

workpackage no: 1 (coordination & kick off meeting)

Start date – completion date	month 0 – 36
WP manager	partner 1 (DARCOF-DIAS) / 2 (FiBL)
Other partners involved	all partners attend the kick off meeting
Person months	12 (DARCOF-DIAS: 6; FiBL: 6)

Objectives

Efficient coordination and management of the scientific and administrative work of the consortium. Efficient communication between partners and with the Commission. Timely reaching of milestones and timely delivery of deliverables plus half year and yearly project reports and cost statements. Close control of the budget and finances. Information of external stakeholders via a website and a mailing list. Edition, printing and dissemination of the workshop proceedings and recommendations.

The kickoff meeting serves the following purposes:

- Completing the agendas of future meetings, so that they cover legal and political aspects of all countries, and all inputs considered most problematic in different countries.
- Compiling a list of questions to be used for the work in WP 2 and 3, which covers the evaluation processes of all countries, and all categories of inputs.
- Identifying potential external experts.
- Collection of addresses for the mailing list of target organizations to be informed about the progress of the project.
- Discussing details of project management (e.g. writing of reports to the EU, schedules) deliverables (e.g. proceedings, website) and scientific content of the project.
- Distribution of tasks among partners from the same country, and among representatives of the same groups of stakeholders.
- Discussing the modalities concerning the involvement of members of the IFOAM EU group via partner 7 (Soil Association).

Methodology and study material

Swiss partners are at the moment not entitled to coordinate EU projects administratively. Thus, the coordination tasks are split between DARCOF-DIAS (administrative coordination) and FiBL (scientific coordination).

The coordination and management will be carried out by the 2 coordinators in collaboration with the contractors (i.e. the work package managers and co-managers) in a project coordination and steering committee (PCSC), which will meet for a half day meeting in connection with the kick off meeting and the 5 workshops held at 6 months intervals.

The administrative coordinator will maintain communication with all partners, supervise the progress of the project, particularly the timely reaching of milestones, maintain close control of the budget and finances, communicate with the Commission (including the preparation of the administrative reports and cost statements), invite and pay external experts, organize and chair the kick-off meeting (1 day). Further PPP and F & SC experts from the administrative coordinator will assist the WP managers of WP 4 & 5 in the elaboration of drafts on recommendations concerning PPP and F & SC evaluation procedures

The scientific coordinator will draft a time schedule and detailed work plan to be discussed and agreed upon at the kick off meeting. The scientific coordinator will elaborate questionnaires for WP2 (as WP manager of this WP) and assist the WP manager and co-manager of WP3 in the elaboration of questionnaires for WP3. The scientific coordinator will construct and regularly update an internet site, which will describe the progress of the project and have an internal communication platform to be used for management of the project and internal communication in the consortium. He will also establish a mailing list of target organizations to be informed about the outcomes of the project (various stakeholders), identify the external experts to be invited and produce discussion papers to be discussed at the workshops and edit the proceedings.

The administrative and the scientific coordinator will have a one-day meeting in advance for preparation of the kick off meeting.

Deliverables

1.1 Workshop 1: kick off meeting

1.2 Internet web site for internal and external communication and dissemination

1.3 Detailed time schedule and work plan for the project

1.4; 1.5; 1.6 Annual & final scientific and financial reports

Milestones

Detailed time schedule and work plan at month 3 (after the kick-off meeting). Internet web site constructed at month 3.

workpackage no: 2 (Inventory of existing procedures for PPP)**Start date – completion date** month 0 – 12**WP manager** partner 2 (FiBL)**Other partners involved** all partners in the PPP working group (partners 1 (DIAS), 3 (ESC), 5 (AIAB), 7 (SA), 8 (LBGIBA), 9 (ABG), 10 (AGROBIO), 11 (GhK), 12 (PDIR))**Person months** 2**Objectives**

To get an overview from each participating country concerning:

- Which products are allowed and which conditions/restrictions apply to their use
- How is the present evaluation procedure for approval, removal or restriction of the use of PPP
- How is the implementation of Annex II influenced by other EU or national legislation on PPP
- Which products are at the moment considered most problematic, and for which reasons
- To compare these aspects with international evaluation systems for organic farming (Codex Alimentarius Guidelines for Organically produced food, IFOAM Basic Standards) and evaluation procedures in the USA, which have introduced quite detailed evaluation procedures. The aim of this WP is to identify the steps in the evaluation procedure for PPP which need to be improved (input for WP 4).

