**2nd Revison of Draft Terms of Reference, (Mar 2017)**

**Working Group 3: Farmer Support, Performance Assessment and Assurance (Impact)**

1. **Purpose**
   1. The main purpose of the Farmer Support, Performance Assessment and Assurance Working Group is to oversee the management of the Sustainable Rice Platform Standard, development and upgrading of associated tools, and development and implementation of a practical and efficient assurance and performance assessment scheme in partnership with third party product and service providers. The schemes will include 1st, 2nd and 3rd party assurance models. The WG recognizes the importance of farmer support tools and will strive for a rice-inclusive scheme (emphasizing the importance for many farmers to grow a diversity of crops).
2. **Membership**
   1. The WG shall comprise at least 4 members to maintain a core membership. To maintain practicability of calls the membership is limited to 8. If space permits observers (muted during calls) are welcome at any point of time. Additional participation of resource persons is possible. Wherever possible, the group´s membership should be balanced, reflecting the sectoral and geographical makeup of the SRP.
   2. The WG will be led by the SRP Technical Coordinator or other Secretariat member to be appointed by the Advisory Committee.
   3. Except for the lead, all other working group members, representing one of SRP's member institutions, are invited to volunteer.
   4. There is no limit in term for all members as long as members actively contribute to the WG (see responsibilities below). The WG chair may withdraw membership if a member does not sustain these responsibilities. Members are free to leave the WG at any point of time, which can be done in a written statement to the WG chair. Every two years all members will be formally asked to state their continued commitment to WG membership.
3. **Responsibilities of the Working Group**
   1. Review, amend and adopt the TORs of the Working Group on approval of the Advisory Committee.
   2. Based on identified needs, identify prospective partners or third party product and service providers.
   3. Review/evaluate submitted proposals based on merit, in a fair and transparent process that maximizes benefits to members and to rice farmers, and customize as necessary to meet the requirements of the Sustainable Rice Platform.
   4. Make recommendations for a proposed model to the Advisory Committee.
   5. Oversee implementation and report to the Advisory Committee via the Sustainable Rice Platform Coordinator.
4. **Responsibility of the Working Group Members**
   1. Lead
      1. Schedule, prepare and facilitate meetings.
      2. Record and distribute meeting minutes to the Working Group members and the Sustainable Rice Platform Coordinator.
      3. Liaise closely and report to the Sustainable Rice Platform Coordinator on a regular basis.
      4. Coordinate flow of information to and from the Advisory Committee via the Sustainable Rice Platform Coordinator.
      5. Appoint sub-group leaders to address specific issues or work on defined tasks.
   2. Members
      1. Actively contribute time, skills and organizational resources to develop, evaluate, make recommendations and oversee implementation.
      2. Respect each other and support the SRP standard as the leading document in defining sustainable rice production.
      3. Lead sub-groups if appointed and agreed to do so.
      4. Ensure implementation of all Sustainable Rice Platform schemes and activities under the WG´s responsibility are undertaken collaboratively rather than bilaterally, and are fully communicated and reported to the WG.
5. **Meetings**
   1. The business of the working group will generally be conducted by teleconference, webinar or other agreed means.
   2. Meetings will be held a minimum of six times per year, with additional meetings as required, especially during the first months of operation.
6. **Governance**
   1. The WG lead shall report to the Sustainable Rice Platform Coordinator.
   2. Decisions of the WG will aim to be made by consensus, with the absence of declared opposition. If a consensus cannot be reached the group can call for vote. As a prerequisite, a quorum of two-third of membership has to be established with each institutional member represented by only a single vote. Members with an actual or perceived conflict of interest are required to declare such conflicts and may be excluded from voting. Decisions are carried with a two-third majority of voting participants.
7. **Review**
   1. The WG Terms of Reference will be reviewed on a regular basis at year-end, with next review in December 2017