

May 19, 2015



**ICAR Chief Executive
Report for SERVICE ICAR Board Meeting
20:00 CET, Tuesday 19th May 2015.**

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1 Financial

1.1 S-ICAR 2015 Year End Actuals & 2015 Budget, 2016 Forecast

The S-ICAR financial figures Year to Date (YTD) Apr 30th 2015 are in the attached appendices as follows:

Appendix 1: S-ICAR YTD Apr 30th 2015 Income

Appendix 2: S-ICAR YTD Apr 30th 2015 Balance.

CE Comment: Overall S-ICAR is on track for meeting 2015 Budgetary forecast.

2 Legal

2.1 Standardised S-ICAR Contracts for Service Suppliers (Labs etc)

Our lawyers Agathemis have prepared a standard contract template for S-ICAR use. Martin and Jussi have reviewed and made amendments and now plan to get Agathemis to produce final version this month. The final version will be presented to the ICAR Board in Krakow.

3 S-ICAR “Service Providing” Groups - Updates

3.1 Milk Analysis SC

Martin & Brian scheduled a conference call with Gavin Scott on Fri 15th May. Main purpose is to ensure International Ring test comes back under S-ICAR in 2016. The contracting of Silvia Orlandini will be part of this discussion. A verbal update on the call will be provided to the S-ICAR Board by Martin & Brian.

3.2 Recording & Sampling Devices SC

New Chair Steven Sievert is on board and Martin held a hand over conference call with Steven on May 11th. Brian has drafted a new Terms of Reference which has been reviewed by Martin Steven and Jussi. The update was primarily done to widen the scope to include sampling devices like tissue sampling which is not currently covered anywhere else in the ICAR guidelines. The new Terms of Reference can be seen in attached **Appendix 3**.

3.3 ID Devices SC

In early May both Hans and Martin visited the two main ID Devices Test laboratories, namely DLG in Germany and IMA in Netherlands. The ID Devices testing is very important to S-ICAR accounting for over 50% of our service revenue. As such the trips were very important in keeping these testing partners very close to our business. Some highlights/comments;

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- The DLG laboratory in Germany has extensive capabilities, they can cover all test requirements on the one site, including our Preliminary Environmental test and right through to RFID Conformance and Performance testing. The IMA Lab strength is in RFID with limited Environmental capability. Susanne Gaeckler runs the DLG ID Devices testing while Pieter Hoegwerf and Kees van't Klooster are co-directors of IMA Test Lab. Note: Kees van't Klooster is the Chair of the ISO TC23\SC19\WG3 with Pieter as deputy chair.
- ISO TC23\SC19\WG3 - is responsible for maintaining the ISO 11784, ISO11785 & ISO 24631 standards against which ICAR (as ISO's Registration Authority (RA)) test and certify products.. As ISO RAicar needs to be present and support every ISO WG3 meeting - I committed we would be there at Jun 17th in Madrid (me, Kaivo and hopefully new Chair)
- ID Certification requires all key stakeholders to work together; ICAR, ISO, Mfrs, Labs & Government CA's. We all need to be at that round table so we can move forward together.
- S-ICAR as a Registration Authority (RA) and a Certification Body (CB) should also look at getting independent international accreditation. The international ISO/IEC 17065:2012 standard establishes the principles and requirements for the competence and impartiality of product, service and process certification and for bodies like S-ICAR offering these services. CE and staff will review if ISO 17065 is appropriate to S-ICAR. See **Appendix 4** for summary of ISO 17065.
- ID Certification requires all key stakeholders to work together; ICAR, ISO, Mfrs, Labs & Government CA's. We all need to be at that round table so we can move forward together.

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4 Future ICAR Board Meetings

4.1 Meeting Schedule

The following table is the updated schedule of meetings for the ICAR Board and the Council of Service ICAR. Please note 2000hrs for all meetings (other than those at conferences).

Table 1. Future Meetings.

Org'n	Meeting	Date	Start-finish (CET)	Venue	Notes
Service ICAR	Board	Tuesday 19/05/2015	20:00 - 21:00	Telephone Conference	
ICAR	Board	Monday 8/06/2015	8:00-12:00	Krakow	
ICAR	Board and Group Chairs	Monday 8/6/2015	13:00 - 17:00	Krakow	Strategic planning discussion.
ICAR	Board	Wednesday 10/06/2015	10:00-10:30	Krakow	Post AGM/EGM Meeting

The proposed ICAR/S-ICAR Board meeting schedule for Jul – Dec 2015 will be presented for agreement & approval at the ICAR Board meeting in Krakow on Mon June 08th, 2015.

Martin Burke, Chief Executive,

Date 14th May 2015.