

## SRP Board Meeting 5/19

5 June 2019 15:00-17:00 SE Asia Standard Time

Venue: <https://global.gotomeeting.com/join/936692909>

### Participants

#### Board

Matthias Bickel	GIZ (Chair)	Mark Radka	UN Environment (Co-Chair)
Adrian Sym	Alliance for Water Stewardship	Diederik Pretorius	Ebro Foods
Jai Sheel Oberoi	LT Foods	Louke Koopmans	Mars Food
Paul Nicholson	Olam International	Sanjay Sethi	Phoenix Group
Christ Vansteenkiste	Rikolto	Keith Jones (alternate)	Syngenta
Natasha Straker	Westmill Foods		

#### Secretariat

Wyn Ellis	SRP Secretariat	James Lomax	UN Environment
Lea Las Piñas	SRP Secretariat	Peter Sprang	SRP Secretariat
Tobias Vomberg	SRP Secretariat		

#### Regrets

Jackie Hughes	IRRI	Huynh Van Thon	Loc Troi Group
Ladda Viriyangkura	Rice Department, Thailand	Charlie Butcher	Syngenta
Bernadette Bodenmueller	SRP Secretariat		

## (Draft) Meeting Report

### 1. Chairperson's remarks

- The SRP Board meeting 5-19 was called to order at 15:00 SE Asia time.
- MB welcomed participants and provided highlights of recent events including a fruitful mission to IRRI and a renewed conversation with BASF.

### 2. Approval of report of last meeting and adoption of agenda (Annex 1)

- The report of the last meeting of the Board (4/19, 29 April 2019, Annex 1) was approved and the agenda adopted unanimously.

### 3. Secretariat report

- **Projects:** WE presented updates on outreach projects, as follows:
  - **Climate-smart Rice Project in Myanmar:** A project aimed at introducing sustainable rice farming practices to 4,000 smallholders over the next 3 years was launched on 10 May in Nay Pyi Taw. CSR Project is supported by NORAD and SDC. The project is implemented by a consortium of partners led by UN Environment, Helvetas Myanmar, SRP and PRIME Agri Group.

- **Thai Rice NAMA Project in Thailand:** Media and partner events were organized in May by GIZ, announcing the Thai Government's commitment to supporting the shift to a low-emission rice sector with support from the governments of Germany, United Kingdom and Denmark.
- **Regional Rice Value Chain Project in Africa:** SRP and Rikolto are developing a Monitoring and Evaluation Framework to support the ISdB-funded regional project for sustainable rice value chains, funded by SDC. This will be presented to a meeting of the 5 Phase 1 countries to be held in Dakar, Senegal during July.
- **Finances:** LLP reported receipt of two new payments of \$20,000, and two invoices for the same amount were raised following approval by UN Environment. The SRP Financial Statement for Q2 2019 will be circulated at the next Board meeting (end Q2).
- **Organization Chart (Annex 2):** Comments regarding the draft Organization Chart were as follows:
  - Nature of staff positions needs to be clarified (i.e. regular staff or consultants)
  - Governance: it was pointed out that the proposed Executive Director post under GIZ-CIM would be prohibited from supervising any other CIM officer (e.g. the Technical Coordinator). Since the Executive Director will require line management authority over all Secretariat staff, including seconded and hosted staff (i.e. CIM experts), this requires closer review and in-depth consideration by the Board
  - Activation of Technical Committees, and how members can contribute and participate more fully at committee levels
  - Required resources to strengthen Secretariat capacity needs to increase up to \$500,000/year
  - A new and updated Business Plan is under development, based on the 2016 draft Business Plan.
- **SRP Documentation:** No further feedback was received in relation to draft policies (Annexes 3-6). The following documents are therefore now considered as final:
  - SRP Secretariat Terms of Reference (Annex 3)
  - SRP Membership Programme Manual (Annex 4)
  - Communication Plan 2019 (Annex 5)
  - Protocol for Reviewing Proposed National Interpretation Guidelines (Annex 6)

**[Action: Secretariat to update Organization Chart to clarify lines of management]**

#### 4. Legal entity options: (Annex 7)

- MB provided an update on engagement and initial legal advice from the designated law firm (Winheller). An initial legal opinion by Winheller is provided in Annex 7. Expected outputs from the law firm are: 1) Legal Memo with draft Articles of Association and By-laws; and 2) Legal service during incorporation. The Legal Memo is expected to be completed in the next two weeks.

