

Minutes of the ERFP - Steering Committee meeting - 3rd April 2014 in Bonn, Germany

Chair: Catherine Marguerat-König

Participants: Sipke-Joost Hiemstra, NC The Netherlands; Kristaq Kume, NC Albania; Elzbieta Martyniuk, NC Poland; Nina Sæther, NC Norway; Tamas Szobolevszki, NC Hungary; Frank Begemann, Sebastian Winkel, Holger Göderz ERFP Secretariat

ERFP Steering Committee Meeting

Catherine Marguerat-König opened the meeting and welcomed the participants. Frank Begemann presented the agenda. **As there have been no amendments, the agenda was approved.**

Secretariat tender

The overview of applications, that had been already sent to the members of the ERFP Steering Committee, has been presented. There has been only one application, done by the Biotechnical faculty of the University of Ljubljana. There are two issues that have to be clarified. The first item is the hosting of the ERFP website. In the current period it is done by the BLE within the 10,000 € for the hosting of the ERFP Secretariat. The present application does not include this task. The applicants propose to keep the hosting of the website in the BLE and to pay 5,000 € per year for that. The University of Ljubljana offers to host the ERFP Secretariat for an annually fee of € 17,000. This amount consists of € 11,000 for personnel costs, € 3,500 for travel costs, € 2,000 for ERFP meetings and € 500 for other costs. **The ERFP Steering Committee decided that there should be created a Letter of Agreement (LoA) between ERFP and the BLE concerning the hosting of the website. The ERFP Secretariat will prepare this LoA. The function of the BLE should be only updating, without responsibility for the contents.** The second item was the potential conflict of interests between national *versus* European interests. **It was decided, that the ERFP Secretariat will prepare a declaration, that no national interests will affect the work of the future ERFP Secretariat. This declaration will be signed by the future Head of the Secretariat.**

Composition of the ERFP Steering Committee

The current situation has been explained. According to the ERFP Terms of Reference, the term of office of Tamas Szobolevszki will end in 2014. **The ERFP Secretariat will ask the National Coordinators for their nominations to the Steering Committee by email.**

MYPOW 2015-2018

The draft paper for the MYPOW 2015-2018 has been revised during the meeting. **The revised document will be sent to the National Coordinators by the Secretariat. The final draft will be presented to the Assembly at the meeting in Copenhagen for discussion and adoption.**

Further proceeding regarding the European Genebank Network for AnGR (EUGENA)

Sipke-Joost Hiemstra gave an overview of the current situation and the further needed steps for the establishment of the European Genebank Network for AnGR (EUGENA). Four issues have been identified as priorities.

1. Further development of Common Terms of Agreement
2. Improvement of the documentation of cryomaterial
3. Further development of a model MTA
4. Drafting of a Letter of Agreement

The Secretariat will draft the Common Terms of Agreement till the end of April 2014 and will forward it to the Steering Committee.

For the improvement of the documentation in EFABIS, there will be discussions with the EFABIS regional node manager, the ERFP WG on Documentation and Information and the EFABIS Management Committee.

The Secretariat will collect issues for the improvement.

The ERFP Task Force ABS has the primary responsibility for the further development of a model MTA.

The Steering Committee decided that the drafting of a Letter of Agreement should be done at a later time.

A further workshop for the establishment of EUGENA is planned as a joint meeting of the WG on *Ex situ* conservation and the TF ABS. The meeting shall take place on 2nd July 2014 in The Netherlands. **Sipke-Joost Hiemstra will inform the Steering Committee and the Secretariat about possible venues.**

Ad hoc action “Workshop for the practical training of the EFABIS upload tool”

The Secretariat gave an overview of the intention, the aims and the preliminary costs of this Ad hoc action. He reported from the very constructive workshops in Madrid, Spain on 24th February 2014 and in Sofia, Bulgaria on 1st April 2014. As a result, most of the participating countries will use the upload tool for the regular update of their data in EFABIS. The members of the Steering Committee came to the agreement that this Ad hoc action is very useful and has a high costbenefit efficiency. A third workshop is planned for the Baltic States in 2014.

ERFP Budget

The Secretariat presented the financial report for 2013 and the budget proposal for 2015 that will be presented to the Assembly in Copenhagen in August 2014. **The Steering Committee approved this budget proposal.** The funds of the project subaccount shall be transferred into the budget line of the general expenses before the Assembly Meeting. Further Ad hoc actions will be covered by the correspondent port folio in this budget line. **The Steering Committee agreed to this idea.**

The current situation regarding the progress of negotiations with EAAP concerning the ERFP account holding has been explained. The members of the Steering Committee came to the agreement to try to improve the situation. **Persons, that are involved in EAAP will be contacted. These persons should convince EAAP, that it would be better for ERFP and EAAP if the ERFP money would be in a separate account. The Secretariat will send relevant recordings and a cover letter for this concern.**

The Secretariat informed the Steering Committee that the personnel costs for the hosting of the Secretariat summed up to approx. 55,000 € in 2013. Additionally, there appeared travel costs in the amount of approx. 2,000 €.

A revision of the ERFP Rules for Reimbursement of Costs has been presented. **The Steering Committee agreed to this paper with some corrections. The corrected version will be presented to the Assembly in Copenhagen for discussion and approval.**

Task Force “Collaboration with EU”

The proposal for the new ERFP Task Force “Collaboration with EU”, that has been coordinated with the Steering Committee via email before, has been discussed. The Secretariat will add the Rural Development and the EU Zootechnical and Veterinary legislation to the aims in the proposal of this Task Force and will send it again. **The Steering Committee approved the principles and if there will be no comments to the revised proposal, the Task Force “Collaboration with EU” will be considered as founded. The composition will be coordinated via email with the National Coordinators.**

ERFP Assembly Meeting 2014 in Copenhagen

The Secretariat had prepared a draft agenda for the Assembly Meeting 2014 in Copenhagen. This draft had been revised by the Steering Committee. **Sergio Pavon will be contacted and asked for his willingness to held a speech on the Assembly Meeting. Kim Holm Boesen, the National Coordinator of Denmark, will be contacted to introduce him into the necessary arrangements.**

Draft EU regulation on animal breeding

An overview of the timetable for the development of the new EU regulation on animal breeding has been given. The Steering Committee discussed if ERFP should send a statement on the draft to the relevant EU bodies. **The Secretariat will prepare a letter, that will be coordinated with the Steering Committee and the National Coordinators.**

AOB

On the Assembly Meeting 2013 in Nantes it has been decided to translate some important parts of the ERFP website into Russian. The first parts can be uploaded soon. The Steering Committee decided that there should be further steps to encourage the Russian speaking countries to enhance their collaboration within the ERFP structures. **The Secretariat will send a letter to the Russian NC to ask him for his willingness to participate in an Ad hoc action for the intensification of the collaboration between Eastern European countries and ERFP.** Furthermore the Russian NC will be informed about the planned EFABIS upload workshop for the Baltic States.

The meeting was closed by Catherine Marguerat-König at 18:15.