



European Minor Uses Coordination Facility
hosted by
European and Mediterranean Plant Protection Organization

MUCF
Workplan &
Budget
2022

MUCF Work Programme 2022

Contents

INTRODUCTION AND BACKGROUND	2
Abbreviations:	2
PROJECT 1: MEETINGS 2022	3
PROJECT 2: EUMUDA-further development, updates, and maintenance	7
PROJECT 3: Explanatory Note on Minor Uses and DISCUSSION PAPERS	10
PROJECT 4: FINANCE	11
PROJECT 5: WEBSITE & COMMUNICATION	11
PROJECT 6: MISCELLANEOUS	12

INTRODUCTION AND BACKGROUND

This 2022 Work Programme presents six focus Projects with their corresponding Objectives and Key Action Steps that the Minor Uses Coordination Facility (MUCF) intends to undertake in 2022. It takes into consideration of what has been achieved in 2021, some resulting follow-ups, recommendations of the Steering Group, and proposed requirements of MUCF Member Countries (MCs). The MUCF works in cooperation with and for the MCs and stakeholders (producer organisations, industry associations, research institutes, regulators, government experts). In 2022, the MUCF will primarily focus on the core competencies of the Facility to coordinate, organise and facilitate the work on minor uses between MCs (project 1: MEETINGS), to maintain and further develop the EUMUDA database (project 2: EUMUDA). The objectives are ranked according to priority in the individual projects.

Abbreviations:

EUMUDA	The European Union Minor Uses Database is an important tool to collect the minor use needs from Member Countries to follow-up on these needs and to manage all projects.
EWG	Expert Working Group
MC	European Member States plus the United Kingdom, Switzerland and Norway.
MU	A <u>Minor use</u> means use of a plant protection product in a Member State on plants or plant products which are: (a) not widely grown in that Member State; or (b) widely grown, to meet an exceptional plant protection need. <i>(according to Article 3(26) of Regulation (EC) No 1107/2009)</i>
MU needs	A <u>minor use need</u> is an identified plant protection problem on speciality crops (niche crops) or against plant protection problems that are not routinely encountered. These needs are compiled in a 'minor use needs table' in EUMUDA.
MUCF	The European Union Minor Uses Coordination Facility. The Facility's mission is 'to enable farmers in the EU to produce high-quality crops by filling minor uses gaps through efficient collaboration to improve the availability of chemical and non-chemical tools within an integrated pest management (IPM) framework'.
LTWS	Long term work strategy.

PROJECT 1: MEETINGS 2022

P1 Objective 1: Spring Commodity Expert Group meetings and Horizontal Expert Group meetings

The CEGs and HEG spring meetings were held as videoconferences in February and March 2022 and were planned to be held as face-to-face meetings in Brussels. The timing of the Autumn CEGs and HEG 2022 meetings will be discussed during the individual Spring meetings. CEGs work to close MUs gaps by finding chemical or non-chemical solutions within an IPM framework. The CEGs consists of national minor uses experts and representatives of the respective growers' associations or grower groups. The HEG discusses general issues related to MUs, as identified by the CEGs, the Steering Group or its members, aiming for harmonised procedures and at creating a level playing field among MCs.

Key action steps	Expected outcome & success measure	Comments
<p><i>The MUCF facilitated and organised the online meetings.</i></p>	<p><i>Updates on the ongoing projects and new MU projects are reported in EUMUDA.</i></p> <p><i>Minutes and presentations are accessible on the Extranet.</i></p> <p><i>The New Chair and new co-Chair of CEG Fruits & Vegetables are elected and announced.</i></p> <p><i>The possibility to establish a new expert working group focusing on residues (ReEG) is explored.</i></p>	<p><i>MUCF will assist the Chairs and co-Chairs of each CEG in establishing a draft agenda.</i></p> <p><i>CEG Fruits and Vegetables established a 5-year work programme in 2021.</i></p> <p><i>Presentations of the CEGs will be published on the MUCF website to highlight the work of the CEGs and raise interest in participating in the CEGs.</i></p> <p><i>Highlights of the meetings will be communicated via the MUCF newsletter.</i></p> <p><i>Updates on projects will be shared via the 'EUMUDA latest News' e-letter.</i></p>

P1 Objective 2: First Annual General Meeting

The 'Annual General Meeting' (AGM), involving all funding Member Countries, will meet at the end of March 2022. The AGM 2022 is planned as a remote meeting for **the 29th of March**. For the year 2022, it is proposed to change the timing of the AGM meeting schedule, and a second AGM at the end of October 2022 is anticipated.

