interaction and sharing experiences between experts.</p>	Implemented with TWP chairpersons. TWP agendas should provide sufficient time for discussion on Test Guidelines. Also included in "Information for chairpersons of Technical Working Parties"
2. UPOV Test Guidelines (a) Commissioning the drafting and revision of Test Guidelines	<p>Recommendation 20 It is recalled that the procedures to prioritize work and nominate leading experts in charge of revising and drafting new TGs is set out in document TGP/7 "Development of Test Guidelines" and continues to be appropriate. It is recommended that these procedures continue to be applied to ensure that the work of the TWPs on TGs is most effective (see document TGP/7, Section 2.2 "Procedure for the introduction of Test Guidelines")</p>	Implemented with TWP chairpersons. Included in "Information for chairpersons of Technical Working Parties"
2. UPOV Test Guidelines (b) Procedure for the development of Test Guidelines - Web-based TG template	<p>Recommendation 21 It is recommended to provide more flexibility for the leading expert to decide on the use of the web-based TG Template in the process of drafting TGs, while requiring that the draft for adoption by the TC would need to be prepared in the web-based TG template format, and to amend document TGP/7 as appropriate.</p>	See document TC/60/6 for report on subgroup on Test Guidelines
2. UPOV Test Guidelines (b) Procedure for the development of Test Guidelines - Subgroup meetings	<p>Recommendation 22 While TG Subgroup meetings can continue to be arranged during TWP meetings, it is recommended that subgroup discussions should also be encouraged outside TWP meetings (e.g. online meetings, email) to increase the involvement of crop experts, broader participation of UPOV members and reducing the time required to complete Test Guidelines.</p>	See document TC/60/6 for report on subgroup on Test Guidelines
2. UPOV Test Guidelines (b) Procedure for the development of Test Guidelines - Subgroup meetings	<p>Recommendation 23 It is recommended that leading experts have flexibility to agree the frequency and duration of TG subgroup meetings, while reporting discussions back at the respective TWP.</p>	See document TC/60/6 for report on subgroup on Test Guidelines
2. UPOV Test Guidelines (b) Procedure for the development of Test Guidelines - Subgroup meetings	<p>Recommendation [23 bis] It is recommended to develop guidance on the role of leading experts.</p>	See document TGP/7 "Development of Test Guidelines", Section 2, paragraphs 2.2.4.1 to 2.2.4.6, also provided as an Annex to document TC/60/6

ELEMENTS / ISSUES	RECOMMENDATIONS	IMPLEMENTING MEASURES
2. UPOV Test Guidelines (c) Role of the Office of the Union	<p>Recommendation 24</p> <p>It is recommended that the Office of the Union provide administrative support of TG subgroup meetings as follows:</p> <ul style="list-style-type: none"> • For meetings arranged during TWP meetings, the involvement of the Office of the Union would be agreed between the leading expert and the Office of the Union (e.g. facilitating discussions and/or reporting decisions). • For meetings arranged outside TWP meetings, administrative support would not be provided (leading experts to facilitate discussions and record decisions). Participation by the Office of the Union would be agreed between the leading expert and the Office of the Union. 	See report on subgroup on Test Guidelines
3. UPOV members test guidelines	<p>Recommendation 25</p> <p>It is recommended to consider expanding the web-based TG template or another UPOV tool to enable drafting of individual authorities' test guidelines.</p>	See document TC/60/6 for report on subgroup on Test Guidelines
3. UPOV members test guidelines	<p>Recommendation 26</p> <p>It is recommended to direct members seeking assistance to develop their national test guidelines to the list of contact persons for international cooperation in DUS examination.</p>	See document TC/60/6 for report on subgroup on Test Guidelines
3. UPOV members test guidelines	<p>Recommendation 27</p> <p>It is recommended to expand the list to include information on members willing to provide mentoring to others on drafting national test guidelines (see: https://www.upov.int/databases/en/contact_cooperation.html).</p>	See proposal on document TC/60/6
3. UPOV members test guidelines	<p>Recommendation 28</p> <p>It is recommended that options for enabling UPOV members to make their national test guidelines available to other UPOV members would be investigated, including through the web-based TG Template or other options. The number of accesses to individual authorities' test guidelines information could be monitored as an indicator for possible development of new UPOV Test Guidelines.</p>	See document TC/60/6 for report on subgroup on Test Guidelines
3. UPOV members test guidelines	<p>Recommendation 29</p> <p>It is recommended that the Office of the Union review the requesting of information on practical knowledge and cooperation in DUS examination. Information on practical experience can be derived by searching the PLUTO database for members receiving recent applications.</p>	See proposal on document TC/60/6
3. UPOV members test guidelines	<p>Recommendation 30</p> <p>It is recommended that guidance be developed to instruct users to use the PLUTO database to obtain that information.</p>	See proposal on document TC/60/6
4. TGP documents	<p>Recommendation 31</p> <p>It is recommended that matters that would require amending or developing guidance in TGP documents would be dealt with by subgroups established by the Technical Committee (TC). These subgroups would meet online and/or as hybrid meetings along with other UPOV meetings and would report to the TC any proposals.</p>	See proposal on document TC/60/6
4. TGP documents	<p>Recommendation 32</p> <p>It is recommended that the TGP subgroups established by the TC would have a leading expert that would chair the discussions. The leading expert would be in charge of presenting the findings of the subgroup and any proposals to the TC and TWPs.</p>	See proposal on document TC/60/6

ELEMENTS / ISSUES	RECOMMENDATIONS	IMPLEMENTING MEASURES
4. TGP documents	<p>Recommendation 33 It is recommended that the TWPs are kept informed about subgroups established by the TC for amending or developing guidance in TGP documents and are provided opportunities to participate in discussions.</p>	See proposal on document TC/60/6
4. TGP documents	<p>Recommendation 34 It is recommended that the Office of the Union provides administrative support for TGP subgroup meetings as follows:• For meetings arranged during the TWPs, the involvement of the Office of the Union would be agreed between the leading expert and the Office of the Union.• For meetings arranged outside the TWPs, administrative support would not be provided. The leading expert would facilitate the meetings and record any decisions. Participation by the Office of the Union would be agreed between the leading expert and the Office of the Union.</p>	UPOV Office will implement, in agreement with leading experts
5. Training	<p>Recommendation 35 It is recommended to conduct training webinars to address topics of particular relevance, as defined by the TC in response to requests from members and/or observers, using a similar structure as the preparatory webinars held prior to TWP meetings.</p>	UPOV Office will implement with TC and TWP chairpersons. See document TC/60/7 "TWP workshops and webinars"
5. Training	<p>Recommendation 36 It is recommended that the Office of the Union organize the training webinars in conjunction with the members providing information.</p>	UPOV Office will implement with TC and TWP chairpersons. See document TC/60/7 "TWP workshops and webinars"
5. Training	<p>Recommendation 37 It is recommended to update the distance learning courses. Consideration could also be given to increasing awareness of distance learning courses by plant breeders and PVP applicants.</p>	See proposal on document TC/60/6
5. Training	<p>Recommendation 38 It is recommended to further investigate the development of a new course on using UPOV guidance for DUS examination (e.g. developing national test guidelines), including in which format could the content be offered (e.g. workshop; videos).</p>	See proposal on document TC/60/6
5. Training	<p>Recommendation 39 It is recommended to provide further information on the UPOV website on possibilities for training provided by members and to use that training website to promote requests and offers for training and related cooperation, as proposed by members and relevant organizations. [It is recalled that the UPOV International Certificate on Plant Variety Protection will provide a basis to demonstrate the level of expertise on plant variety protection according to the UPOV principles.]</p>	See proposal on document TC/60/6
6. DUS report exchange platform (UPOV e-PVP)	<p>Recommendation 40 It is recommended that the development of a DUS report exchange platform (UPOV e-PVP) is supported to enable exchange of existing DUS reports for: (1) UPOV members to make existing DUS reports available for download (2) UPOV members to request DUS reports</p>	Already implemented

ELEMENTS / ISSUES	RECOMMENDATIONS	IMPLEMENTING MEASURES
6. DUS report exchange platform (UPOV e-PVP)	<p>Recommendation 41 It is recommended that the DUS Report Exchange Platform also enable UPOV members to make their documented DUS procedures and information on their quality systems available.</p>	A report will be provided at the sixtieth session of the TC on the development of the DUS Report Exchange Platform to provide information on documented DUS procedures
6. DUS report exchange platform (UPOV e-PVP)	<p>Recommendation 42 It is recommended to propose not to pursue the development of a UPOV quality accreditation system at this time.</p>	No action required
7. Performance Indicators	<p>Recommendation 43 In relation to assessing the impact of the recommended proposals, the following performance indicators are recommended: (a) Harmonized procedures <ul style="list-style-type: none"> • Number of UPOV members using UPOV Technical Questionnaires • Percentage of PVP applications in UPOV members covered by UPOV Test Guidelines • Use of UPOV member test guidelines by other UPOV members to develop national test guidelines where there are no UPOV Test Guidelines • Number of DUS reports produced by UPOV members that are used by other members • Time required for TWPs to approve new TGs or revisions of TGs (b) Training <ul style="list-style-type: none"> • Number of DUS examiners and administrators that have the UPOV International Certificate on Plant Variety Protection The development of further performance indicators could be considered along with the implementation of the recommendations.</p>	UPOV Office to provide reports to TC on annual basis starting in 2024
7. Performance Indicators	<p>Recommendation 44 It is recommended that the work of the TWPs is periodically reviewed on the basis of the performance indicators above.</p>	UPOV Office to invite TC to consider on annual basis starting in 2024
7. Performance Indicators	<p>Recommendation 45 It is recommended that UPOV members and observer organizations are regularly surveyed on their satisfaction with the support for DUS examination provided by UPOV through the TC and TWPs.</p>	UPOV Office to invite TC to consider on annual basis starting in 2024

[L'annexe II suit]

SUBGROUPS AND LEADING EXPERTS
EXTRACT FROM DOCUMENT TGP/7 "DEVELOPMENT OF TEST GUIDELINES"

2.2.3 STEP 3 Allocation of Drafting Work

2.2.3.1 The Technical Committee will decide which Technical Working Party (TWP) or Parties (TWPs) should be responsible for the drafting of the Test Guidelines in question. In general, where the proposal is made by a TWP, the Technical Committee will commission the work from that same TWP, but it may decide to request the approval of another TWP before a draft is submitted for adoption.

[...]

2.2.4 STEP 4 Preparation of Draft Test Guidelines for the Technical Working Party

2.2.4.1 The Leading Expert

The TWP will agree on a Leading Expert who will be responsible for preparing all drafts of the Test Guidelines until a document is agreed by the TWP.

2.2.4.2 The Subgroup of Interested Experts (Subgroup)

The TWP will establish a subgroup consisting of the Leading Expert and the other interested experts wishing to participate in the drafting of the Test Guidelines in question.

