**Draft Terms of Reference**

**Working Group 3**

**Farmer Support, Performance Measurement and Assurance**

1. **Purpose**
   1. The main purpose of the Farmer Support, Performance Measurement 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.
2. **Membership**
   1. The WG shall comprise at least 4, but no more than 8 members. Wherever possible, the membership should reflect 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. The term for all members shall be one year.
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 and customize to 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.
4. **Responsibility of the Working Group Members**
   1. Lead
      1. Schedule, prepare and facilitate meetings.
      2. Record and distribute meeting minutes to the members.
      3. Coordinate flow of information to and from the Advisory Committee.
   2. Members
      1. Actively contribute time, skills and organizational resources to develop, evaluate, make recommendations and oversee implementation.
5. **Meetings**
   1. The business of the working group is generally conducted by teleconference, webinar or other agreed means.
   2. Meetings will be held a minimum of six times per year.
   3. Additional meetings will be arranged as required.
6. **Governance**
   1. The WG lead shall report to the Advisory Committee.
7. **Review**
   1. The WG Terms of Reference will be reviewed at year-end, with next review in December 2017.