

Standards Committee Meeting 15th November 2023 Summary notes

Standards Committee Participants: Ainsley Butler, Purvi Shah, Charlene Nemson, Didier Backaert, Jennifer Hillard, Joelle Ponnelle, Sara Yood, Eleonora Rizzuto, Maggie Gabos, Noora Jamsheer

Apologies: Coline Lemaitre, Tehmasp Printer, Ilan Keplan, Pippa Howard, Sabrina Karib, Salah Hussein, Trisevgeni Stavropoulos, Laurant Massi, Marie-Charlotte.

RJC Management Team: Clara Segón (Operations Director) Suzanne Brooks (Senior Standards Manager), Caroline Watson (Assistant Standards Manager), Charlotte Stanbridge (Assistant Standards and Training Manager), Daniel Finn, (Standard Programme Coordinator), Jasmeet Kaur-Baggha (Impacts Senior Manager), Rachel Morey (Assurance Manager), John Hall (Strategic Advisor).

Observers: Jeanne Frealle.

Materials circulated in advance of call:

- Meeting presentation slides.
- Standards Committee Minutes for October meeting.
- Draft CoC standard & Annex
- CoC Communications plan

Co-Chair, Ainsley Butler gave an introduction. The Committee was reminded of the RJC's conflict of interest policy and anti-trust statement and was given an overview of the agenda for today's call. Participation was noted by the RJC Senior Standards Manager. A welcome was also given to Daniel, the new Standards Programme Coordinator. September minutes were approved by Joelle Ponnelle and Didier Backaert. Noted attendees in place of members of the Committee in listening mode.

Executive Update

Clara Segon gave an Executive update to the Committee. It was noted that the week of 18 December RJC team will slow down with meetings and closure dates were given for RJC over Christmas holidays. An overview of ED plans were given for rest of year. Clara also gave update of attendance at Facets in Botswana. The standards team are also going live with job advert for the GM recruitment soon, and the committee were asked to share this and provide any suggestions they may have.

Standards Committee Governance

RJC currently updating the Governance Handbook in line with updated Articles of Association. Topic updates include Committees of the Council; Standards Committee Terms of Reference (ToR); Mechanisms for Complaints; Nomenclature.

Standards Committee ToR updates in the handbook includes updates to; Extensions of term where appropriate, especially where continuity of input is important; Committee composition; Monitoring and Evaluation (M&E) applicability to standards. Further discussions are also ongoing regarding the 2 permanent seats and ensuring the necessary engagement is maintained.

Noted to get the Committee input into this approach that will be proposed to the board.

Standards Workplan updates

CoC

Draft standard and Annex shared prior to the call, with minor changes made since the last meeting. Consultation aimed to go out tomorrow with the draft Standard and Annex.

In response to a query on engaging experts and non-Committee through direct engagement (rather than through a general call) it was clarified that targeted engagement will be taking place as part of the consultation, with a stakeholder mapping process taking place to feed into roundtable conversations.

This round of CoC consultation will be 60 days and run until Friday 19 January 2024. Communications campaign finalised and shared with Committee. Communication will be shared via the Website, Newsletter, Email and Social media. The importance of maintaining cross recognition and harmonization with other standards was raised.

LGMS

Candidate proposals for the Taskforce and ToR are will the Executive Director (ED) for final approval (circulated with committee on 2 November). ED to share this with Board to note. Invitation to the Taskforce will go out once candidates are approved. The governance of this is currently under review regarding the establishment of a new forum. Governance mapping is underway to understand requirements across the full supply chain, to be completed ahead of AGM in Q1 2024.

It was noted that RJC need to understand who the likely players are to join RJC, what is happening in the space and what it means for rest of value chain.

COP

Responses to the Committee drop-in feedback incorporated to the standard draft. New draft underway and will be shared once ready. New language on GHG and D&I being drafted. Applicability matrix being drafted for applicability of provisions to member supply chain points/member forums. ISEAL Independent Evaluation Process is underway. ISEAL is currently updating the v.6 self-assessment based on the new standard they are releasing. The COP will go through another consultation process in 2024.

December COP in-person Committee workshop

Save the date will be replaced with more detail on the event. Date for the session to be 12-14 December 2023 (3 full days), in London UK. The focus will be on the COP standard. Based on confirmed attendance, quorum will be reached. The committee was asked to let the team know if they are able to join by Zoom. A more detailed overview of the agenda over each of the days was given as well as a list of the materials to be circulated, and any preparation that will take place in advance. The team also gave an overview of the Tier 1 and 2 provisions to go through in the meeting. It was agreed to prioritise discussing the content of the standard over guest speakers, which can take place later on.

EU conflict mineral regulation

Meeting with Kumi & the European Commission on Nov 16th to discuss, as Kumi ready to start assessment of re-application. Updates given on the summary templates. RJC will continue to update Kumi ahead of meeting. Work will be ongoing throughout 2024 on addressing criteria.

AOB

Next boarding meeting 20th November 2024.

A summary of upcoming training was given. Auditor training review is ongoing, and outline for the new training structure has been developed.

Co-Chair, Purvi Shah thanked the Committee and closed the meeting.