2.2.4.3 Preliminary Work on Draft Test Guidelines

Pending the commissioning of the work by the Technical Committee, the TWP may establish the subgroup (see 2.2.4.2) and preliminary work on the preparation of the Test Guidelines may commence.

2.2.4.4 Preparation of the Draft(s) by the Leading Expert with the Subgroup

2.2.4.4.1 The web-based TG Template is to be used for preparing draft UPOV Test Guidelines (see: <https://www3.wipo.int/upovtg/>).

2.2.4.4.2 In advance of the TWP session, the Leading Expert should prepare a preliminary draft of the Test Guidelines ("Subgroup draft") for comments by the subgroup using the web-based TG Template.

2.2.4.4.3 The subgroup of interested experts participating in the drafting of the Test Guidelines will be invited to provide comments to the Leading Expert using the web-based TG template.

2.2.4.4.4 On the basis of the comments received from the subgroup, the Leading Expert should establish a first draft for the TWP(s). This draft is provided to the Office, which will produce a document for distribution to the members of the TWP(s) concerned for discussion at their session(s). Prior to the TWP session, the Office will make a preliminary check that the draft has been prepared according to the guidance provided in document TGP/7. A result of that check will be provided to the Leading Expert at least one week before the session.

2.2.4.4.5 In the case of Test Guidelines which have been considered by the relevant TWP(s) and where the responsible TWP has requested amendment of the draft, the Leading Expert should, after consulting the members of the subgroup, establish a further draft for consideration at the following TWP meeting in the manner explained above. To assist Leading Experts in preparing draft Test Guidelines the following guidance information and materials are provided on the UPOV website (see http://www.upov.int/resource/en/dus_guidance.html):

- (i) General Introduction to DUS;
- (ii) TGP Documents;
- (iii) Test Guidelines;
- (iv) Practical Technical Knowledge;

- (v) Cooperation in Examination;
- (vi) Web-based TG Template;
- (vii) Additional characteristics;
- (viii) Test Guidelines under development (document TC/xx/2);
- (ix) Summary information on quantity of plant material required on adopted Test Guidelines; and
- (x) Document TGP/14 "Glossary of Terms Used in UPOV Documents".

2.2.4.5 *Subgroup Meetings*

The relevant TWP may enhance the consultation of interested experts for certain Test Guidelines by the arrangement of Test Guidelines Subgroup meetings. These Subgroup meetings may be held in conjunction with other UPOV meetings or may be organized as a separate meeting, with or without the Office being present. The Leading Expert takes the results of the discussions in the Subgroup meeting into account when preparing a new draft of the Test Guidelines for consideration by the TWP.

[...]

[L'annexe III suit]

INFORMATION FOR CHAIRPERSONS OF THE TECHNICAL WORKING PARTIES

1. TWP Chairpersons are invited to read the following documents in conjunction with this guidance:

- “Guidance Note: UPOV Technical Working Party Arrangements”:
- “Rules Governing the Granting of Observer Status to States, Intergovernmental Organizations and International Non-Governmental Organizations in UPOV Bodies”:

http://www.upov.int/members/en/pdf/rules_observer_status.pdf

- “Rules governing access to UPOV documents”:

http://www.upov.int/edocs/infdocs/en/upov_inf_20_1.pdf

Introduction

2. The TC, at its fifty-ninth session, agreed that the UPOV Technical Working Parties should aim to deliver the following:

- (a) Harmonized procedures;
- (b) Information on developments;
- (c) Interaction between experts and integration of new experts in UPOV’s work;
- (d) Practical guidance on DUS examination procedures, including use of Test Guidelines

3. The following issues to improve the technical support provided at TWPs:

- (1) avoid unnecessary repetition of content across meetings;
- (2) increasing interaction among TWM experts and those at TWPs and TC, including DUS examiners;
- (3) time for members’ presentations on DUS procedures;
- (4) visits to field trials with sufficient time for engagement (e.g. ring-tests);
- (5) providing opportunities for experts to meet and exchange views;
- (6) facilitating training;
- (7) to ensure that the work of the TWPs on Test Guidelines (TGs) is most effective;
- (8) TGs discussions as hybrid meetings during TWPs or as online meetings to increase the involvement of crop experts and members;
- (9) facilitate drafting national test guidelines through access to other members’ test guidelines and experts who can assist drafting;
- (10) other cross-cutting matters historically considered by Technical Working Parties (TWP) (e.g. TGP documents, UPOV Codes etc.).

4. The possibility of online participation is offered for members not able to attend TWP sessions in person, as experts that would not attend otherwise. It is important that TWP chairpersons are aware of virtual participants and their contributions to the meetings.

Before the TWP Session

(a) Invitations

5. The Office of the Union will prepare the draft participation and hotel reservation form (see “Guidance Note: UPOV Technical Working Party Arrangements”) in consultation with the host and the TWP Chairperson. In parallel, the Office of the Union will prepare the draft agenda in consultation with the TWP Chairperson, on the basis of the draft agenda agreed at the previous TWP session and any additional items determined by the TC or the Council. Once all elements are completed, which must be no later than 3 months before the TWP session, the TWP chairperson will be requested to approve

the issuing of the letter of invitation, which will be issued (by e-mail) with the draft TWP agenda and the participation and hotel reservation form.

6. Invitations will be sent to the designated experts of the members of the Union and observer States and Organizations. Where agreed by the relevant TWP Chairperson and the Office of the Union, an ad hoc invitation may be made to an intergovernmental or international non-governmental organization or a relevant expert to attend a particular session of a TWP (see "Rules Governing the Granting of Observer Status to States, Intergovernmental Organizations and International Non-Governmental Organizations in UPOV Bodies", paragraph 2(e): http://www.upov.int/members/en/pdf/rules_observer_status.pdf). Such invitations will subsequently be reported to the Consultative Committee.

7. To avoid confusion, the TWP Chairperson is encouraged to copy the Office of the Union with any communications which they may have with the hosts.

(b) Approval of documents

8. The TWP Chairperson is invited to approve all documents, excluding draft Test Guidelines and TGP documents, before they are posted on the UPOV website. Therefore, to avoid delays in posting documents, it is important that the TWP Chairperson is available in the weeks before the TWP session. In particular, if any significant absences are planned in the 3 months before the TWP session, it would be very helpful to inform the Office of the Union.

TWP Preparatory Webinars and Workshops

9. Preparatory webinars or workshops may be organized in preparation for the Technical Working Party sessions. The Chairpersons may be invited to make presentations on particular topics during the preparatory webinars or workshops.

The TWP Session

(a) Planning meeting between Chairperson, hosts and Office of the Union

10. The Office of the Union will arrange for the TWP Chairperson, the host and the Office of the Union to meet together at the venue at least the day before the start of the TWP session in order to:

- finalize the detailed draft workplan (as a basis for discussion the Office of the Union will have prepared a detailed preliminary workplan in advance of the TWP session, in consultation with the host and the TWP Chairperson
- check the room layout and facilities (including electronic communication facilities);
- check when the host would like to make a presentation on its plant variety protection (PVP) system;
- check the protocol for the opening of the session and official dinner (names of dignitaries etc.);
- confirm domestic arrangements (e.g. coffee, lunch, dinner, official dinner, technical visit) etc.

11. On the basis of these discussions, the Office of the Union will prepare the draft workplan for consideration by the TWP in conjunction with the adoption of the agenda.

(b) Organization of the TWP session

12. The TWP Chairperson is invited to discuss with the Office of the Union the way in which (s)he would like to organize the session, for example concerning the introduction of documents, in particular those documents prepared by the Office of the Union.

13. Matters for information will be made available online on the UPOV website before the meeting. The Chairperson should decide which information matters should be introduced and discussed during the session.

(c) *Presentation of documents*

14. At the end of the discussion the Chairperson should provide an oral summary of the conclusion or should invite the Office of the Union to provide a summary of the conclusion.

(d) *Sequence of the week and agenda*

15. The sequence of the week will be adjusted according to the importance of topics and priorities for the group. The draft agenda will be presented at the opening of the sessions.

(e) *Opening of the session*

16. The opening of the TWP session will normally proceed as follows:

(i) Welcome by hosts;

(ii) TWP Chairperson to:

- welcome participants, with particular welcome to States / Organizations participating for the first time (to be named) and new individual participants (it is not necessary to mention individuals by name). If there are participants from a State / Organization that has become a member of the Union since the last session, that should also be announced. The Office of the Union will provide that information;
- thank hosts and, as appropriate, say a few words about the member of the Union and the location (please bear in mind that the TWP Chairperson will also be called on to make a vote of thanks at the official dinner, which should not be identical to the opening). The Office of the Union can provide information about the history of the member of the Union in UPOV, e.g. date of becoming a member, previous TWP sessions hosted, key contributions to UPOV's work, etc.
- welcome participants attending the meeting via electronic means (online). The Office of the Union may assist in monitoring their participation, such as requests for the floor.

(iii) Adoption of agenda and approval of draft workplan. The workplan will subsequently be used to keep track of the discussions and periodically updated. This is particularly relevant for online participants to be aware of any changes on the program.

(iv) TWP Chairperson and/or host to announce domestic arrangements (meal arrangements/practical arrangements)

(v) Presentation by host on the PVP system in the member of the Union concerned (this is usually included as the first contribution to the agenda item "Short Reports on Developments in Plant Variety Protection: (a) Reports from members and observers", but may be placed at another time during the week, e.g. in conjunction with the technical visit).

(f) *Official Dinner*

17. The TWP Chairperson will be required to make a short speech of thanks during the official dinner. The protocol for the short speech should be discussed with the hosts.

(g) *Technical Visit*

18. The main function of the TWP Chairperson is to make, or arrange for, a short speech of thanks at each location visited. If more than one location is visited, the TWP Chairperson may wish to nominate a different expert (perhaps starting with the incoming TWP Chairperson (if known)) to make a short speech of thanks at each location. In such cases, it is important to inform the experts concerned at the

beginning of the visit to ensure that they have sufficient time to take notes during the visit (e.g. names and responsibilities of persons hosting the visit, points of interest etc.).

(h) Approval of Test Guidelines

19. At its forty third session (2007), the TC noted that the TC-EDC had encountered problems in its work because some of the Test Guidelines submitted for adoption had not fulfilled the requirements for “final” draft Test Guidelines as set out in document TGP/7/7, Chapter 2.2.5.4 and were missing important information. The TC agreed that the TWPs should ensure that the requirements for Test Guidelines to be submitted to the TC were fulfilled and agreed that Test Guidelines which did not fulfill those requirements should be referred back to the relevant TWP.

20. It was also agreed that, in order to establish a realistic workload, the TWPs should take into account the factors for prioritizing the commissioning of Test Guidelines, as set out in document TGP/7/1, Section 2.2.2.2.

o With respect to the request of the TC concerning Test Guidelines, the TWP Chairpersons may wish to review all “final” draft Test Guidelines before the TWP session and should attend the subgroup sessions at which “final” draft Test Guidelines are being discussed.

o To assist in prioritizing the commissioning of Test Guidelines, where requested sufficiently in advance, the Office of the Union would be able to provide relevant information from the PLUTO Plant Variety Database (e.g. number of applications) and the GENIE database (e.g. number of members of the Union with practical experience) (see recommendations in document TGP/7/3).

