

# ASI Standards Committee

Teleconference Minutes

18 May 2021

# Antitrust Compliance Policy

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*Attendees are kindly reminded that ASI is committed to complying with all relevant antitrust and competition laws and regulations and, to that end, has adopted a Competition Policy, compliance with which is a condition of continued ASI participation.*

*Failure to abide by these laws can have extremely serious consequences for 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 in respect of all other ASI activities.*



# Acknowledgement of Indigenous People

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*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.*



# ASI Ways of Working

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*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.*



# Agenda

	Topic		Lead
1	a. Welcome b. Introduction & Apologies c. Objectives d. Documents Circulated	e. Previous Minutes f. Conflicts of Interest/Duty g. Log of Actions	Chair
2	For information: Update on SC Studies		ASI - Krista
3	For decision: Log Items to address through Working Groups and Standards Committee		ASI - Krista
4	For decision: Plan for SC/WG Meetings		ASI - Krista
5	a. Agreed upon actions for Committee members	b. Agreed upon actions for the Secretariat c. Close	Chair

# 1a,b Welcome, Introduction & Apologies

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a) Welcome

b) **Chair:** Rosa Garcia Pineiro (Alcoa)

**Attendees:** Abu Karimu (Settle Ghana), Alexander Leutwiler (Nespresso), Anthony Tufour (Arconic), Catherine Athenes (Constellium), Giulia Carbone (IUCN), Hugo Rainey (WCS), Justus Kammüller (WWF), Kendyl Salcito (Nomogaia), Louis Biswane (KLIM), Rafael Hammer (Ronal Group), Stefan Rohrmus (Schueco), Steinunn Steinsson (Nordural), Tina Bjornestal (Tetra Pak).

**ASI:** Cameron Jones, Camille Le Dornat, Chris Bayliss, Klaudia Michalska, Krista West, Laura Brunello, Marieke van der Mijn, Mark Annandale

**Apologies:** Annemarie Goedmakers (Chimbo), Gesa Jauck (Trimet), Gina Castelain (IPAF), Jessica Sanderson (Novelis), Jostein Søreide (Hydro), Marcel Pfitzer (Daimler), Neill Wilkins (IHRB), Nicholas Barla (IPAF), Samir Whitaker (FFI).

**Alternatives:**

**Proxies:** Rosa Garcia Pineiro (Alcoa) for Jostein Søreide (Hydro)

# 1c,d Objectives & Documents Circulated

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## c) Objectives

1. Adopt minutes of the previous meeting
2. Agree to scope of discussions for Standards Committee and Working Groups through period of review
3. Agree to number and/or frequency of Working Group and Standards Committee meetings

## d) Documents Circulated

1. ASI SC Teleconference 18May21
2. ASI SC Teleconference Minutes 05Mar21
3. *For Decision:* For SC PUBLIC Round 1 Consultation Log of Input April21
4. Disclosure of Conflicts of Interest/Duty
5. ASI - SCMemberApptProxyForm 18May21
6. ASI –SCMemberAlternateForm 18May21

# 1e,f Previous Minutes & Conflicts of Interest/Duty

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e) Approval of Previous meeting minutes draft: 05 March 2021 will be published on the ASI website.

The minutes of 05 March 21 were approved.

e) Conflicts of Interest/Duty

*Disclosure sent with meeting package*



# 1g Log of Actions

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g) Log of Meeting Actions open or closed since last meeting.

Meeting where Action was Identified	Assigned To	Action	Date Due
24Mar2021	Secretariat	Ensure that there is time to be dedicated to discussing the Theory of Change and M&E program post-revision.	Post-revision

## 2 Update on SC Studies

Month	Secretariat Focus	Standards Committee Focus
March-April	<ul style="list-style-type: none"><li>✓ Verifiers/indicators/benchmarking</li><li>✓ Consultations webinars</li><li>✓ Translations</li><li>✓ Logging items and beginning revisions</li><li>✓ SHBWG Meeting</li></ul>	<ul style="list-style-type: none"><li>✓ 24Mar – External studies into key topics / audit consistency</li></ul>

- Social/Governance study is commissioned (Consultant: Leo Carlowitz, currently on Sabbatical from GIZ) and will begin this week.
  - Priority given to Objectives 3 & 4 of the study related to Indigenous Peoples in order to feed into this round of Standards Committee discussions – plan is to complete these objectives for presentation to SC by 30 June 21.
  - Objectives 1 & 2 related to Criteria 2.4, 2.7, 2.8, 3.4 and 9.1 will be completed second and will be ready for the next round of Standard Committee discussions - plan is to complete these objectives for presentation to SC by 31 August 21.

