

ASI Standards Committee

Teleconference Minutes

01 December 2021

Antitrust Compliance Policy

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

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



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		Time	Lead
1	a. Welcome b. Introduction & Apologies c. Objectives d. Documents Circulated	e. Previous Minutes f. Conflicts of Interest/Duty g. Log of Actions	5	Chair
2	Items Raised for Discussion by SC		5	ASI - Krista
3	Next Steps		10	ASI- Krista
4	a. Agreed upon actions for Committee members	b. Agreed upon actions for the Secretariat c. Close	5	Chair

1a,b Welcome, Introduction & Apologies

a) Welcome

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

Attendees: Abu Karimu (Settle Ghana), Andy Doran (Novellis), Annemarie Goedmakers (Chimbo Foundation), Anthony Tufour (Arconic), Catherine Athenes (Constellium), Gesa Jauck (Trimet), Jose Rubio (FFI), Jostein Søreide (Hydro), Justus Kammüller (WWF), Louis Biswane (KLIM), Marcel Pfitzer (Daimler), Nadine Schaefelberger (Ronal Group), Nicholas Barla (IPAF), Steinunn Steinsson (Nordural), Stefan Rohrmus (Schueco), Tina Bjornestal (Tetra Pak)

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

Apologies: Gina Castelain (IPAF), Hugo Rainey (WCS), Neill Wilkins (IHRB), Warrick Jordan (Job Hunters).

Alternatives:

Proxies:

1a,b Welcome, Introduction & Apologies



Welcome to our new Committee
Members:

- Andy Doran (Novelis)
- Jose Rubio (FFI)

1c Objectives

c) Objectives

1. Adopt minutes of the previous meeting.
2. Agree to recommend Draft 2.0 for consultation



1d Documents Circulated

d) Documents Circulated

1. ASI SC Teleconference 01Dec21
2. ASI SC Teleconference Minutes 20Oct21
3. For SC PUBLIC Round 1 Consultation Log of Input April21
4. ASI Performance Standard Version 3.0 Draft 2.0 TC
5. ASI Performance Standard Guidance Version 3.0 Draft 2.0 TC
6. ASI Chain of Custody Version 2.0 Draft 2.0 TC
7. ASI Chain of Custody Guidance Version 2.0 Draft 2.0 TC
8. ASI Assurance Manual Version 2.0 Draft 2.0 TC
9. ASI Claims Guide Version 2.0 Draft 2.0 TC
10. ASI Glossary Version 2.0 Draft 2.0 TC
11. Disclosure of Conflicts of Interest/Duty
12. ASI - SCMemberApptProxyForm 01Dec21
13. ASI –SCMemberAlternateForm 01Dec21

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

- e) Standards Committee approved the Previous meeting minutes draft: 20 October 2021 will be published on the ASI website.
- f) Conflicts of Interest/Duty

Disclosure sent with meeting package

1g Log of Actions

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
15Sep2021	Secretariat	Include 2020 AECOM Impartiality Review as agenda item for discussion.	Early 2022
15Sep2021	Secretariat	'Horizon Issues' (from the ASI August Newsletter) to be put on the agenda and ASI will present the origin and context of this piece of work.	Early 2022

2 Items Raised for Discussion by SC

- ‘Material impacts’
 - In relation to impacts in several Criteria throughout the Standard ‘significant’ was replaced with ‘material’.
 - One member raised that it was important to define material.
 - The Secretariat reviewed other certification systems and did not find a suitable definition, nor did a definition come from within the Standard Committee when input was sought.
 - Many definitions used the words ‘material’ or ‘significant’ in the definition – which is circular and does not provide additional insight.
 - Materiality is something which pertains to many areas – law and accounting for example - however it is rarely, if ever?, defined as it is subjective and relative/sensitive to context.
 - Recommendation: No change. Post-revision, if relevant guidance related to evaluating what is a material impact is needed/evolves, it can be added to the Guidance.
 - Throughout the Standard include ‘adverse’ before ‘impacts’ so it is clear that material adverse impacts are the ones to be addressed.

2 Items Raised for Discussion by SC

- A participant agreed to this solution in the first bullet point. The participant noted that some definitions don't shed further light on this: i.e. the GRI definition isn't helpful as it depends which perspective/scale you look at it from. It is agreed that it is hard to define it. The added value would lie in helping the auditor define conformance.
- Another participant stated that the recommendation of the first bullet point is fine as it stands, though on the point to include 'adverse' before 'impacts': some issues can become material if recurrent, though not necessarily if it is a one-off. When the word 'adverse' is included, the word 'material' is weakened, as the focus shifts from impact to the materiality of the adverse impact.
- The Secretariat responded that adding 'adverse' was useful only in terms of clarifying that the Standard is asking companies to prevent or mitigate the negative impacts.
- **The Standards Committee agreed to the recommendation of no change and to not add adverse in front of 'impacts'.**

3 Next Steps Agreed to at 02June21 SC Meeting

➤ Timeline:

- ~~Ten WG and Five SC Meetings (WG and SC Meetings complete by 22Oct21*)~~
- ~~Four weeks of no meetings for Secretariat to draft documents (Drafting complete by 19Nov21)~~
- ~~One week for SC to review documents (Review and comments submitted by 26Nov21)~~
- One SC Meeting approve documents (Documents finalized by 03Dec21)
- Six weeks for legal review and translation (completed by: 07Jan22)
- Four weeks consultation (completed by: 06Feb22 – note this was originally 04Feb22, however that does not provide the 30 days consultation required)
- Marathon SC Meetings to Finalize and Approve Final Drafts (completed by: 25March22)
- Four weeks for legal review and Board Approval (completed by: 29April22)

3 Next Steps Agreed to at 02June21 SC Meeting

- **The Standards Committee agreed to recommend the Documents to be released for the 2nd public consultation.**
- A participant asked if there was a list of topics to be discussed post-revision. **ACTION: The Secretariat responded that they would send it out by email and it could be discussed at a future meeting.**
- **The Standards Committee thanked Krista West for her first class management of the revision process and for all her efforts in delivery of the revised documents, in a tight timeframe and a wide range of opinions and logged comments.**

4 Agreed Upon Actions & Close

- 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

Plan ahead:

- Six weeks for legal review and translation (completed by: 07Jan22)
- Four weeks consultation (completed by: 06Feb22 – note this was originally 04Feb22, however that does not provide the 30 days consultation required)
- Marathon SC Meetings to Finalize and Approve Final Drafts (completed by: 25March22)
- Four weeks for legal review and Board Approval (completed by: 29April22)

Thank you