



# RESPONSIBLE SUPPLY

## IFFO RS Board Meeting Minutes of the Meeting

**Hotel Pullman London St. Pancras, 100 – 110 Euston Road, London, NW1 2AJ**

Directors	Representation	Country
Andrew Jackson (AJ)	RS Board chairperson	UK
Nils Jensen (NJ)	Producer and Danish Representative	Denmark
Humberto Speziani (HS)	Fishmeal producer	Peru
Frank Trearty (FT)	Fishmeal Producer	Ireland
Daniel Lee (DL)	Fish Farming standard	UK
Dawn Purchase (DP)	ENGO	UK
Petter Arnesen (PA)	Fish Farmer	Norway
Michael Lutz (ML)	Trader	Germany
David Parker (DPa)	Fish Processor	UK
Charlotte Bury (CBu)	Retailer	UK
Ally Dingwall (AD)	Retailer	UK
Duncan Leadbitter (DLb)	ENGO	Australia
Piers Hart (PH)	ENGO	UK
Trygve Berg Lea (TBL)	Feed Manufacturer	Norway
Observers		
Francisco Aldon (FA)	IFFO RS Board Secretariat	UK
Mike Platt (MP)	Independent consultant	UK
Bill Paterson (BP)	Certification Body	Ireland
Jil-Denise Bohmfalk	Trader	Germany
Apologises:		
Andrew Mallison (AM)	IFFO representative	UK
Niels Alsted (NA)	Feed producer	Denmark

## Agenda

- Welcome, revision of last minutes and matters arising
- Overall IFFO RS standard Up-date – Handouts
- IFFO RS Governance
  - ✓ Fisheries Peer Review role and members appointment
  - ✓ IFFO RS Board representation
  - ✓ IFFO RS Board articles
  - ✓ Certification Bodies - Accreditation
- Development of IFFO RS V2.0
  - ✓ Technical Advisory Committee – members appointment
  - ✓ RS Standards proposal
  - ✓ Time frames
  - ✓ Quality Parameters to include in V2?

## Lunch

- ISEAL update
  - ✓ ISEAL + GSSI
  - ✓ Gantt chart
  - ✓ Application process
  - ✓ Measurable impacts
- IFFO RS Improvers Programme
  - ✓ Fishery Improvement Projects
- AOB
- Next meeting
- Close

## **Welcome and Introductions**

Meeting opened at 10:30am GMT +1 and members were welcomed by the chairman. Apologies from AM and NA were presented

## **Matters arising from last minutes and revision of the agenda**

No corrections or matters arising from last minutes, the agenda for the meeting was approved.

## **IFFO RS standard up-date**

Update about the IFFO RS standard and its statistics were given as handouts.

**Action:** *To send IFFO RS Board presentation to all IFFO RS Board members*

## **IFFO RS Governance**

An update on the latest changes to the IFFO RS Certification Programme was given

**Action:** *To produce a financial report for next IFFO RS Board meeting*

**Action:** *To propose the IFFO RS 2016 budget for approval*

## **Discussion: Differences between Directors for IFFO RS Ltd and IFFO RS Governance Board**

**Action:** *To seek legal advice regarding director matters, differences between directors for IFFO RS Ltd and IFFO RS Governance Board*

## **Fisheries Peer Review role and members appointment**

It was reminded that during the last meeting, it wasn't clear if the role for this committee was going to be consultative or decision making. At the last meeting, it was agreed that it must follow ISEAL.

## **Discussion: Process to follow in forming this committee, its role and complaints procedures**

**Decision:** IFFO RS Fisheries Peer Review Committee to be formed including independent fishery scientists and Environmental NGO's representatives with the right and relevant competencies. The role for this committee will be consultative.

**Action:** *To form the Fisheries Peer Review Committee under the management of IFFO RS Ltd. with its processes according to ISEAL*

### **IFFO RS Board representation**

The IFFO RS Governance ToR was updated in order for it to be aligned with the new developments of the certification programme

**Decision:** All members should review and comment on the updated ToR, if no comments received, it will be assumed that ToR have been accepted

**Action:** IFFO RS Governance Board members to send comments or feedback on the new ToR. Feedback or comments to be received by 2<sup>nd</sup> week of May

### **IFFO RS Board articles**

The articles are under development.

**Discussion: IFFO RS Governance Board member's expenses for attending the Governance Board meeting twice a year**

**Decision:** IFFO RS Ltd will pay reasonable expenses to GB members with prior agreement but that due to our tight budgetary restraints it was to be hoped that most members' parent organisations (including IFFO) would continue to support the standard by not asking for any expenses.

### **Certification Bodies (CB) - Accreditation**

Global Trust (SAI Global) has obtained the accreditation for the IFFO RS Standard V1.6 and auditor training to this new version has been confirmed. IFFO RS CoC accreditation update was given. SGS Peru is now an approved IFFO RS CB and its accreditation is under process, they for the moment will only audit against the IFFO RS Standard in order to certify factories.

**Discussion: Third Certification Body to be added as an approved IFFO RS CoC CB**

**Decision:** To wait on the addition of the new CB until next meeting where it will be reviewed

### **Development of IFFO RS V2.0 – Technical Advisory Committee**

An update on the objectives and progress according to ISEAL on the development of IFFO RS V2.0 were provided,

**Decision:** Some IFFO RS Board members should participate as members of the TAC in order to give continuity to the process

**Action:** All IFFO RS Board members to nominate possible candidates for the Technical Advisory Committee

**IFFO RS V2.0 Standard development proposal**

The proposed main objectives mentioned in the ToR for the future TAC were mentioned and discussed. In addition the key development activities and areas for the new version were explained.

