

July 14, 2015



**ICAR Chief Executive
Report for SERVICE ICAR Board Meeting
20:00 CET, Tuesday 14th July 2015.**

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Table of Contents

1	FINANCIAL	2
2	LEGAL.....	2
3	S-ICAR "SERVICE PROVIDING" GROUPS.....	2
	3.1 CHAIRS WORKSHOP JUNE 08 TH KRAKOW	
	3.2 MILK ANALYSIS SC	
	3.3 RECORDING & SAMPLING DEVICES SC	
	3.4 ID DEVICES SC & ISO	
	3.5 INTERBULL SC	
4	FUTURE ICAR BOARD MEETINGS	4

July 14, 2015

1 Financial

The last Board update on S-ICAR Financials was given up to the end Apr 30th – on track. The CE will next present figures up to 30th September 2015.

CE and team continue to review end of month position of Budget vs Actual each month.

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

2 Legal

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

The new standard contract is now in place for S-ICAR use. In July we have started to send out this new contract to the test Laboratories who currently supply services to Service ICAR, for their sign off. All previous and existing contracts will be superseded by this one.

2.2 Directors and Officers Insurance

An outstanding action item from March 24th Service ICAR Board meeting was closed off on July 08th when CE signed D & O policy with AON Insurance broker. (AIG actual Insurer.) This covers not only the legal expenses in the event of a personal claim but also covers all other potential claims made on Directors/Board officers of both Service ICAR and ICAR

3 S-ICAR “Service Providing” Groups - Updates

3.1 SC / WG Chairs meeting Krakow

On June 08th we had a meeting of all chairs of ICAR SCs and WG’s. Priorities were reviewed and reconfirmed for the year ahead. Minutes and survey were sent out. Brian Wickham and Martin Burke will review but while the format may be tweaked for next year but for sure will retain this meeting in the calendar.

3.2 Milk Analysis SC

In Krakow, Hans, Jay, Martin & Brian met with Gavin Scott, Harrie van den Bijgaart and Philippe Trossat with a view to a) Re-enforce Board support for MASC b) task the MASC team to regroup and take a fresh look and new approach to how ICAR can provide a Quality Assurance service to our members from within Service ICAR. Meeting was very positive and Gavin is convening a new team with refreshed priorities.

Also in July the following new members were nominated and accepted into MASC;

Amel Guellouz	- Tunisia
Dena Snidall	- UK

Chief Executive Report to Service ICAR Board

July 14, 2015

Elzbieta Rybicka - Poland
Frederic Dehareng - Belgium
Claudia Falch - South Africa

One key goal is to ensure International Ring test comes back under S-ICAR in 2016. Currently Actalia provide this service contracted until the end of 2015. CE will contract Silvia Orlandini to represent S-ICAR at MASC

3.3 Recording & Sampling Devices SC

New Chair Steven Sievert is reviewing following;

3.3.1. New Terms of Reference (done to widen the scope to include sampling devices like tissue sampling which is not currently covered anywhere else in the ICAR guidelines).

3.3.2. Make-up of SC – will look to replenish

3.3.3. Review the German Test Centre with respect to continuing need or not.

3.3.4 Continuing Technical assistance to Next Generation Meter discussions.

3.4 ID Devices SC

Martin Burke and Ken Evers attended the ISO TC23\SC19\WG3 annual meeting in Madrid on June 17th. This ISO 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. Summary of key meeting points from Service ICAR viewpoint;

ISO welcomed our attendance (as CE and Chair of ID SC)

MB/KE recommended that ISO meeting frequency of once per year was too slow for us and instead we (ICAR) recommended that a Quarterly Conference call be made from SC ID representatives to ISO WG3 representatives to catch up on mutual activities thereby enhancing communication between parties. This will cover (but not limited to);

- ICAR's Environmental Testing Developments
- 5 Yr Re-certification progress
- Code violations in the Field
- Other Registration Authority matters

3.5 InterBull

Hans, Jay and Martin met with Reinhard Reents in Krakow with view to agreeing way of working for ICAR and Interbull SC. All parties agreed better and more frequent communication is needed. The formation of the Business focused PSE Task Force will be the first really "joint" undertaking - as you know Tione Roozen has been employed by Uppsala University as Managing Director of Interbull centre. Toine will officially start in September. I propose to visit Toine asap to get this working relationship and the Task force up and running.

Chief Executive Report to Service ICAR Board

July 14, 2015

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/face to face).

Table 1. Future Meetings : July – Dec 2015.

Org'n	Meeting	Date	Start-finish (CET)	Venue	Notes
Service ICAR	Board	Tuesday 14/07/2015	20:00 - 21:00	Telephone Conference	8:00 in NZ and 15:00 in Columbus, Ohio.
ICAR	Board	Tuesday 21/07/2015	20:00 - 21:00	Telephone Conference	8:00 in NZ and 15:00 in Columbus, Ohio.
ICAR	Board	Tuesday 18/08/2015	20:00 - 21:00	Telephone Conference	8:00 in NZ and 15:00 in Columbus, Ohio.
Service ICAR	Board	Tuesday 22/09/2015	20:00 - 21:00	Telephone Conference	8:00 in NZ and 15:00 in Columbus, Ohio
ICAR	Board	Tuesday 29/09/2015	20:00 - 21:00	Telephone Conference	8:00 in NZ and 15:00 in Columbus, Ohio
ICAR	Board	Tuesday 20/10/2015	20:00 - 21:00	Telephone Conference	8:00 in NZ and 15:00 in Columbus, Ohio
Service ICAR	Board	Friday 20/11/2015	08:00 - 09:00	Rome	Face to Face.
ICAR	Board	Friday 20/11/2015	09:00 - 17:00	Rome	Face to Face.

Martin Burke, Chief Executive,

Date 08th July 2015.