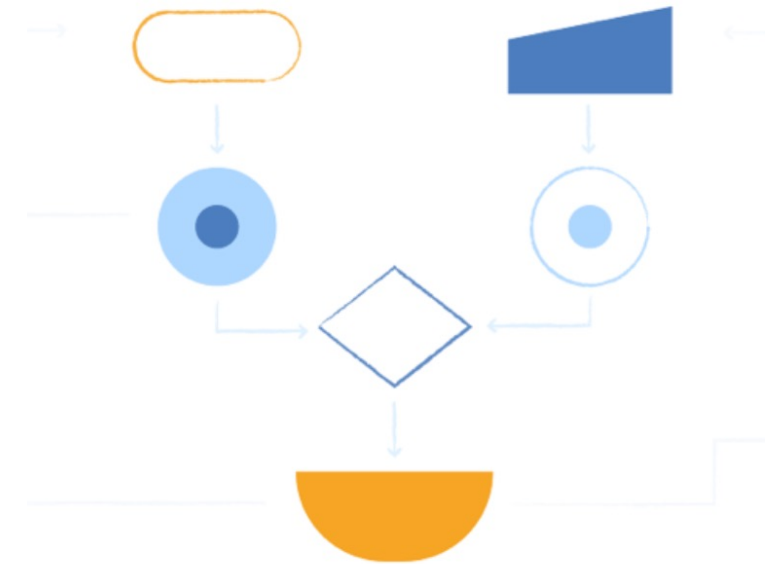
# 3 Log Items for Further Discussion by WG & SC

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- One submission received since last meeting (from Chalco) and comments were added to the log.
- Additional log items from IPAF feedback added.
- Some comments which were grouped by the submitter have been 'ungrouped' into multiple log items so a more detailed response could be given.
- Currently 610 items from 55 contributors are logged.
- The log has been sorted into:
  - ✓ Document they relate to
  - ✓ Topic
  - ✓ Pathway
    - ✓ No change made
    - ✓ ASI Secretariat to make change (note: SC will still approve all changes through approval of tracked changes made in Draft 2)
    - ✓ WG or IPAF to discuss prior to SC (note: SC will still approve all changes through discussion in meeting)
    - ✓ SC to discuss

