

ASI Standards Committee – Minutes – Teleconference

Date: 22 February 2017

Antitrust Statement:

Attendees are kindly reminded that the ASI is committed to complying with all relevant antitrust and competition laws and regulations and, to that end, has adopted an Antitrust Policy, compliance with which is a condition of continued ASI participation. Failure to abide by these laws can potentially have extremely serious consequences for the ASI and its participants, 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 ASI activity.

Participants:

Chair: Annemarie Goedmakers (Chimbo Foundation)

Committee Members: Catherine Athenes (Constellium), Christophe Boussemart (Nespresso) Justin Furness (Council for Aluminium in Building), Robeliza Halip (Asia Indigenous Peoples Pact), Bjoern Kulmann (Ball), Jerome Lucaes (Rusal), Tom Maddox (Fauna and Flora International), Jean-Pierre Mean (Transparency International), Brenda Pulley (Keep America Beautiful), , Rosa Garcia Pineiro (Alcoa).

ASI Secretariat: Fiona Solomon, Krista West

Apologies: Jostein Soreide (Norsk Hydro), Karl Bath (BMW), Philip Hunter (Verite), Stefan Rohrmus (Schueco), Roland Dubois (Rio Tinto Aluminium), Marie-Josée Artist (VIDS - Association of Village Leaders, Suriname), Justus Kammüller (WWF – alternate for Bernhard Bauske), Josef Schoen (Audi), Sam Brumale

Documents circulated:

1. Meeting Agenda (including Meeting Action Log)
2. Minutes of previous meeting v1
3. Draft agenda for Montreal Standards Committee meeting 5-7 April 2017
4. ASI Standards 2017 Consultation Plan (v2)
5. Alternate Form [Word]
6. Proxy form for this meeting [Word]

Meeting objectives:

1. Adopt minutes of the previous meeting.
2. Review and discuss the draft meeting agenda for Montreal.
3. Review and adopt the [ASI Standards 2017 Consultation plan](#).

Items for discussion:

1. Preliminaries

- a. Meeting objectives and meeting process were noted as per the agenda.
- b. Attendance, apologies, proxies and alternates noted.
 - The Committee offered their congratulations to Sam on his new baby boy!
- c. **It was RESOLVED to accept version 1 of the minutes of the previous teleconference meeting on 7 February 2017.**

- d. The Standards Committee meetings Action Log was tabled indicating new and open actions. Actions related to the CoC Standard, Assurance Manual are on track. Actions from the last meeting will be covered in the agenda for this meeting.
- It was noted that the latest draft of the Assurance Manual (draft 3) was circulated in December for the Committee teleconference.
 - It was noted that Working Groups are being convened to review relevant Guidance chapters for the Performance Standard. Timing will be revisited in Sam's absence.

2. Standards Committee Update

- a. Montreal Standards Committee Meeting – draft agenda for comment. Following site visits with the ASI Board on the Wednesday morning, the key discussion areas are:
- Assurance Manual
 - Including supply chain activities and membership classes: will invite some member presentations on this topic.
 - Working Group reports
 - Performance Standard and Guidance
 - Pilot program
 - A planning document with participant information will be circulated this week.
 - **Action:** *Circulate 2017 Pilot Program – Plan and Participant Information to members.*
 - Chain of Custody (and Claims).
 - **Action:** *Update Montreal meeting agenda to allow more time to discuss Claims (eg earlier starts to the day).*
- b. New Committee members in coming weeks:
- Neill Wilkins, Institute for Human Rights and Business (new Civil Society member)
 - Giulia Carbone, IUCN (replacing Dev Aiama)
 - Marcel van der Velden, Arconic (casual vacancy)
 - One Industrial User vacancy, proposals being sought through current ballot process.
 - Current Committee member, Justin Furness from the Council for Aluminium in Building, was also invited to re-nominate as part of this process.

3. ASI Standards

- a. **Chain of Custody Standard (draft 4):**
- Work has commenced on incorporating the received comments into a draft 4 of the CoC Standard and Guidance. An update will be provided at the March teleconference, and discussions of major issues tabled for the Montreal meeting.
- b. **ASI Performance Standard:**
- Committee members are reminded to provide feedback on the draft revised Performance Standard and Guidance chapters and in particular to identify areas for further discussion at the in-person meeting in Montreal, and/or by Working Groups.
 - Topics identified to date for the Montreal meeting are:
 - Forced Labour and recruitment fees
 - Material Stewardship – regrouping of criteria
 - Mine Site Rehabilitation
 - 'Area of Influence' incorporating concept of 'associated facilities'
 - Additional detail in criteria for Freedom of Association/Collective Bargaining, Child Labour, Forced Labour, Remuneration and Working Hours
 - Working Groups will report on progress in Montreal.

- **Action:** Convene further WG Meetings in coming weeks ahead of the Montreal meeting to enable discussion around the draft Guidance chapters.

c. **2017 Consultation Plan:**

- At the last teleconference, it was agreed to reconsider the timelines for the consultation periods for ASI Standards in 2017.
- The new plan (V2) circulated to the Committee proposes to combine the consultation periods for both standards (Performance Standard + CoC) so that they can be published and reviewed in an integrated package, taking into account timeframes for piloting and finalisation.
- **It was RESOLVED to accept and publish the 2017 ASI Standards Consultation Plan (V2).**

4. Working Groups

- a. Working Group members should review Performance Standard Guidance chapters – Fiona and Krista will take up co-ordination of meetings during Sam’s leave.

5. Assurance Update

- a. Development of the Assurance Platform for Self Assessments and Audits is progressing.

6. ASI Auditor Accreditation Update

- a. Sam’s work on this to recommence in March.

7. Next steps / AOB

- a. Next steps were summarised as:

Secretariat:

- Issue draft minutes of this meeting and update Action Log
- Publish Consultation Plan on website and in newsletter
- CoC Standard consultation – integrate comments for March 15 teleconference
- Preparation of supporting materials for Montreal meetings

Committee – open actions:

- Feedback on draft Assurance Manual from December meeting (by Feb 28)
- Feedback on Performance Standard revisions – areas to discuss (by Feb 28) and draft Guidance (March)
- Feedback on draft M&E Plan, including labour and human rights indicators (April)

- b. No other business was raised.

8. Next teleconferences and meetings

- a. Wednesday 15 March 2017.
b. Wednesday – Friday, 5-7 April 2017 in Montreal.