

Minutes

Standards Committee Teleconference
15 September 2014



Teleconference dial-in times:

City	Local Time (24 hr)
Vancouver/Carlsbad/Seattle	0600
Salt Lake City	0700
Mexico City	0800
New York/Toronto/Ottawa	0900
London	1400
Milan/Antwerp/Paris	1500
Johannesburg	1500
Nairobi	1600
Mumbai	1830
Melbourne	1100

Participants: Claus Teilmann-Petersen (Co-Chair), Felix Hruschka, Steven Oates, Wilfried Hoerner, Ferial Zerouki, Eva Carson, Hiren Vepari, Philip Hunter, Fatima Castelan, Stephane Fischler, Andrew Parsons, Cecilia Gardner, Susan Posnock, Fiona Solomon, Marieke van der Mijn, Maria Mursell.

Apologies: Estelle Levin (Co-Chair), Alan Martin, Ryan Tylor, David Bouffard, Jennifer Horning, Marylyn Carrigan, Jon Hobbs, Ngomesia Mayer-Kechom.

Documents circulated:

- Minutes of Standards Committee teleconference, 16 May 2014
- 2014 RJC Impacts Report – published PDF
- Fairmined Comparability Review

Attendees are kindly reminded that the RJC is committed to complying with all relevant antitrust and competition laws and regulations and, to that end, has adopted an [Anti-trust Policy Statement](#), compliance with which is a condition of continued RJC membership. Failure to abide by these laws can potentially have extremely serious consequences for the RJC and its members, including heavy fines and, in some jurisdictions, imprisonment for individuals. You are therefore asked to have due regard to this Policy today and indeed in respect of all other RJC activity.

1. Welcome (Chair/s)

- RJC's Anti-trust statement was noted.
- Two nominations were received for Co-Chair of the Standards Committee and have been elected unopposed: Claus Teilmann Petersen (Pandora) and Estelle Levin (Estelle Levin Ltd). RJC and the Committee warmly thanked them for their time and commitment.
- Sincere thanks were expressed to the outgoing Committee Co-Chairs for their work over the preceding years: Ryan Taylor (The Fair Trade Jewellery Co.) and David Bouffard (Signet).
- Welcome to the new Standards Committee Member, Hiren Vepari, Venus Jewel, elected in the Diamond Trader and/or Cutter and Polisher forum. Hiren expressed his thanks to the Committee and looked forward to bringing his experience and knowledge of the diamond sector to the Committee's work.

2. Minutes of previous meeting

- Minutes of the Standards Committee meeting in London on 16 May 2014 were accepted. These will be posted on the RJC website at:
<http://www.responsiblejewellery.com/rjc-standards-committee/>

3. RJC ISEAL Code Compliance (Marieke)

- Impacts Code: RJC has been assessed for compliance with the ISEAL Impacts Code by an Independent Evaluator who found us compliant in their resulting report, with some useful suggestions for improvement of systems in future years. Following ISEAL's internal processes, it is expected RJC's compliance status will be published by ISEAL in November 2014.
 - The Committee congratulated the RJC team on the hard work carried out for the first 2014 Impacts Report and the impressive result.
 - There was interest in the internal value of the report and process beyond ISEAL compliance. The RJC team noted that they were already using the analysis and visual graphs extensively in presentations and as very useful reference material for inquiries. Members and stakeholders are also encouraged to use the published information.
 - The process of assessing compliance was also valuable as it encouraged reflection on the Monitoring and Evaluation program, training needs for Members, data collection and management, and identifying gaps and next steps. Since the Impacts Report is an annual process, this is a useful baseline report that can provide a platform for future longitudinal analyses.
 - *Action:* The RJC team will circulate the Evaluator's compliance report to the Standards Committee for the December meeting.
- Assurance Code: The Impacts Code submission was due June 30 and 6 weeks later RJC submitted its ISEAL Assurance Code submission on August 15. This was a very busy period for the RJC team to sequence compliance assessments for both Codes, but was also a very useful process internally to review compliance and address gaps. The submission has been accepted by the ISEAL Secretariat, and in 2015 there will be a Peer Review and in 2016 an Independent Evaluation for the Assurance Code.

4. M&E Research Plan (Fiona)

- SMEs and certification:
 - Research project by Graduate Institute of Geneva student team in Europe: with support of Richemont, RJC is supervising an annual project by a team at this institution as part of their Annual Research Seminar requirements. In 2014, a team of 3 students with multiple languages are looking at SMEs in four countries and will provide a report by end of 2014. Last year RJC worked with a Graduate Institute team on a project on the coloured stones supply chain which was published on RJC's website; this year's report will be similarly added to the RJC website for stakeholders to review.
 - University of Coventry research: Fiona and Marieke met with Professor Marylynn Corrigan the prior week. Unfortunately the University of Coventry Centre's ESRC bid was unsuccessful, despite very positive feedback from reviewers. It was discussed at that meeting that RJC contribute towards a PhD student scholarship to look at SMEs and certification initiatives in the jewellery supply chain, ideally starting in early 2015. There was support for this proposal from the Standards Committee and a recommendation that SMEs in the study should be drawn from the whole pipeline.
- India: next steps for Dalberg research:
 - RJC has received positive feedback on the India research and also one comment that raised concerns about the short timeframe for the study and the use of some references. However it was noted that RJC only gave a short timeframe for the initial study to meet the Impacts Report deadline, and one of the challenges for the researchers was the lack of published studies and data on the diamond sector, particularly the informal sector, in India.

