
Chief Executive Report to ICAR Board

October 20, 2015



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

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12 October 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” Project
- 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 collaboration</i> 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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2 Financial

2.1 ICAR

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

CE committed to report QTR 3 position (YTD up to September 30th) at Oct 20th meeting, so please find the following appendices;

Appendix 1: ICAR Income Statement YTD September 30th 2015

Appendix 2: ICAR Balance YTD September 30th 2015

Appendix 3: ICAR Financial Notes YTD September 30th 2015

3 Legal / Board Matters

3.1 Investment - Deutsche Bank

All required and correct documents now with the Deutsche Bank (DB) in Milan as of September 30th – as sent by Mr. Roberto Gigliucci of Finanza & Futuro (an affiliate of the Deutsche Bank).

Constant follow up by ICAR – every second day - has yielded fruit... at time of writing this CE Report, ICAR secretariat on Oct 09th received a call from Finanza & Futura that everything was done as required and he now can proceed to sell the investment. This is a verbal confirmation, awaiting official written notification/confirmation.

Further update at Board meeting.

4 Membership

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

Uruguay – Minister of Agriculture of Uruguay has applied for Full Membership of ICAR.

See **Appendix 4. Uruguay Application** - for ICAR 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

How we engage with our Members has been reviewed and some changes are underway to get ICAR closer and more relevant for our members, namely;

- Members area for web log in and data maintenance screens have been defined and construction is underway – see Section 6 Web/IT upgrade for further progress report.
- Certificate of Quality now has a mid-term Consultative Review step
- Global Reach proposal to replace Developing Countries WG – see section 6 of this 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;

Table 2. ICAR relations with International Organisations.

<u>International Organisation</u>	<u>ICAR Relevance</u>	<u>CE Update/comment: 20th Oct</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	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

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	(microsatellites and SNP) in parentage verification and recording ICAR as a Certification Body should work to ISO 17065 accreditation	QTRLY conference calls. Jussi and Ken to organise both an SC meeting and an ISO “Comms” Call in QTR 4. Silvia to tease out with Harrie van Bijgaart potential role for ICAR as certification for MIR analysers. See MASC section 6 below.
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° 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 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.	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 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 skypes 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	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.

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	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.	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. Note:ICAR is small team and won't get distracted from Core activities. Email sent on 06/10 by CE to Jan Venneman who's is on board of ATF requesting ICAR recognition. CE rec'd Invite for ATF Seminar in Brussels 17/11.
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

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		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 – 2 nd 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 testing continuing in Oct - [Data defined and screens build underway.](#)
- New CMS homepage “skins” – create new homepage “skins” for Board and others (Joost) view by end Oct
- For Board review in Oct and release in Nov Board

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.

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7 ICAR Brand

ICAR Brand Project Milestone (MS) 3 “Understand phase” is well underway. On Oct 5th and 6th Mogendorf (JM) started the Stakeholder Interviews by interviewing ICAR staff – throughout the rest of October and early November he will conduct some 18 stakeholders interviews which will be a sample of persons from;

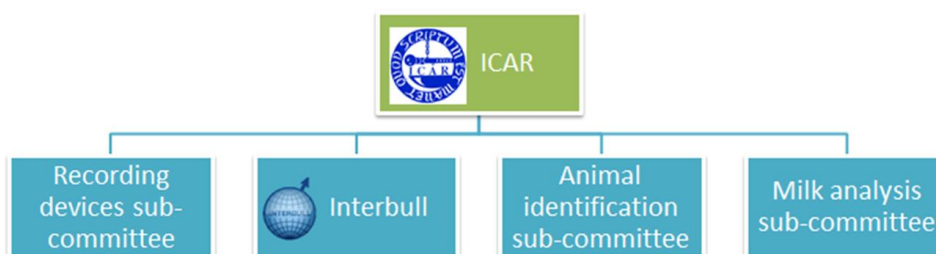
ICAR Staff, ICAR Board, Chairs of SC/WGs, Full Members (inc some New), Associate Members and some International partners.

The output of these Stakeholder Interviews will be collated and distilled into the MS 3 Report and circulated in the first instance to the CE and Steering Board Members and then onto full ICAR Board for our Nov 20th face to face meeting.

The MS 3 Report will summarise the findings and make some recommendations and suggestions on which elements we should progress in the activation of the ICAR Brand.

