

Milan Zjalic
Technical Advisor
24 August 2014

DRAFT 1

**EXPLANATORY NOTE
AMENDMENTS TO THE ICAR BASIC TEXTS**

Table of Contents

1	INTRODUCTION	2
2	ICAR STATUTES	2
2.1	ARTICLE 1. TITLE	2
	<i>Present formulation</i>	2
	<i>Proposal</i>	3
	<i>Justification</i>	3
2.2	ARTICLE 2. OBJECTIVES	3
	<i>Present formulation</i>	3
	<i>Proposal</i>	3
	<i>Justification</i>	4
2.3	ARTICLE 3. ICAR STANDARDS, RULES AND GUIDELINES	4
	<i>Present formulation</i>	4
	<i>Proposal</i>	4
	<i>Justification</i>	4
2.4	ARTICLE 4. SEAT	4
	<i>Present formulation</i>	4
	<i>Proposal</i>	4
	<i>Justification</i>	5
2.5	ARTICLE 5. LANGUAGES	5
	<i>Present formulation</i>	5
	<i>Proposal</i>	5
	<i>Justification</i>	5
2.6	ARTICLE 9. CESSATION OF MEMBERSHIP	5
	<i>Present formulation</i>	5
	<i>Proposal</i>	5
	<i>Justification</i>	5
2.7	ARTICLE 13. MEETINGS OF THE BOARD – POWERS OF THE BOARD	6
	<i>Present formulation</i>	6
	<i>Proposal</i>	6
	<i>Justification</i>	6
2.8	ARTICLE 16. THE SECRETARIAT	6
	<i>Present formulation</i>	6
	<i>Proposal</i>	6
2.9	ARTICLE 16. THE SECRETARIAT	6
	<i>Justification</i>	6
2.10	ARTICLE 21. APPROVAL AND USE OF ANIMAL RECORDING EQUIPMENT	6
	<i>Present formulation</i>	6
	<i>Proposal</i>	6
	<i>Justification</i>	7
3	GUIDELINES	7

3.1	TITLE CHANGE	7
	<i>Justification</i>	7
3.2	RULE 2 CONTENT	7
	<i>Present formulation</i>	7
	<i>Proposal</i>	7
	<i>Justification</i>	8
3.3	RULE 3 - RIGHT OF INITIATIVE	8
	<i>Proposal</i>	8
	<i>Justification</i>	8
3.4	RULE 4 – SUBMISSION OF PROPOSALS.....	8
	<i>Present formulation</i>	8
	<i>ALTERNATIVE 1</i>	8
	<i>ALTERNATIVE 2</i>	8
	<i>Justification</i>	9
3.5	RULE 7 MONITORING	9
	<i>Present formulation</i>	9
	<i>Proposal</i>	9
	<i>Justification:</i>	9

1 Introduction

The ICAR executive team has prepared amendments to the ICAR basic texts:

- Statutes
- Procedure for Updating and Approval of the International Agreement on Identification, Recording and Evaluation of Farm Animals and Production Systems and ICAR Guidelines and
- the International Agreement.

The proposed changes have been made on the basis of recent developments in ICAR strategy and policy, in particular the approval of the Future ICAR Strategy and the establishment of new working groups covering new fields (e.g. animal welfare). In addition, the draft Procedure contains definitions of the content, structure and presentation of ICAR Guidelines as a tool aimed at helping members of the ICAR technical bodies in preparing new guidelines and updating the existing ones.

At this stage, the ICAR executive team has refrained from expressing suggestions related to the management structure of the Organization i.e. the need for the Executive Board considering that the existence of such a body whose the only task is to assist President in discharging its duties depends on the policy of the Board and on its internal organization.

2 ICAR Statutes

2.1 Article 1. Title

Present formulation

- 1.1 There is already established, with membership consisting of those accepting this Statutes, an association to be known as the International Committee for Animal Recording (acronym: ICAR).

Proposal

The International Committee for Animal Recording (ICAR) is a non-profit international organization with membership consisting of public and private entities active in the field of animal identification, recording and evaluation accepting this Statutes.

Justification

The present formulation does not define the basic characteristic of the organization.

