



Steering Committee Minutes

Date: 26 May 2020

Location: Skype

Attendees:

1	HKSSC Chair	1	Technical Advisor (TA)
3	Secretariat	3	Steering Committee (SC)

Agenda:

1. Webinars
2. Working groups
3. Members meeting
4. Member support / tool development and testing
5. Government engagement (research)
6. Update from external consultant on HKSSC review
7. Handover of Secretariat
8. AOB

Summary of discussion:

AOB:

- Slides / recording from the Chatham House event will be shared by Technical Advisor as soon as it's available from Chatham House.

1. Webinars

- Next webinar topic: social responsibility with external speakers.
 - Next steps: TA to reach out to speakers to confirm a date. 23 or 30 June (4:00pm HKT).
 - Webinar to be open. Promote via email blast and LinkedIn via members.
- The next webinar will take place in August following the members meeting.
 - Other speakers pending for August; topic to be social responsibility.
 - October webinar topic to be species specific (tuna).

2. Working Groups

- Secretariat has checked in with the majority of members. Working groups to resume activity at the end of June, beginning of July.



3. Members meeting

- Date: 22 or 23 July / 4:00-6:00pm
- Agenda to include:
 - Present sustainability risk profiles and website design
 - Choose Right Today website rebranding
 - External consultant to present HKSSC review
 - Research proposal in preparation for government engagement

4. Member support / tool development/testing

- HKSSC Chair tested the revised excel template for data collection
- Feedback on testing:
 - The template is more detailed and coherent, but keeps the advantage of ease of use by mainly using yes/no questions.
 - The support tool continues to be a data collection template, but the member will need to make their own risk assessment (ie make their own risk rating).
 - Providing members with the tool is important; the emphasis should be that all members should be collecting data.
- First assessment: yes/no declaration only. Members do not need to obtain MSC/BAP certification documents from suppliers, but should indicate that the supplier is ready to provide these. MSC, BAP etc. provide links to certificates online (without details). These should be inputted.
- If any product appears to be potentially medium or high risk Members are recommended to conduct a second assessment whereby they collect evidence for each of the columns, where indicated (see 'further reading' tab), they can then make a better judgement call.
- Items to be removed from template: Farm feed containing animal byproduct or soy with regard to GM foods. These are items related to consumer preference, not risk.

4b. Data collection from interested third parties

- Third parties interested in connecting with the HKSSC member network should fill in the complete template, return to the Secretariat who will share with members.
- Secretariat to draft disclaimer that references the AntiTrust Policy for inclusion in the template for third parties. Include the legal position of members who agree to the Code of Conduct, information collection, storage and use. Emphasis to be on transparency, traceability and sustainability.
- The Secretariat will draft and circulate to SC for review.



5. Government engagement (research)

- Background: Trying to write an overview of seafood trade flows in Hong Kong is challenging (e.g. not easy to find percentages on flows of dried and other seafood forms). Currently, no overall view of all seafood traded across Hong Kong exists. This includes documentation requirements. Research is required to resolve this issue.
 - Stage one (2020) will focus on seafood traded into Hong Kong (i.e. what is coming in, in what form, cross species).
 - Stage two will aim to understand the trade flows to identify where each product lands.
 - Stage three will aim to understand the documentation requirements for each of these flows. Research to be conducted by various Hong Kong researchers and wider stakeholders. The research would help to understand gaps and high risk areas to get understanding of what due diligence should be applied at each stage.
- Next steps:
 - [July meeting] Clarify research scope and present to members in member meeting to get feedback. Aim to understand what members see as important and where the advocacy could lead.
 - Put together a research proposal before applying for external funding. Proposal should be high level and further developed based on feedback. Determine relevance of research; an understanding of a baseline is needed before stricter regulations could be developed. The research would need input from industry members.
 - Initial project duration is understood to be approximately two months.

6. Update from external consultant on HKSSC review

- Benchmarking still in progress.
- Have engaged with several members, no engagement yet with non-members.
- Aim to deliver a draft strategy in June.

7. Handover of Secretariat

- Choose Right Today to be rebranded.
- All future emails will be sent to/from info@hkssc.org
- All Steering Committee minutes to be published online (beginning from 26 May onwards).



8. Stan Shea to support ADMCF

- Stan Shea, BLOOM Association, will be joining ADMCF marine team in a part time capacity and may represent ADMCF on Steering Committee calls provided there are no objections.