

## SRP Board Meeting 6/19

24 July 2019 15:00-17:00 SE Asia Standard Time

Venue: <https://global.gotomeeting.com/join/941885965>

### Participants

#### Board

|                      |                                |                    |                           |
|----------------------|--------------------------------|--------------------|---------------------------|
| Matthias Bickel      | GIZ (Chair)                    | Mark Radka         | UN Environment (Co-Chair) |
| Jackie Hughes        | IRRI                           | Charlie Butcher    | Syngenta                  |
| 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                        | Natasha Straker    | Westmill Foods            |

#### Secretariat (Agenda items 1-7 only)

|                         |                 |              |                 |
|-------------------------|-----------------|--------------|-----------------|
| Wyn Ellis               | SRP Secretariat | James Lomax  | UN Environment  |
| Lea Las Piñas           | SRP Secretariat | Peter Sprang | SRP Secretariat |
| Bernadette Bodenmueller | SRP Secretariat |              |                 |

#### Regrets

|                    |                           |                |                |
|--------------------|---------------------------|----------------|----------------|
| Ladda Viriyangkura | Rice Department, Thailand | Huynh Van Thon | Loc Troi Group |
|--------------------|---------------------------|----------------|----------------|

## Draft Meeting Report

### 1. Chairperson's remarks

- The SRP Board meeting 6-19 was called to order by the Chair (MB) at 15:04 SE Asia time.
- MB welcomed participants and provided highlights of recent events. MB also announced James' new role within the Ecosystems Division of UN Environment. SRP will always be indebted to James for his leadership as founder and for his untiring efforts to strengthen the SRP's capacity for significant growth. MB extended his appreciation on behalf of the Board for JL's invaluable contributions to SRP and offered best wishes in his future role.
- MR noted that JL will continue to be engaged, furthering SRP's wider application internally.

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

- NS requested a correction (page 44, bullet point 2, replacing "Asia" with "Africa"). With this correction the report of the last meeting of the Board (5/19, 5 June 2019, Annex 1) was approved unanimously.
- The agenda was adopted with the following changes:
  - Agenda items 5 and 6 were switched as proposed by the Secretariat to allow continuous Secretariat Report; and

- JH requested Agenda item 8 to be deferred to next meeting, as IRRI needs more time to review candidates. AS requested that Agenda 8 be retained for a wider organizational discussion. JH requested that the Secretariat team should leave the meeting for this agenda item to allow an off-the-record discussion among Board members. AS emphasized the need to consider implications of Agenda 8 for the proposed organizational model.
- The agenda was approved as amended.

### 3. Secretariat report (Annex 2)

- WE briefed the meeting on progress with regard to the following topics:
  - 10 new policy documents and papers, including SRP Capability Statement
  - Legal entity establishment
  - National chapters
  - Training
  - Retailer engagement
  - Projects for upscaling
  - Alliances and advocacy; and
  - Secretariat capacity.
- WE highlighted a MOU with Earth Security Group on leveraging financing for sustainable rice (Annex 4) and a proposed Joint Statement on Food Loss & Waste (SRP/World Resources Institute, Annex 5) to be presented before the 74<sup>th</sup> meeting of the UN General Assembly (New York, 17-30 September).
- WE also noted that IRRI and GIZ have agreed on revised TORs (Work Plan) for the SRP Technical Coordinator (Annex 6). This involves addition of a new IRRI role for PS as well as a change in line management.
- Q2 Financial Statement (Annex 3) as prepared by UN Environment, was presented by LLP, also highlighting latest income and projected income and expenditures for Q3.
- During the discussion, Board members raised the following points:
  - **Technical Coordinator TORs:** DP sought clarification on the SRP management and reporting line for the Technical Coordinator, which JH identified as the IRRI Agrifood Platform, with a strong link to SRP. Responding, MB proposed this topic be included as part of Agenda 8, while noting the need to revisit the organizational chart.
  - **Finance Report:** MB requested clarity on financial status and fund utilization ahead of the General Assembly. JH reiterated the need for a business plan for financial sustainability. A draft plan is currently being developed by WE, which would include potential new income streams and an updated dues structure.
  - **Dues structure:** AS recommended to review the value proposition for members as an essential part of the dues structure update and business plan.

**[Action: WE to finalize and circulate draft SRP Business Plan by next Board meeting]**

#### **4. Amendment to SSFA with IRRI**

- WE provided background on the Small-Scale Funding Agreement (SSFA) with IRRI, emphasizing that the main activities in the proposed amendment (amounting to \$83,750) support the delivery of core programme items: the SRP Visioning Exercise and the ongoing GLOBALG.A.P. engagement. Execution of the Amendment is pending receipt of payments of remaining annual dues from members.
- JH expressed her concern over the delay in finalization of this Amendment and the payment timeline.
- Pending decision, PN suggested to take the discussion further offline, directly between the two concerned institutions.
- MR assured the Board that with support from the Branch Finance team, invoicing and collection processes have improved significantly. He thanked JH and IRRI for their patience and assured that the proposed Amendment to the SSFA with IRRI will be duly prioritized.