(i) Report preparation

21. Where possible, during the evenings of the TWP session, the Office of the Union will prepare a draft report of the TWP session. The Office of the Union may seek the advice of the TWP Chairperson on the drafting of specific points; however, it is a matter for the TWP Chairperson to decide the extent to which they wish to approve the elements of the report as it develops during the week. In particular, priority should be given by the TWP Chairperson to being sufficiently rested and prepared for chairing the TWP session and not to overnight reading of the draft report. The TWP Chairperson will have an opportunity to read the draft report along with all other TWP participants on the final day.

Report

22. The report will be made available in electronic format. The Office of the Union will not provide printed copies of the report.

Adoption of the report at the end of the TWP session

23. The Chairperson will present the draft report item-by-item and moderate any discussions and/or amendments to the draft report. No particular agenda items should be reopened during the adoption of the report.

(j) Closing remarks

24. The TWP Chairperson should thank the hosts and participants. Where particular facilities have been provided, e.g. interpretation, a particular mention should be made.

Term and selection of future TWP Chairpersons

25. The term of chairmanship is three years, starting with the nomination by the Council and ending with the nomination of the subsequent chairperson. Chairpersons should consult the UPOV members at their respective TWP or TC for selecting the next chairperson.

26. The procedure for nomination of Chairpersons is as follows:

(i) TWP recommendation to Technical Committee (TC)

- (ii) TC recommendation to Council
- (iii) Nomination of TWP Chairpersons by the Council

Future Venues of the Technical Working Party Session

27. The Office of the Union will inform the Chairperson of offers which have been received for hosting of future TWP sessions and will seek your advice on the future schedule (year and date) of venues. The choice of year and date is likely to be indicated by the proposed hosting authority, but it should be noted that there may be other UPOV activities which may have a bearing on the scheduling. The Office of the Union will keep the Chairperson informed of any developments in a timely way. To avoid confusion, the TWP chairpersons are requested to inform the Office of the Union if they are approached, even tentatively, by any member of the Union expressing a wish to host a future TWP session.

28. At the beginning of each TWP session, the host of the subsequent TWP session will be invited to announce its offer to host that TWP session. However, it should be noted that it is the UPOV Council, at its October session, which is responsible for approval of the venues of all TWPs.

Council, Technical Committee and Enlarged Editorial Committee (TC EDC)

(a) Participation

29. The TWP Chairpersons are invited to make a report at the TC sessions (normally late October or November) and to participate in the meetings of the TC EDC (during the week of the TC session plus two additional meetings).

30. The outgoing TWP Chairpersons are invited to attend the TC session in October immediately following their last session as Chairperson (e.g. 2023), because the documents will have been prepared by a TWP session under their chairmanship. The incoming TWP Chairpersons are also invited to attend. In general, the incoming TWP Chairpersons make the report on the work of the TWP at the TC session (see below).

(b) Reporting on the Work of the Technical Working Party to the Technical Committee and Council

31. At the TC session, the TWP Chairperson will be required to make a presentation under the agenda item "Progress reports on the work of the Technical Working Parties.

32. Subject to the TC meeting arrangements, the TWP Chairpersons will be requested to make an oral report focusing only on selected items of particular interest that arose in their respective TWP session. A visual support (e.g. PowerPoint) may be used.

33. A written summary report containing all relevant information on the TWP session (see items (i) to (ix) below) should also be provided to the Office of the Union, for inclusion in a TC document.

34. Information to be provided to the Office of the Union in a written summary report:

35. Please specify the following in the report:

- (i) date and place of session and Chairperson;
- (ii) number of participants at TWP session and at the preparatory workshop (members of the Union, observer States, observer organizations: Office of the Union will provide);
- [(iii) if there is a particular issue arising from the preparatory workshop this might be mentioned, although an overview of the preparatory workshops is presented in a TC document.]
- (iv) mention of presentation on the PVP system in the hosting country;
- (v) main topics covered, highlighting key issues (bearing in mind that those issues may be covered in detail under the relevant item of the TC agenda);
- (vi) Test Guidelines agreed for submission to TC (plus any issues arising with regard to specific Test Guidelines);

- (vii) number of Test Guidelines to be discussed at next session (no need to list them all as that information is provided in document TC/[session]/2, but it is useful to highlight any Test Guidelines of particular interest or importance;
- (viii) proposed date and place of next session;
- (ix) outline of items on the agenda.

36. If required, examples of the TWP Chairpersons reports in previous years can be found in the TC document "Progress reports on the work of the Technical Working Parties".

37. A copy of the written report (covering items (i) to (ix)) is requested to be provided to the Office of the Union at least 3 weeks in advance of the meeting.

38. The TWP Chairpersons report to the TC will also be used for the report to be included in the Council document "Progress report of the work of the Technical Committee, the Technical Working Parties.

(c) Technical Committee: Test Guidelines

39. The TWP Chairperson is invited to examine the list of Test Guidelines being developed or revised by all TWPs, as set out in document TC/[session]/2, Annex II. As far as possible, the Office of the Union will try to identify Test Guidelines which may have relevance for TWPs other than the TWP by which it is proposed. However, the TWP Chairperson is requested to check if its TWP would wish to be involved in any of the Test Guidelines being developed or revised by other TWPs.

[L'annexe IV suit]

ANNEXE IV

(EN ANGLAIS SEULEMENT)

GUIDANCE NOTE: UPOV TECHNICAL WORKING PARTY ARRANGEMENTS

96. This guidance note has been developed to help the hosts of Technical Working Party (TWP) sessions to make the necessary arrangements for the TWP session and workshop for local participants.

97. The structure of this document is as follows:

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A. OFFERS TO HOST A UPOV TECHNICAL WORKING PARTY SESSION

98. Hybrid TWP meetings will be organized each year, according to the program of work approved by the Council. The duration of the meetings should be four days. If no UPOV member offers to organize a hybrid meeting for a TWP in a given year, that meeting would be held electronically.

99. Members of the Union who wish to offer to host a TWP session are requested, in the first instance, to contact the Office of the Union for information on the future planned schedule of the TWP concerned and how to proceed with their offer.

B. HOSTING UPOV TECHNICAL WORKING PARTY SESSIONS

100. The host office is responsible for providing all the necessary facilities for the session to take place without a charge to the participants for attending the session itself. No financing is provided by the Office of the Union for the hosting of TWPs.

101. The host is expected to designate a suitable hotel or similar accommodation ("designated hotel(s)") within the vicinity of the session venue, with the participants being responsible

for paying for their accommodation. If transport from the designated hotel(s) to the session venue is required, it is expected that the host will provide this without a charge to participants.

102. The host may offer to provide, or make arrangements for, services beyond the basic session requirements, such as meals (e.g. lunch with special dietary provisions, if necessary), visits (including transport), etc. Where such additional services are to be offered, and where a charge would be made to participants choosing to take up these offers, these services and related costs must be specified in the participation and hotel reservation form, annexed to the invitation (Please see Section E "PREPARING THE OFFICIAL INVITATION").

103. Protocol issues such as official country name, local responsibilities, etc. should be checked with the Office of the Union.

C. PRELIMINARY PLANNING

1. Meeting location

104. In cases where the meeting location does not have simple connections to an *international* airport, the host should arrange for safe and secure transport to the meeting venue from the airport. It should be borne in mind that international participants may arrive at any time during the day or night and may have linguistic difficulties both with the spoken and written language.

2. Session Schedule

The earliest date for a TWP to be organized should be eight (8) weeks after the session of the Technical Committee to allow sufficient time for preparation of meeting documents and for experts' internal consultation in advance of the session.

(a) Workshop:

It is possible for the host to arrange with the Office of the Union to hold a workshop for local participants to benefit from the presence of international experts and staff of the Office of the Union. In such cases, the workshop is normally held on the day before the main TWP session.

(b) Main TWP Session:

In general, the TWP session starts at 8.30 or 9.00 a.m. and ends at 5.30 or 6.00 p.m. In practice, discussions may continue into the evening, and therefore meeting rooms should be available beyond 6.00 p.m., as necessary. The closing time of the session should be checked with the Office of the Union.

(c) Participation by electronic means (hybrid meeting):

The host should provide the necessary arrangements for participation via electronic means (hybrid meeting). The physical meeting should be integrated to a video conference organized by the host or the Office of the Union. The microphones in the meeting room should be connected to the video conference and vice-versa. A video feed from the meeting room should be provided to the video conference (e.g. webcam). The host should contact the Office of the Union for further practical arrangements.

Online participants may attend the session from different time zones. Flexibility should be applied in case meeting times should be adjusted, in particular for TG subgroups. In such case, access to facilities for videoconferencing may be required and organized in advance with the local hosts and online participants.

3. Session Venue:

The venue can be, for example, a suitable meeting room at the hotel where the participants will be accommodated, a DUS testing station, a government building, or at another suitable location.

This is left to the host office to decide according to their circumstances. The following services should be available:

(a) *Transportation from the hotel to the session room (if necessary)*

(b) *Session room arrangements:*

It is recommended to arrange the session room according to Annex I.

- The proposed arrangement allows all participants to see each other clearly, which facilitates discussion.
- Name plates should be in place on the table in front of each participant's place before the start of the meeting. The name plate should include the following information, according to the participants' list, provided and checked by the Office of the Union:
 - Name of the participant
 - Official country or organization name (use the country / organization names as indicated in the draft participant list provided by the Office of the Union).
- Name badges for participants

The session room should have good acoustics and be equipped with:

- Video projection facilities (computer, projector, etc, for presentations and documents)
 - the screen should be sufficiently large for all participants to see the presentations clearly. Multiple screens may be used to facilitate visualization.
 - the computer-projector cable should be long enough to reach from the projector to the Chairperson's and UPOV officer's table. Please consider using signal boosters to avoid loss of signal when projecting from the computer.
- Whiteboard or Flipchart
- Microphone system and connection to the video conference (e.g. Zoom)
- Wi-Fi internet connection available in all meeting rooms
- Electric sockets for participants to connect to laptops

(c) *Test Guidelines subgroups: (TWA, TWF, TWO and TWV only)*

During certain parts of the session, the participants will be grouped into two subgroups which will discuss different Test Guidelines. An additional room will be needed at these times, which may be smaller than the main session room. Connectivity for online participation would be necessary, along with video projection facilities.

(d) *Printing and copying facilities:*

The Office of the Union will not bring paper copies of documents for the participants at the meeting. Participants should bring their own paper copies in case they wish. The Office of the Union will provide a list of documents relevant to the meeting, which will be made available on the UPOV website.

