

Minutes of Meeting 4th IHAF General Assembly

Meeting No GA 4/2019

Date: Oct 20th , 2019

Time: 13:30-17:00

Venue: Intercontinental Hotel - Frankfurt – Germany

Chair: Mr. Mohammed AL Shehhi - Chair of IHAF

Link to meeting documents (if any): None

1. Participants and absentées :

As per the attached list

2. Welcoming and Convening of Meeting:

H.E. Eng. Mohammed Bin Abdul Aziz AL Shehhi; the Chairman of IHAF delivered the opening welcome speech to the Fourth meeting of IHAF General Assembly members. The Secretary General presented the status of last meeting decisions for completions.

3. Agendas and Decisions of the meeting:

Item	Agenda of the meeting	Decision No.	Decision
1	Welcoming Notes and Approving Agenda	-	<p>The General Assembly adopted the draft agenda.</p> <p>Secretary General confirmed quorum as per list of attendance to this meeting. Apologies received from: UKAS, SDAC, AIDMO, INMETRO, LIBAC and NABCB In addition, Absent members are KAAS, KCA, NINAS, PNAC, RusAccreditation, SEMAC and IFANCA and no response from ENAC and JAS</p>

2	IHAF General Secretary	GA 2019-04-01	The General Assembly approved and endorsed the nomination of Dr. Rehab Al Ameri to hold the position of IHAF Secretary General for the new term of three years from 2019 to 2022.
3	Applications for New Membership	GA 2019-04-02	The General Assembly approved and endorsed the Full Membership of The Public Interest Incorporated Foundation Japan Accreditation Board (JAB).
		GA 2019-04-03	The General Assembly approved & endorsed the Full Membership of The Costa Rican Accreditation Body (ECA).
		GA 2019-04-04	The General Assembly approved & endorsed the Full Membership of the Executive Agency - Bulgarian Accreditation Service (EA-BAS)
		GA 2019-04-05	The General Assembly approved & endorsed the Full Membership of the Belarusian State Center for Accreditation (BSCA).
		GA 2019-04-06	The General Assembly approved & endorsed the Affiliate Membership of The Sudanese Accreditation Council (SDAC)
		GA 2019-04-07	The General Assembly approved & endorsed The Korea Accreditation Board (KAB)
4	IHAF-Expansion Achievement Report	-	The General Assembly noted with thanks the report presented by IHAF Secretary General and the effort done to increase number of IHAF members and expansion plan and the co-operation ILAC/IAF as well as with OIC to sign a MoU with SMIC and the co-operation AIDMO to support the implementation of Halal Arab Scheme.

5	Status of NAC Affiliation membership in IHAF	-	The General Assembly endorsed the Board of Directors recommendation not to accept NAC as IHAF affiliate member due to not fulfilling IHAF membership requirements. For NAC to apply for IHAF membership, it shall fulfill IHAF membership requirements.
6	IHAF Strategy 2020-2024	GA 2019-04-08	<p>The General Assembly noted with thanks the efforts done by IHAF General Secretariat and the task force in reviewing strategy.</p> <p>The General Assembly approve the proposal presented by IHAF General Secretariat that strategy need to shared with other stakeholders (ILAC/IAF, OIC, Scheme developers.....) in order to nourish the strategy with respect to all interested parties and stakeholders needs and with respect to the expansion of IHAF.</p>
7	Update on MoU with ILAC/IAF (signing the agreement)	GA 2019-04-09	The General Assembly appreciated the effort of Mr. Emanuele Riva -Vice Chair and IHAF General Secretariat for their continuous support in handling the cooperation with ILAC/IAF that resulted in signing the MoU with ILAC/IAF on 30 th October 2018.
8	Committee Achievement Reports (MRAC)	GA 2019-04-10	<p>The General Assembly appreciate the effort done by MRA Committee and noted with thanks the report presented and approved the Board of Directors following recommendations to MRAC:</p> <ol style="list-style-type: none"> 1. To develop Methodology and policy in relation to MRA process implementation and to be submitted to IHAF General Secretariat to be raised to Board of Directors 2. To Communicate with IHAF General Secretariat in relation to the implementation of MRA process. 3. To provide the list of Peer Evaluators (PEs) to IHAF General Secretariat (approved and potential PEs) and related training needs (training plan, proposal on the training and number of participant) 4. To conduct the first training for Peer Evaluators in-line with the Gulf Food week 2020 in Dubai-UAE

