



International Cocoa Verification Board

ICVB Secretariat Verité

ICVB
Sept 9 – 10, 2009
Desmond Tutu Center, New York, NY
Meeting Minutes and Agreements

Meeting Opening: Board Co-Chair, Alice Koiho Kipre opened meeting and officially instated new board members: Malick Tohe, Executive Director, SSTE, Office of the Prime Minister, Government of Côte d'Ivoire and Honorable Deputy Minister Antwi Boasiako Sekyere, Ministry of Employment and Social Welfare, Ghana (in absentia on Day One). Board confirmed these nominations.

Attendance:

Board Members Present: Isabelle Adam, Stephen Ayidiya, Alice Koiho Kipre, Jeff Morgan, Diane Mull, Deputy Minister Antwi Boasiako Sekyere (September 10), Andrews Tagoe, Malick Tohe

Secretariat Members Present: Mil Niepold, Allison Arbib

Approval of Minutes

- ✓ Board Secretary Andrews Tagoe moved to pass March 2009 minutes as submitted by Secretariat. Motion seconded, motion approved.
- ✓ Minutes approved
 - *Action Item: Allison will have French and English Versions of minutes posted to www.cocoaverification.net*

Secretariat Report

- ✓ To date this year, Secretariat expenditures are under budget
- ✓ 2009 Budget presented without objection
 - *Action Item: Mil Niepold will circulate a financial summary to the board*
- National Plans of each country sent to board by email
 - Translation projected to cost \$10,000, so board agreed to delay translation until necessary
- Focus on Secretariat activities since last meeting has been coordinating the weighting exercise and serving as a liaison between Technical Committee, Verifiers and Governments
 - Presentation of Recommendation Tracking Chart
 - Recommendation: Technical committee should supplement chart with objectives, benchmarks, and outputs
 - Recommendation: Chart should include negotiated timelines
 - Recommendation: Sort chart by type of recommendation
 - Recommendation: More emphasis on trafficking



International Cocoa Verification Board

ICVB Secretariat Verité

Communications Committee

- ✓ Agreement that ICVB will put out statement concerning TVPRA and Exec Order 13126
- *Action Item: Isabelle Adam and Secretariat will draft response to TVPRA and Executive Order 13126 that will go out to board members by Tuesday, September 15th*
- *Action Item: Secretariat will post statement to cocoaverifcation.net by September 21, 2009*

Technical Committee

- *Action Item: Technical Committee will transmit a letter to governments with summary of FAFO findings on weighting exercise. Letter will request a correction of the weighting and a subsequent revision of weighting report.*
- *Action Item: If technical assistance from FAFO is needed to complete that process, governments should draft a proposal specifying what type and duration of assistance will be needed.*
- ✓ Agreement that revision of weighting should be completed by end of September if possible
- *Action Item: By mid-October, after completion of weighting revision, board will write a comprehensive review of phase one of the verification process, and lay out vision for phase 2*

Finance and Administration Committee

- ✓ Replacement of open civil society seat tabled pending further discussion
- ✓ 2009 Annual Registration Forms filed with VA clerk
- ✓ Discussion re: replacement of board members in 2010 tabled pending further discussion on role of ICVB

Discussion: Future Role of ICVB

- ✓ Begin to create transition from ICVB to JWG
- ✓ Identify gaps in work and use as the basis to move forward
- ✓ Consider having Technical Committee take the lead for the next 12 months and limit to one full board meeting per year
- ✓ Focus on reducing costs and increasing value
- ✓ Bring donors together to better coordinate funds (similar funding structure to Clinton Global Initiative)
- ✓ ICVB gives an independent and critical "peer review" to each step in the verification process
- *Action Item: ICVB prepares "future work plan" (costed proposal) due September 30th (TC with support from secretariat, Stephen Ayidiya leads)*



POTENTIAL MODEL OF NEW CONCURRENT "VERIFICATION"/CONTINUOUS IMPROVEMENT PROCESS