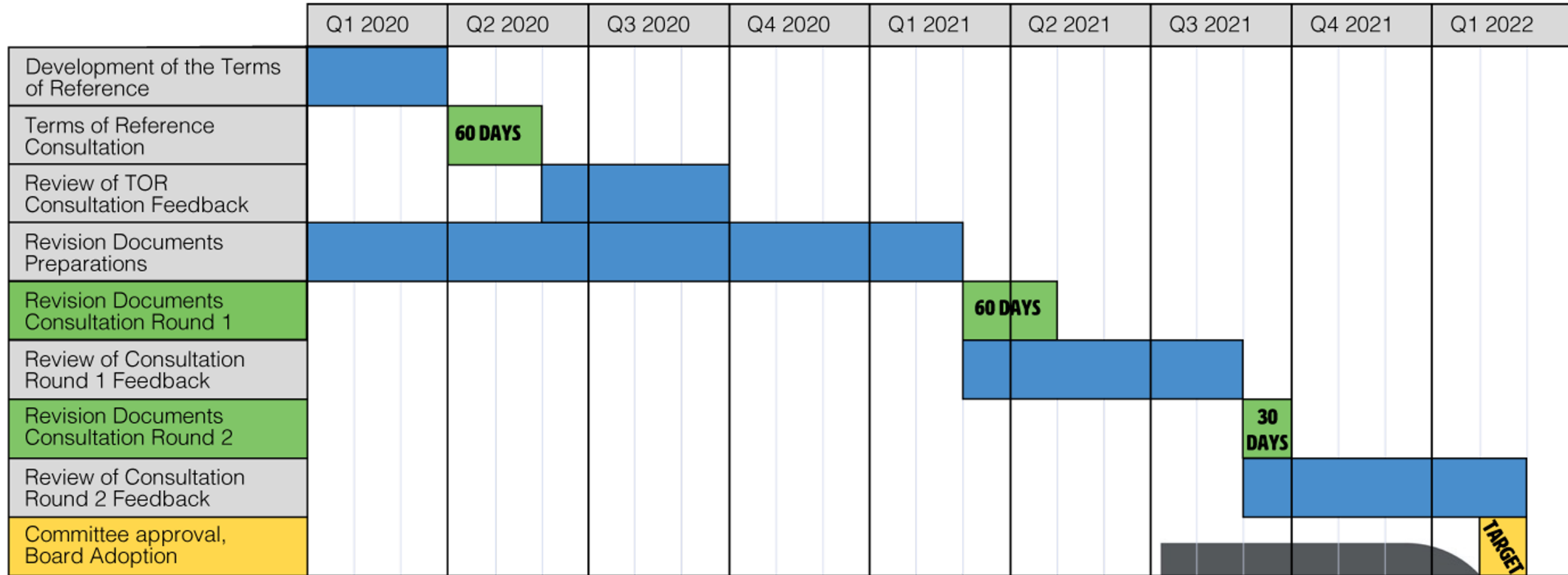
# 3 Log Items for Further Discussion by WG & SC

- Items were assigned to a pathway based on:
  - Whether the item had been previously discussed/considered by a WG/SC
  - Whether new information or a new perspective has come forward during consultation that had not been considered
  - Whether a comment was made by several diverse organisations/individuals
  - Whether it is in the scope of the Standards
- There were many comments on the Principle 5 (GHG) and Principle 8 (Biodiversity and Ecosystem Services) Criteria. For the most part, the recommendation in the log is to not review changes to these Criteria as they were discussed at length prior to consultation and no new information, for the most part, has come forward.



# 3 Log Items for Further Discussion by WG & SC

For reference: Current Timeline for Standards Revision



# 3 Log Items for Further Discussion by WG & SC

- Specific items which the Secretariat needs Guidance on in order to amend the timeline in the Standards Revision Terms of Reference:

Log #	Comment
218	The guidance document would benefit from being shortened and more relevant to each criterion, new draft requirements are to a large degree not described in the guidance. This may well become a critical challenge, and we would strongly recommend to test-run new criteria (as well as challenging old ones) with one or more accredited certifying body. In this way, ASI will reduce the risk of having criteria where compliance or conformance can only be proved by proxy or through bureaucratic document productions.
185 246 396 415 416 570	As major changes have been done to this section, proper guidance needs to be developed and sufficient time for public review needs to be allowed.  (Only Log Item 185 copied here – others are similar)



# 3 Log Items for Further Discussion by WG & SC

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- It was stated that that doing a pilot would be a good idea.
- It was suggested that the focus could be on:
  - New companies that are not yet certified
  - SMEs
  - A sample of companies along the supply chain
- It was suggested that ASI could ask companies to come forward. It was responded that company resources are quite stretched right now and this would like be a push for most companies right now. It was also stated that because conducting a pilot was not normative it would not be cost-recoverable by companies.
- It was asked when the pilot period ran prior to the 2017 launch. No one on the call was able to answer the question. It was suggested that in advance of the 2<sup>nd</sup> consultation would be a good time. The Secretariat stated that this would add a fair bit of time to the timeline, which was already being extended. It was then discussed that parallel to the 2<sup>nd</sup> consultation would be a good time.

