

**IFOAM Standards Requirements Committee- Terms of Reference and General Rules of Procedure**

*Last modification: February 2020*

**1 Terms of Reference****1.1 Purpose**

The Standards Requirements Committee (SRC) advises the development of the IFOAM Standards Requirements, which are the international reference for assessing organic standards and serves as a basis for the approval of standards under the IFOAM Family of Standards. The purpose of the IFOAM Family of Standards is to promote global equivalence between organic standards and regulations.

**1.2 Duties**

The SRC:

- 1.2.1** supports the development of draft revisions to the IFOAM Standards Requirements.
- 1.2.2** supports the development of draft requirements in new areas to be included in the IFOAM Standards Requirements.
- 1.2.3** keeps abreast of new developments in the areas of organic production and processing.
- 1.2.4** serves as a key resource for IFOAM – Organic International technical expertise on organic production and processing.
- 1.2.5** provides other advice on standards issues as directed by the OGS department, WB and OGS policies.

**1.3 Structure and Accountabilities**

The SRC:

- 1.3.1** is composed of individuals appointed by the IFOAM-OI Executive Director.
- 1.3.2** operates under the management of, and is accountable to the OGS Manager.
- 1.3.3** is designated as a committee within the IFOAM OGS structure, and is subject to the relevant OGS policies.

- 1.3.4** is composed of up to 10 members, who represent diverse geographical areas and areas of technical expertise (e.g. crop and livestock production, processing). Membership may include stakeholders (e.g. government personnel, academicians) who are not IFOAM – Organics International members or associates. An *ex officio* member from the IOAS may be included in the Committee upon request and funding by the IOAS and approval by the WB.
- 1.3.5** holds and manages subcommittees which are generally focused on specialized areas or issues in organic standards, if appropriate. Subcommittee membership may include stakeholders, (e.g. government personnel, academicians) who are not IFOAM – Organics International members or associates.
- 1.3.7** receives administrative support from the OGS department.
- 1.3.8.** operates within a budget set by the OGS Manager.

#### **1.4 Member Qualifications**

- 1.4.1** Technical expertise in organic agriculture and/or organic processing.
- 1.4.2** Proficiency in written and spoken English.
- 1.4.3** Computer/email literacy and regular access to emails.
- 1.4.4** Ability to contribute 5 to 8 working days per year.
- 1.4.5** High level of personal integrity, including the ability to maintain confidentiality and to work in a collegial manner.

### **2. General Rules of Procedure**

#### **2.1 Overall**

The SRC operates in accordance with IFOAM – Organics International statutes and policies. It is subject to the IFOAM OGS policies in all of its operating procedures and actions.

#### **2.2 Management and Communication**

The OGS Manager:

- 2.2.1** Establishes, in coordination with the members of the committee, a schedule of meeting (mostly remote meetings) and communicates this information to the World Board in a timely fashion.
- 2.2.3** Proposes, consults on, and approves, detailed Rules of Procedure for the SRC.
- 2.2.4** Develops and ensures the implementation of an annual Work Plan, in line with the Terms of Reference.

### 2.3 Decision Making

The SRC decides by consensus or by a simple majority vote. Decisions may be taken either in meetings or by written communication. Decisions serve to advise the OGS manager on matters related to the structure and content of the IFOAM Standards Requirements.

### 2.4 Member responsibilities

The SRC Members:

**2.4.1** Follow the SRC Rules of Procedure.

**2.4.2** Actively and constructively participate in the SRC, including regular attendance of SRC meetings.

**2.4.3** Deliberate and advocate impartially within the context of setting the IFOAM Standards Requirements.

**2.4.4** Take positions that correspond to their sole own individual opinion, free of influence from their organization or other stakeholders and communicate conflicts of interests to the SRC.

### 2.5 Termination of Membership

Upon appointment, membership is valid for a period of 2 years. SRC membership may be terminated if the member does not fulfill the member's responsibilities. The OGS Manager will make a recommendation to the Executive Director for final decision.

### 2.6 Amending Terms of Reference and General Rules of Procedure

The SRC or the OGS Manager may recommend revisions to these Terms of Reference and General Rules of Procedure. The final decision is taken by the Executive Director. The ED may also revise these Terms of Reference and General Rules of Procedure at its discretion.

*First approved by the World Board on the 13<sup>th</sup> of December 2010. Revised by the ED in November 2016. Revised by the ED and endorsed by the Executive Board in February 2020.*