9	Committee Achievement Reports (TAC)	GA 2019-04-11	The General Assembly acknowledge the effort done by TA Committee and approved the report and action plan presented in TA Committee report.
10	Committee Achievement Reports (MMC)	GA 2019-04-12	The General Assembly acknowledge the effort done by MMC Committee and noted with thanks the report presented by MMC Committee Chair, and approved the Board of Directors following recommendations to MMC: <ol style="list-style-type: none"> 1. MMC needs to direct their strategy in enhancing the increase IHAF members. 2. To submit an action plan to IHAF General Secretariat to be executed by the media company in cooperation with MMC chair. 3. To prepare marketing material content to be taken by the members and to share during different events (Videos, presentation, multi-language brochure....)
11	Update on task force work for activation of the Advisory Committee for Islamic Sharia	GA 2019-04-13	The General Assembly acknowledge the effort done by the Task force and approved the Guideline document for HALAL sharia committee and directed IHAF General Secretariat to call for nomination for HSRC members as per Guideline.
12	Update on task force work for Amendment to Article 12 of the Bylaw	GA 2019-04-14	The General Assembly acknowledge the effort done by Task force and approved the report presented with recommendation on keeping the bylaws as it is until the MRA is implemented.
13	Acknowledgement for current Board of Directors & Committees Chairs for re-election for new terms	GA 2019-04-15	The General Assembly noted with thanks the effort done by current Board of Directors & Committees chairs for term 2016 - 2019. The General Assembly confirmed the new Board of Directors and Committees Chairs members for the new term 2019-2022. The new Board of Directors members as follow: <ul style="list-style-type: none"> • Mr. Ahmed Almutairi – GAC, GCC • Mr. Saud Alaskar – SAC, KSA • Mr. Ateeq Ur- Rehman Memon – PNAAC, Pakistan • Mr. Hany El Desouki – EGAC, Egypt

			<ul style="list-style-type: none"> • Mr. Emanuele Riva – ACCREDIA, Italy • Representative from - NSC/AFCS, Thailand • Mr. Mikloz Devecz – NAH, Hungry • Mr. Robert Miller – A2LA, USA <p>The General Assembly, also confirmed the new Committees Chairs as follow:</p> <ul style="list-style-type: none"> • Multi-lateral Recognition Arrangement Committee Chair: Mr. Brahim Houla – GAC, GCC • Technical Affairs Committee Chair: H.E. Saud Alaskar – SAC, KSA • Marketing and Media Committee Chair: Mr. Mohamed Abdelmotagaly Aly – EIAC, UAE
13	IHAF Relation with SMIIC	-	<p>The General Assembly noted with thanks the feedback presented by H.E Saud Al Askar from SAC, in regard the progress and recommendation made during SMIIC AC which support the future relation between IHA, SMIIC and OIC. Also appreciated the invitation of IHAF to attend the next SMIIC General Assembly in Mecca.</p> <p>The General Assembly also acknowledged IHAF Secretary General efforts to initiative the communication with OIC in an effort to support signing MoU between IHAF and SMIIC.</p>
14	Next Board of Directors & General Assembly Meeting Date and Location	GA 2019-04-16	<p>The General Assembly agreed to conduct the next Board of Directors and committees meetings in conjunction with HALAL platform on 18th Feb. 2020 in Dubai – UAE.</p> <p>The General Assembly agreed that the next General Assembly schedule will be co-ordinate with members through IHAF General Secretariat.</p>
15	Decisions	GA 2019-04-17	<p>The General Assembly approved the minutes and the decisions of the fourth General Assembly meeting held on 20th of October 2019 – Frankfurt, Germany as an official record.</p>