- Main discussion focused on identification and obligations of Founding Members, of which a minimum of 7 are required for formation. AS, JSO and SS expressed willingness to become founding members and requested more details, particularly on legal obligations. WE noted that a clear distinction must be made between founding members and founding board members. KJ enquired if all current SRP members could serve as founding members, to which MB responded that a minimum of seven are required for formation, and that more information will be provided in the forthcoming Legal Memo. Finally, LK requested to receive a document that could be examined by Mars legal department.
- In order to fast-track the development of the statutes, PN proposed a new ad hoc Governance Task Force. Volunteer members are MR, MB, AS, WE, PN and JH as proposed by MR. A succeeding meeting will be arranged in the coming weeks.

**[Action: Secretariat to schedule first meeting of the new Governance Task Force]**

## 5. Executive Director post

- The Executive Director post was advertised on 10 May, and 6-9 applications have been received. Initial interviews were conducted, and shortlisted applicants will be finalized soon and forwarded to IRRI for consideration. As the salary cost will be co-finance through SRP member dues, the Board's position will be sought before a final decision. WE has applied for the position, and will not participate in this agenda item at the next Board meeting.
- Based on the published job announcement, PN clarified assignment location and residency requirement, to which MB responded that the position will be assigned in Bangkok under IRRI, and that UK citizens will still be eligible for the position post-Brexit. However, the current priority is to ensure continuity of Secretariat operations within UN Environment until a decision on legal entity has been made.

## 6. Retailer engagement strategy (Annexes 8-9)

- Due to ongoing meetings with retailers, BB was unable to participate in the meeting. WE summarized the status and outcomes of BB's engagement, as follows:
  - Meetings with EU retailers received positive feedback, while noting the importance of recognizing commercial sensitivities
  - An 'SRP-Verified' Logo and website are under development with supplementary support from members
  - Additional introductions to retailers by Board members would be highly appreciated
- PN noted that once SRP's policy for on-pack claims is finalized, a communications outreach initiative should be employed to launch the scheme in the market. PN's suggestion was well received.
- JSO reiterated that private sector support and participation will be crucial, particularly on claims and logo use. He requested that more details arising from BB's meetings with retailers be relayed to the Board, removing any information of a commercially sensitive nature.

- DP added that members must share the responsibility of informing their own stakeholders about logo use and claims.
- NS asked if West Asia is within the priority scope for the strategy. MB stressed that engaging local brand owners should serve as an entry point to widen retailer reach in other geographies, therefore a stocktaking of local brands should be initiated to understand possible demand and scope of influence.
- Finally, MB emphasized that retailer engagement discussion, including logo use and claims, are closely aligned with the ongoing discussions on Assurance Scheme.

## **7. 2nd Global Sustainable Rice Conference and Exhibition (Annex 10)**

- LLP briefed the meeting on organization of the forthcoming SRP Conference. Current priority is on securing speaker applications for the six conference track sessions. Approximately 30 abstracts have been received and are now being screened. Regular Conference Steering Committee meetings are held, with the next to take place at the end of June to firm up the speaker list and session format.
- Some members reported receiving an invitation to a TRT-led event in November, which WE clarified is not endorsed by the SRP or IRRI.
- More updates will be circulated soon relating to the Plenary Meeting and General Assembly. Members will be invited via the Newsletter to confirm participation and/or submit speaker applications as soon as possible.

## **8. Any other business**

- To facilitate scheduling of future Board meetings, the Secretariat will circulate a Doodle poll for Board meetings for the remainder of 2019.

The meeting was adjourned at 17:00 SE Asia Standard Time.

## **Annexes**

Annex 1	Meeting Report – SRP Board meeting 4-19
Annex 2	SRP Organization Chart
Annex 3	SRP Secretariat Terms of Reference v 1.0
Annex 4	SRP Membership Programme Manual v 1.0
Annex 5	SRP Communication Plan 2019 v 1.0
Annex 6	Protocol for Reviewing Proposed National Interpretation Guidelines v 1.0
Annex 7	Preliminary Legal Opinion
Annex 8	Retailer Engagement Report (June)
Annex 9	Summary of RE meetings (May-June)
Annex 10	SRP Conference Preliminary Programme v 240519