



RESPONSIBLE SUPPLY

IFFO RS Board Meeting Minutes of the Meeting

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

Attendees	Representation	Country
Andrew Jackson (AJ)	RS Board chairperson	UK
Francisco Aldon (FA)	RS Board Secretariat	UK
Nils Jensen (NJ)	Producer and Danish Representative	Denmark
Niels Alsted (NA)	Feed producer	Denmark
Andrew Mallison (AM)	IFFO representative (observer)	UK
Duncan Leadbitter (DLb)	ENGO	Australia
Daniel Lee (DL)	Fish Farming standard	UK
Dawn Purchase (DP)	ENGO	UK
Peter Hajjieris (PHa)	Fish Processor	UK
Michel Reynaud (MR)	Fish oil - BASF	Germany
Trygve Berg Lea (TBL)	Feed Manufacturer	Norway
Humberto Speziani (HS)	Fishmeal producer	Peru
David Parker (DPa)	Fish Processor	UK
Johan den Hartog (JH)	Certification standards – GMP+	Netherlands
Frank Trearty (FT)	Fishmeal Producer	Ireland
Ally Dingwall (AD)	Retailer	UK
Standards Advisors		
Mike Platt (MP)	Independent consultant	UK
Bill Paterson (BP)	Certification Body	Ireland

Apologies:

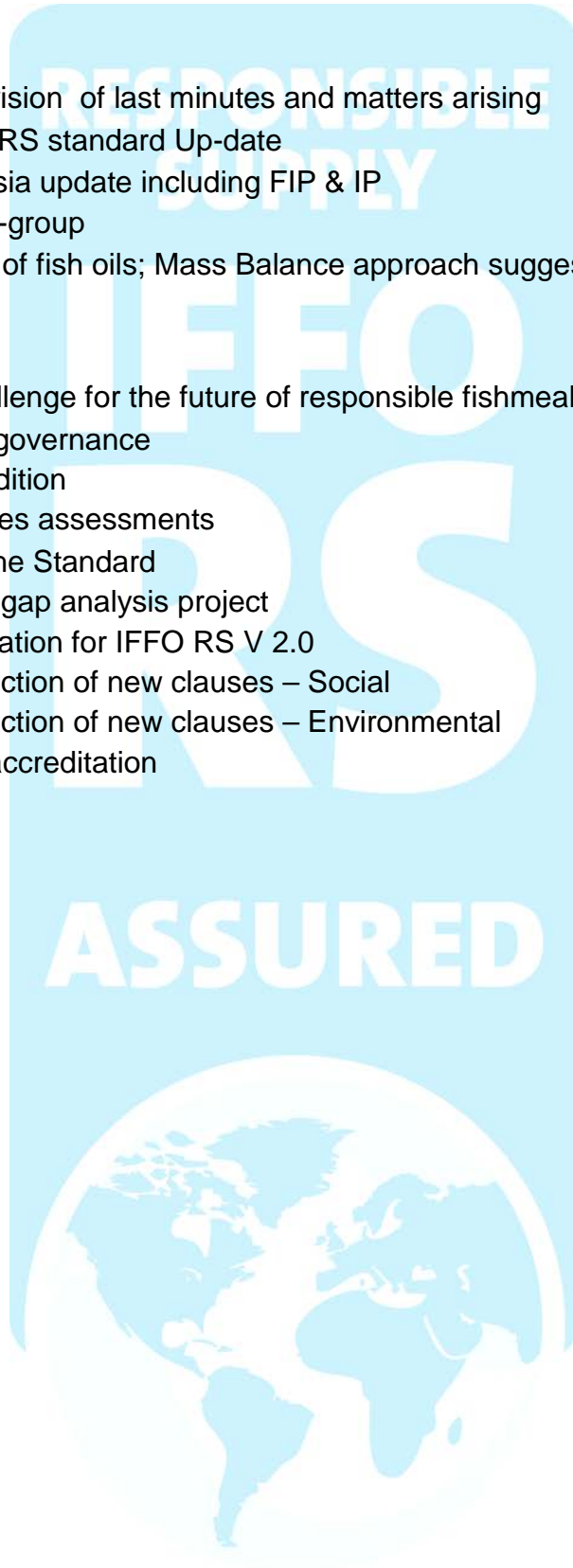
Petter Arnesen (PA)	Fish Farmer	Norway
Michael Lutz (ML)	Trader	Germany
Charlotte Bury (CBu)	Retailer	UK
Piers Hart (PH)	ENGO	UK

Agenda

- Welcome, revision of last minutes and matters arising
- Overall IFFO RS standard Up-date
- South East Asia update including FIP & IP
 - ✓ IP Sub-group
- Sustainability of fish oils; Mass Balance approach suggestion

Lunch

- Common challenge for the future of responsible fishmeal assurance
- RS standard governance
 - ✓ CB Addition
 - ✓ Fisheries assessments
- Evolution of the Standard
 - ✓ ISEAL gap analysis project
 - ✓ Preparation for IFFO RS V 2.0
 - ✓ Introduction of new clauses – Social
 - ✓ Introduction of new clauses – Environmental
 - ✓ INAB accreditation
- AOB
- Next meeting
- Close



Welcome and Introductions

Meeting opened at 10:30am GMT +1 and members were welcomed by the chairman. FT introduced himself as a new member to the RS Board and DLB was joining the Board meeting remotely

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.

