ICAR Acting Secretary General

Report for ICAR Board Meeting Tuesday 24th June 2014.

Author: **Brian Wickham**

Draft: **20 June 2014**

Table of Contents

1 Introduction

Thank you for the opportunity to provide leadership and guidance during this period of change within ICAR.

This is my first report to the ICAR Board and has been prepared rather quickly following my appointment on 18th June. However, there is a lot to be done and I want to start in the way I would like to continue over the next few months.

2 Way of Working

I want the relationship between the ASG (Acting Secretary General) and the Board to be very effective and efficient. To this end I will provide a written report in advance of each Board meeting to provide information, to report the results of investigations and to provide recommendations for Board decisions. This report will combine, where possible, reports of the entire ICAR team. In return, I expect the Board to be well organised, to be transparent and to provide open and honest feedback on issues of importance to ICAR and Service-ICAR.

3 Priorities

Our priorities are currently:

- Securing ICAR and Service-ICAR resources.
- Moving from shared facilities with EAAP to interim office accomodation in Rome.
- Supporting Commitment made for Moscow ID Conference.
- Keeping members and stakeholders informed.
- Progressing Future ICAR.

4 Finances

I am working with Elena to ensure I have a clear picture and understanding of ICAR and Service-ICAR finances. Her report is here.

4.1 ICAR

The accounts have been processed until 30/4/2014; early July I will go to Italconsultants (we are using their software) to process May and June and will have a follow-up budget ready for the Board conference call of end July.

Attached are the bank statement for May and until 16th June. The balance at this date shows 226.023,64 Euro. In addition, ICAR has 245.000 Euro invested with Deutsche Bank.

The cost of the moving was not charged to ICAR. We canceled the telephone line paid by ICAR from 20th June 2014 and Andrea will return his credit card next Monday.

4.2 SERVICE-ICAR Srl

The accounts are processed by Italconsultants every month based on the book-keeping I provide to them. Early July when I will be in their office I will prepare with their support also the follow-up budget of S.I. by 30th June for distribution to the ICAR Board.

Attached are the bank statement for May and until 16th June. The balance at this date shows 397.633 Euro. We do not have any investment in S.I.

5 Staffing

I am currently making myself familiar with all contracts relating to staff and contractors and will provide a summary for the Board in the near future.

6 Office Accommodation – Rome

Elena has reached an agreement for office accomodation to meet the needs of ICAR for the next three months. Details follow.

We canceled the telephone line, data line, office insurance, cleaning service, and safety company service. We are taking with us all the belongings supported by invoices and Andrea will return next Monday his credit card.

On Monday I have a meeting with Andrea at 11.00 because we need him to sign the document to give me authorization on the S.I. bank account. I already have all the forms and letter ready and Hans informed Andrea.

The costs for the moving are detailed below:

- Coop. CM Servizi prepared 60 boxes which will be at their storage space initially for the next 6 months. The cost was 350 Euro + 30 Euro per month for the storage.
- The contract for the office is for 3 months starting 7th July and we paid a deposit of 2.000 Euro to be returned when we leave. The cost for the office space is 1.000 Euro per month + 100 Euro for two telephone lines and internet connection.

7 Moscow ID Conference – 26th and 27th June

I have picked up the work undertaken by Andrea and am satisfied with the program and organisation of this meeting. Details are available on the Conference Website. ICAR members have been notified of the conference by email. ICAR will be represented at the meeting by the President (Hans Wilmink) and is funding the travel and accomodation costs for three participants – Hans Wilmink, Ole Klejs Hansen, and Peter Hogerwerf.

8 Future Meetings – South Africa, March 2015

On 19th June I participated in a meeting of the Organisers for the joint FAO/ICAR animal identification workshop to be held in South Africa in March 2015. Badi Besbi is providing leadership and is working closely with partners in South Africa, the Developing Countries WG of ICAR, and the ICAR Secretariat.

9 Future ICAR Board Meetings

9.1 South Africa – March 2015

A decision needs to be taken on the suggestion that the ICAR Board holds a meeting in South Africa at the time of the FAO/ICAR Identification Workshop.

9.2 Schedule of Planned Meetings

Table 1 provides a schedule of currently planned meetings of the Boards of ICAR and Service ICAR.

Table 1. Future Meetings.

