



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 C. Jensen (NJ)	Producer and Danish Representative	Denmark
Humberto Speziani (HS)	Fishmeal producer	Peru
Dawn Purchase (DP)	ENGO	UK
Daniel Lee (DL)	Fish Farming standard	UK
Niels Alsted (NA)	Feed producer	Denmark
Michael Lutz (ML)	Trader	Germany
David Parker (DPa)	Fish Processor	UK
Ally Dingwall (AD)	Retailer	UK
Piers Hart (PH)	ENGO	UK
Observers		
Francisco Aldon (FA)	IFFO RS Board Secretariat	UK
Mike Platt (MP)	Independent consultant	UK
Jil-Denise Bohmfalk	Trader	Germany
Niel Auchterlonie	IFFO representative	UK
Andrew Mallison (AM)	IFFO representative	UK

Apologises:

Trygve Berg Lea (TBL)	Feed Manufacturer	Norway
Petter Arnesen (PA)	Fish Farmer	Norway
Frank Treaty (FT)	Fishmeal Producer	Ireland
Duncan Leadbitter (DLb)	ENGO	Australia
Bill Paterson (BP)	Certification Body	Ireland

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 Budget 2016 and Secretariat
 - ✓ IFFO RS Board articles
 - ✓ Control Manual and procedures
 - ✓ Certification Bodies Update
- ISEAL update
 - ✓ Application process
 - ✓ Measurable impacts

Lunch

- SAI Global Update
- Development of IFFO RS V2.0
 - ✓ Technical Advisory Committee
 - ✓ Fisheries Assessment Criteria
 - ✓ Time frames and next steps
 - ✓ By-catch/discards – how to deal with it? Short & medium term
- IFFO RS CoC Standard
 - ✓ Revision of current Standard
 - ✓ Harmonisation with other CoC Standards
- IFFO RS Improvers Programme
 - ✓ Panama, Thailand and India
- AOB
- Next meeting
- Close

Welcome and Introductions

Meeting opened at 10:30am GMT +1 and members were welcomed by the chairman. Apologies from AM, PA, DLb FT and BP 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. A discussion about timelines of fisheries assessments arose.

Decision: In case of delays on the assessment process due to a lack of evidence or response from the applicants, a suspension to that fishery in question should be granted.

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

IFFO RS Governance

Fisheries Peer Review update and member's appointment

An overview about the FPRC role and all the fisheries assessments that have been reviewed so far was given. It was also mentioned that the FPRC, on top of reviewing the information in the reports, it also looks at the quality of the process which makes it time consuming for the limited number of members working in that committee. DP (Chair of the FPRC) requested some nominations from the IFFO RS GB in order to continue with the important work that this committee does.

Decision: PH and NJ nominated Tracy Cambridge (NGO) and Soren Anker Pedersen as industry representative respectively.

Action: *To contact the nominees with further information about the FPRC*

IFFO RS Budget for 2016

The proposed IFFO RS Budget for 2016 showing some entries for a new IFFO RS employee to assist with the administration of the programme, chairman's costs and ISEAL subscription together with a slight increase in the registration charges to the scheme was presented.

Decision: Budget approved

Discussion: There is confusion in the value chain with regards to MSC and IFFO RS. The MSC certify fisheries, IFFO RS assesses but does not certify fisheries.

Decision: For the IFFO RS Standard the unit of certification is the marine ingredient producing plant and the added value comes from fisheries assessments that are done according the FAO code of conduct for responsible fisheries. It will be necessary to produce a statement for IFFO RS in order to clarify the position of the standard in the market.

Action: *To produce an IFFO RS Board Statement of Purpose*

Discussion: ISEAL route is complicated, costly for the programme and may not do what many people think will do. What about GSSI?

Decision: ISEAL will be very expensive, especially with the M&E code and what ISEAL gives will be credibility because the operations and processes within the standard will be equivalent to other ISEAL members such as MSC. GSSI is a benchmark study that takes from ISEAL, FAO and others, giving also credibility but still developing. GSSI is cheaper and it could be an option. However, the IFFO RS should not be both.