Only a few pages are expected to be printed during the meeting. A small printer could address this need.

(e) *Coffee breaks:*

During working days, two coffee breaks per day should be provided, one in the morning and one in the afternoon.

(f) *Internet and electronic communication facilities:*

Access to the internet is an important requirement for the meeting and the hosts are requested to ensure that internet facilities are provided at the hotel and at the meeting venue. An example of an electronic communication facility set up is provided in Annex IV.

4. Working Languages

In the invitation, it is said that the working languages of the session will be English, French, German and Spanish and no interpretation will be provided. In practice, the sessions are usually conducted in English.

5. Selection of Designated Hotel(s)

The following notes are intended to help the host in selecting an appropriate hotel:

- Where the chosen session venue is a hotel, experience has shown the practical convenience of having the session in the hotel where the participants are all accommodated. It is very helpful for a transfer service to be provided to the international airport at which the participants will be arriving;
- Most of the participants are government officials or researchers and may have budgetary restrictions in the authorized level of expenses. Therefore, a reasonably priced hotel is recommended. For security reasons, it is recommended to avoid hotels with a very large number of floors (skyscraper buildings) and/or to avoid reserving rooms above the seventh floor;
- It is requested to choose a hotel which has internet connection in the rooms. In particular, it is requested that the rooms for the Office of the Union staff have internet connection;
- Currency exchange facilities at the hotel, or nearby, would be an advantage;
- Experts may welcome the opportunity to have dinner outside the hotel, particularly if the session takes place in the hotel. A hotel with other restaurants nearby would therefore be an advantage;
- The hosts are requested to ensure that a suitable chair and desk/table are provided in the rooms of the Office of the Union staff and the Chairperson of the Technical Working Party, because they will need to work on the preparation of the meeting report in their room(s).

D. ROOM RESERVATION:

Once the hotel(s) has(have) been chosen, the host office should make an advance provisional reservation ("block booking") to ensure that there will be enough rooms for all the participants.

The Office of the Union can provide an estimate of the number of participants expected to attend the session.

E. PREPARING THE OFFICIAL INVITATION

In order to finalize the invitations, to be sent six months in advance of the sessions, the host office should provide the Office of the Union with the highlighted missing information in the draft participation and hotel reservation form in Annex II, as follows:

- (a) The name of the hotel(s), or office, at which the participants should make their reservations, together with the address, telephone numbers, e-mail and contact person if possible.
- (b) The full price (including taxes etc.) per night of a single and of a double room, specifying if breakfast is included. (Currency to be clearly stated.)
- (c) The deadline for making reservations and the cancellation policy.
- (d) A list of credit cards accepted by the hotel(s).
- (e) The name and address of the venue of the session.

(f) Information concerning travel arrangements and visa requirements.

The annex to the invitation should include information about activities, field visits, as well as information on accommodation (hotel, meals, diet, food restrictions), in order that participants can make the necessary travel plans.

In the official invitations issued by the Office of the Union, the participants are asked to send their hotel reservation request directly to the hotel, usually by e-mail, with a copy to the local organizer and the Office of the Union for information.

The host may offer to provide, or make arrangements for, services beyond the basic session requirements, such as meals (taking into account special dietary restrictions delegates may have) (e.g. lunch), social visits (including transport), etc. Where such additional services are to be offered, and where a charge would be made to participants choosing to take up these offers, these services and related costs must be specified in the participation and hotel reservation form.

F. VISIT / RECEPTION

According to their circumstances, the host usually offers:

Reception

A reception (generally a dinner) is usually offered to the participants and any companions.

Technical visit

A technical visit is customary (usually a one-day visit). Where a charge would be made to participants choosing to take part in the technical visit, the costs must be specified in the participation and hotel reservation form. Hosts are requested to ensure that the transport for the technical visit is safe and secure.

The following non-exclusive list of elements may be considered for inclusion in the technical visit, according to the crops, facilities and procedures in the member of the Union hosting the TWP:

- Visit to trials to see trial layout
- Plots created to demonstrate particular characteristics or issues
- Calibration exercises
- Ring-tests
- Management of variety collections (physical material, databases, selection of varieties or other)
- Method for analyzing distinctness and uniformity
- Using molecular marker techniques in variety examination
- Demonstration of trial design and data analysis methodologies
- Data recording methods and technology

The host should have sufficient flexibility to organize technical visits according to local conditions. The host is invited to enable virtual participation at technical visits whenever possible. Where virtual participation would not be possible, the host is invited to consider recording particular aspects of the visits and presentations about the DUS examination procedures discussed during the technical visits, which would be made available on the UPOV website.

G. WORKPLAN

A workplan for the meeting is prepared by the Office of the Union in conjunction with the Chairperson of the TWP and the host office. This workplan for the session is combined with information on the reception and technical visit to provide an overall program of activities, which will be circulated on the first morning of the session. A model workplan is included in Annex III for illustration purpose and could be adjusted according to local conditions.

H. FURTHER ARRANGEMENTS BEFORE THE SESSION

Additional useful information for the participants is welcome (for example, vaccination requirements for entry into the country, how to get from the airport to the hotel, electricity voltage and plug type, tourist information, weather, etc.). This is usually issued directly to participants by the host office and can be sent after the deadline for hotel reservations.

Some participants may need to obtain a visa to travel to the host country. In some cases, a personal note or invitation is requested, which, depending on the country, should be sent by the Office of the Union or by the organizer directly.

The hosts are requested to provide the Office of the Union with a list and contact details of all local participants, at least one week before the session, to enable the Office of the Union to prepare a list of participants.

I. ARRANGEMENTS AT THE SESSION

It is requested that the host office provide information for the participants at the time of their arrival at the hotel. This should include at least details of how to get to the session room and the start time of the main session.

It is particularly helpful for participants if the hosting office can provide a contact person for handling practical queries (within reasonable limits) and to arrange the reconfirmation of participants' flights. A list of contact details for the relevant country Missions / Embassies would also be helpful.

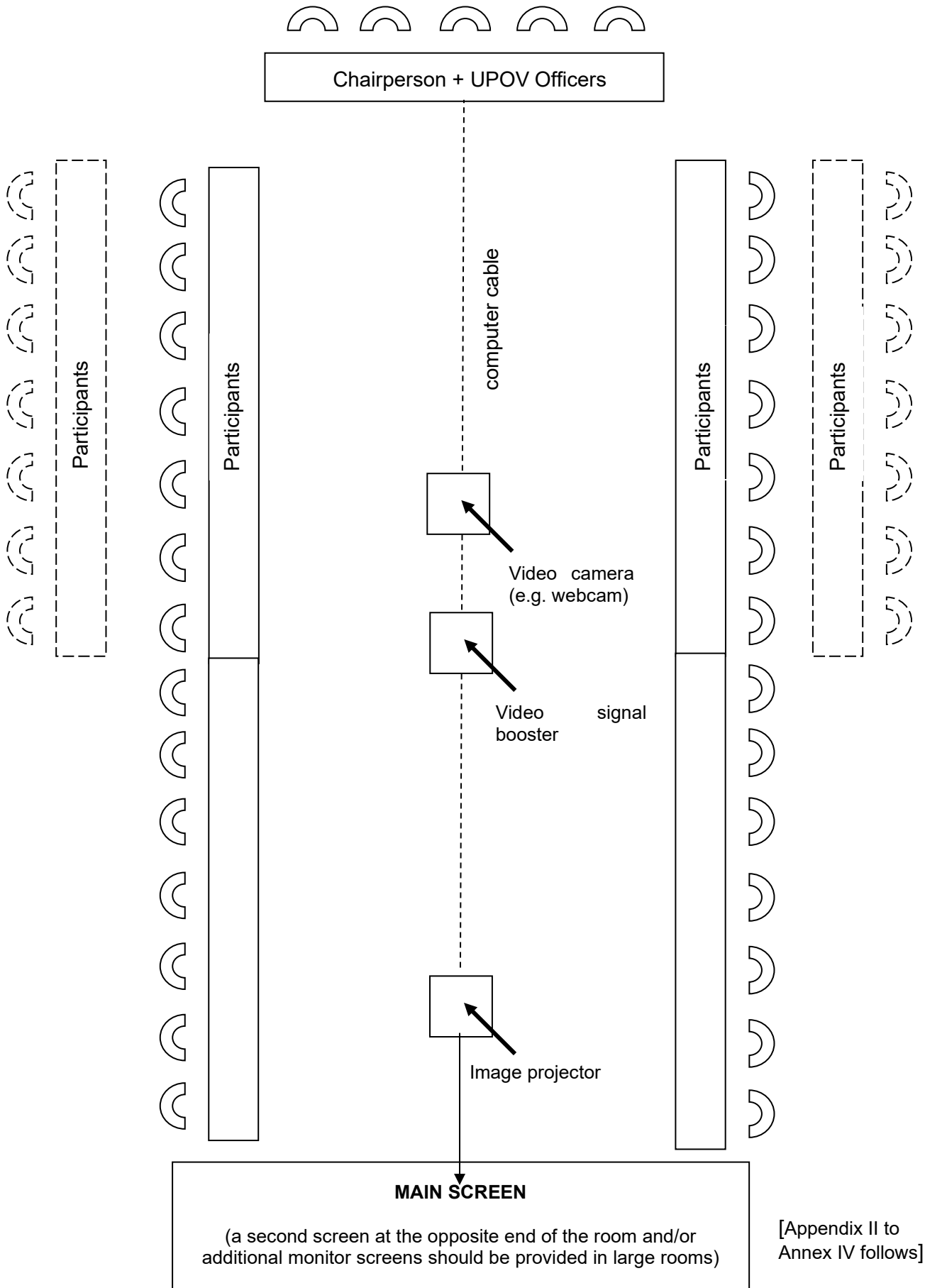
It would be of particular interest to the participants if the hosting office could make a presentation on the plant breeders' rights situation in the country. This is usually provided at the beginning of the session and further information may also be provided during the technical visit.

The Office of the Union will provide the platform for virtual participation at the TWP session, in agreement with the host.

[L'appendice I à l'annexe IV suit]

GUIDANCE NOTE: TECHNICAL WORKING PARTY ARRANGEMENTS

SESSION ROOM ARRANGEMENT



[Appendix II to Annex IV follows]

GUIDANCE NOTE: TECHNICAL WORKING PARTY ARRANGEMENTS – ANNEX II

Annex to Circular U **xxxx (*)**

UPOV TECHNICAL WORKING PARTY FOR **XXX**

XXX (*) Session, **City, Country, Month and Date to Date, Year**

REGISTRATION FORM

Please return this form (**first page only**) by **month date, year**, at the latest to:

Host Office Information

Tel.: **+ xxx**
Fax: **+ xxx**
E-mail: **xxx**

and to:

UPOV
34, chemin des Colombettes
CH-1211 Geneva 20
Switzerland
Tel.: +41-22 338 **xxxx (*)**
Fax: +41-22 733 0336
E-mail: upov.mail@upov.int

State or organization:

Title: Mr. Ms.

