

SRI Roundtable Advisory Committee (AC)

3rd Teleconference Meeting

Date and hour: July 2, 2015. From 14.00h to 14.30h.

AC Participants (alphabetical order by last name)

- Giulia Carbone (IUCN)

WRF/Empa Team

- Sonia Valdivia (WRF). Secretariat, teleconference chair and minutes' taker.
- Maria Sureda (WRF). Minutes' taker.

AC excuses

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

WRF/Empa Team excuses

- Mathias Schluep (WRF)
- Rolf Widmer (Empa)

1. Consultant for drafting the “Guidance Principles”

Sonia informed having received about 20 expressions of interest from different organizations and countries from all over the world. She added that next week a decision will be made on the consultant to be hired who will start working on the draft Guidance Principles the 3rd week of July.

2. New SRI Roundtable Website

Sonia informed that a first version of the Website has been finalized and estimates that the complete version for feedback will be ready in about two weeks. She clarified

that the website is not just about the SRI Roundtable, but also covers the two other SRI Programme's components: 'Recycling Initiatives' and 'Life Cycle Data'.

3. Agenda of the ISO IWA Workshop Kick-off and Session #1 and invitations

Sonia provided an update on the Agenda of the IWA Workshop Session #1 as follows:

- **Wednesday 14th of October (16.30 – 19.30):** The kick-off meeting.
- **Thursday 15th of October (9.00 – 18.00):** Beginning of the Session #1.
- **Friday 16th of October (8.00 – 12.30):** Finalization of the Session #1.

Concerning the invitations to potential participants, she informed that ISO already circulated the invitation package to all ISO members in more than 170 countries. Additional invitations to about 80 non ISO members including experts will be sent by WRF the 8th of July the latest. The deadline for registration is the 14th of September. However, if additional documentation is required by participants to support their visa requests, the deadline will be the 1st of August. The expectation is to count on 40 to 50 participants registered. Sonia added that those people who will not be able to attend the Davos ISO IWA events, will be kept in the mailing list and be recurrently invited to participate in future (i.e. at the Session #2 in 2016, in the review process by providing comments to the drafts; etc.). Giulia suggested to consider inviting speakers of the World Materials Conference held in France last June. She also asked the SRI Roundtable Secretariat to keep the AC regularly updated on participants registering for the ISO IWA events in Davos. She offered to circulate the invitation to the ISO IWA events within her network for which she requires a 1-slide info by 8 July.

To Giulia's question on roles and tasks of AC members during the ISO IWA Workshop Session #1, Sonia answered that AC members will have the same role as other ISO IWA participants. However, as it is established in AC ToRs, it is expected that they help from the start in shaping key deliverables such as the Guidance Principles. This means that the first version to be prepared by the consultant will be circulated with the AC beforehand (by the End of August) for comments. A revised version will be then circulated to all participants of the ISO IWA Workshop Session #1.

4. SRI session during the WRF 2015 Conference

Sonia highlighted that the IWA Workshop will take place in conjunction with the WRF 2015 Conference (www.wrforum.org/events/wrf-2015/), from 12 to 14 October. In this regard, she specially invited AC members to the SRI session to be held during the

WRF 2015 Conference, which includes a slot on the SRI Roundtable. More details will be shared with AC members in due time.

Giulia asked whether AC members will have special fees. Sonia informed that AC members are exempted to pay the IWA Workshop fee of US\$ 100 and are getting an extension of the early bird registration fee for the WRF 2015 Conference until the 14th of September. The second also applies to all ISO IWA participants (please note that normally early bird rates are only until the 1st of August).

4. Any other businesses

Sonia proposed to have the next AC Teleconference by the end of August.

Action items

SRI Roundtable Secretariat to:

- i. prepare by 8 July a 1-slide info on the ISO IWA events in Davos for dissemination and share it with IUCN and other AC members for dissemination purposes;*
- ii. identify key potential participants from the speakers list of the World Materials Conference;*
- iii. circulate the invitations to the ISO IWA events to AC members and all potential participants by 8 July;*
- iv. set up a doodle poll to identify the AC teleconference date that suits the majority of AC members;*
- v. keep AC members updated on participants registered for the ISO IWA events in Davos.*