Discussion: Changes in RS Board Terms of Reference (ToR) – changes agreed and accepted

Action: *To produce a draft on the Vision of the IFFO RS Standard, the IFFO RS Board and the IFFO Board in order to converge and agree the vision. This will be circulated to all IFFO RS Board members for discussions.*

Action: *To review the ISEAL code with regards to IFFO RS Governance Board membership*

Discussion: Election of Chairperson – under clause 6.4 of ToR the chairperson must be elected

Decision: AJ was elected chairman of the IFFO RS Board for the next 3 years.

Action: *To produce and circulate an Action Point List (APL) together with the minutes in a new format.*

Discussion: Forming more sub-groups into the IFFO RS Governance

Decision: All agreed

IFFO RS standard up-date

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

Action: *To produce a graph of Non-compliant RS material by country to allow the IFFO RS Board to target the areas of opportunity for the standard.*

Discussion: Baltic sprat IFFO RS fisheries assessment – update

Action: *To evaluate the situation of the Baltic Sea sprat fishery against the IFFO RS Standard for fishery approval*

Action: *To compare the latest SFP report with the IFFO RS approved fisheries to see if there is any discrepancies*

South East Asia update including FIP & IP

SAI Global has produced some studies (1st step) about the status of mixed fisheries for reduction in Vietnam and Thailand in order to do a gap analysis with regards to the IFFO RS standard and to identify which points need to be improved in order to be IFFO RS compliant. Conclusions, key challenges and gaps on this feasibility study were given

Decision: Conclusion of the feasibility studies was that the fisheries as they stand now will not achieve compliance to the IFFO RS standard. The objective is for the fisheries under review to put in place fisheries management and controls.

Action: To send the IP report on SE Asia to AJ and DLb for revision.

Action: Revision of IP report on SE Asia, propose next steps and to send to all IFFO RS Board members

Discussion: Mixed fisheries, its by-catch and the IFFO RS standard

Decision: The IFFO RS standard does not encourage the intentional fishing of by-catch for reduction

Discussion: Panama - IFFO RS IP update – independent consultant assessed factory and fisheries against the IFFO RS standard.

Decision: To monitor developments in Panama and encourage the plans to implement improvements to both fisheries and factories

Improvers Programme Committee

Decision: To form an Improvers Programme Committee to work on behalf of the IFFO RS Board and liaise closely with the RS standard secretariat and to initiate the development of the IP Programme.

Discussion: Who will chair this IP Committee?

Decision: DP volunteered to chair the IP Committee. PH, DPa, DL, CB, DLb, AD and AJ will participate on this committee.

Sustainability of fish oils; Mass Balance approach suggestion

MR explained about the Mass Balance approach that BASF utilises for palm oil and suggested that it could be used as an example for the IFFO RS standard, especially for the fish oil.

Discussion: Using the mass balance principle there would be a clear definition and a better understanding about what claims can be used.

Decision: all agreed

Discussion: Would this mass balance approach be permissible for the chain of custody holders only or could the producers of fishmeal and oil use it too?

Decision: The mass balance approach will only be applied (if so decided) to the IFFO RS Chain of Custody Standard and not to the IFFO RS standard which applies to the fishmeal and oil producers.

Discussion: Should the Mass Balance approach be the first step towards a full segregation model?

Decision: The RS standard should drive positive change towards more responsible production. Review the Mass Balance for discussion next meeting

Action: *To review the Mass Balance CoC assessment approach and produce a paper on the possible claims and certification requirements that can be made for discussion on the next meeting*

LUNCH

One member of the IFFO RS Board resigned – The chair on behalf of the Board thanked PHa for his long and active participation on the IFFO RS standard.

Common challenge for the future of responsible fishmeal assurance

JH explained about IFFO RS and GMP+ working together to make one standard that combines the two in an effort to avoid duplication and to reduce costs.

Decision: The IFFO RS Board accepts all the efforts to avoid duplication as a common goal for harmonisation. However, more information is needed in order to consider this idea.

Action: *To produce a SWOT impact study and possible costs implications on IFFO RS and GMP+ standards merging.*

RS standard governance

CB Addition – In a previous meeting it was agreed to add another CB for the IFFO RS Standard. An update on the steps for this addition process was given.

Discussion: Given that the procedures for the appointment of an additional CB is now in place, the question is who will be the responsible for appointing the new CB to the standard?

Decision: The CB addition process should be completed by next RS Board meeting, it should be conducted by the IFFO secretariat with the support of an independent consultant using the agreed procedure. All the outcomes of the process will be communicated to the RS Board.

Action: The Secretariat to proceed with the CB addition process and to have a second CB in place by the next Board meeting.

Fisheries assessments – consistency on the methodology for fisheries assessments between both CBs

Discussion: Should we permit fisheries assessments to be conducted, by the new CB as well as factory audits, or should we maintain a single CB to conduct fisheries assessments thereby ensuring consistency?

