

MINUTES ASC FEED PROJECT

Meeting #3 (In-person)

!!!DRAFT!!!

Date: 9 May 2014

Place: Brussel; Sheraton Hotel

Attendances: Andrew Jackson (AJ), Bas Geerts (BG), Blake Lee-Harwood (BLH; chair), Duncan Leadbitter (DL), Eduardo Goycoolea (EG), Michael Tlusty (MT), Michiel Fransen (MF), Niels Alsted (NA), Piers Hart (PH), Trygve Berg Lea (TBL)

Apologies: Ally Dingwall (AD), Chris Ninnes (CN), Daniel Fegan (DF), Karl Tore Maeland (KTM), Michael Philips (MP), Tor Eirik Homme (TEH).

Observer(s): Valeska Weyman (VW), Daniel Lee (DLe), Robert Lefebure (RL), Johan den Hartog (JH)

1. Opening, round of introductions, confirmation agenda

Meeting opens at 08:22 CET-time. All present SC-members plus observers introduce themselves. Agenda for the meeting is approved.

2. Defining quorum

Decision: quorum is reached.

3. Approval of minutes SC-meeting 31st October 2013

Decision: Minutes of 2nd SC-meeting (24 January '14) reviewed and approved.

4. Secretariat project update

Discussion: Projects' action item list is reviewed.

Action: Open and pending activities are addressed before next SC-meeting. Action points following this meeting will be added.

Discussion: How does this project relate to the MoU between ASC, GlobalGAP and GAA?

Decision: The intent is to align the requirements for feed as much as possible between the three organizations, though respecting individual positions.

Discussion: How is the target volume for the feed standard set (15-20% for the first 5 years after release of the standard).

Decision: The intent is to align the requirements for feed as much as possible between the three organizations, though respecting individual positions.

Action: Secretariat will follow-up and present outcome at next steering meeting.

Discussion: How is this project going to deal with LCA?

Decision: Currently there is no consensus within the LCA-community on an agreed approach. Based on this, the SC has therefore decided not to include LCA within the current Feed Project .

Discussion: How is the progress with finding Asian representatives for the SC?

Action: Secretariat is in contact with several. Follow-up will be given and outcome will be presented at next SC-meeting.

5. **Admission of new SC-members**

Three organizations applied for Steering Committee membership: Marine Stewardship Council (MSC), Oxfam, GMP+ International.

All three organizations presented themselves and questions from the SC were clarified and answered.

Decision: the decision for these applications is taken in agenda point 13.

6. **White papers - structure & content**

The six White Papers are presented and the key elements are highlighted by their authors.

Decision: All White Papers are approved by the SC.

Action: Secretariat will do final editing of White Papers and publish them on the project's website.

Discussion: Are the papers presented with or without the names of authors (anonymous)?

Decision: The White Papers are documents released by the SC, and therefore shall be anonymous.

Discussion: How is animal welfare addressed within the standard?

Decision: Animal welfare is not the priority for this environmental & social standard. For this reason it will not be included within the standard.

Discussion: How is GMO addressed within the standard?

Decision: The debate on GMO is still ongoing. There is no common consensus on this topic. The SC agreed that all GMO-containing ingredients used in aquafeed need to be declared on the packaging.

Discussion: How is use/non-use animal byproducts addressed within the standard?

Decision: Whether or not a particular ingredient is used, depends on the market. The Standard will only develop criteria for the responsible sourcing of available ingredients, and will not dictate which ingredients to use in aquafeed.

7. TWG Membership

Secretariat presents the current status of the TWG composition following the initial rounds of invites.

Additional points of attention regarding the composition where made:

- TWG – Marine Ingredients; Asian representatives need to be present and WWF interested to participate
- TWG – Plant Ingredients; GlobalGAP interested; Oxfam interested
- TWG – Animal Ingredients; Sergio Nates would be good contribution, GlobalGAP interested
- TWG – Feed Mill requirements & TWG Supply Chain; Oxfam interested

Decision: Secretariat has mandate to continue to fill the remaining seats within the specific TWG's.

Decision: TWG's have responsibility to ensure stakeholder balance within TWG throughout the project.

Discussion: Should there be positions available for auditors (CAB's) to participate in the TWG's?

Action: The secretariat will make proposal for CAB involvement.

8. SC role in initiating and supporting TWGs

To initiate the TWG's, each TWG will have one representative of the SC to kick-start the process. After this phase, each TWG will elect its own Chair.

Decision: Following SC-members are assigned to kick-start the TWG's:

- Marine ingredients – Andrew Jackson
- Plant Ingredients – Piers Hart
- Land animal Ingredients – Michael Tlusty
- Micro Ingredients – Ally Dingwall
- Feed Mill & Supply Chain ingredients – Trygve Berg Lea

Action: Guidance document and framework for Standard development for TWG to be developed by Secretariat.

9. TWG Briefing Day

The proposal to organize a TWG-Briefing Day is presented by the Secretariat.

Decision: proposal approved; 2 day event; Doodle Pole will be shared for setting a suitable date by Secretariat.

Action: Secretariat has mandate to continue with logistics for TWG-Briefing Day.

10. Role of the SC in communications and outreach strategy

Secretariat presents examples of the SC in communication towards external stakeholders.

Decision: SC-members are considered ambassadors of the Project and shall represent the Project where/when needed.

Action: Secretariat will develop 1-pager with information on the project.

11. ASC proposed process timeline

Secretariat presents proposed timeline of project.

Decision: Draft 1.0 will be available end 2014, early 2015. Following dates will be adjusted according to this new deadline. As soon as an agreed version of the timeline is achieved, this will be made public.

Action: Secretariat will further update the timeline and share it with SC.

12. Dates of meetings in 2014

Following dates are presented as foresight into the rest of 2014 meeting:

- At least 1 TelCo
- September 2014 (pre-TWG Day Meeting)
- 31st October 2014 (Vancouver; SC-meeting; all-day)
- At least 1 TelCo
- 1st May 2015 (Brussel; SC-meeting; all-day)
- At least 1 TelCo

Action: Secretariat will share possible dates for TelCo and Pre-TWG Briefing Day Meeting via Doodle Pole.

13. Admission of new SC members

Decision: The decision on the application of the three organizations, as mentioned under point 5 will be discussed internally, before going public with the outcome.

Action: announce the outcome public when available.

14. Signing of Letter of Commitment

The present SC-members signed the Letter of Commitment.

Action: Secretariat will send Lol to absent SC-members to be signed.

15. AOB

- GlobalGAP kindly invites the Feed Dialogue to participate in their workshop on Responsible Feed in Amsterdam, June 2nd. Official invites will follow via e-mail.
- Secretariat mentions that there is the idea to do (Chinese) outreach events in China/SE Asia for the project. This way the project would reach out to these stakeholders as well.