# 3 Log Items for Further Discussion by WG & SC

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- It was suggested that it would be good to get the auditors involved in the pilot.
- It was suggested that it would be good to have the companies that participated in the pilot compare both the old and the revised Standards.
- It was stated that there was pressure to deliver the new Standards on timeline so that the new Biodiversity requirements were being implemented. The Secretariat stated that they had gotten emails suggesting that the delays were seen as purposeful.
- It was stated that the Standards Committee was committed to delivering the new Standard as soon as possible, but not at the risk of not doing a fulsome job.
- It was stated that being fully transparent for the delay would help prevent pushback from stakeholders. The Secretariat stated that once the Standards Revision Terms of Reference is revised it will be communicated through the ASI newsletters.
- **It was agreed that the Standards Committee proposed doing a pilot with company volunteers and auditors.**

# 3 Log Items for Further Discussion by WG & SC

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- It was asked if comments from round 1 of consultation came in at the end. The Secretariat responded that the majority of comments came in during the last week with almost all coming in during the last two days. It was responded that folks tend to leave tasks till the deadline and so this may not be indicative of whether external parties needed the full two months to respond.
- It was stated that 30 days was an adequate amount of time for consultation.
- It was discussed that if the pilot is to run parallel to the consultation that 60 days would be needed for the pilot.
- **It was agreed to delay the decision on the consultation until a decision on the pilot was finalized.**

# 3 Log Items for Further Discussion by WG & SC

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- Specific items which the Secretariat needs Guidance on in order to amend the timeline in the Standards Revision Terms of Reference:

Log #	Comment
415	The AAC would like to continue to engage in development of the Guidance for Principle 5 (Greenhouse Gas Emissions) and 6.9 (Waste Reporting). The Council also requests information on the process for this Guidance development be shared with ASI members, outlining how this will be finalised, outside of the current consultation process.

# 3 Log Items for Further Discussion by WG & SC

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- It was discussed that GHG is so fast moving that revisions to the guidance are envisioned in between formal revision periods. It was stated that there would be ongoing versions and updates post-Standards revision.
- It was stated that these on-going revisions would be fulsome, cohesive reviews , not just continually making additions to current text.
- It was stated that it is difficult to implement Criteria and Guidance which are constantly evolving.
- It was stated that this comment was perhaps more about the Revisions process given the process pre-consultation where the Standards Committee did not accept all of the recommendations of the GHG WG.
- It was stated that in that case, the process is that the Standards Committee would continue to seek input through Working Groups, a pilot and consultation and this would result in further refinement. It was added that the Standards Committee welcomed input from stakeholders directly as well.

# 3 Log Items for Further Discussion by WG & SC

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- Specific items which were raised prior to the call:
  - Log Item 351 – suggested this change be considered for the Criterion:

Additional air-borne emissions can be added to the Guidance, as per the SC decision pre-consultation re: noise.

The scope of 6.1 does not clearly address all air borne emissions such as non-chemical emissions; noise, electromagnetic radiation, etc.

Not every auditor understands that air borne emissions include also non-chemical emissions; noise, electromagnetic radiation, etc. Therefore, this needs to be explicitly covered by the requirement and better explained in the Guidance.

- the complexity of the standard (added in this version) versus the possibility of small & medium companies to get certified versus large companies (all companies in the SC are large ones)
- The possibility to have harmonization not only with other standards but also to legislations (in which case it would still have to be audited); this could also help with point above.
- The difficulty for the downstream part of the value chain to understand requirements which are extensively explained in guidance but with clearly a focus on mining



# 3 Log Items for Further Discussion by WG & SC

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## Log Item 351 re: emissions to air

- It was stated that this is a material change and a massive undertaking with there being more than 150 items that could be considered an emission to air. In the current Standard the top 3-4 are addressed and opening this up could be a Pandora's Box.
- It was stated that there is a disconnect currently between the Criterion and the Guidance.
- It was suggested that other standards should be reviewed to determine best practices.

## Log Items re: Guidance for SMEs

- It was stated that the impact of these additional Criteria are greatest on SME. It was additionally stated that because of this impact there shouldn't be a delay in reviewing the Log Items related to implementability for SMEs.
- It was asked if the discussion was around revising Criteria for SMEs or providing additional guidance. It was answered that this was to be decided.
- It was stated that the goal should be a Standard which all companies could follow and that there shouldn't be an issue in simplifying.

