

September 22, 2015



**ICAR Chief Executive  
Report for SERVICE ICAR Board Meeting  
20:00 CET, Tuesday 22<sup>nd</sup> September 2015.**

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**Table of Contents**

|          |                                                            |          |
|----------|------------------------------------------------------------|----------|
| <b>1</b> | <b>FINANCIAL .....</b>                                     | <b>2</b> |
| <b>2</b> | <b>LEGAL .....</b>                                         | <b>2</b> |
|          | 2.1 STANDARISED CONTRACTS - LABS                           |          |
|          | 2.2 STANDARISED CONTRACTS - MANUFACTURERS                  |          |
| <b>3</b> | <b>S-ICAR "SERVICE PROVIDING" GROUPS.....</b>              | <b>2</b> |
|          | 3.1 MILK ANALYSIS SC                                       |          |
|          | 3.2 RECORDING & SAMPLING DEVICES SC                        |          |
|          | 3.3 ID DEVICES SC                                          |          |
|          | 3.4 INTERBULL SC                                           |          |
|          | 3.5 INTERBEEF                                              |          |
|          | 3.6 CERTIFICATE OF QUALITY                                 |          |
| <b>4</b> | <b>FUTURE ICAR &amp; SERVICE ICAR BOARD MEETINGS .....</b> | <b>4</b> |

September 22, 2015

## **1 Financial**

The last Board update on S-ICAR Financials was given up to the end Apr 30<sup>th</sup> – all on track. In October the CE will circulate figures up to 30<sup>th</sup> September 2015 and for discussion in S-ICAR Board meeting in Rome in November.

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

CE Comment end Aug 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. Contracts sent to;

ID Devices Labs; DLG Germany, IMA Netherlands, SAIT Canada, CETIM France

Recording Devices Labs; Wageningen Netherlands, IDELE France – not sent to ATB Berlin, under review by SC.

All previous and existing contracts will be superseded by this one.

### **2.2 Standardised S-ICAR contracts for Manufacturers (ID devices, Recording Devices) who submit product for S-ICAR Test & Certification**

The final standardisation work on contracts is the one for manufacturers. Service-ICAR will in next month focus on producing a new standard contract for submission of products to S-ICAR for test and certification.

## **3 S-ICAR “Service Providing” Groups - Updates**

### **3.1 Milk Analysis SC**

We welcome Silvia Orlandini as a contracted consultant to S-ICAR’s MASC group. Her role will be to;

- ✓ Provide technical advice in the design and implementation of an International Proficiency Interlaboratory Ring Test scheme to be run under the auspices of ICAR’s daughter company Service ICAR Srl.;
- ✓ Provide technical advice and support to the MASC Chairman Gavin Scott and ICAR Office in Milk Analysis queries;

September 22, 2015

- ✓ Represent ICAR at Milk Analysis ISO and IDF conferences and workshops

### **3.2 Recording & Sampling Devices SC**

Hubert Rothfoss (Ex GEA and now Milk Recording Services Manager) has replaced Dr. Manfred Hammel on the Recording Devices committee. Manfred has been over 13 yrs in the SC. (SC Chair will recognize Manfred's contribution in an appropriate manner).

### **3.3 ID Devices SC**

Martin Burke, Jussi Maki-Hokonen and Ken Evers had a catch up conference call on 25<sup>th</sup> Aug on policy issues with the following actions for follow up with Ken and the SC;

- 1) Device Change Notice (DCN) – Ken to knock up draft form with a one pager on how we use.
- 2) ISO WG3 - QTRLY conf call to go ahead Sept – we need to be in control of our communication with ISO – Ken to drive
- 3) PetChip 911 - we should make “some” statement – Martin to review with Jay
- 4) Need an ICAR strategy & structure for Competent Authority education/marketing - Ken doing a sort of white paper for discussion
- 5) SAIT Canada - Ring test done, review results and conduct follow up audit

### **3.4 InterBull**

Martin is planning to meet Toine Roozen in Uppsala on Oct 01<sup>st</sup>. Sole purpose is as an introductory meeting between CE ICAR and SLU Interbull Director - so Toine gets an update first hand on Service ICAR administration.

Later in October the ICAR-Interbull Task Force will be convened. The understanding is this TF includes for ICAR - Marco Winters, Martin Burke and Hans Wilmink and or Jay Mattison; for Interbull - Erling Stranberg and/or Hossien Jorjani, Toine Roozen, and Reinhard Reents (Other members to be decided and agreed).

### **3.5 InterBeef**

Second round and payments will be processed in October – will then review cost structure

### **3.6 Certificate of Quality**

Charl's WG Focus groups have been working on revising the Certificate of Quality service we offer our members. The main changes are around;

- ✓ Simplifying and making the fee structure appropriate to activities (inc Auditor fees)
- ✓ Moving from 3 yr to a 5 yr cycle BUT providing a mid term (in yr 2-3) consultation/review with each member – support, dissemination for member

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## Chief Executive Report to Service ICAR Board

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September 22, 2015

As this is a major policy change we will require the full ICAR board to sanction these changes. We would like to first get the input of the Service ICAR board on these proposed changes – see **Appendix 1. Revision of rules pertaining to the ICAR Certificate of Quality.**

### 4 Future ICAR and Service 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 up to Dec 2015.**

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

Martin Burke, Chief Executive,

Date 11<sup>th</sup> Sept 2015.