

September 20th, 2016



**ICAR Chief Executive
Report for SERVICE ICAR Board Meeting
20:00 – 21:00 CET, Tuesday 20th Sept 2016.**

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1 Financial 2016

1.1 External Auditing Firm

At May 27th ICAR Board meeting it was agreed ICAR would contract an international accounting firm to a) not only do the end of year 2016 accounts but b) also offer advice consultancy with respect to the structure and reporting of our accounts (with special emphasis on Service ICAR). ICAR has asked Deloitte to provide this service.

Deloitte met with CE and Staff on 08th September in Rome. The following schedule of work was agreed;

Work;

Looking at Service ICAR first, Deloitte will work to develop a Financial Reporting template based on Revenue as the driver, apportioning overheads according to activities as in the files supplied by ICAR. (Reports to be in line with the International Financial Reporting Standards)

The Report will be Quarterly and will link Balance Sheet, P&L and will include Cashflow reporting. (Model is 'deferred' not 'accrual').

Using real Service ICAR 2015 end of year data, Deloitte will demonstrate this new reporting template to ICAR week of Sept 19th. (Alexandra from Deloitte to meet with Italconsultants (Patrizia) in advance). The plan is to present this model using this data to CE and if agreed then present to ICAR Board at its Sept 27th meeting

Then we will run the template with real Service ICAR data for the end of September 2016 and present to ICAR Board on Oct 23rd.

Year End Schedules will flow as follows;

1. Year end 31st Dec closing - only those Labs invoices received up to Dec 31st will be included, all others will be deferred to the next year.
2. Service ICAR will complete its 2016 books by end of January
3. ICAR Inspectors will 'audit' mid-February
4. ICAR will ask Deloitte Audit end February (audit level & quote to be discussed)
5. ICAR Board to approve accounts/audit in its March meeting

Fees:

Deloitte have quoted €18,000 for this work - they will detail to ICAR the breakdown of 'man hours'. It was agreed all extras, expenses etc are covered in

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this amount (no 5% or extras!). As this consultancy will provide future benefit for ICAR Deloitte will review if the cost can be 'capitalised' from an accounting perspective.

2 S-ICAR “Service Providing” Groups - Updates

2.1 Milk Analysis SC

S-ICAR & European Milk Recording (EMR) – The AWE/EMR Project application to FTI Horizon 2020 (titled ‘SIMILAR’) had been rejected by the H2020 Research and Innovation Research Programme. The score required for approval was minimum 12 and the project scored 10.41. Xavier Massart Project Manager (AWE) has met with the NCP Wallonia, and they strongly recommended to re-submit to match FTI specifications, to at least get a score of 12/15. CE is following Up with Xavier Massart.

2.2 Identification Devices SC

Chair – The ID SC is a critical Chair position for ICAR for many reasons not least from a Service ICAR revenue viewpoint. CE to consult with key members of the SC re Chair required attributes and possible candidates - priority to fill this key position.

Meetings; CE will continue to chair the SC ID in the interim. An SC ID meeting was held on 30th June. CE also met with key manufacturers (Allflex, Datamars and Caisley) in Milan on July 27th to review the new Validation Service for Competent Authorities, focussing on the integrity of the field sampling as part of that new process. This was a very positive meeting with good suggestions including the proposed set-up of a Services “Promotion” Advisory Group to the SC ID. A meeting with the ID SC is scheduled for end September and this and other proposals will be discussed there in first instance and then if relevant brought to the Service ICAR Board in Chile.

2.3 Recording & Sampling Devices SC

Certified Meters Listing on Website – upgrade of the Meters Listing is under development with first view due at the end of October with planned release in November.

Sensor Task Force is meeting in Amsterdam Sept 20th 21st, CE will attend.

2.4 Interbull SC

GenoEx PSE -Implementation Task Force (PSE-ITF)

One additional line was added to GenoEx PSE Service Agreement, section 6.2.5 ‘Service User Obligations’ since the last Board meeting which requires DNA

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Interpretation Centres to be first accredited by ICAR before they can become a user in PSE.

“5. The **Service User** agrees to follow **ICAR** accreditation rules and regulations and must first pass the process for ICAR Accreditation of DNA Data Interpretation Centres and maintain the appropriate accreditation status in order to be a **Service User of GenoEx-PSE.**”

In the last two months we have been working on this new proposed S-ICAR Accreditation Service for DNA Interpretations Centres. This new SOP looks to put accreditation criteria on Genetic evaluation houses who are doing parentage verification.

The plan is to complement the existing Accreditation of DNA Labs so ICAR will offer a second separate area of Accreditation for Organisations involved in DNA analysis and interpretation, i.e. ;

1. ICAR Accreditation of Laboratories (so called wet labs) who analyse biomaterial to produce DNA Genotypes (DNA Data)
2. ICAR Accreditation of **DNA Data Interpretation Centres** who take the DNA Data from the ‘wet labs’ in 1) above and interpret the data for a number of purposes (Parentage verification, discovery and will be described in ICAR SOP 05_CER_GNTX_0003.

The SOP starts with the outputs from Accredited DNA labs (i.e genotypes/SNP files) and ends with the parent verification or discovery. (See **Appendix 1. ICAR Accreditation of DNA Interpretation centres** and **Appendix 2. Annex V Application form**). This is the implementation phase of the updated guidelines from Suzanne Harding’s Working Parentage Group. In the next months, Service ICAR will work on pricing structure for both ‘wet labs’ and ‘dry labs’ for inclusion in 2017 Budget for Service ICAR.

GenoEx PSE – Launch Plan

The Secretary of the PSE Task Force Brian Van Doormaal, is penning a joint letter to ICAR Members and Interbull / Interbeef service users to announce the PSE scheme. This will be sent ahead of ICAR’s Chile conference. At the conference the PSE Scheme will be launched in both the Interbull Open meetings and in the ICAR Plenary session. It is envisaged the service to clients will be available January 2017.

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GenoEx PSE – conditions of €60k investment

As reported to the ICAR Board on August 30th the CE has sent a request to the Director of Interbull Centre SLU to provide ICAR a breakdown of the expense details of the €60,000 spend from the Service ICAR investment on PSE. Details not received at time of writing but will be sent to CE on Sept 15th in time to be shared at Sept 20th Service ICAR Board.

3 Future ICAR and Service ICAR Board Meetings

3.1 Meeting Schedule

The following table is the schedule of meetings for the ICAR Board and the Council of Service ICAR for the second half of 2016. Please note 2000hrs for all meetings (other than those at conferences/face to face).

Table 1. Future Meetings: June – December 2016.

Org'n	Meeting	Date	Start-finish (CET)	Venue	Notes
Service ICAR	Board	Tue 20/09/2016	20:00 - 21:00	Rome	6:00 in Auckland NZ and 14:00 in Columbus, Ohio
ICAR	Board	Tue 27/09/2016	20:00 - 21:00	Rome	6:00 in Auckland NZ and 14:00 in Columbus, Ohio
Service ICAR	Board	Sun 23/10/2016	08:00 – 09:00	Puerto Varas, Chile	
ICAR Face to Face	Board	Sun 23/10/2016	09:00 – 18:00	Puerto Varas, Chile	Afternoon reserved for Chairs Workshop on Guidelines
ICAR	Board	Tue 29/11/2016	20:00 - 21:00	Rome	6:00 in Auckland NZ and 14:00 in Columbus, Ohio

Martin Burke, Chief Executive,

Date 13th Sept 2016.