Methodology and study material

The WP manager will compile a questionnaire to be used by the partners for collection of relevant and comparable information by month 4. The partners will send the national reports to the WP manager (and the coordinator) by month 6. Based on the national reports, the WP manager will make a comparison of the procedures used in the various countries and draw up the most important subjects to be discussed in the workshop. This will be sent to the partners 1 month before the workshop for comments to draw up a final agenda for the workshop.

The WP manager will organize a two day workshop (meeting facilities, accommodation, invitation of and communication with participants and external experts). He will appoint chairmen and fix a schedule for the workshop.

Emphasis will be on the relationships between national systems and annex II B of EEC 2092/91, on common aspects and major differences between countries and on how these result in unequal market access for endusers. Differences between European and other approaches will also be discussed, and inputs for which national practices deviate most strongly will be identified. The PPP considered most problematic will be discussed in detail.

The results of the workshop will be published in the form of conference proceedings (ca 100 pages, with ISBN number), containing

- the full reports from each partner;
- an overview and summary of the plenum discussion (written by the WP coordinator, sent to all partners for consultation, edited by the scientific coordinator);
- any other relevant information.

The reports will be available for downloading from the project website, and they will be distributed by the scientific coordinator to anybody upon request.

Deliverables

2.1 Workshop 2: inventory of procedures for PPP

2.2 Publication of proceedings of workshop 2

Milestones

At month 9 (after workshop no 2), the PPP working group will have an overview of the current processes and criteria of PPP evaluation (input into WP 4).

workpackage no: 3 (Inventory of existing procedures for F&SC)	
Start date – completion date	4 – 18
WP manager	partner 3 (ESC) (co-manager: partner 4 (ISNP))
Other partners involved	all partners in the F&SC working group (partners 1 (DIAS), 2 (FiBL), 5 (AIAB), 6 (LBI), 7 (SA), 8 (LBGIBA), 9 (ABG), 10 (AGROBIO), 11 (GhK), 12 (PDIR))
Person months	3 (ESC: 2; ISNP: 1)
Objectives	
To get an overview from each participating country concerning:	
<ul style="list-style-type: none"> • Which products are allowed and which conditions/restrictions apply to their use • How is the present evaluation procedure for approval, removal or restriction of the use of F&SC • How is the implementation of Annex II A influenced by other EU or national legislation on F&SC • Which products are at the moment considered most problematic, and for which reasons • To compare these aspects with international evaluation systems for organic farming (Codex Alimentarius Guidelines for Organically produced food, IFOAM Basic Standards) and evaluation procedures in the USA, which have introduced quite detailed evaluation procedures. The aim of this WP is to identify the steps in the evaluation procedure for F&SC which need to be improved (input into WP 5). 	
Methodology and study material	
<p>Because the market for F&SC is highly diverse regionally, a partner from Northern Europe and one from Southern Europe will jointly manage this WP. The WP manager and co-manager will compile a questionnaire to be used by the partners for collection of relevant and comparable information by month 10. The partners will send the national reports to the WP manager (and the coordinator) by month 12. Based on the national reports, the WP manager and co-manager will make a comparison of the procedures used in the various countries and draw up the most important subjects to be discussed in the workshop. This will be sent to the partners 1 month before the workshop for comments to draw up a final agenda for the workshop. To prepare the workshop, the manager and the co-manager of this WP will have a one-day meeting in advance.</p> <p>The WP manager will organize a two day workshop (meeting facilities, accommodation, invitation of and communication with participants and external experts). He will appoint chairmen and fix a schedule for the workshop.</p> <p>Emphasis will be on the relationships between national systems and annex II A of EEC 2092/91, on common aspects and major differences between countries and on how these result in unequal market access for endusers. Differences between European and other approaches will also be discussed, and inputs for which national practices deviate most strongly will be identified. The F&SC considered most problematic will be discussed in detail.</p> <p>The results of the workshop will be published and distributed as described in WP 2.</p>	
Deliverables	
3.1 Workshop 3: inventory of procedures for F&SC	
3.2: Publication of proceedings of workshop 3	