2.2 Article 2. Objectives

Present formulation

The Objectives of ICAR, an international non-profit organisation, shall be to:

- 2.1 Promote the development and improvement of performance recording and evaluation of farm animals. Such Object to be achieved through establishing definitions and standards for measuring animal characteristics having economic importance, through:
 - a) establishing rules, standards and guidelines for the purpose of identifying animals, the registration of their parentage, recording their performance, evaluating their genetics, and publication of such;
 - b) promoting discussion and collaboration in all activities having to do with animal performance recording and evaluation within and among international organisations, public authorities and industry;
 - c) encouraging the use of animal records for the purpose of assessing the value of animals and farm management systems, given that both aspects have a bearing on the profitability of animal production;
 - d) facilitating the interpretation of animal records at the practical level by publishing reports showing the results obtained through the application of performance recording and evaluation.

Proposal

The Objectives of ICAR shall be to:

- 2.1 Promote the development and improvement of performance recording and evaluation of farm animals and of animal production systems. Such Object to be achieved through establishing definitions of and guidelines for measuring animal characteristics having economic importance and characteristics of production systems having a bearing on animal health, welfare, productivity, food safety and the environment through:
 - a) establishing rules, standards and guidelines for the purpose of
 - i. identifying animals, the registration of their parentage, recording their performance, evaluating their genetics, and publication of such;
 - ii. identifying characteristics of production systems and their bearing on animal health, welfare, productivity, food safety and the environment;
 - b) promoting discussion and collaboration in all activities having to do with animal performance recording and evaluation and recording and evaluation of characteristics of production systems within and among international organisations, public authorities and industry;
 - c) encouraging the use of animal records for the purpose of assessing the value of animals and farm management systems, given that both aspects have a bearing on the profitability of animal production;

- d) facilitating the interpretation of animal records at the practical level by publishing reports showing the results obtained through the application of performance recording and evaluation.

Justification

The new proposal introduces the involvement of ICAR in identification, recording and evaluation of characteristics of production systems and their bearing on animal health, welfare, productivity, food safety and the environment as new fields of activity of ICAR Members.

2.3 Article 3. ICAR standards, rules and guidelines

Present formulation

- 3.1 ICAR develops and establishes standards to define criteria to be applied consistently in the provision of recording and evaluation services, in the manufacture and supply of animal identification, performance recording and analytical devices and in testing of such and in analysis of animal products and performance for recording and evaluation purposes.
- 3.2 ICAR rules define basic principles of animal identification, registration of parentage, performance recording and genetic evaluation.
- 3.3 On the basis of sound scientific evidence, the ICAR guidelines recommend procedures and methods of animal identification, registration of parentage, performance recording and genetic evaluation.

Proposal

- 3.1 ICAR defines basic principles of animal identification, registration of parentage, performance recording and genetic evaluation and recording and evaluation of characteristics.
- 3.2. ICAR develops and defines criteria to be applied consistently in the provision of recording and evaluation services, in the manufacture and supply of animal identification, performance recording and analytical devices and in testing of such and in analysis of animal products and performance for recording and evaluation purposes.
- 3.3 On the basis of sound scientific evidence, the ICAR guidelines recommend procedures and methods of animal identification, registration of parentage, performance recording and genetic evaluation and for recording and evaluation of characteristics of farm animal production technologies and systems with a bearing on animal health, welfare, productivity, food safety and the environment.

Justification

It is proposed that ICAR guidelines cover also recording and evaluation of characteristics of production systems with bearing on animal performance and environment.

2.4 Article 4. Seat

Present formulation

- 4.1 ICAR's registered offices are established at Via Giuseppe Tomassetti 3, A/1, I-00161 Rome (Italy).
- 4.2 Any transfer of the Seat elsewhere shall be a matter for the decision of the Board, subject to ratification by the Extraordinary General Assembly.

Proposal

- 4.1 ICAR's registered offices are established in Rome (Italy).

- 4.2 Any change of address of the Seat shall be a matter for the decision of the Board. Any transfer elsewhere outside Italy shall be a matter for the decision of the Board, subject to ratification by the Extraordinary General Assembly.

Justification

The proposed formulation facilitates management of costs related to the physical location of ICAR offices in Rome.

2.5 Article 5. Languages

Present formulation

- 5.1 The official languages shall be English, French, German and Italian.
5.2 The reference language for technical papers shall be English.

Proposal

No new formulation has been proposed at this stage.