Key action steps	Expected outcome & success measure	Comments
<i>The MUCF facilitate and organise the meeting. First AGM 2022-03-28 (to be held as a remote meeting)</i>	<i>Approved Annual and Financial Report for 2021 and the Workplan and Budget for 2022.</i>	<i>Reports and plans are accessible on the MUCF Extranet.</i>

P1 Objective 3: Spring Steering Group meeting

The Minor Uses Steering Group comprises representatives from Germany, Italy, Netherlands, Slovakia, Sweden, and Switzerland and will supervise and support the work of the MUCF. The European Commission attends the meetings as a permanent observer and the Director-General of EPPO.

Key action steps	Expected outcome & success measure	Comments
<i>Spring Steering Group meeting at the End of May beginning of June. (planned as a remote or hybrid meeting)</i> <i>The MUCF facilitate and organise the meeting.</i>	<i>Update on work progress by the MUCF.</i>	<i>Meeting style to be decided by the Steering group. Dates to be confirmed by the Steering Group. Work programme 2022 status update.</i>

P1 Objective 4: Autumn Steering Group meeting

The meeting is planned as a remote meeting or as a hybrid meeting at EPPOs headquarters in mid of September 2022.

Key action steps	Expected outcome & success measure	Comments
<i>MUCF propose dates for the Autumn Steering Group meeting and facilitate and organise the meeting.</i>	<i>Activity update on the first months of 2022. Draft Work programme 2023. Draft Budget Plan 2023.</i>	<i>The reports for 2022 will comprise the work months from January till August 2022. Dates and meetings style are to be confirmed by the Steering Group.</i>

P1 Objective 5: Autumn Commodity Expert Group meetings and Horizontal Expert Group meetings

They are planned as face-to-face meetings at the beginning of October in Brussels. Final dates will be discussed with each expert working group's Chair (s) and co-Chair(s). Participants will meet to discuss the progress of minor uses projects and issues.

Key action steps	Expected outcome & success measure	Comments
<i>MUCF propose dates for CEGs and HEG autumn meetings by March 2022, to be agreed on by the Chairs of each expert working group. The MUCF facilitate and organise the meeting.</i>	<i>Updates on ongoing/new projects are reported in EUMUDA. To be shared in addition via the MUCF 'EUMUDA Latest News' newsletter. Minutes and presentations are available on the Extranet.</i>	<i>MUCF will assist expert groups in achieving their work programme. Key presentations will be published on the MUCF website. Highlights of the meetings will be communicated via the MUCF newsletter.</i>

P1 Objective 6: Second Annual General Meeting 2022

The second 'Annual General Meeting' (AGM), involving all funding Member Countries, is proposed to be held at the end of October 2022 to change the AGM timing schedule of the MUCF. Two AGMs will be held in the year 2022. After the schedule has been changed, the AGM will be held annually again in 2023. The second AGM 2022 is planned as a remote or hybrid meeting (venue: EPPO Headquarters). Preferred dates to be discussed at the first AGM meeting in Spring.

Key action steps	Expected outcome & success measure	Comments
<p><i>The second AGM will be organised and facilitated at the end of October 2022 by the MUCF. (planned as a remote or hybrid meeting)</i></p>	<p><i>Some activity updates on the first months of 2022. Adopted Workplan and Budget for 2023. Approved Annual and Financial Report for 2021.</i></p>	<p><i>Advantages:</i></p> <ul style="list-style-type: none"><i>-The work year can be started with an adopted and approved Work Programme and Budget.</i><i>-The MUCF meeting schedule is aligned with EPPOs schedule.</i><i>-Funding contribution requests can be made with an approved Work Programme and Budget for the year to come.</i>

PROJECT 2: EUMUDA-further development, updates, and maintenance

P 2 Objective 1: Survey on minor use needs, priorities, and solutions, minor/major crops with acreages information, list of minor uses, national minor crop definition survey 2021, follow-up.

The MUCF updated all the existing tables accordingly. The main goal is to keep EUMUDA dynamic, up-to-date, and informative.

Key action steps	Expected outcome & success measure	Comments
<p><i>The MUCF will complete, clean, and merge collected data on minor/major crops, minor/major uses and table of needs.</i></p> <p><i>Some national lists are to be translated into English.</i></p> <p><i>MUCF is exploring the possibility to create a database with the provided data on minor and major crops and minor and major uses, accordingly.</i></p>	<p><i>Searchable database. Information can be easily entered and amended, for example, when countries declare minor use.</i></p>	<p><i>The MUCF starts exploring the possibilities of a European minor or major crop list. A task that will be worked on when the Scientific-Technical Officer joins the MUCF team.</i></p> <p><i>Long terms work strategy</i></p>

P2 Objective 2: Survey on Article 51 application and Minor uses work in the MUCF member countries.

Survey to be repeated from 2017, with additional new questions.