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
- 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

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- ✓ 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 TBD
 - ✓ Genetic Analysis WG – 13/10
 - ✓ ID SC – 16/10
 - ✓ MASC – 04/11
 - ✓ Feed & Gas – November
 - ✓ Animal Fibre WG – November
 - ✓ Sheep/Goat PR WGs (combined call) – November
- Others being scheduled.

8.2 Milk Analysis SC

Silvia, as well as working on the standardisation of S-ICARs ring testing, is also currently working on a draft proposal for an agreement between ICAR and ISO's ISO/TC 34/SC 5 (Milk and Milk products) – Harrie van BijGaart is Chair of this ISO TC. ICARs role is envisaged to provide standardisation and certification services to members for Milk Analysers, MIR spectral calibration etc. See **Appendix 5 ICAR ISO MASC RA Overview**. Discussions are in initial stages.

8.3 Recording & Sampling Devices SC

Steven has sent CE a comprehensive report on activities, good progress here. Key highlights include;

- Device lifetime “approvals” moving to ICAR Certification with annual review
- New Website in design for Certified devices includes; device, sampler, software, installation parameters, routine procedures, year approved and expiry.
- Document and propose testing of unapproved AMS – Shuttle combinations

8.4 ID Devices SC

Martin Burke, Jussi Maki-Hokkonen and Ken Evers scheduled a further conference call on 14th Oct and the whole SC is conferencing on 16th Oct. Main issues for discussion from ICAR secretariat are;

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- 1) Device Change Notice (DCN)
- 2) ISO WG3 - QTRLY Comms
- 3) SAIT Canada (New Lab application) - Ring test done, results under review by SC- follow up audit visit to be scheduled

8.5 InterBull

On Oct 01st Martin Burke, Brian Wickham visited Uppsala and met with Reinhard Reents and Toine Roozen. This was a very good introductory visit for both CE of ICAR and the new Director of SLU's Centre Toine Roozen.

It was agreed;

GenoEx: That we move forward with GenoEx by forming the new PSE Implementation Task Force (PSE-ITF) asap. It was agreed that Toine should Chair this group and the proposed make up of members would be put forward to the ICAR Board on Oct 20th for endorsement. - See **Appendix 6 PSE-ITF**. The PSE-ITF would be supported by an Expert Technical group which would take policy direction from the PSE-ITF but would inform the PSE-ITF on technical requirements/ capabilities.

ICAR/InterBull Task Force – it was agreed Hans, Reinhard and Martin would work on the make up of this Task force in October/November.

Communication:

Hans, Reinhard and Martin will continue with monthly calls to review CE Report in advance of the each of ICARs Monthly Board meeting

Martin and Toine will hold regular (monthly) Operational conference calls to be sure communication is maintained both ways between Uppsala and S-ICAR to ensure administrative cooperation.

8.6 Other Working Groups updates

- 8.6.1 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. GA WG have a meeting scheduled 13/10. “Genomics group” – Scope\boundaries of proposed 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) - [Ongoing](#)

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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. See **Appendix 7. Global Reach ToR**. MB/BW/CH agreed that it should first be discussed with existing members of old Developing Countries WG to further advance. MB/BW

8.6.3 **Animal Care** – idea is AC 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 discussed with FT WG in September’s call and we agreed that it should first be discussed with further Care experts to further advance ToR and define exactly what we require to join the FT WG here. Ongoing MB/BW

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 a full Standard Operating Procedure to be written up for the ICAR board to sanction these changes – this will be done for Nov 20th Board meeting with a kick off date of new SOP to be Jan 01st 2016. The ICAR team will in the meantime pilot some Consultative Reviews with volunteer members to test the new questionnaire.

8.6.5 **Feed & Gas WG**

Consultation process now complete and Structure is finalized. For ICAR Board approval. See **Appendix 8 – Feed & Gas WG structure & Members**

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8.6.6 **Mare & Donkey milk** ; - KLEMEN POTOČNIK, a teacher at the Faculty of Biotechnology, University of Ljubljana, Slovenia is requesting to convene a WG to develop guidelines along the lines of Sheep & Goat Recording guidelines – he is prepared to pull group of experts together – **See Appendix 9 Mare & Donkey Milk Recording Guidelines Task Force**. As this is an addition to our species (equine) the proposal to be forwarded to Board for discussion Oct 20th

9 Publications/ Guidelines – Board update & approval

9.1 Guidelines for Member Approval:

- a) 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 in Nov 20th Board meeting.

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 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 13th Oct 2015.