Name:

Job title:

Address:

Tel.:

E-mail:

I will attend the session: in person (**City, Country**) online

Hotel reservation

Information is available under Additional Information.

Visa

Please provide me with a personalized invitation letter for visa purposes (please attach a copy of passport information page).

Photographs

I agree that photographs at the session may be used for UPOV social media purposes

yes no

Signature:

Date:

Additional information to page 1 of Circular U xxxx: (*)

Meeting venue

The TWX session will be held in the xxxxxxxxxx Room of the Hotel xxxxxxxxxxxxxxxx [or the venue address if it is different from the hotel] and will start on [starting date] at 9 a.m. and end on [ending date] at [ending time].

[The preparatory workshop will take place on [date] at [venue], starting at [starting time] and end on [ending date] at [ending time]].

Hotel

[pro domo: hotel reservation should be made directly with secure site of hotel – in order to avoid security issues with credit card details]

Rooms can be reserved at:

Novotel Atria Nîmes Centre
5 Boulevard de Prague
30000 NIMES, France
Tel.: + 33 4 66 76 56 00
E-mail: h0985-sb1@accor.com

Hotel reservations must be made by the participants themselves by **May 1, 2023**, to benefit from special rates. The booking code **TWF54** must be mentioned on the email.

Please note that each hotel reservation e-mail means a definite booking at the hotel in question and commits the participant *vis-à-vis* the hotel (note: please see Cancellation Policy below). Any further changes thereafter, i.e. changing of dates, prolongation or cancellation of stay by a participant, have to be negotiated and paid by the participant in question. Any bills sent to UPOV or the hosting office will be forwarded to the participant concerned.

The price (tax, buffet breakfast and internet wi-fi included) per night will be:

Single room: 120 €
Double room: 130 €

The hotel accepts VISA / MASTER CARD / AMEX

The Hotel has a restaurant with buffet for lunch and dinner. In addition, there are many restaurants around the hotel where participants will be able to find several options for lunch and dinner.

Cancellation policy

There will be no hotel charge for cancellations made 30 days prior to the arrival date.

Hotel reservation e-mail draft

To: [name and e-mail of hotel]

Reference: UPOV TWX/##

Dear Sir, Madam,

I will be attending the UPOV TWX/##meeting which will be held in your hotel from [dates], and would like to make a room reservation as follows:

Arrival date:

Departure date:

No. of nights:

Room type: Single [insert price] / Double [insert price] [breakfast included] (delete as necessary)

Name of guest(s):

e-mail for confirmation:

Please could you confirm payment instructions

[Add any meal options that need to be indicated to the hotel]. [delete as appropriate]

Travel arrangements

Frequent connections with bus or train are available from airport to [city name]. Further information concerning the hotel and [city name] will be sent later to each participant.

[Additional information to be added, as necessary]

Visas

Please check if you require a visa for [country]. If an official invitation issued by the host country is required for your visa, please indicate this by ticking a box on the registration form and attach a copy of your passport when you send your registration form to the [host institute and host email:).

Exchange rate

The currency in France is the Euro (EU). The currency exchange is approximately: 1USD = 0.9 € (as of January 3, 2023)

Climate

The month of July is characterized by temperatures of 31°C (maximum) and 19°C (minimum). July is in the beginning of summer and a dry season. The length of the day is around 15h12 of daylight (sunrise at 6:11am and sunset at 21:23pm). We will provide sunscreen lotion and mosquito repellent for the technical visit, do not forget your sun hat!

Electricity supply



The voltage in France is 230 volts, plug type E (fits to type C as well).

[L'appendice III à l'annexe IV suit]

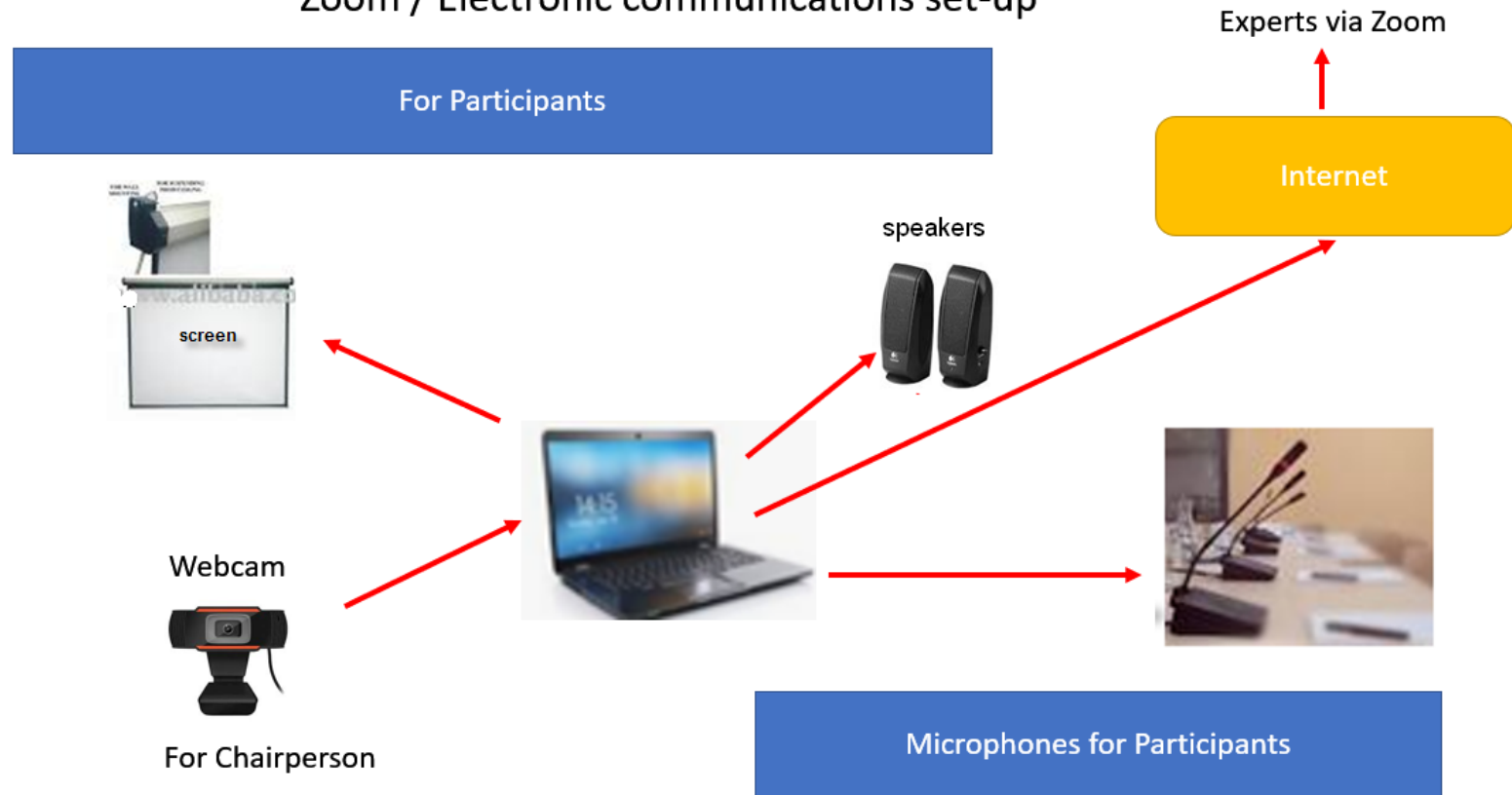
APPENDICE III A L'ANNEXE IV
 (EN ANGLAIS SEULEMENT)

 UPOV Technical Working Party for (TWA/TWF/TWM/TWO/TWV) xxth Session,
 place, country, date: Draft Workplan

	Day 0	Day 1		Day 2		Day 3	Day 4	
09.00	[TECHNICAL WORKSHOP] (optional)	Opening / Adoption of the agenda Short reports on developments in PVP (items 3 and 4)		Documents and agenda items other than Test Guidelines		TECHNICAL VISIT* Program: Visit 1 Calibration exercise Visit 2 *(Reception and Technical Visit may be held on the same day)	[Documents and agenda items other than Test Guidelines] Recommendations on draft Test Guidelines	
10.30		COFFEE		COFFEE			COFFEE	
11.00		Short reports (Continuation) Documents and agenda items other than Test Guidelines		Documents and agenda items other than Test Guidelines			Room 1 Test Guidelines subgroup	Room 2 Test Guidelines subgroup
12.45		LUNCH		LUNCH			LUNCH	
14.00		Room 1 Test Guidelines subgroup	Room 2 Test Guidelines subgroup	Room 1 Test Guidelines subgroup	Room 2 Test Guidelines subgroup		Recommendations on draft Test Guidelines [Date and place of next session]	
15.30		COFFEE		COFFEE			COFFEE	
16.00		Room 1 Test Guidelines subgroup	Room 2 Test Guidelines subgroup	Room 1 Test Guidelines subgroup	Room 2 Test Guidelines subgroup		Report on the Conclusions Closing of the session]	
18.00							END OF SESSION	
20.00				RECEPTION				

Electronic communication system set up

Zoom / Electronic communications set-up



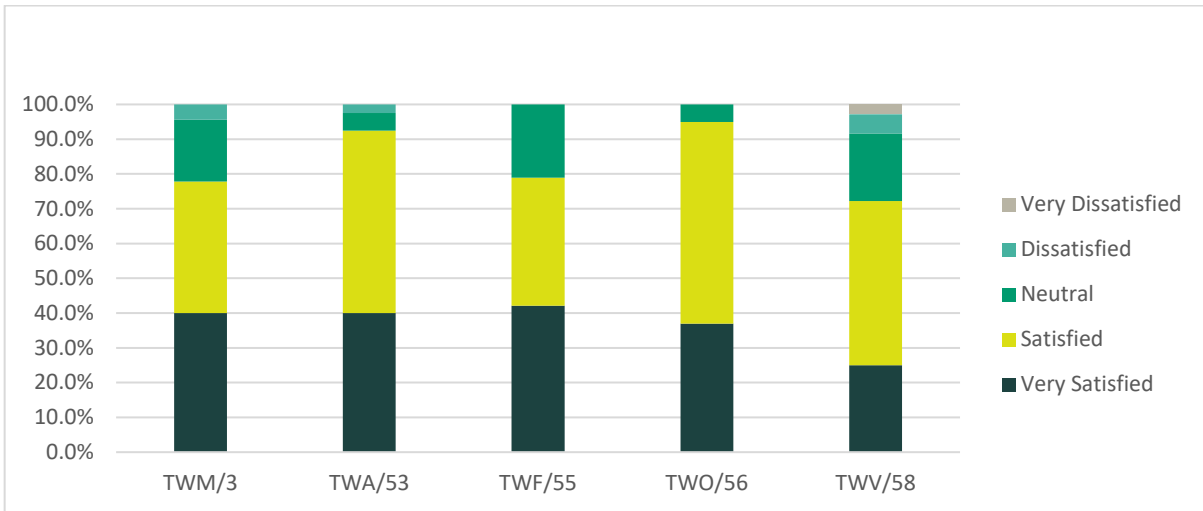
[Annex V follows]

2024 TWP MEETINGS PARTICIPANT SURVEY

How many persons took the survey?