Milestones

At month 15 (after workshop no 3), the F&SC working group will have an overview of the current processes and criteria of F&SC evaluation (input into WP 5).

workpackage no: 4 (Development of standard procedures for PPP evaluation)	
Start date – completion date	month 9 – 24
WP manager	partner 5 (AIAB)
Other partners involved	all partners in the PPP working group (partners 1 (DIAS), 2 (FiBL), 3 (ESC), 7 (SA), 8 (LBGIBA), 9 (ABG), 10 (AGROBIO), 11 (GhK), 12 (PDIR))
Person months	3
Objectives	
To develop improved procedures and criteria for evaluation of PPP with respect to	
<ul style="list-style-type: none"> • homogenous implementation of EEC 2092/91 across EU member states and associated states; compatibility with international evaluation systems for organic farming (Codex Alimentarius Guidelines for Organically produced food, IFOAM Basic Standards) and evaluation procedures in the USA • transparency of the process and involvement of stakeholders/endusers • flexibility with respect to newly developed PPP or cropping systems and changing socio-economic acceptability of existing PPP 	
Methodology and study material	
Based on the results of WP 2, relevant literature and advice from experts on pesticide evaluation according to Directive 91/414/EEC, the Scientific coordinator and the administrative coordinator in collaboration with the WP manager will draw up a draft presenting recommendations, problems and critical points to be discussed in the PPP evaluation procedure. This draft will be sent to the participants one month before the workshop is held.	
The WP manager will organize a two-day workshop (meeting facilities, accommodation, invitation of and communication with participants and external experts). He will appoint chairmen and fix a schedule for the workshop, and he may ask individual participants to prepare short presentations on specific aspects of the topic.	
Emphasis will be on	
<ul style="list-style-type: none"> • the interactions of legislative authorities, standard setting organizations, PPP evaluators. and other stakeholders/endusers (e.g. certification bodies/organic farmers' organisations). • the interactions of EU and national legislation with PPP evaluation procedures. • flexibility of PPP evaluation procedures with respect to newly developed PPP or cropping systems and changing socio-economic acceptability of existing PPP. • evaluation of product categories vs. branded products, and evaluation of active ingredients vs. inerts. • further research needs. 	
The results of the workshop will be published and distributed as described in WP 2.	
Deliverables	
4.1 Workshop 4: improved procedures for PPP evaluation	
4.2: Publication of proceedings of workshop 4	
Milestones	
At month 24 (after workshop no 4), the PPP working group will have drawn up proposals for improved and/or standardized procedures and criteria for evaluation of PPP (input into WP 6).	