Justification

The present formulation is outdated: the ICAR Secretariat does not accept documents in languages other than English. As the organization is registered in Italy, Italian is used in communication with local authorities. The Board may wish to consider the declaration of English as the official language of the organization with Italian as a language of communication with local authorities.

2.6 Article 9. Cessation of membership

Present formulation

- 9.1 Membership shall cease upon resignation by the member in question.
9.2 Membership shall also be forfeited upon declaration to that effect by the Board on the grounds of the member's failure to pay its dues or for bringing ICAR into disrepute. The member, however, shall first be invited, by registered letter and electronic means, to come forward and present its explanation to the Board. Fees not paid for two clear years will forfeit membership.
9.3 Members whose membership is forfeited shall cease to participate in Subcommittee, Working Group and Task Force activities.

Proposal

- 9.1 Membership shall cease upon resignation by the member in question.
9.2 Membership shall also be forfeited upon declaration to that effect by the Board on the grounds of the member's failure to pay its dues or for bringing ICAR into disrepute. The member, however, shall first be invited, by registered letter and electronic means, to come forward and present its explanation to the Board. Fees not paid for two clear years will forfeit membership.
9.3 Associate membership shall be forfeited if the yearly fee is not paid within the calendar year.
9.4 Members whose membership is forfeited shall cease to participate in Subcommittee, Working Group and Task Force activities.

Justification

The new 9.3 has been proposed so as to avoid that Associate Members continue the use of ICAR logo three years without paying membership fee.

2.7 Article 13. Meetings of the Board – Powers of the Board

Present formulation

13.2 The Board shall appoint a Secretary General and shall agree his/her terms of reference.

Proposal

13.2 The Board shall appoint a Chief Executive, who will not be member of the Board, and shall agree his/her terms of reference.

Justification

The proposal introduces Chief Executive in lieu of Secretary General and defines that he or she is not a member of the Board.

The identical changes in terminology have been proposed in the Article 14 - The General Assembly (Ordinary).

2.8 Article 16. The Secretariat

Present formulation

16.1 The Secretariat shall be under the direction of the Secretary General.

16.2 The location of the Secretariat shall be determined by the Board.

Proposal

2.9 Article 16. The Secretariat

16.1 The Secretariat shall be under the direction of the Chief Executive.

16.2 The location of the Secretariat shall be determined by the Board and ratified by the Extraordinary General Assembly.

Justification

The proposal is consistent with proposed changes in Articles 4 (Seat) and 13 (Powers of the Board).

2.10 Article 21. Approval and use of Animal Recording Equipment

Present formulation

21.1 The Board may, on behalf of ICAR, accord recognition to suitably equipped test centres, which are able to test devices in accordance with ICAR's required standards.

21.2 Where the Board decides, certain devices which have already been accorded approval within a country or locality, may be considered acceptable for existing plant or installation in that country or locality. Members are expected to encourage and ensure conformity with ICAR guidelines for new installations.

21.3 Any new device receiving approval will have that approval published within fourteen days of approval being confirmed.

Proposal

Article 21.

Certification and use of Animal Identification and Recording Devices

- 21.1 The Board may, on behalf of ICAR, accord recognition to suitably equipped test centres, which are able to test any such devices in accordance with ICAR's required standards.
- 21.2 Where the Board so decides, certain devices which have already been accorded approval within a country or locality, may be considered acceptable for existing plant or installation in that country or locality. Members are expected to encourage and ensure conformity with ICAR guidelines for new installations.
- 21.3 The Board shall, at sessions of the Ordinary General Assembly, make available to ICAR Members the full current list of all certified devices. Any new device receiving certification will have that certification published within fourteen days of approval being confirmed.

Justification

Changes have been made on the basis of the suggestions made by the related Sub/Committees.

3 Guidelines

3.1 Title Change

Procedure for Updating and Approval of the International Agreement on Identification, Recording and Evaluation of Farm Animals and Production Systems and ICAR Guidelines

Justification

The Title has been changed so as to reflect proposed changes in the Statutes. If the related changes in the Statutes are not approved, "and Production Systems" should be deleted from the title.

3.2 Rule 2 Content

Present formulation

- 2.1 The content of the International Agreement on Recording Practices, ICAR rules, standards and Guidelines shall be determined by the General Assembly.
- 2.2 The General Assembly may approve Recommendations related to specific traits and/or methods and techniques of recording and analysis.

