

Minutes, ICoC Steering Committee Meeting 28 March 2011 via teleconference

Attending:

- Industry:

- Michael Clarke, G4S
- Mark DeWitt, Triple Canopy
- Sylvia White, Aegis

- Civil Society:

- Chris Albin-Lackey, Human Rights Watch
- Devon Chaffee, Human Rights First

- States:

- Josh Dorosin, US Dept. of State
- Margaret Belo, UK Foreign Commonwealth Office
- Christopher Mayer, US Dept. of Defense

- Convener / Facilitator:

- Anne-Marie Buzatu, DCAF
- André du Plessis, DCAF

BEGIN 9:00 EST / 14.00 GMT / 15.00 CET / 15.00 SAST

Introductory matters

- Welcome by Current Chair, Devon Chaffee
- Choice of Incoming Chair by consensus: Josh Dorosin

Current Business

First Order: Draft Work Plan

- General discussion of draft work plan, including overall structure and timing
- Discussion about subcommittees to support the work of the Steering Cte.
- Agreement that three subcommittees would be:
 - o Assessment, Reporting and Internal / External Oversight
 - o Resolution of 3rd party grievances
 - o IGOM Structure, governance and Funding
- Agreement to develop one-page paper on membership, roles and responsibilities of subcommittees
- Agreement that 3 subcommittee deliverables would be **21 June 2011**
- Agreement to finalize work plan for public consultation by **31 March 2011**

Second Order: Industry and NGO stakeholder responses to questions posed in Discussion Paper

Certification, Monitoring, Verification, Auditing

- General discussion on exact meaning of these terms from different stakeholder points of view
- Agreement that these processes generally refer to internal company processes to implement ICoC-based standards, as well as external assessment of that implementation as well as public reporting
- Some inconsistencies on what specific activities are attributed to particular terms, with a decision that this will be the subject of further discussions / expert consultations
- Agreement that until a mechanism is up and functional that reporting by a signatory company on its activities to implement ICoC would be useful

National Standards

- General discussion about the national standard-setting process based on the ICoC underway in the US
- General agreement that the Steering Cte needs to track the national standard-setting process to ensure consistency with the ICoC standards

- Agreement that the relationship of the national standards to the ICoC standards would have to be determined once such national standards would be completed

Governance Mechanism

- General discussion about relationship of ICoC governance mechanism to other accountability fora (e.g., civil and criminal judicial systems)
- Agreement that this question needs further discussion / expert consultations

Action Items

- Discussion paper comparing Industry and NGO responses, identifying areas of consensus as well as areas where further discussion and consultation is required, to be completed by **7 April 2011**
- Steering Committee members agree to nominate experts for expert consultations by **1 April 2011**

Next Steering Committee Meeting

- Agreement that next Steering Committee meeting would be held via teleconference on **3 May 2011**

END: 11.15 EST / 16.15 GMT / 17.15 CET / 17.15 SAST