



THE GLOBAL STANDARD
FOR LIVESTOCK DATA

Terms of Reference for

Recording & Sampling

Devices Subcommittee

Version: ~~1.0~~54.0

Date: ~~xxth Dec. 20xx~~153rd
April-March 2018

Status: ~~Draft~~Final

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1 Background

The purpose of this paper is to:

- a. Reformat the ~~April~~May 2015 version (Version 3.0) using the ICAR standard format (2018) for Terms of Reference (ToR) for the Recording & Sampling Devices Subcommittee (RSD-SC):-
- b. Act on the request from the June 2016 meeting of the RSD-SC where It was agreed that the ~~T~~oR should ~~be more specific, and that clarification was needed~~clarify regarding the kind of devices that the ~~Sub-Committee deals with~~RSD-SC addresses as part of its core processes with respect to usage of data generated by these devices.: ~~Specifically, devices used for genetic evaluation and animal improvement/management programmes.~~
- c. The revised ~~T~~oR would be taken to the ICAR Board for final endorsement.

Change Summary

<u>Date of Change</u>	<u>Version</u>
<u>8 April 2015</u>	<u>Version 1.0</u>
<u>9 April 2015</u>	<u>Version 2.0</u>
<u>14 May 2015</u>	<u>Version 3.0</u>
<u>15 March 2018</u>	<u>Version 4.0</u>
<u>03 April 2018</u>	<u>Version 5.0</u>



- ~~a. provide updated terms of reference (ToR) for the ICAR Recording Devices Sub-Committee (RSD-SC),~~
- ~~b. following a decision to extend them to cover the full range of tissue sampling device, and~~
- ~~c. to reformat them using the ICAR standard format for ToR.~~

~~This proposal follows on from the discussion which took place late in 2014 and early 2015.~~

~~This report is for consideration by the ICAR Board at its meeting on 28th April 2015.~~

2 Context

The RSD-SC is one element of ICAR's Group structure as elaborated here on the ICAR website. As a subcommittee:

- a. It is a permanent,
- b. Its members are appointed by the Board of ICAR, and
- c. It is responsible for policy relating to services to members.

The main purpose of the RSD-SC is to achieve a number of objectives related specifically to recording and sampling devices.

~~The following sections cover the key elements of the recommended new ToR for the RSD-SC.~~

2.3 Objectives Objectives of the RSD-SC

The objectives of the RSD-SC are to:

- ~~a. Provide a forum for members of ICAR~~ICAR members to for collaboration,
~~exchange information~~knowledge sharing, ~~and learn from each other~~organizational
~~growth~~in all aspects of recording and sampling devices used on cattle, sheep,
goats and buffalo. ~~with the purpose of aiding decisions on; genetic improvement,~~
~~farm management, animal health & welfare, and product quality assurance.~~



- b. Maintain, update, promote and extend universal guidelines for the evaluation and certification of recording devices used to collect data on cattle, sheep, goats, and buffalo with the purpose of aiding decisions in genetic improvement, farm management, animal health, animal & welfare, and product quality assurance ~~including: on farm milk recording devices, and devices for recording live animal measures.~~
- c. -Maintain, update, promote and extend universal guidelines for the evaluation and certification of sampling devices ~~including: devices for~~ used to collecting milk, blood, ~~ear tissue, muscle, hair, fiber~~ fibres, saliva, nasal scraping, and any other animal tissue or other animal product ~~relevant to animal recording where the resulting analyses are used with the purpose of aiding decisions in genetic improvement, farm management, animal health, animal welfare, and product quality assurance.~~
- d. Conduct and report the results of periodic international surveys on relevant aspects of animal recording and sampling devices.
- e. Develop, provide, engage, and promote a system ~~that includes~~ and standards, guidelines, and protocols for recording and sampling devices testing and evaluation which will form the basis of the service that Service ICAR will provide to device manufacturers on a user ~~pays~~ remuneration basis.
- f. Facilitate and co-ordinate the international communication and collaboration in the research and development of an recording and sampling devices.

f.—

34 Governance

The RSD-SC will comprise a Chairperson and members appointed by the ICAR Board. The term of membership and voting rights of members will be determined at the time of

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appointment and may be reviewed from time to time. In principle, members can only vote on those issues for which they or their employers do not have a conflict of interest.

The RSD-SC will be governed ~~composed~~ by ~~of a Committee~~ members appointed endorsed by the ICAR Board.

The ~~Committee~~ RSD-SC will comprise members who ~~cover~~ represent some or all, depending on the level of interest and participation in ICAR activities, of the following interests:

- a. Geographical regions including: Europe, ~~(West and East)~~, North America, South America, ~~&~~ Central America, Asia, Africa, and ~~&~~ Oceania.
- b. Technical expertise in animal recording and sampling devices with respect to device – accuracy, reliability, reproducibility, functionality, evaluation and certification.
- c. Recording data and sampling of milk, blood, hair, fibre, or tissue in: cattle, sheep, goat and buffalo.

The ~~Committee~~ RSD-SC, may from time to time, create expert advisory committee ~~task forces or advisory/specialist teams~~ to provide ~~specialist and~~ expert advice an-on topics of relevance to achieving the objectives of the ~~Group~~ RSD-SC.