**[Action: UN Environment-Secretariat-IRRI to discuss further]**

#### **5. Retailer engagement strategy (Annex 9)**

- BB provide updates and proposed next steps on strategy implementation as follows:
  - **Logo:** BB briefed the Board on the timeline and budget requirement for rollout of the 'SRP-Verified' logo, now projected for Q2 2020. JSO and LK requested the process be expedited following strong interest expressed by several retailers. Responding, BB pointed to the need for additional resources to complete all necessary steps (e.g. legal entity, trademark, web design, brand manual in order to achieve a Q2 rollout.
  - **Resources:** MB congratulated BB on the excellent progress and visibility achieved so far through the Retailer Engagement Strategy. He stressed the need to proceed with urgency and precision and called on support from the Board in mobilizing funds beyond member dues to support smooth and continuous implementation of the retailer engagement strategy- which is now on hold pending funds to extend BB's contract. JSO echoed this message, underscoring the need to move beyond ad hoc grants to ensure continuity.
  - **Royalty fees:** SS suggested a volume-based fee that could support the retailer engagement strategy. MB supported such a model, pointing to its scalability as a revenue stream. He proposed a discussion among private sector members to establish willingness of key players to pre-finance the logo rollout. AS proposed to assess the model devised by BCI, based on a per-ton levy/mass balance approach.

**[Action: MB/WE to organize a call among key supply chain members of the Board]**

- **GLOBALG.A.P. fee model:** LK inquired about the GLOBALG.A.P. fee model. MB stated that a planned call with Kristian Moeller (GLOBALG.A.P. CEO) should be scheduled

ahead of the royalty fee discussion. JSO opined that royalties may represent only a small contribution to overall revenue; therefore other instruments should also be considered. AS emphasized the need to incorporate these potential revenue streams as part of the overall business model and suggested establishment of a task force

**[Action: Secretariat to schedule call with GLOBALG.A.P.]**

## **6. SRP legal entity**

- A Legal Memo from the law firm Winheller was circulated to the Governance Task Force members in July. In addition, WE shared remaining questions raised (Annex 8) and invited Board members to urgently forward any additional questions or requests for clarification to be forwarded to the law firm to get further clarity on the options.
- Since the legal memo was originally circulated only to Governance Task Force members, MR requested WE to send the documentation to the remaining Board members for reference.
- GIZ is in the process of issuing a new contract for Winheller to address remaining questions and proceed with the registration process.

**[Action: WE to circulate legal memo and compile any additional questions for Winheller]**

## **7. Global Sustainable Rice Conference and Exhibition**

- The Conference Steering Committee (CSC) has approved the final programme, and over 40 speakers are confirmed.
- Dechen Tsering (UN Environment Regional Director for Asia & the Pacific) will open the meeting on Day 1, with Matthew Morell (IRRI Director General, awaiting confirmation) and Kundhavi Kadiresan (FAO Assistant Director General and Regional Representative, Asia Pacific) also invited to speak in the opening session. Day 2 will begin with a keynote by Diane Holdorf (Managing Director, Food and Nature at the World Business Council for Sustainable Development).
- The conference website is constantly updated to reflect latest session outlines, confirmed topics and speakers, sponsors and registration details. A total of 7 companies have confirmed as sponsors, with another 7 projected companies expected to confirm in the coming weeks.
- However, registrations and sponsorships remain below target, and the support of the Board is needed for sponsorship and visibility. A Communication / Media Toolkit is in preparation and will be circulated to enable Board members and the wider membership to extend visibility through their own respective media channels and networks.

**[Action: Secretariat to circulate Comms/Media Kit to Board and membership asap]**

## **8. Candidate review for the SRP Executive Director position under CIM-GIZ co-funding**

- Closed session: Secretariat staff left the meeting and the discussion proceeded only among Board members. No minutes were recorded for this item

The meeting was adjourned at 17:40 SE Asia Standard Time.

## **ANNEXES**

|          |                                                             |
|----------|-------------------------------------------------------------|
| Annex 1  | Draft Meeting Report – SRP Board meeting 5-19 5 June 2019   |
| Annex 2  | Secretariat Report Q2 2019                                  |
| Annex 3  | SRP Financial Statement Q2 2019                             |
| Annex 4  | MOU with Earth Security Group on financing sustainable rice |
| Annex 5  | Joint statement on Food Loss & Waste                        |
| Annex 6  | Revised TORs for SRP Technical Coordinator                  |
| Annex 7  | UNEP-IRRI SSFA Amendment 1 (draft)                          |
| Annex 8  | Legal Questions for Winheller July 2019                     |
| Annex 9  | Preparation timeline for on-pack communication launch       |
| Annex 10 | SRP Conference 2019 Programme and Speakers                  |
| Annex 11 | SRP Conference Toolkit                                      |