



Revised Terms of Reference for Dairy Cattle Milk Recording Working Group

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1 Revised Terms of Reference – DCMR-WG

The following is a draft revised Terms of Reference for the ICAR Dairy Cattle Milk Recording Working Group (DCMR-WG).

1.1 Background

The purpose of this paper is to outline the revised terms of reference for the DCMR-WG following a review conducted in 2016.

This proposal follows on from discussions with the ICAR Board and the Chief Executive of ICAR to review and update the Terms of Reference for ICAR Groups.

This report is a first draft for consideration by Pavel Bucek, the current chairperson the DCMR-WG in conjunction with Brian Wickham the ICAR Groups Coordinator.

The need for this review is prompted by the following considerations:

- The DCMR-WG was formed in 2012 and has now been operational for four years.
- The ICAR Accuracy Task Force has developed a philosophy on accuracy, which is particularly relevant to ICAR's milk recording members. We need to ensure the DCMR-WG picks up any resulting actions that are required to ensure ICAR's guidelines relevant.
- The current structure of the ICAR guidelines is being reviewed. ICAR needs to know how they can be improved to make them more relevant and easier for ICAR's milk recording members to use.
- The Dairy Cattle Milk Recording Group has widened its activities to embrace new fields and approaches.

1.2 Objectives of the DCMR-WG

The objectives of the DCMR-WG are to:

- a. **Develop the ICAR Guidelines** (section 2.1 in particular), and ensure they are relevant to dairy cattle milk recording. Areas of particular focus where new scientific or economic knowledge will bring about a measurable benefit to the members and farmers include:
 - i) lactation calculation methods, and
 - ii) quality management for dairy cattle milk recording organisations

- b. **Monitor relevant global developments and survey** the recording methods used by ICAR members. Using sound scientific and economic principles applied to the data and information gathered:
 - i) Make recommendations, to improve ICAR Guidelines, and
 - ii) Provide analysis to ICAR member on the methods practiced with the goal of improving the value provided by dairy cattle milk recording.
- c. **Communicate findings** to ICAR members by organising forums at which trends and developments are reported and discussed.

1.3 Governance

The ICAR Board will appoint the Chairperson of ICAR DCMR-WG. The ICAR Chief Executive will appoint members of the DCMR-WG.

The DCMR-WG will comprise members who cover some or all, depending on the level of interest and participation in ICAR activities, of the following interests:

- a. **Geographical regions:** Europe (West and East), North America, South & Central America, Asia, Africa & Oceania.
- b. **Combine technical expertise:** with relevant scientific backgrounds and those with specialist knowledge of the practical aspects of dairy cattle milk recording including; field operation, quality assurance, use of milk recording data in farm management, and use of milk recording data in animal breeding.

The DCMR-WG, may create expert advisory groups to provide specialist and expert advice on topics of relevance to achieving the objectives of the Group.

1.4 Secretariat & Reporting

Role of DCMR-WG Secretariat:

- a. **Business Meetings** - agree dates and venues in consultation with Chairperson, provide notice of meetings to members, agree agenda with Chairperson, distribute agenda, take minutes, agree minutes with Chairperson, and distribute minutes.
- b. **Group Composition** – maintain list of Group members with up-to-date contact details, in consultation with Chairperson and ICAR Board ensure membership is comprised of interested and enthusiastic members representing active stakeholders.
- c. **Group Meetings** – agree dates and venues in consultation with Chairperson, provide notice of meetings to members, agree agenda with Chairperson, distribute agenda, take minutes, agree minutes with Chairperson, and distribute minutes.
- d. **Website** – maintain website and forum ensuring contents are up-to-date and relevant according to the TOR.

1.5 Communications with the ICAR Board

- a. Annual report of the DCMR-WG Group Chairperson to the Board.

- b. The ICAR Staff support person designated by the ICAR Chief Executive. All communications for the Group are to be copied to this person.
- c. Participation of the Chairperson in meetings with the Board, normally on an annual basis coinciding with the ICAR Annual Meetings.

1.6 Priorities

Priorities are to be established by the Committee taking account of its terms of reference and any requests from the ICAR Board.

That the priorities for DCMR-WG in the next two years include the following:

- a. Continue developing the ICAR Guidelines.
- b. Collaborate with the ICAR Sensor Task Force.
- c. Develop 24-hour calculation guidelines and update guidelines for accumulated milk yields.
- d. Arrange regular sessions in Chile, Scotland and beyond and stimulating discussion relevant for milk recording in cattle.
- e. Monitor and report developments in milk recording.
- f. Review options for ICAR to support quality management and quality assurance of dairy cattle milk recording.