

# Summary Notes

## Standards Committee Teleconference

11 Feb 2016

### Participants:

Claus Teilmann Petersen (Co-Chair), Ainsley Butler (Co-Chair), Estelle Levin, Wilfried Hoerner, Marianna Smirnova, Felix Hruschka, Marylyn Carrigan, Michaël Geelhand de Merxem, Charles Chaussepied

RJC: Andrew Bone, Anne-Marie Fleury, Peter Dawkins



Apologies: Steven Oates, Jon Hobbs

### Documents circulated:

- Summary notes of Dec 2015 Standards Committee teleconference
- Final proposed changes to the Roles and Responsibilities for the Standards Committee

### 1. Welcome

The anti-trust statement was referenced and Claus as Co-Chair welcomed the group.

Ainsley Butler was welcomed as an interim Co-Chair till elections will be held after the RJC Annual General Meeting (AGM) when members of the Committee would be appointed/re-appointed.

Estelle Levin formally stepped down and was thanked for all her hard work and dedication to the RJC and the Standards Committee. Her knowledge, network and passion for sustainability topics in the sector were all applied to great benefit for RJC during a difficult transition period.

The summary notes of the previous meeting were approved by Marylyn and seconded by Ainsley.

### 2. Final proposed changes to the governance of the Standards Committee

Anne-Marie presented the RJC Management Team's proposal for changes to the role and responsibility of the Committee in the table of the circulated document. She highlighted the revised proposal for a reduction in the number of Committee members from the current 28 Committee members to 18 (this is a lesser reduction than what was originally proposed). This would include 9 industry members (1 from each forum (7) + 2 extra seats, one for each of the two fora with the most members (Manufacturers and Diamond cutter/polishers) and matching 9 non-industry members (including 2 permanent seats for ARM and DDI).

Anne-Marie outlined two additional recommendations to add to those in the table:

- Setting the quorum so it is 2 industry and 2 non-industry, including at least one Co-Chair
- For voting, setting a limit to the difference in number of industry and non-industry votes so there is never more than a 60/40 split.

It was noted that these changes would require some Committee members to step down. A summary table with information on Committee members and their terms was included in the circulated document (and is included at the end of this document for ease of reference).

Ainsley noted the significant time commitments required of industry members and suggested that this be communicated in RJC outreach to new and existing members as the Committee is reconstituted.

An on-going concern regarding the participation of industry members on the Committee was voiced and whether the proposed changes would exacerbate this. Anne-Marie acknowledged these risks and remarked that the current situation with 14 industry 'seats' was unsuccessful in ensuring good industry participation. She emphasized that the proposed change on reducing the number of Committee members should be revisited if it is equally unsuccessful and/or introduces other issues.

The recommended change on numbers was noted as an attempt to balance pragmatism and maximise representation and ultimately was supported by participants on the call.

Participants agreed with the final proposed changes.

**Action: Final proposed governance changes to the Standards Committee to be shared with the ExCo for review and approval and subsequent forwarding to the Board for approval.**

### **3. Standards review planning**

Anne-Marie reported that the RJC Management Team is currently developing the plan and timeline for the review of the Standards. The current proposal is to review the Chain of Custody first throughout the rest of this year followed by the Code of Practice. The review of the Standards will be the topic of next Committee teleconference.

### **4. Coloured Stones Task Force**

Anne-Marie alerted the Committee to the formation of a Task Force to oversee a feasibility study on the possible incorporation of coloured stones into RJC's scope. This Task Force will report to the RJC Board. The first call took place a few days ago and the Terms of Reference for the work (which were seen by this Committee) were substantively accepted by the group. The timeline for the project will be revised and may result in 2 phases of work, with the RJC Annual General Meeting (AGM) Board meeting in June as a key milestone for reporting back to the Board.

The extent of which individual coloured stones to include or not is one of the questions that will be considered by the Task Force.

### **5. Any other business**

Anne-Marie described some changes to the certification process being considered by the Accreditation and Certification Committee to enable provenance claim 'bolt ons' to certificates as well as changes to auditor fees.

Andrew told the group that RJC AGM is planned to take place during the Las Vegas JCK show in June. Anne-Marie added that the Standards Committee face-to-face meeting will not necessarily take place in conjunction with the AGM this year.

**Action: The Management Team to provide further information on planning for the Standards Committee face to face meeting.**

### **6. Next call**

To take place 15 March