



## **Minutes No. 155 of the Executive Board Meeting held on**

**Wednesday, August 1, 2018, 15:00 to 17:00 CEST time** (in accordance with article 21, section [1] of the RTRS Statutes).

### **Agenda:**

1. Approval of the Executive Board Meeting Minutes No. 151.
2. Approval of the minutes of the 12<sup>th</sup> General Assembly Meeting No. 152.
3. Approval of the Executive Board Meeting Minutes No. 153.
4. Approval of the Executive Board Meeting Minutes No. 154.
5. Priorities Second Semester 2018.
6. Latest Estimate Two (LE2).
7. ISEAL Membership Process.
8. RT14/GA13 Date approval and Proposal about the Venue and Location.
9. Annual Progress Reports: Criteria for the analysis of the Level of Progress.
10. Syntegration:
  - Update on the conference call with IDH
  - Introduction to the "Transformation Navigation Hub (TNH) Concept" paper v2.1
11. Executive Board Meetings Schedule: Proposal for the second semester 2018 + Face to Face Meeting in Maranhão.
12. Any other business.
13. Third Quarter Digital Communication Report: Google Analytics and Social Media.
14. Closing.

### **A. Introduction**

The meeting of the Executive Board of the Round Table on Responsible Soy Association (RTRS) starts on Wednesday, August 1, 2018 at 15:00 CEST time.

#### **Participants:**

#### **RTRS Executive Board members:**

- Belinda Katharine Howell, RSG (constituency: Industry, Trade and Finance): [belinda.howell@rpog.org](mailto:belinda.howell@rpog.org)



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- Christophe Callú Merite, Feed Alliance (constituency: Industry, Trade and Finance): [christophe.callumerite@feed-alliance.fr](mailto:christophe.callumerite@feed-alliance.fr)
- Jochem Bouwmeester, Rabobank (constituency: Industry, Trade and Finance): [jochem.bouwmeester@rabobank.com](mailto:jochem.bouwmeester@rabobank.com)
- Juliana de Lavor Lopes, AMAGGI (constituency: Producers): [juliana.lopes@amaggi.com.br](mailto:juliana.lopes@amaggi.com.br)
- Gisela Introvini, FAPCEN (constituency: Producers): [giselaintrovini@hotmail.com](mailto:giselaintrovini@hotmail.com)
- Marina Born, CALDENES (constituency: Producers): [marina.engels@responsiblesoy.org](mailto:marina.engels@responsiblesoy.org)
- Cristina Delicato, ASSOCIAÇÃO AMIGOS DA TERRA (constituency: Civil Society): [cristinadelicato@terra.com.br](mailto:cristinadelicato@terra.com.br)  
Alternate for: Darci Getulio Ferrarin Junior: [ferrarinjr@hotmail.com](mailto:ferrarinjr@hotmail.com)
- Oswaldo de Carvalho Junior, Earth Innovation Institute (constituency: Civil Society Organizations): [ocarvalho@earthinnovation.org](mailto:ocarvalho@earthinnovation.org)
- Pramel Gupta, Vrutti (constituency: Civil Society Organizations): [pramel@vrutti.org](mailto:pramel@vrutti.org)
- Ulises Javier Martinez Ortiz, Fundación Vida Silvestre (constituency: Civil Society Organizations): [ulises.martinez@vidasilvestre.org.ar](mailto:ulises.martinez@vidasilvestre.org.ar)

### RTRS Secretariat:

- Marcelo Visconti, RTRS Executive Director: [marcelo.visconti@responsiblesoy.org](mailto:marcelo.visconti@responsiblesoy.org)
- Laura Villegas, RTRS Secretariat: [laura.villegas@responsiblesoy.org](mailto:laura.villegas@responsiblesoy.org)
- Daniel Kazimierski, RTRS Secretariat: [daniel.kazimierski@responsiblesoy.org](mailto:daniel.kazimierski@responsiblesoy.org)

### Special guests invited:

- Mabel Fernández, RTRS Financial External Consultant: [mabelau.fernandez@gmail.com](mailto:mabelau.fernandez@gmail.com)
- Federico Otero, RTRS Argentine Legal Counsel: [federico.otero@trsypm.com](mailto:federico.otero@trsypm.com)

Marina Born, President of the RTRS Executive Board, chairs the meeting and welcomes the participants to the Executive Board meeting. The agenda is presented and participants



are asked whether any additional topics should be included. No other topics are included. The meeting begins.