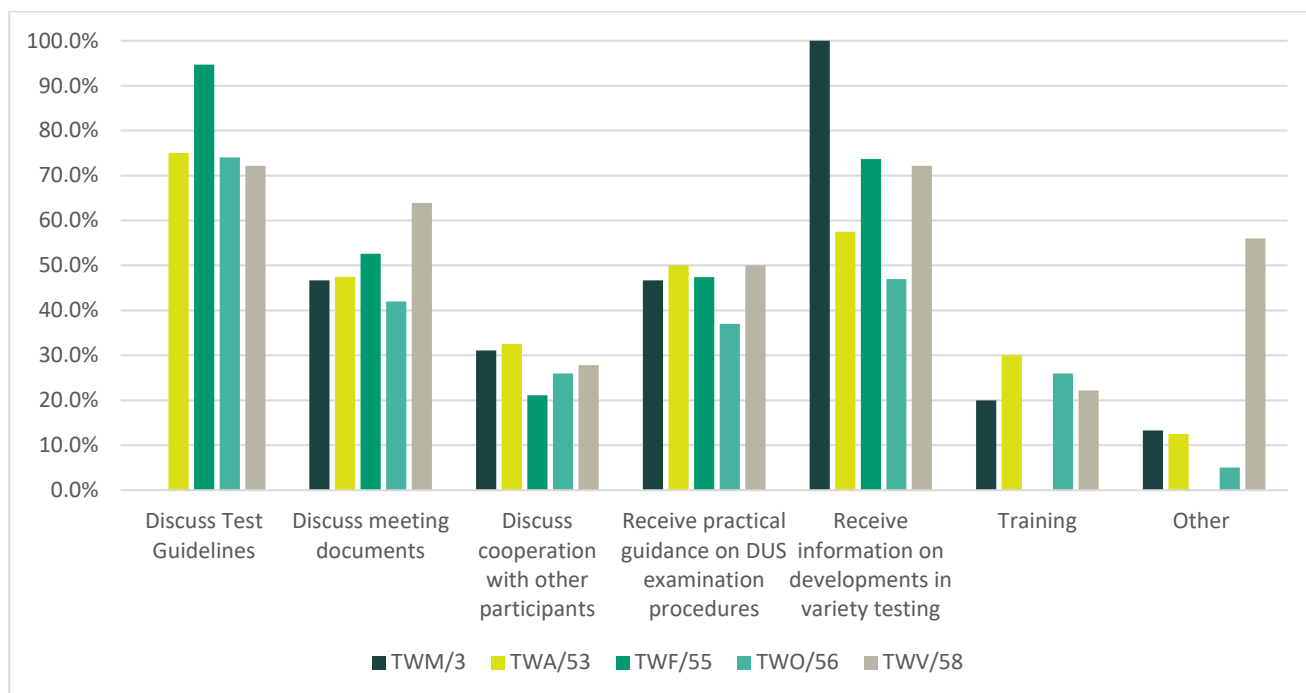
	TWM/2	TWA/53	TWF/55	TWO/56	TWV/58
Complete	41	37	16	17	31
Partial	13	3	4	5	12

(1) Overall, how satisfied were you with the meeting?



	TWM/2	TWA/53	TWF/55	TWO/56	TWV/58
Very Satisfied	40.0%	40.0%	42.1%	37.0%	25.0%
Satisfied	37.8%	52.5%	36.8%	58.0%	47.2%
Neutral	17.8%	5.0%	21.1%	5.0%	19.4%
Dissatisfied	4.4%	2.5%	0.0%	0.0%	5.6%
Very Dissatisfied	0.0%	0.0%	0.0%	0.0%	2.8%

(2) Why did you participate in the meeting?



	TWM/2	TWA/53	TWF/55	TWO/56	TWV/58
Discuss Test Guidelines	0.0%	75.0%	94.7%	74.0%	72.2%
Discuss meeting documents	46.7%	47.5%	52.6%	42.0%	63.9%
Discuss cooperation with other participants	31.1%	32.5%	21.1%	26.0%	27.8%
Receive practical guidance on DUS examination procedures	46.7%	50.0%	47.4%	37.0%	50.0%
Receive information on developments in variety testing	100.0%	57.5%	73.7%	47.0%	72.2%
Training	20.0%	30.0%	0.0%	26.0%	22.2%
Other	13.3%	12.5%	0.0%	5.0%	56.0%

TWM/2

- show our work to colleagues
- learn about new tools that EOs and Stakeholders are investigating
- To share information with other participants and get feedback on new ideas
- to get informed about the COYU-spline-method update progress in DUSTNT software
- observer status
- share perspective

TWV/58

- Observe how leading experts present.

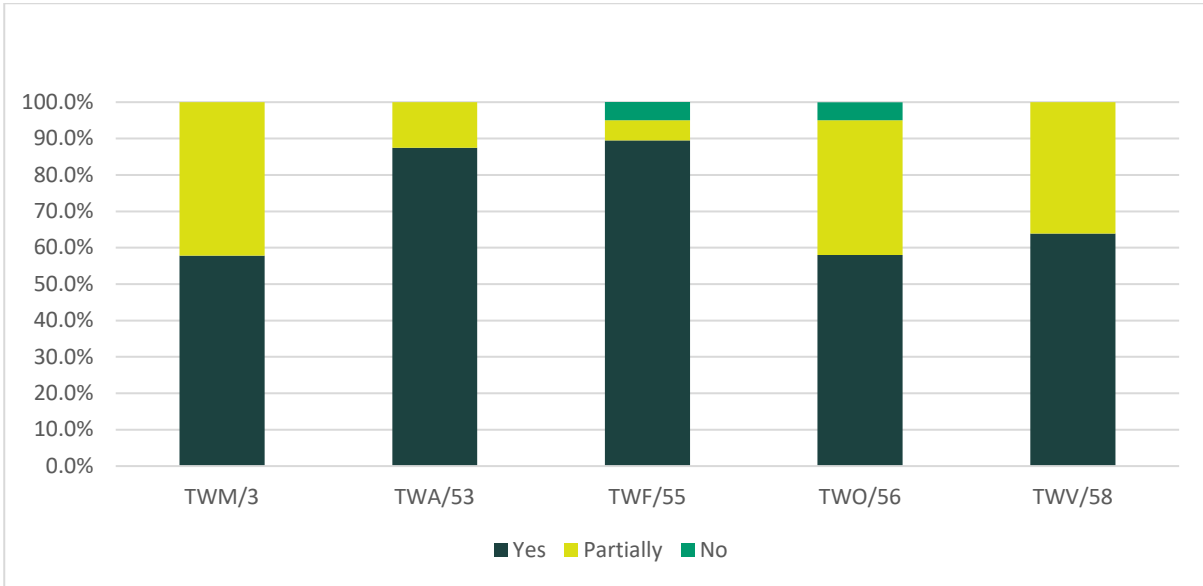
TWO/56

- Participation as an observer

TWA/53

- Learn about TG to support botanical data as a taxonomist for PVP works in my country.
- to provide information on developments in variety testing

(3) Were you able to acquire information on specific subjects of your interest?

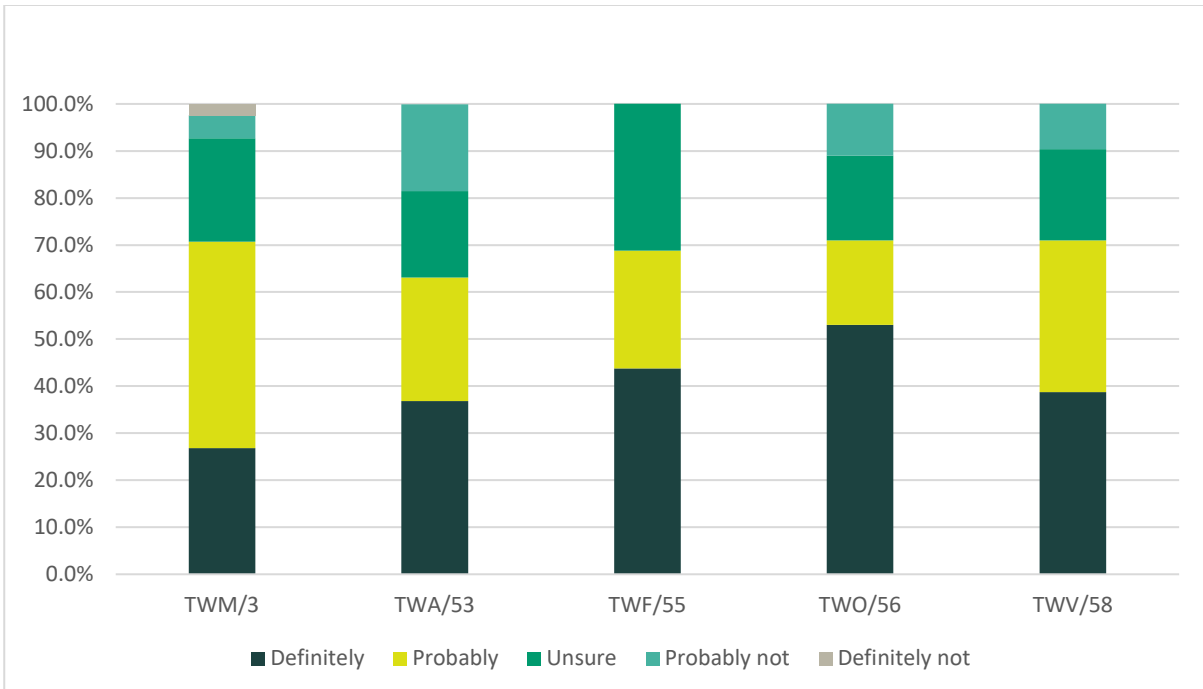


	TWM/2	TWA/53	TWF/55	TWO/56	TWV/58
Yes	57.8%	87.5%	89.5%	58.0%	63.9%
Partially	42.2%	12.5%	5.5%	37.0%	36.1%
No	0.0%	0.0%	5.3%	5.0%	0.0%

TWO/56

- : option "not applicable" missing

(4) Will you be able to attend the Technical Working Party meetings in person in the future?



	TWM/2	TWA/53	TWF/55	TWO/56	TWV/58
Definitely	26.8%	36.8%	43.8%	53.0%	38.7%
Probably	43.9%	26.3%	25.0%	18.0%	32.3%
Unsure	22.0%	18.4%	31.3%	18.0%	19.4%
Probably not	4.9%	18.4%	0.0%	12.0%	9.7%
Definitely not	2.4%	0.0%	0.0%	0.0%	0.0%

- (5) Do you have suggestions to improve the work of the Technical Working Parties to support DUS examination?

