
Chief Executive Report to ICAR Board

September 29, 2015



ICAR Chief Executive Report for ICAR Board Meeting 20:00 – 21:00 CET, Tuesday September 29th 2015.

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1 Priorities

1.1 CE and ICAR Team New priorities for Jun – Dec ‘15 are:

- GenoEx – New Business Focussed Task Force & Interbull relations/links
- The ICAR “Brand”
- Web/IT – upgrade
- Membership – Global reach/growth
- Building Bridges with Key Organisations – Foster strategic alliances /agreements; IDF; ISO; EFFAB, DG SANCO, ASAD etc
- Building ICAR’s QMS in line ISO 17065 – ICAR ISO accreditation for S-ICAR as a Certification Body (CB) review for 2016.

Priorities from June 2015 Board/Chairs meeting on June 08th 2015;

The following table contains the identified priorities from the Board/Chair meeting in Krakow;

Table 1. Grouping Priorities for Action;

Item No.	Survey Rank	Priority Item Description	Classification
6	1	Improving the ICAR website	Tool
5	3	Improving communications <i>and</i> collaboration between ICAR groups,..	Tool
7	8	Improving the structure of the ICAR guidelines	Tool
2	5	Reviewing its Groups	Governance
8	6	Enhancing Links to International bodies/partners	Governance
9	7	Growing its reputation in Africa (and globally)	Governance
3	9	Establishing Group on Climate Change	Governance
4	2	Providing ICAR members with greater visibility	Service
1	4	Extend scope to cover developments	Service
10	10	Improving its services to customers	Service

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1.2. CE Plans & Goals – Performance Appraisal.

The ICAR Board Remunerations & Evaluation (R&E) Committee met with CE in Krakow June 11th 2015 and outlined Performance Appraisal and Plans & Goals process derived from our ICAR Strategy and Priorities documents. CE drafted an appraisal document on July 10th for R&E approval. Once sanctioned by the Board a review is planned in November 2015. For 2016 onward, reviews are to be regularised twice a year; for mid-year and year end. Also CE will begin working on same with the ICAR team for their Performance Appraisal and Feedback Process, so the Plans and Goals cascade down to our operational monthly/weekly/daily duties.

2 Financial

2.1 ICAR

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

CE Comment end August 2015: Overall ICAR is on track for meeting 2015 Budgetary forecast. The CE will next present figures at October's Board meeting (position up to end 30th September 2015).

3 Legal / Board Matters

3.1 Investments

On 10th September 2015, CE and Elena Couto met with a Mr. Roberto Gigliucci of Finanza & Futuro (an affiliate of the Deutsche Bank). He explained the current issue holding up the process was that Hans' signature on the release document did not match that of his passport signature.

CE made it very clear that this was just one more in a long litany of false hurdles and that F&F have behaved very unprofessionally throughout this process with little or no follow up. We stressed we are now fast approaching one year with no result. CE told him the ICAR Board's patience has run out and expect the matter to be resolved as a matter of urgency or else will be handing it over to ICAR's lawyer. CE made it clear that ICAR was making Mr. Gigliucci personally responsible for tracking this transfer to completion, with the following actions agreed;

- 14/09/15 Hans (as he was in Rome) and Elena to sign again the documents in the presence of a Notary. – Done on 14/09
- 15/09/15 Elena hand delivered new documents to Roberto Gigliucci – Done 15/09
- 16/09/15 Gigliucci sent new documents to Deutsche Bank, Milan – Done 16/09
- 18/09/15 From Friday 18th Elena will call Gigliucci every second day until resolved !! CE will do weekly follow up.

Further update at Board meeting.

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4 Membership / Membership Process Overhaul

4.1 New Member applications since last ICAR Board meeting Aug 18th 2015;

Turkey – Sheep & Goats Breeders Association Ankara, Turkey – **See Appendix 1.**
Turkish Membership Application – for Board review and approval.

4.2 Sub Saharan AFRICA

We proposed a follow up ICAR/FAO Workshop for Spring 2016 (Mar-May) in East Africa (Ethiopia (Nairobi)) as a possibility. This would be a more Practical Implementation workshop and would be of great benefit to countries in the regions and also encourage membership and participation in ICAR. FAO agreed in principle and a proposal will be followed up with Badi in September [Badi is in situ in Nairobi now, Charl and Elena have made contact and ongoing skype calls underway]

4.3 Membership Process Review

ICAR team continue to review the whole Membership Process under the following headings;

Categories, Membership Database, New Membership Growth, Membership Support, Fees Structure/Transparency.