Organisation	Meeting	Date	Start-finish	Venue	Notes
ICAR	Board	24/06/2014	7.30-8.30	Webex	
S.I.	GA	09/06/2014	16.00-17.00	Webex	Uffe, Brian, Cesare and Elena in Rome (new office)
S.I.	Council	09/06/2014	17.00-18.00	Webex	Brian, Cesare and Elena in Rome (new office)
ICAR	Board	29/07/2014	7.30-8.30	Webex	
ICAR	Board	26/08/2014	7.30-8.30	Webex	
ICAR	Board	18/11/2014	8.00-18.00	Rome	Not sure if this will be an Executive Board
ICAR	Board	19/11/2014	8.00-12.00		
ICAR	Board	19/03/2015	8.00-18.00	Pretoria	To be cofirmed. Not sure if it will be EB
S.I.	Council	tbd	tbd	tbd	Has te be held before 31/3/2015 for the approval of accounts
S.I.	GA	tbd	tbd	tbd	Take place not more than 30 days after the Council

Reference: Macintosh HD:Users:bww:Data:Wickham Ltd:Customers:ICAR:ICAR SC WG TF:ICAR Board:ICAR Board Meetings:June 24th 2014:ASG Report ICAR Board Meeting 24 June 2014 v1.docx

BNL Gruppo BNP PARIBAS

0101EC001.13.58.R6300.3e59aa5ebfef413d8024656fba8155be

APAC FLUSSI ROMA
VIA DEGLI ALDOBRANDESCHI 300
00163 ROMA RM

Conto Corrente

Estratto Conto n. 5 al 31/05/2014
Foglio n. 1
Rif. interni: 300514.A.02693440G.01.6300.005503

Estratto Conto

C/corrente ordinario	n. 5503
Sportello BNL	ROMA BISSOLATI
Periodo di riferimento	02 Mag 2014 / 31 Mag 2014
Codice Cliente	02693440 G
Divisa	EURO
Coordinate bancarie	
Nazionali:	A (CIN) 01005 (ABI) 03200 (CAB) 000000005503 (CONTO)
IBAN:	IT78A0100503200000000005503
Indirizzo SWIFT BIC:	BNLIITRR

Codice Convenzione: 00000115

SPETT.
INTERNATIONAL COMITTEE FOR ANIMA
L RECORDING
VIA GIUSEPPE TOMASSETTI
00161 ROMA RM

Riepilogo Movimenti

Saldo Iniziale al: 02/05/2014	Totale Entrate:	Totale Uscite:	Saldo Finale al: 31/05/2014
243.052,05+	16.352,55+	16.210,82-	243.193,78+

Lista Movimenti

Data	Valuta	Descrizione Operazioni	Dare	Avere
30/04		Saldo iniziale		243.052,05
02/05	02/05/14	Bonifico dall'estero del 02.05.14 da NATIONAL DAIRY HERD per EUR *6.034,19*		6.034,19
05/05	30/04/14	Spese COMMISSIONE SU SERVIZIO B.W. BNL CNT.0001911432	12,50	
08/05	08/05/14	Bonifico dall'estero del 08.05.14 da MEAT AND LIVESTOCK AUSTRALIA LTD per EUR *788,75*		783,75
08/05	30/04/14	Imposta bollo su Rap n. 005503/6300 al 08.05.14	8,22	
09/05	09/05/14	Prelievo Bancomat del 09.05.14 ore 13:36 Carta 30172022 C/o BANCA NAZIONALE DEL LAVORO SPA ROMA AG.3	500,00	
09/05	09/05/14	Spese BONIFICO SEPA	0,75	
09/05	09/05/14	Vostro bonifico SEPA	90,00	
09/05	07/05/14	Bonifico sull'estero del 09.05.14 fav. /041191358 per EUR *575,15*	585,15	
12/05	12/05/14	Utilizzo carta di credito	87,08	
12/05	12/05/14	Spese BONIFICO SEPA	0,75	
12/05	12/05/14	Vostro bonifico SEPA	61,00	
12/05	12/05/14	Bonifico sull'estero del 12.05.14 fav. /020528053448100 per EUR *275,00*	285,00	
12/05	12/05/14	Bonifico sull'estero del 12.05.14 fav. /IE59AIBK9340463 per EUR *799,50*	800,25	
12/05	12/05/14	Bonifico sull'estero del 12.05.14 fav. /AT2620815100012 per EUR *1.015,00*	1.015,75	
12/05	12/05/14	Imposte e Tasse	3.074,08	
13/05	13/05/14	Prelievo Bancomat del 13.05.14 ore 20:01 Carta 30172022 COM.E.2,00 C/o UNICREDIT SPA ROMA	102,00	
15/05	15/05/14	Spese BONIFICO SEPA	0,75	
15/05	15/05/14	Vostro bonifico SEPA	1.113,86	
16/05	16/05/14	Bonifico dall'estero SEPA		6.104,81
16/05	15/05/14	Pagamento PagoBancomat Carta 30172022 15.05.14 17:09 esercente TRIMANI	151,50	
16/05	15/05/14	Pagamento PagoBancomat Carta 30172022 15.05.14 17:43 esercente IT ROMA SRL	196,79	
16/05	16/05/14	Spese BONIFICO SEPA	0,75	
16/05	16/05/14	Vostro bonifico SEPA	268,40	
19/05	21/05/14	Bonifico dall'estero del 19.05.14 Spese: 18,56EUR da 1/BANCO CENTRAL DEL ECUADOR per USD *2.561,56* CMB		1.841,05
19/05	15/05/14	Bonifico sull'estero del 19.05.14 fav. /623469707 per USD *5.565,27* CMB 1,36063 CTV EUR *4.090,22*	4.113,39	
22/05	22/05/14	Bonifico dall'estero SEPA		1.588,75

