

SRI Roundtable Advisory Committee (AC)

2nd Telecoference Meeting

Date and hour: May 26, 2015. From 14.30h to 15h.

AC Participants (alphabetical order by last name)

- Ruediger Kuehr (UNU)
- Chiara Venturini (GeSI)

WRF/Empa Team

- Sonia Valdivia (WRF). Secretariat, teleconference chair and minute taker.
- Maria Sureda (WRF). Minute taker.

AC excuses

- Marco Buletti (BAFU)
- Giulia Carbone (IUCN)
- Urs Fischer and Rolf Widmer (SNV)
- Christian Hagelüken (UMICORE)
- Maria Amelia Rodrigues (ECOECO)
- Mathias Schlupe (WRF)
- Rolf Widmer (Empa)

1. Approval of last AC minutes and status of action items

No comments had been received to the minutes, hence, they are considered as approved. Sonia provided an update on the status of the action items of the last AC meeting:

- 1) *“To provide comments on potential members’ list of the SRI Roundtable and advise on new potential ones”*: Sonia thanked the AC members for suggestions provided and confirmed that names can be still received as the deadline for circulating the invitations to the ISO IWA workshop in Davos (October 2015) is the end of June. Both Ruediger and Chiara asked for the existing list of the potential stakeholders to see who are missing and to facilitate their contribution. Sonia pointed out the importance of including SRI participating countries in the whole process such as Colombia, Egypt Peru, India and South Africa for which financial support would be granted.
- 2) *“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”*: Sonia pointed out the need for

continuing the research on this possibility.

- 3) *“To suggest potential consultants to be invited to submit proposals for the development of the GP draft 0”*: Sonia explained that suggestions from some AC members have been received and encouraged the ones that have not done so to propose additional names. She also informed that the idea is announce the request for consultancy services in the SRI LinkedIn platform. Ruediger asked whether candidates must be consultants or they could also be researchers at university. Sonia pointed out that both are possible and that the main requirement was to be an expert in the area, or even a group of them.
- 4) *“To share with the AC for feedback the ToRs on the development of the GP draft 0”*: Sonia informed that valuable feedback was received which has been reflected in a revised version (see a more detailed discussion in section 3).
- 5) *“To suggest names of potential AC members, if any”*: Sonia informed that due to time constrains, WorldLoop withdraw from the AC but confirmed being interested in a potential contribution as a SRI Roundtable participant. Sonia encouraged AC members to suggest new possible organizations to become AC members.
- 6) *To revise the AC ToRs by incorporating comments received, including a text on liability and confidentiality that could clarify how the AC will tackle these aspects”*: Sonia thanked Chiara for her excellent feedback and informed that the document has been revised. Sonia also pointed out that the document itself envisages the possibility of further revisions, normally each 6 months, as established in these ToRs or whenever the AC members consider that a next revision is needed.

No further comments were raised by AC members.

2. Update on the Guidance Principles IWA proposal

Sonia informed that the IWA proposal was approved by the ISO TMB and, subsequently, about the necessity of following ISO procedures e.g. with regards to strict timelines (i.e. invitations to ISO IWA Workshop participants must be sent by the end of June). She added that some details still need to be defined (i.e. chair and vice-chair, as well as the exact hours of the ISO IWA Workshop to be held between 14 and 16 October). She also confirmed that hours will be fixed based on the availability of potential participants in order to ensure broad participation.

No further comments were raised by AC members.

3. ToRs for drafting the GP and identification of potential consultants

Sonia expressed she received comments from various AC members. The main issues of concern were as follows:

- a) Tight deadline for proposals submission. An extension for submission was proposed.
- b) Tasks of the consultant to be fully aligned with the IWA proposal approved by the ISO TMB
- c) A hierarchy as proposed in the ISEAL code of practice: Its use will be considered during the Guidance Principles development.

Both Chiara and Ruediger agreed on Sonia's explanation about the tight timelines issue. As no objections were expressed on the suggestions received, they will be incorporated in a new version of the ToRs. .

4. AOB (e.g. relevant news from SRI participating countries).

To Sonia's invitation to raise any other issues, Chiara asked about the possibility of sending future AC meetings' invitation through the google calendar which was agreed.

The next call will be held the first week of July depending on the availability of the majority.

Action items

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| <ol style="list-style-type: none"><i>i. Secretariat by 27 May: To share the available list of potential SRI Roundtable participants with AC members to facilitate their contribution.</i><i>ii. AC members by 1 June: Provide names of possible candidates to develop the Draft 0 of the GP.</i><i>iii. Secretariat by 2 June: To announce the request for consultancy services to develop the 'Guidance Principles'</i><i>iv. Secretariat: to propose options during the first week of July for the 3rd AC teleconference</i> |
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Attachments

- List of potential SRI Roundtable stakeholders.
- Revised ToRs.