TWM/2

- Not any so far. Everything runs perfectly well. Congratulations.
- I suggest that meetings be held in a hybrid format (in-person + virtual)
- Have a proper policy on the use of molecular markers and sharing of these data to maximize on the advantages of such technology in DUS
- I think the future DUS test model may be a combination of morphology and molecules, and the proportion of molecules will increase year by year. Therefore, more molecular biology experts are invited to attend the conference to promote the rapid development of DUS testing
- more detailed presentations with more background and better description of methods used
- maybe go on to encourage and produce more and more work/presentations, to share and to exchange with our community
- In-person meetings! If they must be online have a session to encourage conversation between participants. Over 200 people registered but only around 10% of them contributed. To help find hosts: Guidance for hosting meetings could be available online without the need to request it. Or the UPOV Office could inform the members and attach the info pack. Very few members will be able to extend an invitation at short notice, so a prompt from the office, well in advance of the meeting, would be helpful.
- We need greater discussion to enable interaction between experts in methods and DUS experts. This should be two way, covering how new ideas could be used in practice, gaining better understanding of the new ideas, etc. Time, structure and facilitation is required to encourage such discussions. They were largely lacking in this online meeting. It is a difficult objective but worthwhile.
- The online presentations are somehow missing the discussion & idea debate of the in-person meetings (a lot of which happened outside the formal meeting). As on-line and/or hybrid meetings continue maybe the format could change so member presentations have not only a summary of work but questions to ask. As the TWM covers a wide area of specialism, it would be good to have time to think about the presentations before needing to make comments.
- Make all meetings in hybrid fashion, or face to face only. Virtual meetings do not lead to the required interactions between the UPOV members.

TWV/58

- focus on harmonization among members
- I have noticed that the last 2 years (especially in 2023) agreed during the TWP documents are stuck in TC and TC-EDC. In some cases, it is not clear what happened to these documents (revisions of guidelines) and what their status is. It is also difficult for the LE to follow and understand the changes made by the TC/TC-EDC, especially if LE was not present during TC/TC-EDC meetings. How can we improve it?
- In person meeting will facilitate better discussions and flexibility in discussion of Technical Guidelines as well as some key topics like disease resistance
- Meetings on-line are less interactive than meetings live, therefore a suggestion to keep it a bit interactive: would it be an option to ask each year 1 or 2 countries/ participants, to prepare a short film, showing a chosen trial, from a chosen crop, just to illustrate how we are working and maybe explain a little about the climate, growing facilities, the collection in this country... we could learn more about different crops in different countries, just 5 min film, something like this? on voluntary basis
- Have "in person" Technical Working Parties. That is the best way to promote this type of exchanges.
- Maintain virtual meeting or both online and offline formats to allow more members to participate in the Technical Working Parties.
- We need hybrid meetings for all TWPs. This will allow for more exposure to DUS examination. The less experienced countries need to be enabled to learn from the more experienced countries. There should be a lot of time dedicated to sharing experiences on DUS examination. And trying to find out where are the bottle necks in less experienced countries.
- I think is better the online meeting than in person because in that way is more probably that expert, examiners and other people can attend the meeting.
- It is the first time Mauritius participating as an observer in the process and it was a very good experience as many experts provide different views. Certainly, it will be great if countries which went thru registration of new varieties to share their findings specially with respect to issues they got compared to existing varieties as it will be like an on-hand experience for new members.
- Information should be distributed on time to be reviewed. Clear drawing/illustrations should also be indicated and marked correctly.

TWO/56

- greater opportunities for face-to-face discussion and technical visits
- Offline meetings would better facilitate communication but would reduce the number of participants and the number of countries involved.
- having a specific trial to illustrate a crop and the characteristics proposed or under revision could be useful. (I remembered a lettuce trial, and turnip trial at TWV...).

TWA/53

- maybe more presentations to share about our facilities, our assessment techniques, our distinctness problems and improvement approaches...
- Visit the field trials
- In person meeting would be better and happy that UPOV TWA 2025 will be in person. This will further promote engagement
- Encourage the participation of new members. Perhaps, presenting a Test guideline with an expert from a more trained country or a presentation on their way of performing the DUS.
- How to harmonize the variation of QN, PQ is very important. Example variety is not right answer. UPOV have to find how to decide minimum difference of distinctness in measured data that has similar result with notes method. PQ has to be separated to several QN for accurate evaluation.
- According to the TWA/53 meeting, I found that this meeting gave room for everyone to share their knowledge, learning and receiving all information from the meeting. The meeting will produce valuable procedures including experts. So my suggestion is to keep doing this.
- On-site meetings allow for more human interaction. At such meetings, perhaps hands-on workshops on DUS practices could be organized, rather than just field excursions.
- For sub-groups, it would be useful to have the names of interested experts. Currently there is a footnote to direct to the list of participants. Members, observers and organizations often have more than one participant registered for a given TWP, which makes it difficult to contact the actual interested expert.
- I support TWAs in person, especially field trial visits would be very interesting. But also the online meetings are very fruitful, because it is very easy and cheap to take part in.
- At the end of the session, there was a discussion on how a Lead Expert or the UPOV Office would identify and contact interested experts from a particular country to participate in a subgroup discussion of a TG as the list of participants includes many more individuals from member countries. Maybe an easy way to do this would be to identify one expert per country for each TWP (this would typically be the main contact as the expert responsible for the DUS testing or examination in a member country).
- No, the discussions were clear and precise

TWF/55

- DUS practical guidance in the field for specific genus
- To try and carry out TWP meetings physically, exclusively, in order to improve discussions, and mutual understanding.
- Continue to have the technical webinar way to sharing the experiences of DUS examination of different species from UPOV members
- Continue to strive for harmonization & collaboration.
- as far as technically feasible plants (or parts) thereof could be brought to the meeting to discuss certain characteristics (e.g. for the discussion of guava TG: input was given from participants who know guava (almost) exclusively as a processed product and it was difficult for the leading expert to explain issues confronted with)
- I would very much appreciate a tool that allows for a comparison of TG versions (track changes). For instance, if a Lead Examiner decides to delete a characteristic from the list, then you are not aware of it until you put the new version together with the previous version, which is very labor some. (In theory this is possible by doing a comparison in word, but this often does not work due to the complex layout of the document.)

(6) Would you like to propose topics for future Trainings (Technical Webinars, Distance Learning or other)?

TWM/2

- I will discuss with ISTA the possibility of a joint workshop with UPOV and OECD in regards of method validation, evaluation of laboratory performance and accreditation.
- A webinar on Artificial intelligence technical aspects and the relationship with UPOV convention
- I consider it important to continue sharing members' experiences about the use of different software in image analysis. Also share if any member has experience in the use of artificial intelligence in DUS examination.

- Use and challenges of AI in DUS related examinations
- Elements from the TGP documents. Each of the subjects in them could become a training topic, focusing on basic DUS guidance.
- Technical Webinars have been good. More informal workshops on specific topics would also be good.
- I would like to receive trainings on the use of molecular markers for DUS assessment in grass and forage crops or in any other open-pollinated species that are more difficult to be evaluated than self-pollinated and hybrid varieties.
- Always good to include practical examination methods so we know how other members assess crops.
- I think AI-based talks were really good on the first day. More discussions on how AI, genomic information together with morphological characteristics will be great.
- Technical webinars - Image analysis in DUS testing Technical webinars - Uniformity and Distinctness assessment in the special cases, when COYU and COYD cannot be used (e.g. if DF is small). Further guidance for using Relative Variance Method, or ANOVA, or other statistical approaches for crops with small reference variety collection.
- Possible training or courses on how to make use of new technology Data collection methods during DUS examination by Member countries. This would be a great opportunity of sharing new technology not only by presentation but going through the new technology step by step. This could only be achieved if there is enough interest shown by member countries.

TWV/58

- learning with hypothetical cases, how markers can be used for the different aspects: 1) deciding on distinctness 2) deciding on uniformity 3) selecting trial varieties for the DUS trial
- VCU in vegetable crops DUS test in Asia/Africa/South America - just to share with us what are the problems/challenges etc. in DUS test in their countries.
- Increasing importance of disease resistance in Breeding and request for vegetable species
- Yes, on species that I have experience with.
- Perhaps helping countries to implement PRISMA and the e-PVP modules (DUS report exchange and so on)
- I would like to see more illustrated technical protocols for each character, like last year's pepper in Turkey.
- I think it would be a good idea to organize a distance learning with real examples about the entire process in order to register a variety from the point of view DUS test and it is very important to go deeper into the reference collection and the example varieties.

TWO/56

- Technical webinars
- It would be good to have training to develop testing guidelines.
- Process for developing TGs, and the role of the lead expert and the subgroup
- Data analysis in DUS testing 2. How to determine uniformity standards when using off-type method in guideline development.
- Due to the influence of objectivity and self-perception, the tester's decision criteria may be inconsistent, so how to harmonize the decision criteria and make the correct decision among UPOV member countries.

TWA/53

- use of molecular techniques in DUS; use of drone to assess some characteristics (es. green color of leaves).
- How to examine sensory characteristics.
- New techniques in DUS, including Artificial intelligence.
- Distance learning courses should continue, should be upgraded concerning to improve knowledge and practises of DUS experts.
- Technical webinar use of technology in DUS in the World
- It is a pity that I do not work on DUS examination, my task is just to support botanical data for researchers who work for the DUS examination.
- Use of molecular markers PBR and EDVs - a focus on genome editing How UPOV interacts with the WSP Training/guidance for lead experts - what is expected from them.
- I would like to congratulate on the new UPOV-Certificate program! The Webinars and Distance Learning courses are highly appreciated, especially for training of new colleagues on DUS-items. Every topic is welcome.
- As a new UPOV member and without much experience in the international area, are very important and necessary to have technical methodologies - standard procedures that will be needed to actually perform DUS examination in variety testing facilities. Taking into account that in the Republic of Armenia, the VCU (Value for Cultivation and Use) test are mainly carried out jointly with the DUS tests,

also if possible, to provide technical methodologies/guidelines on the VCU tests as well or as an offer to conduct Technical Webinars, Distance Learning etc.

- Technical Webinars and Distance Learning courses are very welcome from our side, our topics of interest are agricultural crops

TWF/55

- Technical webinars and also in field support
 - Distance learning courses like DL-205 or 305 on subjects specific for DUS testing activities.
 - Show the process how to set the scales (3, 5, or 9 or more than 9) for one QN Characteristics in order to make it meaningful for distinctness, especially based on the investigated values by statistics or other way, during developing Test guidelines?
- (7) Please add any further comments regarding the meeting, e.g: What did you like the most? What could be improved?

