

# Advisory Committee Meeting 1/18

23 January 2018 15:30-17:00 SE Asia Standard Time

Venue: <https://global.gotomeeting.com/join/958030021>

## Participants

Mark Radka	UN Environment	Bruce Tolentino	IRRI
Matthias Bickel	GIZ	Luc Beerens	Mars Food
Christ Vansteenkiste	Rikolto (VECO)	Hammad Naqi Khan	WWF Pakistan
James Lomax	UN Environment	Wyn Ellis	SRP Secretariat
Peter Sprang	SRP Secretariat	Lea Las Pinas	SRP Secretariat

## Apologies

Ladda Viriyangkura	Thailand Rice Department	Jai Sheel Oberoi	LT Foods
--------------------	--------------------------	------------------	----------

## (Draft) Meeting Report

### 1. Chairperson's remarks

- MR welcomed participants to the first SRP Advisory Committee meeting for 2018.
- Although not present at meeting 1-18, JSO sent written inputs to the committee in advance.
- The Advisory Committee meeting 1/18 was called to order at 15:30 SE Asia Standard Time.

### 2. Approval of report of last meeting (6-17), and adoption of agenda (Annex 1)

- Report of last meeting was approved with proposed changes by BT. The final report will be posted on the Members' Area.
- MB requested to include an update on GIZ-led SRP-related activities in the agenda. MR moved to include this topic in AOB; this was adopted unanimously.
- In relation to Agenda Item No 6, LB questioned the expected AC action on the SRP-UTZ Third Party Audit Protocol (decision or for information?) WE confirmed that Agenda item no. 6 is for information only.
- With the above change, the agenda was adopted unanimously.

### 3. Secretariat Report for December 2017 – January 2018 (Annex 2)

- WE, LLP, JL and PS reported updates and recent activities of the Secretariat and the three Working Groups, as outlined in the Secretariat Report for December 2017 – January 2018.
- Key points raised were as follows:
  - HNK extended an invitation to PS to visit WWF Pakistan office during his current mission in Lahore.

- MB requested status report on SRP's financial status, covering e.g. the status of collection, invoicing and expenditures. MR proposed that future AC meetings should include updated financial reports following a prescribed template.
- In regard to SRP's aim to enhance engagement with retailers, LB enquired if SRP's communication strategy for the upcoming retailer group forum should be coordinated by WG1, to which LLP responded positively. LB therefore, suggested to develop a strategy to tap specific interest groups, including retailers. MB cautioned that we should first assess SRP's readiness to connect with retailers, before attempting to engage substantively. We also need communication tools to empower members to communicate the SRP effectively to these key stakeholders.
- BT sought clarification on WG2's proposed recruitment of a Policy Advisor. JL clarified that this is still an idea, which would need further discussion among members. He stressed he would be calling each member of WG2 in the coming weeks to discuss
- MR asked for a background on the context of comments received during Standard revision, in relation to the interests of the respondents. PS offered to provide more details, with description of respondents and type of responses received.
- BT reported that IRRI's organizational restructuring is expected to be concluded soon. Final outcomes will be communicated to the AC in due course.
- CV expressed his interest to learn more about key pipeline projects- specifically GEF-7 and Indonesia.

**[Action: Secretariat to develop Financial Report template with inputs from MB]**

**[Action: LLP to coordinate with LB and other interested members to develop an assessment and action plan to engage with retailers]**

**[Action: JL to call WG2 members to discuss strategy for 2018]**

**[Action: PS to provide snapshot of comments received during SRP Standard revision process]**

**[Action: WE to share further information on GEF-7 and Indonesia with AC members]**

#### **4. Working Groups Restructuring Proposal**

- WE provided background on the proposed restructuring of Working Group 3 and the creation of a new support group n ICTs, first proposed during the last AC meeting. The proposal is currently being drafted; WE invited members to share their comments so that the proposal can be presented to the next AC meeting as the Secretariat proceeds with a draft proposal on WG restructuring. LB noted that budget implications must be considered.