45 Secretariat & Reporting

Role of ~~RSD-SC~~ the Secretariat with the RSD-SC:

a. Business and Group Meetings

- — agree on meeting date(s) and venue(s) in consultation with Chairperson,
- provide notice of meetings to members,
- agree and distribute the agenda with Chairperson, ~~distribute agenda~~
- take minutes, agree record minutes, review minutes with Chairperson, and distribute minutes.

b. Group Composition



- ~~—~~ maintain list of ~~Group~~ RSD-SC members with up-to-date contact details,
- e. ~~in consultation~~ consult with Chairperson and ICAR Board to ensure membership is comprised of interested and enthusiastic members representing active stakeholders.

f. ~~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.~~

c. Website

- ~~—~~ maintain website of RSD-SC certifications, guidelines, processes, and protocols,
- g. ~~provide and a~~ forum ensuring contents are ~~up-to-date~~ current and relevant ~~according related~~ to the ToR.

5.5 Communications with the ICAR Board

Communication with the ICAR Board will be:

- a. Annual report of the RSD-SC ~~Group~~ Chairperson to the ICAR Board.
- b. ~~The ICAR Staff~~ staff support person as identified from time to time by the ICAR ~~Secretary General~~ Chief Executive, with a. All communications for the ~~Group~~ RSD-SC are to be copied to this person.
- c. Participation of the Chairperson in meetings with the ICAR Board, normally on an annual basis coinciding with the ICAR ~~Annual annual~~ Meetings meeting.

7 Relationships with Other ICAR Groups

Relationships between RSD-SC and other ICAR Groups are as summarised in Table 1.



Table 1. Relationship with other ICAR Groups.

<u>Group</u>	<u>Purpose of Relationship</u>	<u>Method of maintaining relationship</u>
<u>Milk Analysis Sub Committee (MA-SC)</u>	<u>Ensure quality samples for milk analysis and collaborate on guidelines for in-line and at-line milk analysis.</u>	<u>Overlapping membership.</u> <u>Joint expert advisory group(s) as required.</u>
<u>Dairy Cattle Milk Recording Working Group (DCMR-WG)</u>	<u>Ensure recording and sampling devices used for dairy milk recording produce high quality information.</u>	<u>Overlapping membership.</u> <u>Joint expert advisory group(s) as required.</u>
<u>Sheep, Goat and Camelid Working Group (SGC-WG)</u>	<u>Ensure recording and sampling devices used for sheep and goat milk recording produce high quality information.</u>	<u>Overlapping membership.</u> <u>Joint expert advisory group(s) as required.</u>
<u>Animal Data Exchange (ADE-WG)</u>	<u>Ensure data flows according to best practice standards between electronic recording and sampling devices and central databases.</u>	<u>Overlapping membership.</u> <u>Joint expert advisory group(s) as required.</u>
<u>Sensor Devices Task Force (SD-TF)</u>	<u>Ensure ICAR standards, guidelines and services are updated to cater for relevant new and emerging recording devices.</u>	<u>Provision of leadership.</u> <u>Overlapping membership.</u> <u>Joint expert advisory group(s) as required.</u>
<u>Others</u>	<u>Ensure any other standards, guidelines and services involving a recording or sampling device are developed using a shared ICAR philosophy.</u>	<u>Overlapping membership.</u> <u>Joint expert advisory group(s) as required.</u>

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68 Priorities

Priorities are to be established by the Committee RSD-SC and are reviewed annually on an annual basis, taking account of its terms of reference and any requests from the ICAR Board.

That the priorities for RSD-SC in the next year include the following:

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- ~~a. Guidelines, standards, testing and certification for tissue sampling devices~~
- a. Launch of revised website that will be database driven, searchable, and have external links to routine procedures.
- b. Removal of *Periodic Checking of Meters* document and add each routine procedure, as reviewed to be current, to new website.
- c. Support the work of the ICAR Sensor Devices Task Force.
- d. Review and revision of the guidelines revisions for Section 11.
- e. Guidelines and standards for testing and certification for tissue sampling devices
- f. Cooperation and collaboration with other ICAR SC and WG on the review of device guidelines and certification for goats and sheep.
- g. Conduct research on the factors affecting the accuracy of recording and sampling devices.
- ~~a. Evaluate and establish a repeatable and reproducible method for determination of carry-over in recording and sampling devices.~~
- ~~Guidelines, standards, testing and certification for animal weight recording devices.~~
- ~~b. Identification and testing of popular AMS milking systems with decoupled AMS samplers~~
- ~~c. Implementation of expiry periods for approval of recording devices along with testing/retesting requirements as needed~~
- d.h. Update and expansion of the listing of approved recording devices on the ICAR website to include additional use parameters.

REFERENCE: [/USERS/BWW/DATA/WICKHAM LTD/CUSTOMERS/ICAR/ICAR SC WG](#)

[TF/GROUPS/TOR/REVISIONS/2018/GROUPS/RECORDING AND SAMPLING DEVICES/TOR RECORDING AND SAMPLING DEVICES](#)

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[SC V18.02.DOCX/USERS/BWW/DATA/WICKHAM LTD/CUSTOMERS/ICAR/ICAR-SC-WG](#)
[TF/GROUPS/TOR/REVISIONS/2018/GROUPS/RECORDING-AND-SAMPLING-DEVICES/TOR-RECORDING-AND-SAMPLING-DEVICES](#)
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