Meeting Minutes
ASC Feed Project – SC Update Meeting

Date: 8th October 2013; 09:00-10:30am CET
Location: Teleconference
Present: Ally Dingwall, Andrew Jackson, Blake Lee-Harwood, Piers Hart, Michael Tlusty, Trygve Berg Lea, Duncan Leadbetter, Chris Ninnes, Michiel Fransen
Absent: Michael Philips, Daniel Fegan
Observer(s): None
Minutes: Michiel Fransen

AGENDA
1. Opening
2. Approval agenda
3. Short round of introduction
4. Project purpose & aim
5. Work plan explained
6. Discussion on agenda content HK-meeting
7. A.O.B.
8. Closing

INPUT PAPERS
- [ASC Feed Project_SC update meeting 8 oct 2013_Agenda.pdf]
- [ToR_SC Feed Project_20130930.docx]
- [Feed Project_Process Guidance Document.doc]
- [ASC Feed Project_SC member overview.doc]
- [ASC Feed Project_Project objective and approach.ppt]
- [ASC Feed Project_1st SC meeting 31 Oct 2013_STRAW MAN topic list Agenda.doc]

1. Opening meeting
Meeting opens at 09:07am CET.

2. Approve Agenda
Agenda for this meeting was approved.
3. Short round of introductions
[See: ASC Feed Project_SC member overview.doc]
A short introduction was done by present participant as well as by the ASC representatives. More detailed information is given in the input paper on SC Member Overview.

4. Project purpose and aim
5. Work plan explained
Minutes of both agenda points are combined below. Reason: 1 presentation used for both agenda points.
[See: ASC Feed Project_Project objective and approach.ppt]
The project purpose and aim was explained following the presentation mentioned above.

- SC asked if the mentioned volume of 10-12% certified by 2020 is not too low?
  - After finalization of the standard, 5 years are needed to certify this volume. Although the volume-bar could be set higher, ASC is of the opinion that this is more realistic.
- SC asked if the standard’s impact will be monitored?
  - ASC desires to be full ISEAL member. All standards under the ASC-umbrella are therefore part of the Monitoring & Impact program which is currently being developed by ASC.
- SC asked if the standard will be an “improver standard”
  - This is not yet decided.
- **ACTION**: make overview of ingredients used in feed of main aquaculture species.
- **ACTION**: make stakeholder mapping overview
- **ACTION**: make estimates of certification demand

6. Discussion on agenda content HK-meeting
[See: ASC Feed Project_1st SC meeting 31 Oct 2013_STRAW MAN topic list Agenda.doc]
The proposed items on the Straw Man List are approved by the SC. The order, in which the topics will be discussed, will be twofold: 1) a “bureaucratic part” and 2) standard related.

- SC asked for clarification on the Introduction-point
  - This will be to address the ambition of the project as well as the focus and deliverables of the SC-meeting itself
- **ACTION**: use approved items to formulate agenda Hong Kong Meeting

7. A.O.B.
The following points were raised during the AOB:
- ASC mentions that the draft ToR and the draft Project Guidelines were distributed before this meeting for informative reasons. An additional document (Commitment Letter) will be send to the SC-members before the
Hong Kong meeting. The Commitment Letter needs to be signed by the SC-members.

- The venue for the Hong Kong Meeting will be the Intercontinental Hotel (same venue as the IFFO Annual Conference 2013).
- All needed documents for the Hong Kong meeting will be send to the SC-members at 23/24 October.

8. **Closing**
   - Meeting closes at 10:29am CET.