# 3 Log Items for Further Discussion by WG & SC

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## Log Items re: Guidance for SMEs

- It was stated that this was another way to circumvent the Standard requirements.
- It was stated that a pilot test would be valuable here as the Standards Committee does not have representation from SMEs.
- It was suggested that a new Working Group be formed and these items related to SMEs be considered, even if it added another 2-3 months to the timeline. It was additionally stated that this would send a good signal to SMEs that their concerns were being considered and addressed.
- **It was agreed that a new SME Working Group would be formed to provide input on additional guidance on the Standard.**

## Log Items re: additional Guidance for downstream Facilities

- It was stated that the guidance is very thick for upstream Facilities but lacking in some areas for downstream Facilities. It was added that there were only a few suggestions on additional guidance for downstream Facilities.
- **It was agreed to consider these items in the log.**

# 3 Log Items for Further Discussion by WG & SC

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## Log Items re: Harmonization with legislation

- The Secretariat stated that ASI only recognizes external Standards where there is external third-party verification and that this has been discussed at recent SBHWG meetings. As legislation is not third-party verified there would be a significant risk to ASI in recognizing legislation for harmonisation.
- It was stated that some legislation (such as the EU Emissions Trading System) does require third-party verification and this should be considered for harmonisation. The Secretariat stated that these items could be added to the log for harmonisation and prioritised by the SBHWG. In these cases the SBHWG would determine if the legislation and independent verification are equivalent with ASI requirements. Where equivalence was identified companies would have to provide evidence of compliance with law in order for the Criterion to be considered harmonized for their Audit.

# 3 Log Items for Further Discussion by WG & SC

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- Lastly, several items were given a pathway of 'No change made', however the 'Rationale' provided in Column D was that they would be explored post-revision. This includes:
  - Comments on the structure of the Guidance
  - Comments on additional guidance or Criteria for SMEs
  - Comments on additional guidance or Criteria for Facilities located in highly industrial areas.
- For decision today:
  - Is there agreement on the assigned pathway for each of the log items?

TODAY  
is the  
DAY

# 3 Log Items for Further Discussion by WG & SC

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## Log Items re: 2.9b

- It was asked why the applicability of Criterion 2.9b were to be discussed further by the Standards Committee. The Secretariat said that they didn't recall that this was discussed pre-consultation. The Secretariat said they would review the minutes.
- **ACTION: Secretariat to review pre-consultation minutes to see if the applicability of Criterion 2.9b had been discussed by the Standards Committee.**

## Log Items re: Applicability for Material Conversion and Other Manufacturing

- It was asked why the applicability for Material Conversion and Other Manufacturing Facilities was being recommendation for further discussion. The Secretariat responded that it has been agreed pre-consultation to discuss it further post-consultation.

# 5 Plan for WG & SC Meetings

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## For Decision:

- Based on Log Items assigned to Working Groups the Secretariat Recommends:
  - BESWG – three meetings
  - GHGWG – three meetings
  - HRWG - three meetings
  - RMSWG – one meeting (1hr)
  - CoCWG – one meeting (1hr)
  - SBHWG – harmonisation is ongoing as resources allow outside of the revision process
  - IPAF – meetings are ongoing
- There are many Log Items related to Principle 6 on Waste. We don't have a Waste Working Group. The Secretariat plans to bring proposed changes to the SC directly, however, it would be great if there were a few individuals who would agree to review drafts in advance of the meetings. Any volunteers?



# 5 Plan for WG & SC Meetings

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- It was agreed that WG Meetings would be discussed next meeting
- It was agreed that starting in September meetings would be conducted every three weeks.

# 5 Plan for WG & SC Meetings

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## For Decision:

- Planned schedule for the SC is:
  - 02June
  - 16June
  - 07July
  - 21July
- August is a holiday month for much of the SC (and Krista)
- Recommend meetings from September onwards at an interval of every three weeks



## Next Steps:

- Secretariat to develop a timeline based on the decisions made at this meeting for SC review/input/agreement at the 02 June meeting.
- Also, at the 02 June meeting the SC will begin discussions on some of the Log Items assigned to it.

# 6 Agreed Upon Actions & Close

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- a. Agree any final post-meeting actions and timeframes by Committee members
- b. Agree actions by Secretariat
- c. Chairs and Secretariat thanks to all participants and close of meeting

## Next Meetings:

- 02June
- 16June
- 07July
- 21July

Thank you