The Members web log in and data maintenance screens have been defined and construction is underway – see Section 6 Web/IT upgrade for further progress report.

5 International Strategic Alliances

5.1 International Partners

ICAR has developed fruitful cooperation with a number of international organisations dealing with animal production or with fields relevant to the ICAR mandate. Programs and activities of a number of International Government Orgs (IGOs) and Non-Governmental Orgs (NGOs) are complementary to the ICAR's mission. Milan, Martin and Brian have a working document called “ICAR International Cooperation” which outlines which organisations we should forge links with and the objectives and protocols for agreement if required. The current document provides detail about the international partners we are working with and their relevance to ICAR. An executive summary of these activities so far in 2015 is in Table 2 below;

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Table 2. ICAR relations with International Organisations.

<u>International Organisation</u>	<u>ICAR Relevance</u>	<u>CE Update/comment: 29th Sep</u>
ISO - International Standards Organisation	ICAR is ISO's Registration Authority (RA) for RFID devices & member of working group to develop ISO RFID Standards ISO TC23\SC19\WG3 ICAR refers to ISO standards in developing standards and guidelines for certification of ID and Recording devices ICAR requires ISO standards 17025 and 9001 for accreditation of laboratories for use of DNA (microsatellites and SNP) in parentage verification and recording ICAR as a Certification Body should work to ISO 17065 accreditation	Annual ICAR RA report sent to ISO March 2015 President and CE met with ISO WG3 Chair in May 2015 CE and Chair of ID SC met with ISO TC23\SC19\WG3 in Madrid in June 17th 2015. Main actions 1) Create Comms Task Force with reps from both ICAR SC ID and ISO WG3 and b) to increase Freq of comms to supplement the one Annual meeting with QTRLY conference calls. Jussi and Ken to organise both an SC meeting and an ISO "Comms" Call in QTR 4.
IDF - International Dairy Federation	Milk Analysis plus Functional Traits are main fields of cooperation between the two organizations. The Analytical Week 2014 has been jointly organized with IDF within the 39^o ICAR Biennial Session with ICAR also attending Namur 2015 The IDF (International Dairy Federation) and ICAR set up an international reference system for somatic cell counting in raw milk. ICAR and IDF agreed to cooperate in the field of functional traits. The ICAR Functional Traits WG has been requested to carry out activities on the ICAR side.	In May 2015 CE had conf call with IDF. CE invited to Lithuania IDF Conf Sept 2015. June 10th, CE & Groups coordinator met with IDF SCAHW in Krakow. Agreed will not duplicate and have two groups but rather combine forces. CE met in Brussels on Jul 16th with Delanie Kellon IDF and agreed to collaborate on Animal Welfare & Care. MB/BW had Conf call with Christa and her Funct Traits WG on 21/09/15 to discuss her WG adopting the Care aspects – ongoing.
FAO - Food and Agriculture Organisation (UN)	Technical and financial support of ICAR Working Group Developing Countries chaired by Badi Besbes, Senior Officer Joint organization of regional workshops – ID Workshop in	ICAR Secretariat organised FAO/ICAR conference in RSA CE attended and signed up to Pretoria Declaration. CE team visited Badi and his FAO Director in Rome on July 07th. We proposed a

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	Santiago de Chile 2011, ID Workshop in Moscow 2014 and the 2015 workshop in South Africa. FAO through its DAD-IS information system regularly transmits news and information from the ICAR web site.	follow up ICAR/FAO Workshop for Spring 2016 in East Africa (Ethiopia (Nairobi) as a possibility. Budgeted proposal to be worked on in Q3/Q4. Charl & Elena organizing ongoing skype with Badi to discuss feasibility.
DG SANTE (EU Commission)	Regulation of the European Parliament and of the Council on the zootechnical and genealogical conditions for trade in and imports into the Union of breeding animals ICAR referenced regarding identification methods, performance monitoring rules and genetic assessment of livestock. ICAR clearly designated as the reference body in the development of zootechnical legislation in its areas of competence.	CE called Dr Alf Fuessel May 2015 and reiterated our commitment to the EC Commission's work and glad to continue to provide ICAR support and be their main reference. Laurent Journaux and CE met with Michel Dantin of DG SANTE in Brussels on July 16th and reinforced message that ICAR's major role and guidelines reference in upcoming Zootechnical EU legislation. MB met with Cled Thomas UK who did a lot of Project work with EAAP . ICAR will make contact with ; a) Animal Task Force (Dr. Martin Scholten Wageningen) http://www.animaltaskforce.eu/ ...and particularly their Precision Livestock Farming (PLF) EU-PLF is an FP7 project - see http://www.eu-plf.eu/ - - currently EAAP in there – our space? b) EIP-AGRI – European Innovation Partnership (EIP) part of EU research & innovation Horizon 2020 programme – see SCD2 in particular http://ec.europa.eu/eip/agriculture/en eg See Focus Group 18: Reducing emissions from cattle farming ...long term also ICAR is small team and won't get distracted from Core activities.