## **B. Quorum and Proposals**

The Executive Director ascertains that the quorum required to validly pass resolutions has been reached. The Executive Board considers the following items on the agenda:

### *1. Approval of the Executive Board Meeting Minutes No. 151.*

Minutes No. 151 are reviewed page by page.

In the absence of any objections, Marina Born confirms that the Executive Board approves the resolution.

The RTRS Executive Board resolves the following:

“The Executive Board Meeting Minutes No. 151 are approved (by consensus).”

### *2. Approval of the minutes 12<sup>th</sup> General Assembly Meeting No. 152.*

Minutes of the 12<sup>th</sup> General Assembly Meeting No. 152 are reviewed page by page.

Jochem Bouwmeester makes a comment regarding the first item of the Agenda of the 12<sup>th</sup> General Assembly “Approval of (i) the financial statements of RTRS for the fiscal year ended December 31, 2016; and (ii) the financial statements of RTRS for the fiscal year ended December 31, 2017. Approval of the annual budget and priorities for 2018”, discussed in page 5 of the minutes. He asks to leave record on the minutes of this Executive Board meeting of the fact that certain RTRS Members, although being present at the General Assembly, were afterwards surprised by the implementation of the extraordinary contribution. He mentions that this request is made due to the fact that they did not understand when it was communicated and explained that in order to finance the extraordinary expenses RTRS incurred and will incur in the future in connection with RTRS tax situation, RTRS decided to require such extraordinary contribution.

Marcelo Visconti explains that RTRS Secretariat responded to those RTRS Members who asked for further information on the extraordinary contribution and many positive feedbacks were received afterwards.

Christophe Callu Merite refers to the chart reflecting the new composition of the Executive Board on page 22 of the minutes and requests to remove reference to the alternate for Feed Alliance, as he no longer fills that position.

Marcelo Visconti asks the Executive Board members if they agree to this minor change before approving the minutes. The Executive Board members agree to approve the minutes including this minor change on page 22 requested by Christophe Callu Merite.

*Handwritten signature in blue ink, possibly 'HRS' or 'HRS' with a flourish.*





In the absence of any objections, Marina Born confirms that the Executive Board approves the resolution.

The RTRS Executive Board resolves the following:

“The Minutes of the 12<sup>th</sup> General Assembly Meeting No. 152 are approved with the approved change on the chart on page 22 (by consensus).”

3. *Approval of the Executive Board Meeting Minutes No. 153.*

Minutes No. 153 are reviewed page by page.

In the absence of any objections, Marina Born confirms that the Executive Board approves the resolution.

The RTRS Executive Board resolves the following:

“The Executive Board Meeting Minutes No. 153 are approved (by consensus).”

4. *Approval of the Executive Board Meeting Minutes No. 154.*

Minutes No. 154 are reviewed page by page.

Juliana de Lavor Lopes refers to the fifth topic (*“Definition of RTRS general rules for Members' candidacies evaluation process and for users of the Trading Platform”*), on page 6 of the minutes and asks to replace the following sentence: *“She considers that Observing Members should not be able to commercialize RTRS credits unless they become an RTRS Member of the Industry, Trade and Finance constituency”* with the following sentence: *“She considers that Observing Members should not be able to commercialize RTRS credits unless they become an RTRS Participating Member”*.

Marcelo Visconti asks the Executive Board members if they agree to this change before approving the minutes. The Executive Board members agree to approve the minutes including this change requested by Juliana de Lavor Lopes.

In the absence of any objections, Marina Born confirms that the Executive Board approves the resolution.

The RTRS Executive Board resolves the following:

“The Executive Board Meeting Minutes No. 154 are approved with the requested change on page 6 (by consensus).”



5. *Priorities Second Semester 2018.*

Marcelo Visconti presents the RTRS management priorities for the second semester of 2018, included in the 2018 budget approved by 12<sup>th</sup> General Assembly.

The listed key priorities included are:

- a) Reinforce the RTRS work with “brand owners” and “retailers” in order to increase demand supported by an upgraded version of the RTRS trading platform.
- b) Boost RTRS visibility and communication among key stakeholders. Strengthen RTRS outstanding technical perception.
- c) Build producers’ awareness on the impacts of RTRS certification.
- d) Generate new alliances within the international sustainability market and government.
- e) RTRS fully compliance embedded in day to day activities.
- f) Develop a transition journey towards a new positioning of RTRS as a broad and inclusive round table.

