



Steering Committee Minutes

Date: 04 March 2022

Location: Zoom

Attendees: George, Huw, Sophie, Jacqui, Stan, Renee, Mandy

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

Agenda:

1. Membership fee collection
2. Plans for members with financial difficulties
3. Trusted seafood proposal
4. Member survey
5. World Oceans Day activities
6. AOB

Summary of discussion:

1. Membership fee collection

- About half of current members have not confirmed their fees
- Currently \$119,000 HKD of annual revenue is confirmed
- Sophie agreed to first do an MOU agreement with confirmed members and issue the first round of invoices first
- Huw suggested a monthly payment option for members who have not yet confirmed their fees
- An annual invoice with monthly payment options can be issued to those members
- It was agreed that for those members that have been very active since the beginning of HKSSC it makes sense to include their logos in our video - if they are facing current constraints we can provide various options in regards to settling the fees

2. Plans for members with financial difficulties

- A grace period of up to July can be offered
- I.e. A member has up to 3 months to issue the first monthly payment - if the first monthly payment is not received by then, membership shall be removed
- Consequently, display of member logo on the HKSSC video would not be possible
- [Action] renee to draft up a detailed plan and circulate around SC for final approval

[George, Huw, Sophie, Stan]

www.hksustainableseafoodcoalition.org



3. Trusted seafood proposal

- George proposed to write a proposal for Trusted Seafood but might require HKSSC resources
- Proposal to be submitted on behalf of Trusted Seafood as a separate for-profit company, not Tenghoi nor HKSSC
- George suggested a written proposal could first be circulated around the SC, and then circulated among the members for feedback
- In the future, a discount for HKSSC member to use the Trusted Seafood platform could be possible
- Jacqui can help in early April on the proposal, followed by a discussion on the draft in early May
- Secretariat help on generating the proposal: Stan to discuss with George on secretariat rates

4. Member Survey

- It is proposed that a survey is sent to all members to assess volumes, species and risk assessment capabilities amongst the members, to better understand the level of influence of HKSSC members in the seafood supply chain in Hong Kong and the common types of species being traded. This could lead to funding opportunities for species specific risk assessments and combined audits.
- Renee to send survey to SC members for review before it gets circulated to members -done

5. World Oceans Day activities

- Three major activities have been planned for the week of WOD all very much member lead. Renee and Jacqui are supporting with meetings, follow up communications and outreach and WOD materials
- Renee to send 2-page media collateral and guidelines for restaurants to participate to SC members for review, noting that materials are already being used to invite external participants -done