Decision: The certification of the factory should be in place as the first step for the CB addition process, once that is in place the training for the conducting of fisheries assessments should then proceed.

Discussion: Should the appointed CBs be the only bodies accepted to do the IFFO RS fisheries assessments?

Decision: For the main standard only the approved CBs can conduct fisheries assessments, For the IFFO RS IP the approved CBs and other competent bodies, if approved by the RS Board, are permitted to conduct the gap analysis of the fisheries management, . . . Care needs to be taken that the CBs do not provide advice on how to achieve RS certification.

Discussion: How will the standard keep consistency between the two CBs doing the fisheries assessments?

Decision: A Fisheries Assessment peer review committee should be formed to control the consistency of the fisheries assessments between the CBs

Action: To develop a quality assurance methodology to monitor and manage all IFFO RS certification bodies for the factory certification and fishery assessments components of the programme.

Evolution of the Standard

ISEAL gap analysis project – to identify how the IFFO RS standard can obtain full ISEAL membership

Decision: A gap analysis should be made to identify which areas within IFFO RS need to be improved or changed to allow the standard to achieve ISEAL membership. **Action:** Secretariat to produce a feasibility study of IFFO RS gaining approval to ISEAL codes, to be discussed at the next meeting.

Preparation for IFFO RS V 2.0

Discussion: A revision of the full standard is required and should be conducted according to ISEAL codes and this will produce version 2 of the standard

Decision: All agreed

Introduction of new clauses – Social & Environmental

Discussion: The new clauses have undergone public consultation and all comments were acknowledged, should these new clauses be accepted for Version 1.6?

Decision: Some of the wording in Clause 7.1 should be changed to improve its interpretation

Action: To change wording on new clause 7.1

Action: To send new changes in the wording of clause 7.1 to all RS Board members for review and approval

INAB accreditation

Discussion: What should be the transition period for certified units to go from v1.5 to v1.6?

Decision: There should be a 6 month implementation for the certified units to adopt the new version of the IFFO RS standard.

Action: SAI Global to gain accreditation approval for the new clauses within version 1.6 for INAB

AOB

Action: To upload the IFFO RS vs MSC paper produced by MCS onto the IFFO RS website

Action: All Board members to review version 1 and to bring to the next RS Board meeting suggestions on areas that will need to be considered for version 2 of the IFFO RS Standard

Next meeting

Next IFFO RS Board meeting was agreed to be held on 26th November 2014 – This date was moved forward for a day at a request of a RS Board member. **The new date agreed by all members is 25th November 2014**

Close

Meeting closed at 16:30

Action Point	Responsible	Status
To produce a draft on the Vision of the IFFO RS Standard, the IFFO RS Board and the IFFO Board in order to converge and agree the vision. This will be circulated to all IFFO RS Board members for discussions.	AJ, AM & FA	Done
To review the ISEAL code with regards to IFFO RS Governance Board membership	FA & MP	Done
To produce and circulate an Action Point List (APL) together with the minutes in a new format.	FA	Done
To produce a graph of Non-compliant RS material by country to allow the IFFO RS Board to target the areas of opportunity for the standard.	FA	
To evaluate the situation of the Baltic Sea sprat fishery against the IFFO RS Standard for fishery approval	BP	
To compare the latest SFP report with the IFFO RS approved fisheries to see if there is any discrepancies	FA	Done
To send the IP report on SE Asia to AJ and DLb for revision.	BP	Done
Revision of IP report on SE Asia fisheries and propose next steps and send to all IFFO RS Board members	AJ, DLb, FA & DG	Done
To review the Mass Balance CoC assessment approach and produce a paper on the possible claims and certification requirements that can be made for discussion on the next meeting	MP	Done
To produce a SWOT impact study and possible costs implications on IFFO RS and GMP+ standards merging	AJ & FA	

<p>To proceed with the CB addition process with consultation to the RS Board and to have a CB in place by next Board meeting.</p>	<p>AJ, FA & MP</p>	<p>Done</p>
<p>To develop a quality assurance methodology to monitor and manage all IFFO RS certification bodies for the factory certification and fishery assessments components of the programme - QMS</p>	<p>MP & FA</p>	<p>Done</p>
<p>To produce a feasibility study of IFFO RS gaining approval to ISEAL codes</p>	<p>MP & FA</p>	
<p>To change wording on new clause 7.1</p>	<p>BP</p>	<p>Done</p>
<p>To send new changes in the wording of clause 7.1 to all RS Board members for review and approval</p>	<p>FA</p>	<p>Done</p>
<p>SAI Global to gain accreditation approval for the new clauses within version 1.6 for INAB</p>	<p>BP</p>	
<p>To upload the IFFO RS vs MSC paper produced by MCS onto the IFFO RS website</p>	<p>FA</p>	<p>Done</p>
<p>All Board members to review version 1 and to bring to the next RS Board meeting suggestions on areas that will need to be considered for version 2 of the IFFO RS Standard</p>	<p>All Board Members</p>	<p>Done</p>