In connection with priority d) (*“Build producers’ awareness about the impacts of RTRS certification”*) Ulises Martinez asks about the activities to be developed in Argentina in the frame of the Global Cooperation Agreement with Bayer.

Marcelo Visconti explains there is a project between RTRS, Bayer Argentina and Aapresid to be developed with the cooperation of five key Bayer Distributors that will involve 10 of their key customers (growers). The project’s purpose is to promote RTRS certification and synergies between Agricultura Certificada - Aapresid in 4 Argentine provinces (Buenos Aires, Santa Fe, Tucumán, and Córdoba).

Regarding priority b) (*“Boost RTRS visibility and communication among key stakeholders. Strengthen RTRS outstanding technical perception”*) Juliana de Lavor Lopes asks to include the general certification assessment in Brazil as a priority and remarks key assessment criteria must be defined for Brazil the same way it was done for Argentina.

Marcelo Visconti explains the general certification assessment in Brazil is part of the 2018 objectives, but stresses the fact that a previous analysis should be conducted by a Working Group to decide on the criteria that will drive the assessment, guaranteeing objectivity.

Juliana de Lavor Lopes states that in terms of high-risk areas, the assessment should be started at the Matopiba region.

Daniel Kazimierski says this analysis is already included in the priorities of the topic in question as it refers to strengthen RTRS outstanding technical perception, and that one of the tasks for the Working Group will be to review the Group Certification process and requirements and to identify behaviors that could potentially jeopardize RTRS reputation.





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Referring to priority a) (*“Reinforce the RTRS work with “brand owners” and “retailers” in order to increase demand supported by an upgraded version of the RTRS trading platform”*) Belinda Howell asks about the Trading Platform Working Group proposal.

Laura Villegas explains that the Working Group would meet and focus on analyzing processes of the RTRS Trading Platform, understanding current uses, defining new rules and trading criteria, and deciding on future potential uses RTRS expects the online tool to have.

Laura Villegas proposes not only the Executive Board members participate of the Working Group, but also other RTRS Members involved in the soy supply chain and current active users of the RTRS Trading Platform.

Christophe Callu Merite suggests changing the name of the online tool as it is not, factually, linked to trading.

Marcelo Visconti agrees with Christophe Callu Merite's comment.

Since no further comments or questions are posed on the subject, the members of the Executive Board decide to move to the next item in the agenda.

### 6. Latest Estimate Two (LE2).

Marcelo Visconti presents the topic and explains that the “Latest Estimate” is a quarterly review used to check the feasibility to achieve budgetary results. Marcelo Visconti confirms that LE2 is aligned with the projected budget.

Since no further comments or questions are posed on the subject, the members of the Executive Board decide to move to the next item in the agenda.

### 7. ISEAL Membership Process.

Marcelo Visconti refers to the ISEAL Membership Roll-Out as one of the priorities for the second semester of 2018, with the objective to achieve Associate Membership during 2019.

Based on the analysis obtained and presented to the Executive Board members in February 2017 during the Executive Board Meeting held in San Pablo, Daniel Kazimierski presents an overview of the RTRS ISEAL Membership application and the Assessment of RTRS Compliance with ISEAL Codes to achieve such objective.

Belinda Howell suggests working closer and directly with ISEAL team, specifically with Karin Kreider, to discuss the value (costs and benefits) of ISEAL membership, rather than working through a consultant, because it is important that RTRS builds a relationship with ISEAL.



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Daniel Kazimierski expresses that the Secretariat has a close relationship with ISEAL that can facilitate the process and agrees to contact Karin Kreider to work on the topic closer and together.

Since no further comments or questions are posed on the subject, the members of the Executive Board decide to move to the next item in the agenda.

### 8. RT14/GA13 Date approval and Proposal about the Venue and Location.

Laura Villegas presents the topic. She refers to two possible dates on which to hold the events: 1) the week commencing on May 20, 2019; and 2) the week commencing on June 10, 2019.

The Executive Board agrees on holding the Annual Conference on the week commencing on June 10, 2019.

The RTRS Executive Board resolves the following:

“Holding RT14/GA13 during the week commencing on June 10, 2019 is approved (by consensus).”

In the frame of the Secretariat's proposal to ask European organizations which are RTRS Members to facilitate a venue to hold the Annual Conference and General Assembly, Jochem Bouwmeester suggests asking the larger RTRS Members' headquarters for a space to hold the meetings.