Key action steps	Expected outcome & success measure	Comments
<p><i>Survey to be prepared on how MUCF MCs deal with Article 51 application and additional minor uses information.</i></p> <p><i>The survey will be sent to the 31 MCs to collect and comprise available Article 51 and minor use information.</i></p>	<p><i>Update on information on Article 51 application procedures and minor uses information per Member Country.</i></p>	<p><i>Additional new survey questions to be added like:</i></p> <ul style="list-style-type: none"> <i>-How is the risk assessment carried out in your country?</i> <i>-What information will be produced after authorisation? For example, RR, Part A, and the GAP table.</i>

P2 Objective 3: Comparison survey on emergency use authorisations (article 53), follow up 2021.

An updated list of Tabel of Needs will be available in EUMUDA. Updated Table of Needs list from 2021 will be compared to a list of emergency use authorisations granted in the EU extracted from PPPAMS in 2020.

Key action steps	Expected outcome & success measure	Comments
<i>2021 updated table of Needs to be compared with emergency authorisations granted in 2020.</i>	<p><i>New web page in EUMUDA, displaying Nr. of emergency uses, countries and active substance information.</i></p> <p><i>Results are compared with the updated table of MU needs.</i></p> <p><i>Results of the comparison survey will be publicly accessible on the MUCF website.</i></p>	<p><i>Is a trend detectable?</i></p> <p><i>A task that will be worked on when the Scientific-Technical Officer joins the MUCF team.</i></p>

P2 Objective 4: Simplification of project pages in EUMUDA, follow up.

Project simplification templates were shared with experts in 2021.

Key action steps	Expected outcome & success measure	Comments
<i>Implementation of expert recommendations.</i>	<i>Simplified EUMUDA and increased user-friendliness, less data entering required by the project leader.</i>	<p><i>-To be explored, a project can be shared between 2 CEGs (for example, a project on herbs initiated by Fruits and Vegetables could be accessed by Herbs and Spices and Fruits and Vegetables.</i></p> <p><i>-To be explored that a project leader can work on projects in several CEGs.</i></p>

P2 Objective 5: Efficacy and residues study data availability display in EUMUDA.

The MUCF shared in 2021 a template with experts on how they would like to share existing study data availability information.

Key action steps	Expected outcome & success measure	Comments
<i>Implementation of expert recommendations regarding what is needed to display information on residue or efficacy study data in EUMUDA.</i>	<i>Defined fields and the structure of the database are explored.</i>	<i>Long terms work strategy</i>

P2 Objective 6: Database on residue extrapolation

Work on this objective started in 2021 and continued in 2022 and 2023. *Long term work strategy*.

Key action steps	Expected outcome & success measure	Comments
<i>The MUCF will work on setting up, developing and implementing a database to retrieve the extrapolation possibilities from the TECHNICAL GUIDELINES: On data requirements for setting MRLs, comparability of residue trials and extrapolation for residue data on products from plant and animal origin (SANTE/2019/12752).</i>	<i>Defined fields and the structure of the database is explored.</i>	<i>MUCF will host database on crop residue extrapolation.</i>
<i>Residue Extrapolation database is made publicly available.</i>	<i>Searchable databases to retrieve existing residue extrapolation possibilities.</i>	<i>A task that will be worked on when the Scientific-Technical Officer joins the MUCF team.</i>

PROJECT 3: Explanatory Note on Minor Uses and DISCUSSION PAPERS

P3 Objective 1: Explanatory Note on Minor Uses.

To enhance harmonised communication on minor use work between the MCs. The 'Note' writing group has amended the Explanatory Note on Minor Uses, and the document was presented at the December SCoPAFF meeting for commenting by January 2022.

Key action steps	Expected outcome & success measure	Comments
<p><i>Received comments by 4 EU Member States are amended.</i></p> <p><i>Revised and finalised Note to be presented at SCoPAFF in March 2022, that the document can be 'note taken' by SCoPAFF.</i></p>	<p><i>Published Explanatory Note on Minor Uses in 2022.</i></p>	

P3 Objective 2: Discussion papers.

The ideas of several discussion papers were developed during the workshop 'Minor Uses and Specialty Crops: The way forward in Europe' held in Paris in 2020 and are summarised in the MUCF roadmap for the future. They address, among other things, hurdles in minor uses work and aim to improve regulatory harmonisation. In 2021, it was decided to explore the possibility to draft two possible papers.