PS0402 ed. 11/2011

(Segue)

BNL Gruppo BNP PARIBAS

Rif. interni: 300514.A.02693440G.01.6300.005503
0101EC001.13.58.R6300.3e59aa5ebfef413d8024656fba8155be

Conto Corrente

C/corrente ordinario: n. 5503
Foglio n. 2

Lista Movimenti

Data	Valuta	Descrizione Operazioni	Dare	Avere
23/05	22/05/14	Addebito SEPA DD a fav. di TELECOMITALIA SPA di cui 1,50 per Commiss/Spese	98,50	
27/05	27/05/14	Spese BONIFICO SEPA	0,75	
27/05	27/05/14	Vostro bonifico SEPA	267,60	
27/05	27/05/14	Bonifico sull'estero del 27.05.14 fav. /FR7630004009820 per EUR *425,00*	425,75	
27/05	27/05/14	Bonifico sull'estero del 27.05.14 fav. /ES2121004524410 per EUR *1.265,00*	1.265,75	
27/05	27/05/14	Disposizione di pagamento emolumenti - Spese: 0,50EUR per VS. INVIO TELEM. DEL 26/05/2014 COMPRENSIVO DI EU	1.482,50	
29/05	25/05/14	Commissioni Prel CIRRUS Carta 30172022 25.05.14 12:51	2,00	
29/05	25/05/14	Prel CIRRUS Carta 30172022 25.05.14 12:51 in EUR esercente BERLINER VOLKSBANK EG	200,00	
31/05		Saldo finale		243.193,78

S. E. & O.

BANCA NAZIONALE DEL LAVORO S.p.A.

PS0403 ed. 11/2011

BNL Gruppo BNP PARIBAS

0101EC001.13.58.R6300.99eaf3c0b14e440881af8941225e6083

APAC FLUSSI ROMA
VIA DEGLI ALDOBRANDESCHI 300
00163 ROMA RM

Conto Corrente

Estratto Conto n. 5 al 31/05/2014
Foglio n. 1
Rif. interni: 300514.A.02493519N.01.6300.004899

Estratto Conto

C/corrente ordinario	n. 4899
Sportello BNL	ROMA BISSOLATI
Periodo di riferimento	02 Mag 2014 / 31 Mag 2014
Codice Cliente	02493519 N
Divisa	EURO
Coordinate bancarie	
Nazionali:	Z (CIN) 01005 (ABI) 03200 (CAB) 000000004899 (CONTO)
IBAN:	IT93Z0100503200000000004899
Indirizzo SWIFT BIC:	BNLIITRR

Codice Convenzione: 63910126

SPETT.
SERVICE ICAR SRL - CON SOCIO UNI
VIA GIUSEPPE TOMASSETTI 3 INT A
00161 ROMA RM

Riepilogo Movimenti

Saldo Iniziale al: 02/05/2014	Totale Entrate:	Totale Uscite:	Saldo Finale al: 31/05/2014
431.654,21+	55.696,89+	31.399,68-	455.951,42+