Belinda Howell suggests contacting Amsterdam Declaration, as it is planning to hold its Partnership Meeting during June.

Marcelo Visconti explains that the aim of the proposal is to be more cost efficient, especially considering RTRS current financial situation.

Since no further questions are posed on the subject, the members of the Executive Board decide to move to the next item in the agenda.

### 9. Annual Progress Reports: Criteria for the analysis of the Level of Progress.

Marcelo Visconti refers to the topic and explains that the analysis of the Level of Progress involves the revision of the Annual Progress Report 2017 submitted by each RTRS Member.

Laura Villegas explains this approach pursues the goal to segment and categorize the performance informed by the RTRS Members through the Annual Progress Report. Based on the exposed rationale, the Secretariat has worked on the definition of indicators as a “matrix” that enables RTRS to monitor and evaluate the RTRS Members' performance. Such indicators are based on: the uptake of RTRS certified material; the certification of soy

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Villegas





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production; the level of the Member's engagement; long-term sales records; and other levels of involvement (participation in working groups, in the Annual Conference, General Assembly, etc.).

Laura Villegas states this analysis will work as a management tool to define engagement levels and feedback; identify opportunities; anticipate market needs, etc.

Ulises Martinez asks about the new version of the template of the Annual Progress Report and timeframe.

Laura Villegas explains that once the Executive Board and the Secretariat agree on the indicators the process of revising and reshaping the RTRS Annual Progress Report will start. Such process will involve the RTRS Executive Board members. Laura Villegas also informs the Annual Progress Report is delivered yearly every January and it has to be submitted by RTRS Members by April 1.

Jochem Bouwmeester stresses the need of asking in the Annual Progress Report about the purchase commitment of RTRS Soy (credits or physical) for the following years, and states that RTRS should explain better that the reason why this information is asked is in order to encourage producers to increase the volumes of certification.

Marina Born states that producers will not increase certification if commitment from demand side is not shown.

In the absence of any objections, Marina Born confirms that the resolution is approved by the Executive Board.

The RTRS Executive Board resolves the following:

"To approve the Criteria for the analysis of the Level of Progress (by consensus)."

### 10. Syntegration

Marcelo Visconti refers to the topic and informs that conversations with Constantin Malik from the Malik Institute are in progress.

Marcelo Visconti confirms the intention to hold a meeting between Constantin Malik, RTRS, Bayer and Nutreco on September 6 in Europe, with the objective of working in a short Executive Summary of Syntegration outcomes, to inform the people formerly involved in Syntegration about the progress and invite them, and a wider audience, to participate of a steering committee to be formed during 2018/Q1-Feb 2019. Marcelo Visconti also mentions that Olaf Brugman will be an active participant of the project.

Marcelo Visconti explains that this steering committee will work and then meet in February 2019 to decide the strategy to move forward.

Marina Born asks to include this information in the next RTRS Members Quarterly Report (Q4-Sep 2018).

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Since no further questions are posed on the subject, the members of the Executive Board decide to move to the next item in the agenda.

### 11. *Executive Board Meetings Schedule: Proposal for the second semester 2018 + Face to Face Meeting in Piaui*

Laura Villegas refers to the Executive Board Meetings schedule proposal for the second semester 2018 (September, November and December) and to the suggestion of holding the Face to Face Executive Board Meeting in Piaui, Brazil, on the week commencing on February 25, 2019.

The Executive Board members agree with Laura Villegas' suggestion.

Since no further questions are posed on the subject, the members of the Executive Board decide to move to the next item in the agenda.

### 12. *Any other business.*

Ulises Martinez informs the Executive Board Meeting participants he has started very good and positive conversations with an RTRS Member from the Civil Society constituency to cover the interim Civil Society vacant seat at the Executive Board.

Since no other comments or questions are posed, the members of the Executive Board decide to move to the next item in the agenda.

### 13. *Third Quarter Digital Communication Report: Google Analytics and Social Media.*

Marcelo Visconti asks if there are any questions on the material distributed in connection with this topic.

No questions or comments are posed on this subject.

### 14. *Closing.*

The meeting is closed on Wednesday, August 1, 2018 at 17:00 CEST time.

August 1, 2018.

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**Marina Born**

President of RTRS Executive Board

**Marcelo Visconti**

Executive Director of RTRS