

## ASI Board Meeting – Summary of Minutes for publication

**Date:** 30 September 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, Jan Boekelman, Marcel van der Sluijs, Nick Madden, Pippa Howard, Sasha Courville, Tolga Egrilmezer.

**ASI Secretariat:** Cameron Jones (ASI Director of Assurance).

**Apologies:** 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:

- CEO sick leave and backfill arrangements
- Standards Committee letter
- Standards Committee casual vacancy
- Draft 2021-2022 Strategy and 2021 budget development
- Draft ASI Human Rights policy
- LME Responsible Sourcing Initiative update
- Relevant operational issues.

## Outcomes and actions from this meeting:

- **CEO sick leave and backfill arrangements:** The Board re-iterated that the health and wellbeing of the Secretariat remains a primary consideration. The Board fully supports the team pushing back self-imposed deadlines where appropriate, in order to be able to manage bandwidth issues in the context of the CEO's leave and other pressures.
- **Standards Committee letter:** The Board considered a letter from the Standards Committee regarding resource allocation for studies on the application of ASI Standards, to further inform the revision process. The Board's reply will confirm that the 2021 budget process will seek to make some allocations for additional studies, while balancing the need to also support essential ongoing work.
- **Standards Committee casual vacancy:** The Board appointed Abdoul Dialla (from AGEDD - Association Guinéenne d'éveil au Développement Durable) to the Standards Committee to fill the casual vacancy in the Civil Society membership class, in accordance with the ASI Constitution. The appointment intends to ensure the Committee contains members with the most diverse expertise possible, to ensure all stakeholder interests are properly considered.
- **Draft 2020-2021 Strategy and 2020 budget development:** The draft Strategy was discussed with several points to be incorporated for the next meeting. Considerations for the discussions included the balance between financial resilience and team bandwidth, prioritising long-term internal support vs short-term external support, and opportunity for ASI to build leadership on Indigenous peoples and human rights with IPAF. The introduction of revenue-based fee bands for General Supporters, aligning with other membership classes, was also discussed, which will benefit smaller members that are currently paying a flat fee.

- **Draft ASI Human Rights policy:** The Board shared initial feedback on the draft policy and an updated draft will be shared with the Human Rights Working Group for input, along with an update to the ASI Complaints Mechanism, likely in early 2021.
- **LME Responsible Sourcing Initiative update:** ASI has drafted the new Performance Standard criteria 9.8 and associated Guidance to support alignment of ASI Certification with the OECD Due Diligence Guidance for Responsible Supply Chains of Minerals from Conflict-Affected and High-Risk Areas, and LME's Responsible Sourcing Rules. LME have provided feedback on the draft before circulation to the Standards Committee, and there will be further consultation as part of the Standards Revision public comment processes.
- **Audit Firm suspension:** The Board was advised that TUV SUD was suspended by ASI for six months until 1 March 2021, due to the systemic cheating and collusion of four of its auditors during completing of an ASI assessment requirement. Each auditor submitted identical responses during completion of a training module relating to the development of Public Headline Statements. Upon identifying this collusion, the ASI Secretariat suspended the individual auditors, until the assessment was re-taken correctly and a corrective action plan at the company level was developed and implemented. The four auditors repeated the assessment, but still exhibited signs of collusion, and the corrective action plan proposed was unsatisfactory – leading to the eventual suspension of the audit firm for six months.