**[Action: Secretariat to draft a proposal for the Working Groups restructuring and circulate in advance of next AC]**

## **5. Strategic Visioning Exercise (Annex 3)**

- BT briefed the meeting on the current status of contracting Rogers MacJohn for the SRP Strategic Visioning Exercise. He thanked Olam and GIZ for their additional funding support, which could be channeled directly to the consultant or via IRRI as contracting party on behalf of the SRP.
- Addressing comments by Paul Nicholson, MR reiterated UN Environment's commitment to abide by any AC resolutions adopted in relation to the outcomes and recommendations of the study. He likewise thanked both Olam and GIZ for their commitment.
- CV enquired about the timeline. BT informed that the proposed 1 March start date still held, and that contract is expected to be finalized in time.

**[Action: WE and BT to coordinate and report upon finalization of contract]**

## **6. Third Party Audit Protocol (Annex 4)**

- PS thanked AC members for their submitted inputs. These comments will now be reviewed and incorporated by WG3, and the revised draft resubmitted to the AC at its next meeting.
- LB noted that his comments had apparently not yet been incorporated in Annex 4.

**[Action: LB to resend his comments to PS for inclusion]**

**[Action: WG3 to review and revise for resubmission to next AC]**

## **7. Draft Assurance Framework (Annex 5)**

- PS acknowledged comments received and thanked participating members. He highlighted a crucial point raised: do all Standard requirements need to be complied with at the second level of assurance? He added that PN's earlier comments were likewise taken into account. This document will be of critical importance in providing SRP assurance service providers with a foundation for conducting audits at all three assurance levels.
- JL requested more information on next steps and indicative dates. PS noted that after AC approval, the final draft of the Assurance Framework document will be posted to the SRP public website for a 60-day online public consultation.
- MR enquired how might the SRP communicate and introduce WG3 documents to a broader audience? LB recommended to identify the target audiences and engage meaningfully. MB proposed a media campaign to launch these new SRP tools, while WE proposed a rollout via specialized webinars. JL suggested an official launch at the SRP 8<sup>th</sup> Annual Plenary Meeting and General Assembly, and invite media partners for the event.

**[Action: PS to compile comments and revise draft Assurance Framework in consultation with WG3 for resubmission to next AC]**

**[Action: WG1 to draft a rollout and launch programme for the Assurance Framework]**

## **8. Proposed New Dues Category (Annex 6)**

- LLP reported that following a number of member comments on the new dues structure implemented in 2017, there remained a need to review membership categories and dues levels,

aside from the intent to establish a new member category specifically for retailers, (as previously discussed during the last AC meeting).

- In view of the comparative review of membership category and fee structures conducted by the Secretariat, it was proposed to the AC to review the overall SRP member dues structure in order to address all issues in a unified way, rather than introduce an ad hoc new category for specific groups.
- LB asked what would be the most feasible approach to levy fees for retailers – must it be computed on total turnover, or based on consumption? BT requested that the comments on the current dues structure to be compiled and circulated to the AC for review. JL noted that the matrix of comparative review illustrated that fee ranges also depend on the size of membership (i.e. more members = lower fee, and vice-versa). In his view it is only necessary to address the need for a new dues category for retailer.
- MR noted that this topic is only for information at the moment, and will require further discussion at the next meeting of the AC.

**[Action: LLP to compile and circulate comments and observations from implementation of the 2017 dues structure ahead of next AC meeting]**

## 9. AC Representation by Alternates (Annex 7)

- HNK proposed to recognize alternates as official representatives.
- JL informed that 'alternates' had already been discussed and implemented in the past.
- MR summarized the proposal drafted by WE (Annex 7), whose adoption was supported by LB and CV. The guideline was adopted unanimously. MB also expressed the hope that this could be an opportunity to assess and strengthen government representation.
- MR requested members to nominate colleagues as their permanent alternates.

**[Action: AC members to nominate permanent alternates, and forward contact details to WE]**

## 10. AOB

- **GIZ-led activities:** MB briefed the meeting on three GIZ-led activities related to SRP:
  - Pipeline project – Thai-German Climate Project, currently in the exploratory phase (?)
  - Thai Rice NAMA – Awaiting final approval by end of February, which aims to reach out to 100,000 rice farming households
  - Value Chain Project with Olam – A final decision is expected by end of January
- **Scheduled missions:** MR will be in Bangkok on the week of 29 January, and will be visiting IRRI together with JL and WE on 5-8 February.

The meeting adjourned at 17:10 SE Asia Standard time.

W W Ellis  
31 January 2018, Bangkok