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EFFAB – European Forum for Farm Animal Breeders.	Potential outsource of Patent Search & Update service	Brian and Martin conf call with Jan Venneman April 2015. ICAR surveyed its members in May re Patent search needs/demands – no extra demand and no value add/requirements from ICAR – recommend we refer all member patent requests to EFFAB (in fact members already do that). CE met with Jan Venneman EFFAB CE in Brussels on July 16th – agreed we would refer our members to the EFFAB Patent service. Awaiting page info from EFFAB - October
ASAS – American Society of Animal Science ADSA - The American Dairy Science Association	Mutual participation at annual meetings and exchange of invited speakers. Use of ASAS meetings to promote ICAR Use of scientific results for improvement of ICAR programs. Engagement of individual scientists and the use of their expertise in expanding ICAR mandate and programs.	CE met with Dave Barbano in Krakow – introductory email to incoming ASDA President – will follow up after summer. BW has send on ASDA contact Al Kertz and we will follow up with both – 2nd level priority. No activity to report here
Others; ISAG, OIE, EAAP, NAAB..others??		ISAG – CE and Groups Coordinator have agreed to be on Org Cttee for upcoming ISAG Conf in Ireland No activity to report here

6 Web / IT Upgrade

September Progress - **Web New look** – steps;

- Migrate all content to WordPress- Moving the data from old web to Wordpress - target date by end Sept - [COMPLETE as of 17/09/15](#)
- New Membership data entry screen/dropdowns (as 4.3) by end Sept and test in early Oct - [Data defined and screens build underway.](#)

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- New CMS homepage “skins” – create 2 or 3 new homepage “skins” for Board and others (Joost) view by end Oct
- For Board review and approval in Oct and release Nov

Larger job of “modernisation” of website and guidelines will now be linked to the ICAR Brand Project and will take in consultation with SC/WGs. However while the Brand will inform the web design the CE and ICAR team will keep separate project control over Web development. See Section 7 below.

7 ICAR Brand

ICAR Brand Project mentored by Jay Mattison, Marco Winters, Bianca Lind, Niels Henning Nielsen, Neil Petreny and Japie van der Westhuizen.

Meeting held in Amsterdam on August 28th to kick off and help define project plan with ICAR staff (Martin Elena, Cesare and Joost Mogendorff).

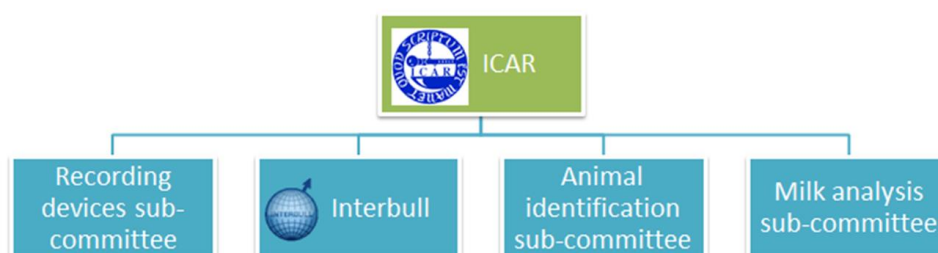
Outcomes of meeting;

- ✓ Expectations (both hopes and concerns) defined
- ✓ Project Plan further Definition of deliverables in Short / Medium term

See Appendix 2. ICAR Brand Project Version 3- for Board review and Approval.

8 Groups Reports

Reports from ICAR’s 4 Permanent Sub Committees;



8.1 Groups Communications

As part of our ongoing group communications MB + BW are scheduling calls to each of the SC/WGroups between now and December. These calls serve to ensure:

- 1) Functioning and Activity level of the group is progressing in the right direction and without duplicating efforts

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2) ICAR office is aware of the groups needs and can share tools + learning and continue to support the groups centrally.

3) Also each group will get an opportunity to discuss the ACCURACY Task Force Report for relevance to their activities.)

So far SC/WGs scheduled so far include ;

- ✓ Parentage Recording WG – completed 08/09
- ✓ AI Technical WG – completed 09/09
- ✓ Functional Traits – 21/09
- ✓ Dairy Cattle MR WG – 25/09
- ✓ Recording Devices SC – initial call with Chair 17/08, whole group in October
- ✓ Genetic Analysis WG – 13/10
- ✓ ID SC – October
- ✓ Feed & Gas – October/November
- ✓ Animal Fibre WG – November
- ✓ Sheep/Goat PR WGs (combined call) – November

Others being scheduled.