- A next stage of research is proposed, and the framing of this will be developed carefully in consultation with key stakeholders, including the Standards Committee and the RJC-India Forum. The broad proposal is to focus on key risks areas – including health and safety, working conditions, and wastes and emissions – and follow a small number of RJC Members in India through the certification process to assess changes and impacts on the ground. Potentially Members and non-Members could be included in the case studies, but the dimensions of this would need careful consideration and discussion.
- *Action:* RJC will ask Dalberg to prepare an initial research proposal and circulate this to the Standards Committee and RJC-India Forum for discussion and feedback, before finalisation.
- Mining: plan for collaboration with Solidaridad on impact evaluation
 - RJC aims to partner with Solidaridad on a detailed impact evaluation for the Minera Yanacocha mine in Peru, following their recent certification. Marieke will be visiting this mine in November as part of her involvement in the LBMA refiner conference and LBMA-RJC Responsible Gold Forum in Lima, Peru. This case study is expected to be resource intensive, so it is intended to just focus on one case study in the mining sector into 2015.
 - There was a question as to only focusing on impact for a small-to-medium sized mine and not a large mine. It was noted that one of the challenges of the M&E work is ‘attribution’: attributing perceived changes to the intervention of a standards systems as opposed to other interventions / actors / drivers. Large-scale mining companies usually have existing frameworks in place for issues relating to the Code of Practices, so claiming impact through RJC certification would probably be more challenging. There is also usually public reporting from large mining companies, so RJC’s work with smaller companies brings a ‘new story’ on the role of standards and initiatives to the public domain.
- Survey of Members: use of certification, benefits, general feedback on process and value. The RJC team are developing a short survey to be sent to all Members, and have identified a number of M&E indicators for which data can usefully be collected via survey. Aiming to circulate this in Q4 2014.
- Other points raised by Committee
 - Support was expressed for continuing the focus on these priority areas of mining, SMEs and India into 2015, building on the baselines of the 2014 Impacts Report. Other sectors, areas and issues can be added in future years as resources permit and new priorities are identified.

5. Human Rights Exchange (Maria)

- The Human Rights Exchange (previously termed Human Rights Working Group) is holding its first webinar in September. It will be recorded and made available on the website.
- The Standards Committee were keen to stay involved in the HRE, and questions and feedback will be brought to the Standards Committee for discussion as a standing item in the agenda. There is also a smaller Steering Committee for the HRE.
- Follow-up training is planned for October with some preliminary ideas for content being discussed with Sandra Adler, an international human rights lawyer. Suggestions or questions welcome.

6. COP 2013 Roll-out (Maria)

- RJC training modules – a number of new modules have been added and are publicly available at:
<http://www.responsiblejewellery.com/rjc-certification/code-of-practices-certification13/training/>

- RJC has developed a Sample RJC Audit Report for general stakeholder information and as guidance for Auditors – so far received positive feedback. A Sample CoC Audit Report is also planned to be developed.
<http://www.responsiblejewellery.com/sample-rijc-audit-report/>
- Translation of COP 2013 documents – all 6 languages (French, Italian, Chinese, Gujarati, Portuguese and Spanish) have the COP, Cert Handbook and Assessment Manual translated. French and Italian also have the Assessment Workbook and Standards Guidance translated, Spanish and Gujarati have Standards Guidance translated with Workbooks underway, and the other languages are working towards completion of these remaining two as well.

7. Update on other initiatives (Fiona)

- Recognised Responsible Mining Standards: RJC is reviewing the updated and separate Fairmined and Fairtrade standards to formally update the RJC recognition of these ASM standards. This is an important role for RJC to support harmonisation with related standards, and in the case of ASM sectors, to work to support and enhance market access for ASM producers.
 - Recommendation to continue Recognition for Fairmined: the Fairmined Comparability Review paper (circulated to the Committee) was discussed by the Standards Committee and **the Committee formally agreed to continue the recognition of the Fairmined Standard.**
 - Meeting in September re Fairtrade: RJC met with Fairtrade who are currently reviewing their producer standards and trader standards, with a view to finalising these by the end of 2014. They will revert to RJC at that point re the recognition process in 2015.
 - A question was raised as to the Diamond Development Initiative standards, and RJC noted that RJC is ready to initiate the recognition process for DDI as well when they are ready.
- Initiative for Responsible Mining Assurance (IRMA): update from Susan Posnock, Jewelers of America. A comment period is currently open until October 22 and comments on the draft IRMA standard are welcomed. Webinars are being conducted and a recorded webinar is available at responsiblemining.net. Fiona is reviewing the draft IRMA standard and will prepare a submission by the due date.
- Precious Stones Multi-Stakeholder Working Group: update from Cecilia Gardner, Jewelers Vigilance Committee. The PSMSWG are awaiting the next draft of the study report. Following a review by a smaller PSMSWG Committee to confirm that previous comments were incorporated, there is intention to publish the report first to the PSMSWG and then to the public, ideally by the end of 2014.

8. Any other business

- None

9. Standards Committee schedule –2014 dates:

- Teleconference in December, date tbc, probably early in the week of December 8 (Friday to be avoided).