Proposal

- 2.1 All ICAR Guidelines should be based on sound scientific evidence. They are practical instructions for technicians and professionals involved in animal identification, recording and evaluation of farm animals and of characteristics of production systems with a bearing on animal health, welfare, productivity, food safety and the environment. They should contain
- a) the scope and objectives of proposed Guidelines;
 - b) field of application;
 - c) references;
 - d) procedures and methods of implementation for attaining objectives set in guidelines;
- 2.2 Broader explanations and technical details should be presented in annexes or appendices.

Justification

The present provision has never been implemented in practice. It is proposed to replace the existing text with the new one containing precise instructions on the content of Guidelines.

3.3 Rule 3 - Right of initiative

Proposal

3.3 The Board may include into terms of reference of Sub-Committees and Working Groups the monitoring of changes in technologies and recording and evaluation practices and development of proposals for Guidelines.

3.4 An ICAR Auditor or a group of ICAR Auditors may initiate proposals for new Guidelines of for amendments of the existing ones.

Justification

It is proposed to transfer the Rule 7 Monitoring into this Rule as the point 3.3 The proposal in the point 3.4 has been based on views of the ICAR Auditors expressed at the Berlin meeting in June 2014.

3.4 Rule 4 – Submission of proposals

Present formulation

4.1 Proposals of Member organisations may be submitted to the General Assembly, Board, Executive Board, a Sub-Committee, a Working Group or to the ICAR Secretariat.

4.2 Proposals of individual experts and those of manufacturers of identification and recording devices may be submitted to respective Sub-Committees or Working Groups.

4.3 The Secretariat shall review each proposal so as to ascertain its compatibility with ICAR Statutes, Bylaws and the International Agreement on Identification, Recording and Evaluation of Farm Animals and forward it to the Board.

ALTERNATIVE 1

Replace 4.3 with this new one:

4.3 The Secretariat shall review each proposal so as to ascertain its compatibility with ICAR Statutes, Bylaws and the International Agreement on Identification, Recording and Evaluation of Farm Animals and forward it to the Board

ALTERNATIVE 2

4.3 The Secretariat shall forward all proposals to the Board. The Board may establish a Task Force chaired by a Vice President to review each proposal and comments of ICAR Members, Sub-Committees and Working Groups. The Board shall ascertain compatibility of the proposal with ICAR Statutes, Bylaws and the International Agreement on Identification, Recording and Evaluation of Farm Animals.

4.4 Proposals submitted 50 days prior to the General Assembly shall be forwarded to Members for comments.

4.5 Proposal submitted later than 50 days prior to the General Assembly or at the current General Assembly shall be placed on the agenda of the next General

Assembly or forwarded to Members for approval 60 days after the General Assembly (Article 17 of the Statutes).

- 4.6 The Board shall not place the proposal on the agenda of the General Assembly unless accompanied by reference(s) to the scientific evidence, comments of Member Organisations and views of the relevant Sub-Committees and/or Working Groups.
- 4.7 The Secretariat shall collect views and comments of Member Organisations and forward them to the Board.

Justification

The new text of the Rule 4 is proposed in two options. The first one gives more responsibility to the Secretariat and second one to the ICAR Board.

3.5 Rule 7 Monitoring

Present formulation

The Board may include into terms of reference of Sub-Committees and Working Groups the monitoring of changes in technologies and recording and evaluation practices and development of proposals for Guidelines.

Proposal

- 7.1 The implementation of ICAR Guidelines shall be monitored by the ICAR Board, Sub-Committees, Working Groups and ICAR Auditors.
- 7.2 The Board may establish a Task Force chaired by a Vice President to monitor the implementation of Guidelines.
- 7.3 The monitoring of the implementation of ICAR guidelines shall be an integral part of Terms of Reference of the Sub-Committees and Working Groups.
- 7.4 The Secretariat shall collect and forward to the Board findings of ICAR Auditors related to the implementation of ICAR Guidelines.

Justification:

The proposal includes the monitoring of the implementation of ICAR Guidelines as a task of the ICAR Board and of the ICAR technical bodies. It proposes the establishment of a Board Task Force to monitor the implementation of Guidelines.