

MINUTES

Standards Committee Teleconference

Thursday 6 February, 2014

Teleconference dial-in times (allow 2 hours):

City	Local Time (24 hr)
Vancouver/Carlsbad/Seattle	0600
Salt Lake City	0700
New York/Toronto/Ottawa	0900
London	1400
Milan/Antwerp/Paris	1500
Johannesburg	1600
Nairobi	1700
Mumbai	1930
Melbourne	0100



Participants: Ryan Taylor, Marcelle Shoop, Eva Carlson, Stephane Fischler, Jennifer Horning, Wilfried Horner, Steven Oates, Philip Hunter, Assheton Carter, Marianna Smirnova, Andrew Parsons, Claus Teilmann-Petersen, Estelle Levin, Felix Hruschka (partial), Fiona Solomon, Marieke van der Mijn, Graham Nicholls.

Apologies: David Bouffard, Cecilia Gardner, Jon Hobbs, Didier Backaert, Iris van der Veken, Ngomesia Mayer-Kechom, Angelo Palmieri, Susan Posnock, Larry Drummond, Sam Brumale.

Documents circulated:

- Minutes of Standards Committee meeting, 24 October 2013
- Slide set for meeting (a copy circulated after meeting)

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

- Roll-call of participants.
- Anti-trust statement.
- Changes to Committee membership:
 - Juliane Kippenberg from Human Rights watch advised in December 2013 that she is resigning from the Standards Committee due to resource and time considerations. RJC thanked her sincerely for her contributions to the COP Review.
 - Professor Marylyn Carrigan, Co-Director of The Centre for Trust and Ethical Behaviour (CETEB), University of Coventry is a potential replacement candidate. The University of Coventry is conducting research into CSR in the Jewellery Industry and RJC is collaborating with the University as part of its M&E program.
 - In March, the annual call for nominations to all RJC Committees will commence. Those Committee members nearing the end of a 2 year term (one from each Member Forum) will vacate their positions and are very welcome to renominate!

2. Minutes of previous meeting

- Minutes of the Standards Committee teleconference on 24 October 2013 were accepted and will be posted on the RJC website at:
<http://www.responsiblejewellery.com/rjc-standards-committee/>

3. COP 2013 Roll-out

- **New pre-recorded Training Modules developed and on website**
 - Aiming for shorter and topic-focused modules, available on demand
 - Topics so far include: overview of changes, Provenance claims, Human rights (2-overview and due diligence toolkit), Grading and appraisal, Small business, Risk assessment, Assessment Manual, Assessment Workbook
 - Next suite in development are 6 highest NC areas: Health and safety, Business partners, Bribery and facilitation payments, Money laundering, Legal compliance, Working hours plus new Auditor training
- **Translation of COP 2013 documents - progress**
 - COP and Cert Handbook in French, Italian, Gujarati, Chinese, Spanish, Portuguese
 - Next: Assessment Manual (Gujarati and Italian already done)
- **Appointment of new Training Coordinator**
 - Interviews taking place this week in London, hope start date of April
 - Rolling out new help-desk in RJC's CRM database, enable us to better log and track inquiries and new training needs
 - Also webinar program on focus issues, live complement to training

4. Monitoring and Evaluation program

- Overview of upcoming work program was provided by Marieke, including work on RJC's Theory of Change.
 - Committee Members supported the M&E research and reporting program as critical work.
 - RJC noted that a small amount of M&E reporting on non-conformance frequencies was included in the 2013 RJC Progress Report:
<http://www.responsiblejewellery.com/files/RJC-Annual-Report-2013-S.pdf>
 - A copy of the indicators developed in 2011 can be found in Table 1 in RJC's 2013 M&E Systems Report:
<http://www.responsiblejewellery.com/files/RJC-ME-Systems-Report-2013.pdf>
 - RJC will invite comment from Members and stakeholders during the Theory of Change drafting process, likely via a newsletter article with a link to the RJC website. Targeted interviews/surveys will also be considered.
 - Solidaridad have recently completed a Theory of Change process internally, and suggested that RJC think also about impacts earlier in the 'certification journey' – the first approach of engaging can create a ripple effect in the industry. Awareness of the standard is also important, and can create impacts. It was agreed that the concept of a membership journey provides a great opportunity for a visual representation to show impacts.
 - Suggestion to consider also how to align M&E report with UN Global Compact reporting (RJC is a UNGC Signatory).
 - It was noted that the M&E Report needs to consider a communications strategy in order to realise RJC's impacts strategy, in other words demonstrate a value proposition for certification. It was agreed that the M&E report has multiple objectives in this sense.
 - Recommendation to put into the visual Theory of Change, those dependencies that the value proposition rests on, so as to show RJC adds value in an interrelated way with other initiatives and efforts.