Key action steps	Expected outcome & success measure	Comments
<p><i>Prioritised topics for draft discussion papers are:</i></p> <ul style="list-style-type: none"> <i>-Strategic issues to strengthen coordination on minor uses.</i> <i>-Setting a harmonised status of a crop and the creation of a single EU or zonal list of major crops.</i> <p><i>Expert working groups dealing with the topic of the discussion paper to be established.</i></p>	<p><i>It is indicated with which discussion paper to start with.</i></p> <p><i>Timetable for the preparation of the discussion papers is established.</i></p>	<p><i>A task that will be worked on together when the Scientific-Technical Officer joins the MUCF team.</i></p> <p><i>Long terms work strategy</i></p>

PROJECT 4: FINANCE

P4 Objective 1: MUCF Funding for 2022

The MUCF will continue to depend on annual contributions from Member governments for its funding. The sustainability of this approach will depend on the continued timely payment of contributions. This will also require a more detailed and targeted budgeting for the coming year.

Key action steps	Expected outcome & success measure	Comments
<i>National contact points to be visited/contacted to highlight the work of the MUCF and to facilitate a possible contribution to the fund (e.g. Spain, Norway, Poland).</i>	<i>The importance of MUCF is emphasised, and financial support is granted.</i>	
<i>It is envisioned to address the funding situation of the MUCF as an AOB item at one of the following EC meetings in 2022.</i>	<i>EU Member States are informed and reminded about the importance of financial support to the MUCF.</i>	

PROJECT 5: WEBSITE & COMMUNICATION

P 5 Objective 1: Dynamic and content-rich website.

The MUCF website (which serves as both a communication and marketing tool) is updated with news, survey results, a calendar of events, etc.

Key action steps	Expected outcome & success measure	Comments
<i>Some design changes of the website (pictures, etc.) and starting to work on a MUCF corporate design.</i>	<i>A more aligned and recognisable design.</i>	

PROJECT 6: MISCELLANEOUS

P6 Objective 1: Recurring tasks and actions.		
Key actions that the MUCF will continue to do and improve in 2022.		
Key action steps	Expected outcome & success measure	Comments
<i>The MUCF participates in (international) events/conferences to provide updates on the work and activities of the Facility.</i>	<i>To improve the visibility of the MUCF. To highlight the European work on minor uses internationally. To reinforce the network and identify opportunities for collaboration.</i>	<i>The activity started in 2016 and is to be continued in 2022. Long terms work strategy</i>
<i>The Facility continues to cooperate internationally with existing networks on MUs and will play an active role in the OECD-EGMU as far it has a direct relation and benefits to the work of the HEG and CEGs.</i>	<i>To represent the MUCF internationally.</i>	<i>The activity started in 2016 and is to be continued in 2022. Long terms work strategy</i>
<i>MUCF may explore the organisation of 'priority setting' meetings on an annual basis. These would be based on the priority list of minor use needs and the feedback from the industry on possible IPM-solutions.</i>	<i>The feasibility of priority setting meetings is explored.</i>	<i>A task that will be worked on when the Scientific-Technical officer joins the MUCF team. The priorities are set for minor uses needs together with all relevant stakeholders.</i>

Annex: Financial MUCF Budget Estimation for 2022 (updated 2022-06-09)			
	Expenditure	(k)	Remarks
1	Salaries and Staff Expenses	250	Salary costs are based upon 3% of DG EPPO, 2% of editor EPPO, 100% of coordinator, one intern (possible), 50% of IT Officer, 30% of Administrator, and 80% of Scientific-Technical Officer (joining in September 2022). Related costs are associated with social security, insurance, and pension.
2	Administrative & Governance	25.1	
2.1	Steering Group	0.5	One physical or hybrid meeting and one remote meeting (costs: catering).
2.2	Annual General Meeting twice in 2022	1.5	The first AGM will be held as a remote meeting (Spring) and the second as a hybrid meeting (autumn) at EPPO headquarters in 2022 (costs: catering).
2.3	Staff travel and subsistence	23.1	2x SCoPAFF meetings per year (2d). 1 Conference (4d). Ten meetings with industry (5x chemical, 5x biopesticide for 1d) to discuss possible solutions. Visits to national contact points to facilitate financial contribution (5x for 1d). Spring participation of CEGs and HEG (3d) for three persons in Brussels. Travel costs at an assumed average of 300 EUR. Train as preferred means of transport, to reduce emission footprint; accommodation costs at an assumed average of 100 EUR; daily allowance at an assumed average of 300 EUR.
3	IT and Communication	19	
3.01	Infrastructure	12	
3.02	Software and services	2	e.g. SurveyMonkey, DeepL subscription
3.03	Miscellaneous	5	
4	Technical Meetings	32	
4.1	Spring Meeting CEG and HEG	0	Spring meetings were held remote.
4.2	Autumn Meeting CEG and HEG	20	Autumn meetings are planned as physical meetings to be held in Brussels for 2.5 days.
4.3	Other meetings (Stakeholder)	12	
4.31	Room rental and lunch	6	
4.32	Reimbursement of invited guests.	6	4 meetings per year (travel costs at an average of EUR 500)
Overhead (7%)		23.9	
Subtotal Expenditure proposal for 2022		350	