

## S2: TERMS OF REFERENCE (ToR) FOR THE BIM CERTIFIED QUALITY AQUACULTURE (CQA) OVERSIGHT COMMITTEE (OC)

### **Background and Reasoning**

This revision and review of the BIM Certified Quality Aquaculture (CQA) Standards is restricted in its scope to address some improvement of grammar, removal of repetition and improve specificity of some clauses to address and to better facilitate the ability to meet benchmarking standards such as the Global Seafood Sustainability Initiative (GSSI). It is expected that the Standard will be made more explicit in areas relating to biosecurity and Chain of Custody. The revision period will be between August 2017 and May 2018.

The next Version CQA Farm Standard will be in consultation phase until April 2018. The current CQA V1 Standards remain relevant until formal notification and transition periods have been announced.

The scope of the proposed next version CQA Farm Standard will remain unchanged and the geographic application (Ireland) will remain unchanged.

### **CQA OC Terms of Reference**

1. To review and oversee the Standard Development processes underlying the Certified Quality Aquaculture Scheme to Achieve *Global Sustainable Seafood Initiative (GSSI)* Recognition.
2. To oversee the drafting of all standards by the CQA Technical Advisory Committee (TAC) based on agreed strategic direction.
3. To recommend adjustments in the standards development process and oversee overarching goals for consideration by the TAC.
4. To review, vote and approve for draft standards from the TAC following the process highlighted below for how standards are developed and the related decision process.
5. To advise on the recruitment or replacement of new TAC members.
6. Members of the Oversight Committee shall carry themselves professionally, act objectively on behalf of the industry or sector they represent.
7. To disclose any potential conflict of interest that they may have when taking part in this group, as instructed by the Chair.

### **Standard Development Process and CQA OC Key Tasks**

- a. The CQA Oversight Committee oversees standard changes from the TAC.
- b. The CQA Programme Lead coordinates with the Oversight Committee Chairperson to call upon the TAC for setting, reviewing, revising and assessing standards.

Doc: S2					
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- c. The TAC meets and carries out standard development work prior to returning a revised Standard draft to the Oversight Committee for initial review.
- d. Following this initial review, the CQA Programme Lead formalises the draft Standard/s and releases any new proposed Issue for a 60 day Public Comment and Review period.
- e. The comments and input received are considered and addressed by the TAC based on their Terms of Reference and applicability to wider standard development objectives and remit.
- f. The TAC revises the standard/s draft and completes final draft.
- g. The final Standard draft is forwarded to the Oversight Committee for review, comment, voting and acceptance. At least 75% of the Oversight Committee must vote to confirm acceptance.
- h. If changes or revisions are needed the Oversight Committee can revert back to the TAC for another round of revision and step (g) is repeated again.
- i. Standard is approved by the Oversight Committee and the changes are communicated via the BIM website.
- j. The CQA Oversight Committee forwards the Standard/s to CQA Program Lead for implementation.
- k. The Standard is submitted to the Accreditation Boards and Certification Bodies for adaptation and implementation.
- l. The Certification body notifies all the certified parties of the changes in standard's requirements and that they are given 1 year to become compliant with the most current standard requirements.

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AMENDMENT LOG

DATE	ISSUE	AMENDMENT	AMENDED BY
<b>April 2018</b>	<b>1.1</b>	<b>Included facility for disclosure of any conflict of interest.</b>	<b>Vera Flynn</b>

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