Action: *To investigate about GSSI and how the IFFO RS fits in it.*

IFFO RS Board articles

IFFO RS Board articles are still under development

Discussion: Is any of the IFFO RS Governance Board would like to join the Board of IFFO RS Ltd for Companies House?

Decision: NJ and HS have put forward their intentions to join the IFFO RS Ltd Board.

Action: *To circulate to the IFFO RS GB some legal director advise.*

IFFO RS Control Manual and Procedures

An introduction to the Control Manual which talks about all the auditing, certification and accreditation processes and demonstrates the independence of the standard towards the decision of certification. An internal audit was performed and results were presented.

Decision: To delay ISEAL application until policies and procedures are finalised and approved.

Action: *To delay ISEAL application until QMS is updated and implemented*

Certification Bodies (CB) update

An overall on the performance of the two existing CB's was given, both have done accreditation audits one to keep accreditation and the other to extend the accreditation scope. Both successful. A third potential CB was presented.

Decision: To request corrective actions for the existing CB's regarding their performance and to proceed with the assessment of the third potential CB in order to make a decision of approval during the next Board meeting.

Action: To assess and produce assessment report for approval of third CB to discuss for the next Board meeting.

ISEAL update

Application process

An overview of all the developments done by the IFFO RS secretariat and next steps for the ISEAL application process were given.

Discussion: We need to have clear why the IFFO RS is going for ISEAL

Decision: ISEAL will demonstrate credibility by means of good practice, the reason for applying to ISEAL membership shall be clear and should be communicated to all stakeholders.

Action: To communicate the reasons for applying to ISEAL

Monitoring and Evaluation

An overview of the Monitoring and Evaluation (M&E) system required by ISEAL were given together with the intended impacts to measure.

Action: Send to all RS Board members the M&E Programme Outline document for comments before application to ISEAL

Action: To change the word "quality" in point 3 of the intended impacts for "traceability"

LUNCH

Measurable impacts

Louise Allan produced a study on the measurable impacts of the conditions given by the IFFO RS Standard fishery assessment to some compliant fisheries. There have been improvements in some fisheries performance but there was low evidence of downstream changes and evidence of environmental benefits. Therefore, the main

conclusion was that the potential for measurable benefits does exist but in most cases has not yet been realised.

Action: DP to send the Measurable Impacts report to all IFFO RS Board members

Development of IFFO RS V2.0

Technical Advisory Committee (TAC)

The structure of the newly formed TAC and the outcome of the first TAC meeting held in September were provided. FA was elected Chairman of the TAC and also will act as secretariat of the committee.

Fisheries Assessment Criteria

For V2.0 it was recommended for the fishery assessment process to be more in line with other recognised fishery standards and that recognition and harmonisation with other standards should be done with transparency in the wording in order to avoid confusion and to promote the good use of data collection. It also should encourage the interaction of the factory with the supply chain in order to improve fishery, should include a risk based assessment, utilise existing tools and include mixed fisheries.

Time frames and next steps

A Gantt chart with the overall development of IFFO RS V2.0 was presented. There will be another TAC meeting on 27th November where results of data collections, analyses with other standards and meetings with other standard holders will be discussed. It is proposed that the Fishery Assessment Criteria will go for Public Consultation for a period of 30 days first meanwhile the factory criteria are under development. Once all the standard is drafted then it will go for public consultation for an extra 60 days, hoping to have the IFFO RS V2.0 ready by the second IFFO RS Board meeting by the end of 2016.

Action: to update the IFFO RS V2.0 development gantt chart and upload it to the website

Action: To compare the FAO CoCFRF references used in V1.6 with the ones to be used in V2.0

By-catch/discards – how to deal with it? Short & medium term

Discussion: For a new species in the EU, it is allowed to have as by-catch 9% while the IFFO RS Standard says it is allowed only 5%. However, it is not written.