TWM/2

- Molecular marker for genotyping plant varieties. This topic needs to be developed
- Presentations were distributed well in advance and we're all very informative even so, I found not many questions from the participants, but the topics were very important.
- I consider that the format of the meeting should be hybrid (in-person + virtual)
- Participation was great showing the interest from UPOV members and I would propose to invite more speakers including researchers working on molecular markers and potential application to variety registration to broaden our scope. This year was good and can be better.
- I suggest that both online and offline meetings be held, and face-to-face communication can give us a deeper understanding of each other's research content.
- Providing a 1-2 page summary of the presented material with goals (e.g. practical relevance) and a list of the acronyms would be helpful for those, who are not experts on certain fields and may need some time to think about the topic to formulate questions and create a discussion at the time of the meeting. The online format has advantages and disadvantages. Some of them could be improved by e.g. requiring the speakers/presenters to have a headset to increase sound quality, or putting more emphasis on discussion, as the format is knowingly reducing it. Additionally, some documents were very late, e.g. the 2nd revision of the agenda to my knowledge was not shared on the UPOV website BEFORE it had to be accepted. The comments focus on possibilities for improvement, but this does not mean that the meeting did not have any positive aspects. I have learned a lot about ongoing projects and possibly future tools of DUS testing. Thank you very much, everyone, who has contributed to the TWM/2.
- the presentations were generally too superficial,
- interaction between participants was not satisfying - Documents provided by UK experts were very much appreciated. It is useful to have the PowerPoint presentation as an annex (possibly later) but the slides alone should not replace a document. The UK format should be requested as the standard. A clear document with a summary of the presentation allows better preparation of participants for the meeting in order to stimulate more discussion and exchange between participants. - audio and video quality of the chairperson and the office needs to be improved
- I think a hybrid solution between in person and distancial meeting should be envisaged to facilitate exchanges between participants
- like the most: quality et diversity of the presentations be improved: really it works of good means but it's always more constructive and friendly in person ;-)
- I liked the content of the presentations. The interaction with online participants could be improved. Breakout sessions or smaller "getting to know you" type events. I hate to say it (because I am one of the offenders), but stricter deadlines for papers and their publication, particularly where a change is being proposed or an opinion is sought.
- It was great to see a wide range of topics discussed, especially new methods, which may be of benefit for DUS examination, either soon or a little later. It is really important that the TWM does continue to act as a forum for discussion of research level ideas, even if the ideas may take some time to come to fruition. The TWM is a great place to get feedback on such ideas. There needs to be more time for open discussion around topics, particularly around prospects for new methods in DUS examination. I note the time pressure due to the compacted schedule of the online meeting (due to time zones), perhaps coupled with late arrival of some papers. This did not encourage discussion around papers given. And perhaps this discussion needs to be facilitated. Rather than just questions about the content, there could be discussion about how the method might be used.
- Maybe to have an on-line coffee? Or a time for discussion of topics covered.
- The effectiveness of presentations in terms of content and duration, punctuality and adherence to the schedule.

- Compliments to the UPOV team for the preparation of this meeting and also to madam chair during the meeting, very efficient and pleasant to follow
- I missed background information about the presented talks. Perhaps a small intro on the purpose of the presentations in the program could help to guide the audience through.
- The meeting was well organized and very informative.

TWV/58

- open discussion less formal language
- I like that documents with proposed changes for discussion are presented on the screen and that all new changes are directly visible on the screen (Romy, thank you). Leontino's support is also greatly appreciated. 2) A point of improvement might be to try to limit the length of some participants' speeches. Maybe it's worth making some people realize that they talk too much, too long and tend to repeat topics.
- Discussions on Revisions of Test Guidelines, very useful. Promoting in person meetings to help discussions of some key topics like disease resistance. Breakout sessions are ok but they leave no room for breaks if one is to follow consistently.
- Guidelines in one language at UPOV level (ENG) will be for the future easier and I think no problem, at national level people may use their own translated guidelines.
- UPOV should actively seek the participation of members to organize Technical Working Parties and should take care to foster the interaction among all participants (members, observers and organizations) In person interaction has proven time and again that great solutions can be achieved to everybody's satisfaction. I'm also positive in thinking that this would be in benefit of PVP as applying companies might consider starting protecting their material in regions where they are directly acquainted with the registration panel. This is the reason why I scored a "Dissatisfied" rating for this TWV. It is quite disappointing to hear (again) "there were no offers"...
- Online session is comfortable and flexible, so it is OK to have.
- At present, the overall process is very good in the process of technical documents and TGs. It is hoped that more national testing techniques and experience would be gained through the Technical Working Parties, and the Technical Working Parties need to increase the motivation of members to participate in the report in some way.
- I feel that with the online version of the TWPs, there is a huge decrease of interaction. There were several topics (e.g. disease resistance) that required a face-to-face meeting, and a lot of time dedicated to it. We see that with online meetings, there are still only the same few (EU) countries interacting. And the large majority is silent. The benefit of face-to-face meetings is that the less experienced countries can be reached during the coffee breaks and so on. But with the virtual meetings, the less experienced countries are just silent, and do not learn much. It may seem flattering to see the higher numbers of participation, but the interaction between is less and impact on awareness raising is decreased. Also there is no possibility to improve the technical aspect through a technical visit. Last year in Turkey there were good interactions in the greenhouse, and less experienced countries could learn from those discussions. But online this is not possible.
- Everything was OK, thanks!
- the meeting was transcribed into English and it was easy to understand if you are Spanish speaking. I think is everything ok.
- I am not aware whether there is an online platform where you can comment on the TQs and propose changes throughout the year, thus when the time come for the TWP, it will be easier to gather all comments and few days before the TWP, ask the participants to provide additional details if required
- Discussion of Test Guidelines for different crops.
- I liked the robust discussions from different leading experts from different countries and how participants were given time to explain themselves, relating to any topic that was discussed.
- In many cases there was a good discussion on topics. But I was quite disappointed that in several cases UPOV seemed to discourage addition of disease resistance characteristics and other documents just because of cost considerations (manual translation necessary) . It seems very important that we add characteristics and documents to the UPOV system for harmonisation and clarification. But the considerations of UPOV seem to discourage this.
- In some topics, especially in disease resistance, it would be good to discuss thoroughly (not only technically). Such as harmonization.

TWO/56

- I really like the format of virtual meetings. It would be more kind if the guidelines draft could reflect the traces of each modification.
- In the workshop session for testing guidelines, the meeting can be shortened for guidelines that have been discussed multiple times or have fewer traits; the discussion time should be increased for

guidelines that are discussed for the first time, have a lot of feedback, or have a lot of traits. In this way, it is ensured that each guideline has sufficient time for in-depth discussion.

- I wonder how to increase the active participation of delegations. Not their presence, but the fact that they express themselves or ask questions. This year, although there were more than thirty delegations (members, observers, organizations), i.e. around 90 people registered, it was still the same 7-8 people who expressed their views. Mostly Europeans, with the risk of a predominantly European-centric approach.
- It was very nice to receive all documents. This kept me updated, also if it was not discussed to save time, or if I was not able to follow that part of the meeting.

TWA/53

- Barley
- Every participant is to attend the TWA meeting. UPOV office should give a certificate of attendance at the meeting.
- I think, everybody could have better understanding on new characteristics or improvement characteristics with more explanations by shred presentations. But maybe it would be better in person
- Some audios of participants were no good.
- No much to improve since the Secretary has made a very efficient work. Test guidelines has the most interesting moments.
- keep online meetings
- Whether it is virtual or gathering meeting, there is limited person who speaks in the meeting. But virtual meeting lacks field experience. TWA needs to do in gathering meeting.
- Everything was okey.
- I learned in each discussion
- The presentations of new techniques used for DUS examination as well as part of the discussion on TG are perfectly useful.
- None.
- TG revisions part was very interesting
- Clarification on attending future meetings: The reason I probably will not attend future TWA meetings is that I moved to another position within my organization. Someone else will take over my TWA responsibilities.
- There was not enough time given to some discussions, which perhaps resulted in confusion over the outcomes when it came to finalizing the reports. Perhaps the in-person element will help with this next year. This session there was some engagement from some new faces, which was good. I think better use of the breakout rooms would be helpful. I only managed to join one over the week as the sessions overran and I prioritized a comfort break! But I did notice that people joined then left, so maybe more organized fun is required... or maybe I should have been more pro-active in announcing that I will be in the breakout room in a moment (opportunity for me to improve!) I really like the information for first time participants and new members... this was not my first meeting but I certainly learned a few bits and refreshed some things I had long forgotten. Perhaps an addition to that section would be the process for documents and TGs (unless it was already there and I have missed it). Overall I thought the meeting was good. The Chair did an excellent job (as expected) and was clearly well supported by the UPOV Office. Congratulations all round. Hope to see you next year!
- I found it great, how work was progressed, especially the direct work in the documents on the screen during the discussions (congratulations to that). It is also very appreciated, that the work followed the work plan, so it was possible to follow interesting guidelines and to skip others.
- Since all documents are discussed the 1st day, would it be useful to dedicate a RESERVE TIME (the next morning to recap and to discuss anything that we did not have enough time to discuss the 1st day). For example, Margaret summarized her work and progress on the TC subgroups on TGs; but, the group did not have time to comment or discuss this thoroughly. Although there will be an opportunity to discuss this further, a RESERVE TIME can also assist the Chair.
- To stimulate discussion about draft test guidelines before the meeting, it will be good to know why countries or experts have indicated that they are interested. Some experts/countries are mentioned as interested expert/country, but are not contributing to the discussion at all (not online during the preparation of draft test guideline and not during the discussion at the meeting). It is difficult to know which countries are actively testing the species mentioned in the test guideline. Some countries have experience, but are not actively testing the species. It will be an improvement when these countries are separated.
- Many valuable presentations were presented, which please also share with us electronically and the most interesting was the fact that DUS tests can be carried out one site in two years versus two sites in one year, about which it is requesting to have additional information.
- Native English speakers might proactively support the wording of new documents
- no any significant comments, the agenda was good, the timeline was good, discussions were good,

TWF/55

- Audio and microphone Guidelines to have a well standard listening
- I enjoyed interacting with top experts in pomological description, which helps me to improve my editing of the Register. There are very few Americans and Mexicans in these meetings; it would be great to have more. I prefer meeting in person!
- A real discussion with direct reply, or spontaneous reaction, to particular comments, was impossible; no non-verbal reaction (nodding, emotional support) possible. Providing virtual meeting rooms during the breaks are appreciated.
- I am interested in the Test guidelines discussion and also interested in technical field visit.
- Carole did a great job as Chair. She spoke clearly/concisely, was kind/polite and kept everyone on track. Also, Leontino and Romy did a fabulous job as always. Great & "fruitful" meeting!
- The virtual meetings are not easy but the TWF 2024 was very well done
- Allow for more time to submit comments to TG's, 1 month is not sufficient. Providing the agenda and the schedule much sooner, would allow experts on specific crops to only participate those sessions, without them having to block and entire week.

[Fin de l'annexe V et du document]