**Discussion: IFFO RS fishery assessment criteria aligned with the MSC and GMP clauses introduced into the new IFFO RS V2.0.**

**Decision:** The new version should continue to recognise the MSC for the IFFO RS fishery assessment criteria and also must continue with the recognition of IFIS (FEMAS or GMP+) for plants that have those certifications in place. This would allow applicants to minimise their costs.

**LUNCH**

**Discussion: Time frames for the development of IFFO RS V2.0 – 12 months**

**Decision:** All members of the IFFO RS Board agreed with the proposed time frames

**Quality Parameters to be included in V2.0?**

**Decision:** The IFFO RS Governance Board decided not to include Quality Parameters into the new IFFO RS V2.0

**ISEAL and GSSI Update**

An update on the new changes and developments of the ISEAL codes and GSSI were given.

**Decision:** To wait for the GSSI pilot results

**ISEAL Membership update**

An update on the benchmarking of the IFFO RS procedures against the ISEAL score cards was given

### **ISEAL Membership – Gantt chart**

A Gantt chart detailing the times and activities to be done for the ISEAL membership application was given

**Action:** To send the Gantt chart to all IFFO RS Board members

### **ISEAL Membership – Application Process**

An overview on all the logistics and costs for ISEAL membership application was given. All the application is being done aligned with the development of IFFO RS V2.0.

**Decision:** Application for ISEAL membership should be made by July 2015

**Action:** To apply for ISEAL membership on July 2015

### **ISEAL Membership – Measurable Impacts**

An overview of the ISEAL Impacts Code and propose steps for IFFO RS V2.0 to consider the measurement of the positive impacts was given. It was mentioned that compliance to this ISEAL Impacts Code must be done after 3 years of membership once IFFO RS becomes a full ISEAL member.

**Decision:** The IFFO RS Improvers Programme should be consider in the measurable Impacts as this drives positive change.

**Action:** To consider IFFO RS IP in the measurable impacts part for the standards operations and ISEAL membership

### **IFFO RS Improvers Programme (IP) - FIPs**

An update on the IFFO RS Improvers Programme developments such as IP acceptance committee formation and prospective candidates was given.

**Decision:** The IFFO RS IP acceptance committee has been formed, acceptance mechanism is in place and it is now waiting for applicants

### **Discussion: Application process to the IFFO RS IP**

**Decision:** Applicants to IFFO RS IP in order to be accepted into the IP Programme should have a FIP in place in order for the CB to assess their progress. We must encourage FIPs to be formed as part of the application to the programme.

**AOB**

**MSC participation in development of IFFO RS V2.0**

**Decision:** MSC should be invited to participate in the TAC for the development of IFFO RS V2.0

**Action:** To invite MSC to become a member of the TAC for the development of IFFO RS V2.0

**ASC Feed Standard**

The 1<sup>st</sup> draft of the ASC feed standard is estimated to go for public consultation around May / June 2015

**IFFO RS Communications and promotion strategy**

**Decision:** There should be more emphasis on promotion and communication for the IFFO RS Certification Programme

**Responsible Fishing Scheme (RFS)**

An update on the Responsible Fishing Scheme (RFS) Standard was given and it was announced that a workshop is to take place on 7<sup>th</sup> May in case any IFFO RS Board member would like to participate

**Next meeting**

Next IFFO RS Board meeting was agreed to be held on Tuesday 24<sup>th</sup> November 2015

**Close**

Meeting closed at 16:00

Action Point	Responsible	Status
To send IFFO RS Board presentation to all IFFO RS Board members	FA	Done
To produce a financial report for next IFFO RS Board meeting	FA & AJ	Done
To propose the IFFO RS 2016 budget for approval	FA & AJ	Done
To seek legal advice regarding director matters, differences between directors for IFFO RS Ltd and IFFO RS Governance Board	FA & AJ	Done
To form the Fisheries Peer Review Committee under the management of IFFO RS Ltd. with its processes according to ISEAL	FA	Done
IFFO RS Governance Board members to send comments or feedback on the new ToR. Feedback or comments to be received by 2 <sup>nd</sup> week of May	All Board members	Done
All IFFO RS Board members to nominate possible candidates for the Technical Advisory Committee	All Board members	Done
To send the Gantt chart to all IFFO RS Board members	FA	Done
To apply for ISEAL membership on July 2015	MP	On-going
To consider IFFO RS IP in the measurable impacts part for the standards operations and ISEAL membership	FA & MP	Done
To invite MSC to become a member of the TAC for the development of IFFO RS V2.0	AJ & FA	Done
To include ISEAL measurable impacts in the 2016 budget	FA	Done



To keep the IFFO RS Board updated with the progress of the RFS standard	FA	<b>Done</b>
To revise the Mass Balance approach for the IFFO RS CoC and to provide more evidence that this model will drive increase uptake of compliant material without risking the reputation of the IFFO RS CoC Standard.	FA & MP	On going
To revise the PAC standard to see if can be recognised for version 2 of the IFFO RS Standard	FA & MP	On going
To revise clauses in Version 2 of the standard that states it shall be ISO guide 17065 complaint	FA, AJ & MP	On going