8.2 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;
- ✓ Represent ICAR at Milk Analysis ISO and IDF conferences and workshops

8.3 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).

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8.4 ID Devices SC

Martin Burke, Jussi Maki-Hokkonen and Ken Evers had a catch up conference call on 25th 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 conference call to go ahead Sept – we need to be in control of our communication with ISO – Ken to drive
- 3) Need an ICAR strategy & structure for Competent Authority education/marketing - Ken doing a sort of white paper for discussion
- 4) SAIT Canada (New Lab application) - Ring test done, results are under review by SC- follow up audit visit to be scheduled

8.5 InterBull

CE and Groups coordinator are doing a one day introductory visit to SLU and Toine Roozen in Uppsala on Oct 01st, also Reinhard Reents as chair of Interbull SC will be present.

The formation of the Business focused PSE Task Force will be the first really “joint” undertaking with first meeting of this TF to be convened in October .

8.6 Other Working Groups updates

- 8.6.1 Formation of a new Group called “**Genomics group**” – Scope\boundaries of the new group will be managing all guidelines and policies from the taking of the genetic tissue sample though to lab test and genotype output. (Genetic evaluation and data processing imputation etc is outside of scope for this new group)

The proposal of a merge of Parentage Recording with Genetic Analysis WG was discussed with Suzanne and her WG on 08/09 – some good feedback. Main concerns that the “new” group might be a little too slow or unwieldy. It was agreed BW would review the ToR and take input from other groups and build up consensus.

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8.6.2 Formation of a new Group called “**Global Reach**” Working Group – this is to replace the existing “Developing Countries” group as led by Badi Besbes. The scope/boundaries of this group will be to extend our guidelines and support those territories which have smaller/different farm input systems than our current members. In doing so part of their remit will be help and support these potential new members with relevant guidelines and practices. Also new member growth will be part of this group’s remit.

MB+BW+CH **conference call on Sept 23rd** to clarify new T o Rs for the group.
New chair and group members to be appointed.

8.6.3 **Animal Care** to be subsumed into **Functional Traits** under Christa Egger-Danner’s wing. After the recent Cross Analysis of our guidelines to check for Animal Welfare /Care references it was agreed most if not all the relevant traits were defined in amongst our guidelines already. We need now to get a group to focus on best practice in Animal Care. This group will also link with IDF SCAHW. Agreed we will not duplicate and have two groups but rather combine forces. CE has met IDF in Brussels on Jul 16th and collaboration has been agreed in principle. MB + BW + CED have **conference call on Sept 21st** to further advance this WG.

8.6.3 **WG AI** – we had a good call with Gordon Doak and his WG on Sept 09th - group kick started again – some important opportunities around Bar Coding & Breed codes standardization and uniformity on statistics like male fertility etc. We will support Gordon and Group and continue to review activity.

8.6.4 **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)
Consultative Review with each member – support, dissemination for member

As this is a major policy change we will require the full ICAR board to sanction these changes - see **Appendix 3. Revision of rules pertaining to the ICAR Certificate of Quality.**

9 Publications/ Guidelines – Board update & approval

9.1 Guidelines for Member Approval:

Post Krakow we have three Guidelines Updates to be approved and sent to Members for approval from following Working Groups (WG’s);

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- a) WG Conformation Recording
- b) WG Functional Traits

For a) and b), the members have been notified with a response date of September 14th 2015. At this stage all feedback has been received and no changes are suggested.

We attach **Appendix 4 Conformation Recording Guidelines** for Board Approval

We attach **Appendix 5 Functional Traits Guidelines** for Board Approval

- c) Parentage Recording Guidelines changes – have been tidied up re overlap between Parentage Recording and Genetic Analysis – This message has been sent to the members “Following an internal preparation of the Working Group, the Parentage Recording WG proposes the following amendments to Section 4.2 and 4.3 of the Recording Guidelines. The file is available for consultation / comments at: http://www.icar.org/Documents/Rules%20and%20regulations/Guidelines/Krakow_2015/Parentage_Recording.pdf. ICAR Members are invited to send comments by Monday 9 November after which we will present for Board approval

10 Future ICAR Board Meetings

10.1 Meeting Schedule

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

Table 4. Future Meetings: July – Dec 2015.					
Org'n	Meeting	Date	Start-finish (CET)	Venue	Notes
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 18th Sept 2015.