Decision: The by-catch allowance should be included in the interpretation documents of the IFFO RS Standards as changing the wording in the standard will prompt to make a revision 1.7 that should be reviewed by the accreditation body which will take time.

Action: To include the 5% by-catch rule in the IFFO RS interpretation documents

Discussion: What % of by-catch should trigger an assessment?

Decision: The auditors are in the field and they should do the necessary calculations to establish if it is necessary an assessment or not.

Action: to discuss the level of by-catch that will prompt an assessment with the CB and the TAC to take into consideration in V2.0.

IFFO RS Improvers Programme Update

For this meeting, the IFFO RS IP update was moved for discussion prior the IFFO RS CoC because some of the members had to leave meeting room early. The Panama small Pelagic fishery via its fishmeal and oil producers was put forward for acceptance into the IFFO RS IP. They have completed all steps for acceptance into the programme via the established FIP (Benchmark assessment on their fisheries management and systems, Action Plan and times agreed, MoU with the main stakeholders signed). They are committed to achieve IFFO RS approval and certification after 5 years.

Decision: IFFO RS IP applicants to be accepted formally into the IFFO RS Improvers Programme

Action: To communicate the decision of acceptance of the Panama applicants into the IFFO RS IP

Action: To produce a press release about the first IFFO RS Improvers Programme producer

Other updates about the Indian oil sardine fishery, Thailand and a Project with NOAA on IP workshops in SE Asia were provided.

IFFO RS CoC Standard

Revision of current standard and harmonisation with other standards

A case for revision of the IFFO RS CoC was put forward in order to update the language, implement new definitions and consider minor changes for harmonisation with other existing standards.

Decision: More attention has been placed on the IFFO RS factory standard. The IFFO RS CoC should be updated in order to allow harmonisation with other existing CoC standards, increase its relevance and to follow good practice.

Action: The IFFO RS CoC should be revised and updated at some point in 2016/2017.

AOB

No AOB

Next meeting

Next IFFO RS Board meeting was agreed to be held on Tuesday 25th April 2016

Action: To consult with the other Board members that already left the room if the proposed date is ok with them.

Close

Meeting closed at 16:30



Action Point	Responsible	Status
To send IFFO RS Board presentation to all IFFO RS Board members	FA	Done
To contact Tracy Cambridge and Soren Anker Pedersen (the nominees) with further information about the FPRC	FA	Done
To produce an IFFO RS Board Statement of Purpose	AJ	Done
To investigate about GSSI and how the IFFO RS fits in it	FA/AJ	Done
To circulate to the IFFO RS GB some legal director advise	FA/AM	Done
To delay ISEAL application until QMS is updated and implemented	FA	Done
To assess and produce assessment report for approval of third CB to discuss for the next Board meeting	FA	Done
To communicate the reasons for applying to ISEAL	FA/AJ	Done
Send to all RS Board members the M&E Programme Outline document for comments before application to ISEAL	FA	Done
To change the word “quality” in point 3 of the intended impacts for “traceability”	MP	Done
DP to send the Measurable Impacts report to all IFFO RS Board members	DP	Done
To update the IFFO RS V2.0 development gannt chart and upload it to the website	FA	Done
To compare the FAO CoCFRF references used in V1.6 with the ones to be used in V2.0	MP	Done

To include the 5% by-catch rule in the IFFO RS interpretation documents	MP	Done
To discuss the level of by-catch that will prompt an assessment with the CB and the TAC to take into consideration in V2.0.	FA/MP	Done
To communicate the decision of acceptance of the Panama applicants into the IFFO RS IP	FA	Done
To produce a press release about the first IFFO RS Improvers Programme producer	FA	Done
The IFFO RS CoC should be revised and updated at some point in 2016/2017	FA/MP	Ongoing
To consult with the other Board members that already left the room if the proposed date is ok with them.	FA	Done

