

ASI Board Meeting – Summary of Minutes for publication

Date: Thursday 20 February, 2020

Held: GoToMeeting

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.

ASI Ways of Working

ASI is a multi-stakeholder organisation. Dialogue is at the heart of everything we do. It is critical to ensure that the organisation delivers on its mission. We welcome all participants and value the diversity of backgrounds, views and opinions represented in this meeting. We recognise that we have different opinions; that is the heart of healthy debate and leads to better outcomes. To ensure our meetings are successful, we need to express our views and hear the views of others in a respectful and professional way, protecting the dignity and safety of all participants and enabling full participation from all attendees.

Acknowledgement of Indigenous Peoples

ASI acknowledges Indigenous Peoples and their connections to their traditional lands where we and our members operate. We aim to respect cultural heritage, customs and beliefs of all Indigenous people and we pay our respects to elders past, present and emerging.

Health and Safety

ASI places a high priority on health and safety through the ASI Performance Standard, and likewise aims to ensure that our employees, contractors and participants work and meet safely. If you are travelling for this meeting, please consider health and safety risks, including from transport, illness, manual handling, slips and trips, personal safety and emergency situations. Let us know if you have any concerns or feedback.

Participants: Daniel Weston (Chair), Anita Roper, Gerard Bos, Ken Willings, Pippa Howard, Sasha Courville, Tolga Egrilmezer, Marcel van der Sluijs.

ASI Secretariat: Fiona Solomon (ASI CEO).

Introduction and context

ASI publishes a summary of Board meetings and teleconferences in the interests of transparency.

The following principles are applied in preparing these summaries:

- Statements or perspectives are not attributed to individuals.
- The following matters are NOT included in the summary: personnel matters, financial approvals, small items, or sensitive, premature or evolving discussions.
- Board *decisions* are shared, but not the deliberations or decision-making processes that lead to them.
- Publishing the Board's decisions does not invite or open up debate about these decisions.
- The Board approves the summary before publication on the ASI website and via the monthly Members Update.

Topics discussed at this Board meeting:

- London Metal Exchange (LME) Responsible Sourcing Initiative
- ASI Management Review, Oversight review and ASI team changes
- IT and Data Governance Handbook
- ASI AGM Week 2020
- ASI AGM Week 2021
- ASI Sustainability Policy
- Governance elections
- ISEAL Alliance
- Downstream and China engagement
- Harmonisation
- Finance – progress against 2019 budget
- IT systems and Monitoring and Evaluation (M&E)

Outcomes and actions from this meeting:

- **LME Responsible Sourcing Initiative:** The LME's final proposal was reviewed, and the role of ASI discussed. ASI will use the forthcoming standards revision to align the 'conflict minerals' aspect of the Performance Standard with the OECD Due Diligence Guidance for Responsible Mineral Supply Chains from Conflict-Affected and High-Risk Areas. Further considerations for ASI will be discussed at the Board's May 2020 in-person meeting.
- **ASI Management Review, Oversight review and ASI team changes:** The Board discussed internal reviews and confirmed that the Secretariat is resourced to deliver on ASI's Strategy.
- **ASI IT and Data Governance Handbook:** The Board reviewed ASI's newly updated Handbook for IT and Data Governance and heard that the ASI team had undergone valuable cyber security training in November 2019.
- **AGM Week 2020:** Plans for the web-based Annual General Meeting (AGM) were discussed, in light of the decision to cancel the in-person meetings due to COVID-19.
- **ASI Sustainability Policy:** The Board reviewed the new ASI Sustainability Policy developed by the team, which will be published on the ASI website.