- Further Committee input is welcomed, and this will be a point of discussion in the next Standards Committee meeting in May.
- Report from visit to Brazil and Peru – November 2013 (Marieke, Ryan, Jennifer, Assheton, Wilfried)
 - AngloGold Ashanti Brasil visit
 - ARM workshop in Chala, Peru
 - BGI Conference in Lima, Peru
 - Visit Minera Yanaquihua S.A.C with Solidaridad
 - It was noted that it was very valuable for RJC to attend these events and explain RJC's standards to miners and auditors, showing how the standard can support various initiatives. Refiners also had the opportunity to explain their processes, and emphasise that ASM need to have direct access to international markets to get the best price. The site visits included some impressive ASM operations.
 - Key messages from the trip were that it was important for RJC to build on the various cross-recognitions it has in place, and that RJC will be pivotal in building a supply of "responsible gold". There's a general sense of timeliness, with forces aligning to increasingly create action in this area.
 - Solidaridad are also working in the Peru region, and now also Ghana. The drop in gold price is having a significant impact in Ghana – positive and negative. The Yanaquihua visit really reinforced the value-add of RJC, and this can be reflected in the M&E report and future research.
 - Understanding what RJC offers mining companies is important for messaging, particularly the middle scale - that the standards are not just about the jewellery sector. However from an M&E point of view, it can be tricky to quantify improvements in management systems.
- Report on upcoming India visit (Fiona)
 - The visit will include general training on new COP; factory and trading office visits; discussions on corrective actions and improvement areas; seeking interest in Human Rights due diligence pilots; and first stage development of India Working Group (which will include liaison on M&E work).
- SMEs (Fiona)
 - University of Coventry: Research into CSR and the Jewellery Industry.
 - Pilot study has been done near Birmingham with a conference and journal publications submitted.
 - Research team will prepare a summary overview of this research for the RJC M&E report to provide sector context in 2014.
 - RJC is developing an ongoing relationship and more targeted research in future years, with an ESRC grant application in preparation which will include industry collaboration with RJC.

5. Human Rights Working Group (10 minutes)

- Report from meeting of steering group in Geneva on Dec 5th, 2013.
- Next steps (following recruitment of RJC Training Coordinator):
 - Call for interest in Human Rights mailing list as an informal 'Working Group'
 - Continue to build interest via newsletter articles, outreach etc
 - Develop webinar session with panel of speakers
 - Include speaker on human rights at May AGM (seminar program)
 - Initiate HR Toolkit pilot process
- ARM and Solidaridad are developing a toolkit on forced labour in the ASM sector, and offered to present this at a future human-rights related event/webinar.

6. Update on other initiatives (15 minutes)

- OECD Due Diligence Guidance:
 - ASM webinar on large-scale mining relationships with ASM: <https://oecd-daf.webex.com/oecd-daf/onstage/g.php?d=959527183&t=a>
 - Next OECD meeting on May 27-29 in Paris.
- Initiative for Responsible Mining Assurance (IRMA):
 - Publication of IRMA's first draft standards for consultation are expected early in 2014. RJC will circulate to the Committee when notice is received, and plans to comment during the comment period.
- Precious Stones Multi-Stakeholder Working Group:
 - An authorship team is working on a research paper on the coloured stones supply chain, existing due diligence initiatives and gaps, and the feasibility of an OECD Supplement on coloured stones for the Due Diligence Guidance.
- Alliance for Responsible Mining – Fairmined Standard: update from Felix Hruschka, ARM
On January 1st ARM launched the version 2.0 RC of the FAIRMINED Standard. This version 2.0 RC, published as "Release Candidate" (RC) version, precedes the final version 2.0, scheduled for release later in February or March 2014 after formal signoff by the Standard Committee and ARM Board. Regardless of these pending formal procedures, the new version of the Standard became applicable from January 2014. The final version 2.0 may then differ slightly from 2.0 RC by minor editorial fixes and additional explanatory notes for clarification where requested, but without more major changes. The transition period for already certified ASMOs and operators is of 1 year, starting from the above date. During this period ASMOs (Artisanal and Small-scale mining Organizations) or operators may choose between audits according to version 1.1 or 2.0 of the STANDARD.

Version 2.0 of the standard has a new structure to make the document cleaner and more user friendly. It consists of three parts:

- The main text of the FAIRMINED Standard (Scope: ASMO's, first authorized buyer, and down to the point in the supply chain where the FAIRMINED Gold is refined to its pure form)
- A Market Annex (Scope: FAIRMINED operators and licensees)
- A Glossary of terms

In ARM we are confident that version 2.0 fully reflects the outcome of our two-year revision process. The new Standard remains faithful to our mission of promoting sustainable development in the Artisanal and Small-scale mining sector through existing and new market models (FAIRMINED Labelled, FAIRMINED Incorporated and FAIRMINED Certificates). While maintaining an attractive and just FAIRMINED Premium for miners, version 2 provides in parallel flexibility for piloting alternative negotiated Premium models for purchases of larger volumes of FAIRMINED certified gold.

- Other updates:
 - Information on the upcoming UL Responsible Sourcing Summit in San Francisco, May 2014 is available at <http://industries.ul.com/blog/responsible-sourcing-summit-san-francisco-ca>
 - World Gold Council companies, including AngloGold Ashanti, will be publishing their first conflict-free gold reports shortly, under the WGC Conflict-Free Gold Standard.

7. Any other business (5 minutes)

8. Standards Committee schedule –2014 dates

- Face-to-face Standards Committee meeting on 16 May, following the RJC AGM and Conference on May 15, in London.
- Two further meetings in 2014 at dates to be agreed (quarterly meetings).