Lista Movimenti

Data	Valuta	Descrizione Operazioni	Dare	Avere
30/04		Saldo iniziale		431.654,21
02/05	02/05/14	Bonifico dall'estero SEPA		4.624,00
02/05	02/05/14	Bonifico dall'estero SEPA		4.120,00
05/05	05/05/14	Prelievo Bancomat del 05.05.14 ore 12:43 Carta 30172023 C/o BANCA NAZIONALE DEL LAVORO SPA ROMA AG.3	500,00	
05/05	30/04/14	Spese COMMISSIONE SU SERVIZIO B.W. BNL CNT.0001831616	12,50	
06/05	06/05/14	Bonifico dall'estero del 06.05.14 da INTELIGENSA SA DE CV per EUR *1.365,00*		1.360,00
06/05	06/05/14	Bonifico dall'estero SEPA		5.000,00
06/05	06/05/14	Spese BONIFICO SEPA	0,75	
06/05	06/05/14	Vostro bonifico SEPA	1.596,83	
07/05	07/05/14	Spese BONIFICO SEPA	0,75	
07/05	07/05/14	Spese BONIFICO SEPA	0,75	
07/05	07/05/14	Spese BONIFICO SEPA	0,75	
07/05	07/05/14	Vostro bonifico SEPA	113,46	
07/05	07/05/14	Vostro bonifico del 07.05.14 fav. NUNZELLA FRANCESCO per VS. INVIO TELEM. DEL 06/05/2014 COMPRENSIVO DI EU	146,47	
07/05	07/05/14	Vostro bonifico SEPA	165,86	
07/05	07/05/14	Vostro bonifico SEPA	521,55	
08/05	08/05/14	Bonifico dall'estero del 08.05.14 da S.C.R. (ENGINEERS) LTD. per EUR *2.000,00*		2.000,00
08/05	08/05/14	Bonifico dall'estero del 08.05.14 da AFIMILK AGRICULTURAL COOPERATIVE LT per EUR *3.000,		3.000,00
08/05	30/04/14	Imposta bollo su Rap n. 004899/6300 al 08.05.14	8,22	
08/05	07/05/14	Pagamento PagoBancomat Carta 30172023 07.05.14 18:56 esercente G.P.L. SOCIETA' A RESPONS	189,90	
09/05	09/05/14	Spese BONIFICO SEPA	0,75	
09/05	09/05/14	Vostro bonifico SEPA	575,72	
12/05	12/05/14	Utilizzo carta di credito	290,00	
12/05	12/05/14	Bonifico dall'estero SEPA		1.390,00
12/05	08/05/14	Pagamento tramite POS ENTE POSTE 080514-2600055-00786-006	400,80	
12/05	12/05/14	Spese BONIFICO SEPA	0,75	
12/05	12/05/14	Vostro bonifico SEPA	61,00	
12/05	12/05/14	Imposte e Tasse	1.155,15	
13/05	13/05/14	Spese BONIFICO SEPA	0,75	
13/05	13/05/14	Spese BONIFICO SEPA	0,75	
13/05	13/05/14	Bonifico sull'estero del 13.05.14 fav. /DK5930003112049 per EUR *669,87*	670,62	

PS0402 ed. 11/2011

(Segue)

BNL Gruppo BNP PARIBAS

Rif. interni: 300514.A.02493519N.01.6300.004899
0101EC001.13.58.R6300.99eaf3c0b14e440881af8941225e6083

Conto Corrente

C/corrente ordinario: n. 4899
Foglio n. 2

Lista Movimenti

Data	Valuta	Descrizione Operazioni	Dare	Avere
13/05	13/05/14	Vostro bonifico SEPA	707,60	
13/05	13/05/14	Vostro bonifico SEPA	793,00	
14/05	14/05/14	Bonifico dall'estero del 14.05.14 da THE CATTLE INFORMATION SERVICE LTD per EUR *640,00*		640,00
15/05	15/05/14	Bonifico sull'estero del 15.05.14 fav. /IE59AIBK9340463 per EUR *650,00*	650,75	
15/05	15/05/14	Bonifico sull'estero del 15.05.14 fav. /DE8450060000000 per EUR *15.363,00*	15.363,75	
16/05	16/05/14	Bonifico dall'estero SEPA		4.490,00
16/05	20/05/14	Bonifico dall'estero del 16.05.14 Spese: 23,89EUR da PTS TECHNOLOGIES PTE LTD per USD *8.641,88* CMB 1,3		6.285,89
19/05	19/05/14	Bonifico dall'estero del 19.05.14 da MR AIJUN HU per EUR *6.262,00*		6.257,00
21/05	21/05/14	Bonifico dall'estero del 21.05.14 da 1/JSC 'KYIV POLYGRAPHIC FACTORY per EUR *9.750,00*		9.750,00
27/05	27/05/14	Spese BONIFICO SEPA	0,75	
27/05	27/05/14	Disposizione di pagamento emolumenti	1.565,00	
27/05	27/05/14	Bonifico sull'estero del 27.05.14 fav. /NL88RABO0115567 per EUR *5.904,00*	5.904,75	
28/05	28/05/14	Bonifico dall'estero del 28.05.14 da 1/BOU MATIC USA per EUR *500,00*		500,00
28/05	28/05/14	Bonifico dall'estero del 28.05.14 da STOCK BRANDS CO PTY LTD per EUR *6.280,00*		6.280,00
31/05		Saldo finale		455.951,42

BANCA NAZIONALE DEL LAVORO S.p.A.

S. E. & O.

PS0403 ed. 11/2011