

Standards Committee Meeting

16th August 2023

Summary notes – draft v2.

Standards Committee Participants: Ainsley Butler, Purvi Shah, Didier Backaert, Sabrina Karib, Joelle Ponnelle, Jennifer Hillard, Sara Yood, Maggie Gabos.

Apologies: Coline Lemaitre, Eleonora Rizzuto, Charlene Nemson, Noora Jamsheer, Tehmasp Printer, Ilan Keplan, Trisevgeni Stavropoulos, Laurant Massi, Pippa Howard, Salah Hussein.

RJC Management Team: Melanie Grant (Executive Director), Suzanne Brooks (Senior Standards Manager), Caroline Watson (Assistant Standards Manager), Charlotte Stanbridge (Assistant Standards & Training Manager).

Materials circulated in advance of call:

- Meeting presentation slides.
- Standards Committee Minutes for June 7, 2023.
- Standards Committee Minutes for July 12, 2023.
- Laboratory-Grown-Material Standard (LGMS) draft.

1. Introduction, Committee minutes and actions

Co-chair, Ainsley Butler gave an introduction and reminded the Standards Committee (SCO) about the RJC's conflict of interest policy and anti-trust statement and gave an overview of the agenda for today's call. Participation was noted by the RJC Senior Standards Manager. June 7 minutes approved by Joelle Ponnelle, Didier Backaert and Jenny Hillard. July 12 minutes approved by Joelle Ponnelle and Sara Yood.

Overview given of the current Standards Committee composition. RJC Executive Director (ED) noted the approval of the Guest of the Committee concept and candidates, as well as proposed candidates for the non-industry additions. Confirmation in writing is required and the Senior Standards Manager agreed to follow up on the approval and update the Committee. Following the last meeting's agreed action, the RJC team identified 10 Committee members with extensions currently due to end in December and 3 in Q1 2024. Outreach to commence in October to members who are impacted to confirm interest to stay on Committee for the duration of the revisions. Extension proposals will be presented at the November board meeting for approval. No action for Committee members with terms still ongoing.

2. Standards programme updates

Standards Committee Actions: 12 July meeting

ISO 174/TC conversations ongoing and Committee gave feedback on RJC joining the ISO working group. The RJC will apply as a Category A Liaison member, pending approvals by the ISO technical working group. A briefing note on the status of the COP scope expansion for coloured gemstones, pearls and coral would be summarised during the meeting, and it was agreed to share with the Committee after the call. Proposed dates for the in-person RJC hosted workshop to be communicated soon (currently looking at November/December). To the point raised at the July meeting on the translation of RJC materials, all RJC core documentation (standards and guidance – full suite of materials) will be released into the RJC languages (English, French, Spanish, Italian and

German). The RJC would look at capacity for translating supporting training materials and resources, and if this is something that could be done for the standards release timeframe.

COP update

COP standard review drop-in sessions have been completed, comments have been captured and additional topic areas noted. This will be incorporated into next draft. Additional written feedback welcomed by 31 Aug. Plan to be developed for COP guidance document review. An updated COP ToR has been prepared and the prep for the ISEAL Independent Evaluation (IEP) is underway. The briefing note on the proposed scope expansion to be circulated. A Committee member noted it may be useful to do a full benchmarking of the standard on underrepresented topics. Discussions have been held with Sam and these additional topics will be looked into moving forward. It was asked if recognition with other standards will be impacted and it was noted that this is to be looked into, but the aim is to have more cross recognition. The guidance will be worked on once a draft standard has been developed, at which point written submissions will be requested from the Committee initially.

CoC update

Committee have completed 3 CoC drop-in sessions, with an additional drop-in session scheduled for 24 Aug-23. Recycled Gold definition to be discussed with Committee on all eligible recycled material in RJC Scope. Effie gave options on potential amendments to recycled, which have been circulated. Input and comments captured in a summary document. RJC review of input from drop-in sessions to be incorporated into next working draft standard document. Will require Committee approval of Round 2 draft for public consultation once ready. Following a query, it was agreed that the recycled gold changes are focused on the CoC, and it will be considered how it affects the other standards.

LGM update

Discussions have concluded with ExCo, and a draft standard circulated to the Committee in advance of the call. A summary of the applicability and scope of the standard was given and inter-relationship of the COP and LGMS implementation was noted. The practicalities of this are being looked at closely. LGMS Task Force candidates are being mapped and a ToR has been drafted. This will go to ExCo for review and approvals and shared with the Committee. RJC is also considering the governance side of the LGMS and representation at the Forum level. Next steps are to host LGMS drop-in session to obtain Committee feedback and pending ExCo approvals, reach out to LGMS Task Force candidates. In response to a question about duplication of the LGMS and COP provisions and risk of discrepancies, it was noted that the cross over with the COP will be carefully managed and standards review, and audits will be aligned. Supporting guidance for implementation will be essential.

EU Recognition

Re-application submitted on Thursday 6 July with EU Commission acknowledgement on Friday 7 July. The commission are assessing admissibility and will respond soon. Assurance team continues to work on actions that came from the alignment. The Committee will be notified on a response from the EU Commission on the admissibility of the re-application.

Training update

So far this year, RJC hosted 8 member webinars on the COP, COP 6 & 7 and the Self-assessment with 521 total registrants. Further webinars planned for 2023. Application portal walkthrough video developed. An employee training programme developed on the COP & CoC. First bi-annual RJC approved auditor workshop held in March on COP 3 and COP 14; next one planned for June 28th COP

6 and 7. Review of the RJC approved auditor training content under way to better support auditors through their RJC journey. In response to question, it was confirmed that training for auditors is free.

Scope expansion update

A summary of the COP scope expansion status was given and will be shared after the meeting. This included updates on the status of the management decisions, status of the Coloured Gemstones Taskforce (CGT) (thoughts also shared by the CGT Chair, Didier), minutes from previous meetings, and the work of the Standards team. Next steps will be for the Committee to review the briefing note and make a decision on next steps for adoption of the 3 materials. A drop-in session on the topic will be held and dates will be shared. Recommendations will go to ExCo for final approval. Committee members noted that consideration needs to be made around necessary expert resources as well as timelines and the ability to effectively expand scope within the time with the resources available.

AOB

Approval received for new Standards Coordinator role, and Committee recommendations for candidates welcome. Discussions ongoing to secure additional technical standards expertise in the team. After the meeting, the LGMS and COP scope expansion drop-in session invites will be shared. Committee members were reminded to send written feedback on the COP & CoC by the end of the month. Upcoming committee dates shared and dates for the in-person meeting is being finalised.

Co-chair, Purvi Shah thanked the Committee and closed the August meeting.