

## Standards Committee Meeting

18<sup>th</sup> October 2023

### Summary notes

**Standards Committee Participants:** Ainsley Butler, Purvi Shah, Didier Backaert, Sabrina Karib, Joelle Ponnelle, Jennifer Hillard, Sara Yood, Eleonora Rizzuto, Marie-Charlotte.

**Apologies:** Coline Lemaitre, Maggie Gabos, Tehmasp Printer, Ilan Keplan, Pippa Howard, Salah Husseini, Trisevgeni Stavropoulos, Laurant Massi, Noora Jamsheer, Charlene Nemson.

**RJC Management Team:** Melanie Grant (Executive Director) Clara Segón (Operations Director) Suzanne Brooks (Senior Standards Manager), Caroline Watson (Assistant Standards Manager).

**Observers:** Jeanne Frealle, Leo Daguet.

#### Materials circulated in advance of call:

- Meeting presentation slides.
- Standards Committee Minutes for September meeting.
- Draft CoC standard.
- Updated draft Standard Setting Procedure.

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. September minutes were approved by Joelle Ponnelle and Didier Backaert. Noted attendees in place of members of the Committee in listening mode.

#### Executive Update

New RJC Operations Director Clara Segón was introduced and gave an overview of her background and new role. Clara will be joining Committee meetings going forward.

Melanie Grant gave an Executive update noting that based on the new Articles of Association, RJC have expelled a member who was placed under sanctions. RJC are also seeing lots of new members and companies looking to join the RJC.

It was asked what the lead time to join as a new member once they apply. In response, this is dependent on company size, subsidiaries, complexity of scope, response rate, number of documents and more. Can range from 30 days to 6 months. The Membership team is working to strengthen the system to streamline the application process.

#### Committee Composition

Summary of current Committee composition given; 12 industry members and 7 non-industry members. 3 further non-industry members have been nominated and RJC will reach out to these to invite to the Committee.

In addition, a Guest of the Committee concept has been approved, which will allow guests to join in an individual capacity based on expertise related to standards topic areas. An overview of the concept was presented, and it was clarified that Guests are not the same as committee members, in respect that they will not have any decision-making authority. There has been an approval to invite 5 guests initially.

Committee members queried the governance around the participation of future taskforce and guests of the Committee members and how this would work. Clarification was given that Guests of the Committee will join meetings that are applicable to as and where their expertise is relevant or needed. The Terms of Reference (ToR) will be shared once the invitations have been sent to the candidates. They will also be invited to the in person meeting in December.

Finally, the RJC confirmed that the Standards Committee extensions to terms for 2024 will be proposed to the board in November. This is as discussed and agreed, to ensure continuity and expertise to deliver the standards workplan.

## Standards Workplan updates

### COP

Focus has been on finalising the draft for Committee in-person workshop in December which takes into consideration the committee drop-in session comments and areas for improvement. A decision on the approach for scope expansion was agreed in last meeting. The ISEAL Independent Evaluation Process (IEP) is in the final stages of pre-submission, with aim to submit November.

Final draft COP standard will be circulated in the lead up to the Committee in-person workshop in December. Any final comments to be sent by the 20<sup>th</sup> of October. Committee asked to please confirm focus areas.

### CoC

Final updates to the standards completed based on feedback. Preparations for the round 2 consultation process underway to meet the November deadline.

### LGMS

Further input required on candidate list to broaden scope of taskforce. The RJC welcomed input from the Committee on recommendations and the list will be shared after the meeting. Once the list of nominations has been finalised and RJC has given approval, the next steps will be to reach out to the candidate via a letter of invitation. Candidate list aims to cover expertise across the various supply chain points.

An update was requested on the governance review regarding the LGM. Discussions on the approach to this are ongoing. No changes need to be made to our articles of association. Additional forums are eligible under articles, and these can be added by the Board. Board would increase by 3 in this case. Requirements would need to be established and in place in advance of 2024 AGM. Next steps are to receive feedback on the conversations regarding the approach.

A Committee member noted that it would be good to consider a member of the Taskforce to have background on environmental management systems or environmental lifecycle with an understanding on the manufacturing process. This will be incorporated into the list of candidates.

A Committee member noted that the criteria for the Taskforce should include both diversity as well as competencies and expertise. This was agreed and noted that the aim is to achieve a balance. Comment was taken that more time to provide feedback on Taskforce list would be beneficial.

Work has commenced to map the timelines and operational workstreams across RJC departments and will be used to define the direction and plans for the different projects.

### EU conflict mineral regulation

No further update received from the EU Commission. Work is ongoing on refiner summary publishing, and this work will continue into 2024.

Further, the RJC standard setting procedure been updated, and feedback is welcome on this.

## CoC specific updates

Further key updates were given regarding the CoC draft standard and annex transfer template. This included the discussion on an agreed approach to include legitimate ASM within the ASM workstream, the updated recycled draft language, the change in nomenclature around 'grandfathered' material and the additional wording on sanctions declaration. Further feedback was requested on the eligibility criteria for mining by-product and tailings.

## **December COP in- person Committee workshop**

The dates for the in-person Committee workshop were re-confirmed as 12-14 December 2023 (3 full days), in London UK. The focus will be on the COP standard. An overview of the locations and the itinerary were given. Financial support for travel/accommodations for non-industry members will be provided and more info will be shared with non-industry members soon. Non-industry members were also asked to provide RJC with proposed costings for their travel and accommodation. RJC will also reach out with accommodation suggestions. A full outline invite & agenda (with timings) will also be shared in coming weeks. It was noted that virtual attendance will be possible for those unable to attend via Zoom.

## **AOB**

An update was provided on the recruitment for the RJC team. A new Standards Programme Co-ordinator will be starting on the 25th October. A Standards Technical GM role description is also being finalised to go out to an agency for recruitment.

The deadline for written feedback on the COP is the 20th of October, this is key to meet the December in-person workshop timelines. The next SCO Committee meeting will be 15 November with a focus on the December workshop summary outline and objectives.

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