workpackage no: 5 (Development of standard procedures for F&SC evaluation)	
Start date – completion date	month 15 – 30
WP manager	partner 6 (LBI)
Other partners involved	all partners in the F&SC working group (partners 1 (DIAS), 2 (FiBL), 3 (ESC), 4 (ISNP), 5 (AIAB), 7 (SA), 8 (LBGIBA), 9 (ABG), 10 (AGROBIO), 11 (GhK), 12 (PDIR))
Person months	2
Objectives	
<p>To develop improved procedures and criteria for evaluation of F&SC with respect to</p> <ul style="list-style-type: none"> • homogenous implementation of EEC 2092/91 across EU member states and associated states; compatibility with international evaluation systems for organic farming (Codex Alimentarius Guidelines for Organically produced food, IFOAM Basic Standards) and evaluation procedures in the USA. • transparency of the process and involvement of stakeholders/endusers. • flexibility with respect to newly developed F&SC or cropping systems and changing socio-economic acceptability of existing F&SC. 	
Methodology and study material	
<p>The Scientific coordinator and the administrative coordinator in collaboration with the WP manager will draw up a draft presenting recommendations, problems and critical points to be discussed in the F&SC evaluation procedure. This draft will be sent to the participants one month before the workshop is held.</p> <p>The WP manager will organize a two-day workshop (meeting facilities, accommodation, invitation of and communication with participants and external experts). He will appoint chairmen and fix a schedule for the workshop, and he may ask individual participants to prepare short presentations on specific aspects of the topic.</p> <p>Emphasis will be on</p> <ul style="list-style-type: none"> • the interactions of legislative authorities, standard setting organizations, F&SC evaluators and other stakeholders/endusers (e.g. certification bodies/organic farmers' organisations). • the interactions of EU and national legislation with F&SC evaluation procedures. • flexibility of F&SC evaluation procedures with respect to newly developed F&SC or cropping systems and changing socio-economic acceptability of existing F&SC. • evaluation of product categories vs. branded products. • further research needs. <p>The results of the workshop will be published and distributed as described in WP 2.</p>	
Deliverables	
5.1 Workshop 5: improved procedures for F&SC evaluation	
5.2: Publication of proceedings of workshop 5	
Milestones	
At month 30 (after workshop no 5), the F&SC working group will have drawn up proposals for improved and/or standardized procedures and criteria for evaluation of F&SC (input into WP 6).	

workpackage no: 6 (Recommendations & dissemination)**Start date – completion date** month 21 – 36**WP manager** partner 7 (SA)**Other partners involved** all other partners**Person months** 2**Objectives**

- To develop recommendations for harmonized and standardised procedures for evaluation of PPP and for F&SC allowed for use in organic agriculture according to Council regulation EEC 2092/91.
- To produce a priority list on further research needed in the areas of evaluation of PPP and F&SC.

Methodology and study material

The Scientific coordinator and the administrative coordinator in collaboration with the WP manager will draw up a draft presenting recommendations for harmonized and standardised evaluation procedures for PPP and F&SC and a draft priority list on further research needed. These drafts will be sent to the participants one month before the workshop is held.

The WP manager will organize a three-day workshop in Brussels (meeting facilities, accommodation, invitation of and communication with participants and external experts). He will appoint chairmen and fix a schedule for the workshop, and he may ask individual participants to prepare short presentations on specific aspects of the topic. Emphasis will be on

- uniting the proposals of the PPP and the F&SC working group
- fine-tuning of recommendations, in particular with respect to practical applicability, involvement of stakeholders/endusers and modalities for implementation in the EU and at national level
- setting priorities concerning further research needs from the viewpoint of different stakeholders/endusers.

On the first day, the consortium will discuss and improve the draft recommendations for harmonized and standardised evaluation procedures for PPP and F&SC, and draw up a draft priority list on further research needed. The second day will be organized as a public discussion forum with free access to anyone registering. Endusers, stakeholders, researchers and policy makers from all EU member states, associated countries and accession countries as well as representatives from the European Commission (DG Agriculture, DG Environment, and DG Health and Consumer Protection) will be invited to attend on this day. On the third day, the consortium will meet alone and finalize the recommendations for harmonized and standardised evaluation procedures for PPP and F&SC, and the priority list on further research needed, taking into account the outcomes of the public discussion on the second day. Besides, the third day will be used for an internal evaluation of the project cooperation and discussion of dissemination strategies.

The results of the workshop will be published and distributed as described in WP 2. The scientific coordinator in collaboration with the WP manager will produce a leaflet with recommendations for harmonized procedures for evaluation of PPP and F&SC to be used in organic agriculture, and send it to all partners of the project for consultation before the final edition and mailing to potentially interested target organizations. The leaflet will be printed in 2000 copies and distributed free of charge, and it will also be published on the website.

Deliverables

- 6.1 Workshop 6: recommendations on procedures for evaluation of PPP and F&SC and research needed
- 6.2: Publication of proceedings of workshop 6
- 6.3: Leaflet with recommendations for harmonized procedures for evaluation of PPP and F&SC

Milestones

At month 36 (after workshop no 6), the set of recommendations and the priority list of further research needed will be published.