

## **SRI Roundtable Advisory Committee (AC)**

### **Kick-Off Teleconference Meeting**

**Date and hour:** April 2, 2015. From 14:35 to 15:40.

**AC Participants** (alphabetical order by last name)

- Giulia Carbone (IUCN)
- Urs Fischer and Rolf Widmer (SNV)
- Christian Hagelüken (UMICORE)
- Ruediger Kuehr (UNU)
- Maria Amelia Rodrigues (ECOECO)
- Barbara Toorens (WorldLoop)
- Chiara Venturini (GeSI)

### **WRF/Empa Team**

- Mathias Schlupep (WRF) Maria Sureda (WRF)
- Sonia Valdivia (WRF). Secretariat, teleconference chair and minutes taker.
- Rolf Widmer (Empa)

### **AC excuses**

- Marco Buletti (BAFU)

#### **1. Welcoming words**

Mathias welcomed the participants and provided background information on the SRI Programme. He also explained the teleconference's objectives: (i) to get to know each other; (ii) to get familiar with this project; (iii) to reach a common understanding on what is expected from the AC members and on what the AC can expect from the Secretariat.

#### **2. Round of introductions and adoption of the agenda**

A round of introductions took place which included the motivation to join the AC. Having received no questions or comments to the agenda, it was approved as initially proposed.

#### **3. Introducing the SRI Roundtable. Presentation and discussion**

During Sonia's presentation on the SRI Roundtable, questions or comments were raised on the following topics:

- a. Potential members' list of the SRI Roundtable. Following Sonia's request to provide comments on the potential members' list and to advise on new potential ones, Ruediger recommended replacing the Federal Ministry for Foreign Affairs of Germany by the Federal Ministry for Economic Cooperation and Development, and Urs clarified that SNV is not a public but a non for profit organization. Sonia added that following some feedback received International Labour Organization (ILO) and the Roundtable on Sustainable Biofuels (RSB) should also be part of the potential members' list.
- b. ISO International Workshop Agreement (IWA). A summary was provided on what an IWA document is and how the Guidance Principles for Addressing Sustainability Criteria on Secondary Resources (GP) would be developed under the IWA process. Urs gave an update on the status of the GP IWA proposal submitted to the ISO Technical Management Board (TMB) in March 2015 and informed that a response is expected around the 22<sup>nd</sup> of April; he reiterated that an IWA document is not equal to an ISO standard but can be considered as an ISO standard precursor and that its aim is to engage as much as possible stakeholders around the world. He added that it has a maximum lifetime of 6 years and after that it can be decided if it can evolve as an ISO standard. A review is required after 3 years. Urs agreed that it would be convenient to share the GP IWA proposal with the AC.
- c. GP IWA workshop in Davos. Sonia confirmed that the IWA workshop session #1 to discuss and agree on the GP will take place in Davos on 15 and 16 October in conjunction with the 2015 WRF Conference (please, refer to the PowerPoint). She encouraged the participation of AC members in the workshop and invited them to suggest names of potential consultants that could develop the GP draft 0 (section 1) for discussion. Sonia also offered to share with the AC in due time for feedback the ToRs of the consultancy services required.

#### **4. Roles of the Advisory Committee. Presentation and discussion**

Following a brief description of proposed AC roles, Sonia invited the AC to recommend any person or organization that could be part of the AC. AC members agreed to provide,

if any, well-reasoned names after the call. Several comments or questions were raised on the AC roles:

- a. Liability and confidentiality aspects. Chiara suggested to clarify how these aspects will be handled by participants and volunteered to provide some text. The offer was welcomed by the participants.
- b. Taking decisions vs providing advice. To the question on how decision will be made Mathias clarified that this group is mainly conformed to provide advice and not to take decisions and agrees that the document could be clearer on that aspect. As next, Maria Amelia wanted to know which the deliverables would be or documents on which the AC would be required to provide advice. Sonia mentioned that the main deliverable will be the GP and possibly also the ToRs to develop the first draft of GP and the mapping of sustainability criteria and existing related initiatives; the last two ones will serve as the basis for the development of the GP.

## 5. Any other business and closing

Before finalizing the call, Sonia explained that the idea is to keep momentum and that between the bi-monthly calls, the AC will receive updates on most relevant topics (e.g. the results of the submission of the GP IWA proposal).

A next call was proposed for the last week of May or first week of June. In order to find the most suitable date it was agreed to setup a doodle poll.

Sonia thanked everybody for attending the meeting and contributing to a fruitful discussion and closed the meeting.

### Action items

- i. AC members by 24 April: to provide comments on potential members' list of the SRI Roundtable and advise on new potential ones.*
- ii. Secretariat by 24 April: to consider following representatives in the potential members' list: ILO, the Roundtable on Sustainable Biofuels and the Federal Ministry for Economic Cooperation and Development of Germany.*
- iii. Secretariat by 13 April: to share the GP IWA proposal with the AC.*
- iv. AC members by 30 April: to suggest potential consultants to be invited to submit*

*proposals for the development of the GP draft 0 (section 1).*

- v. Secretariat by 30 April:** *to share with the AC for feedback the ToRs on the development of the GP draft 0 (section 1).*
- vi. AC members:** *to suggest names of potential AC members, if any.*
- vii. Chiara Venturini by 24 April:** *to propose a text on liability and confidentiality that could clarify how the AC will tackle these aspects. Once agreed, they will be part of the document describing the AC roles (AC ToRs).*
- viii. Secretariat by 30 April:** *to revise the AC ToRs by incorporating comments received (e.g. explaining the advisory role of the AC, among others).*
- ix. Secretariat by 13 April** *to organize a doodle poll to identify the most appropriate date for the second AC call.*

## **Attachments**

- GP IWA proposal