

**Public Minutes of a Meeting of the
ICE CoT Advisory & Oversight Committee (“Committee”) of
ICE Benchmark Administration (“IBA”)
Boardroom, Sancroft, Rose Street, Paternoster Square, London EC4M 7DQ
Monday, 27 January 2025 - 14:30 UK**

PRESENT: Mr H Poelma (Independent), Chairman - *by Zoom*
Mr B Clarkson (LDC) - *by Zoom*
Ms K Halle (ECOM) - *by Zoom*
Ms K Hancock (ICE Futures Europe) - *by Zoom*
Mr J Larrose (Touton) - *by Zoom*
Mr G Manley (IBA INED)
Mr M Moesbergen (Cargill) - *by Zoom*
Mr C de Ruig (IBA President)

APOLOGIES: Mr C Thompson (Volcafe)
Mr M Vashista (OLAM)
Mr W Zimmerman (Barry Callebaut)

CIRCULATION: IBA website

	<p>Chairman’s Welcome and Apologies The Chairman welcomed the Members to the ICE CoT Advisory & Oversight Committee (ICE CoT AOC) meeting and noted the apologies above.</p>
	<p>Declaration of Conflicts of Interest None of the Committee Members had any new conflicts to declare.</p>
	<p>Competition Statement IBA read out a competition notice and disclaimer.</p>
	<p>Previous Meeting Full Minutes The full minutes of the ICE CoT Advisory & Oversight Committee meeting held on 12 December 2024 were considered and approved.</p> <p>Public Minutes The public minutes of the ICE CoT Advisory & Oversight Committee meeting held on 12 December 2024 were considered and approved for publication.</p> <p>Matters Arising The Chairman noted that matters arising would be covered during the meeting.</p>
	<p>Regulatory Engagement & Update The Committee received a regulatory update, noting that the 12-months EUDR delay had been adopted by the EU Parliament on 17 December and the final text had been published in the Official Journal of the European Union on 23 December 2024, with the delay becoming effective on 26 December 2024.</p> <p>The Committee noted that the EC had made a nonbinding commitment to evaluate in 2028 potential simplifications for operators.</p>

	<p>Forward Agenda & Resources Update</p> <p>The Committee received the Forward Agenda and Resources Update in the meeting materials. IBA invited Committee members to raise items to be added to Committee agendas.</p>
	<p>Pilot Week</p> <p>The Committee discussed the full end-to-end testing of the ICE CoT platform in a Beta environment, noting that the ICE CoT user interface would assist trialists uploading farm plot data, traceability data and lawful production information, enabling the testing of various use cases.</p> <p>IBA encouraged Committee members to take part in the full end-to-end pilot of the ICE CoT platform.</p>
	<p>Public Methodologies</p> <p>The Committee considered and, noting that the Public ICE CoT Methodology covered IBA's approach to the collection of farm plot data, physical flow traceability data, and lawful production and risk questionnaire information and the review and validation of this against the ICE CoT methodologies and protocols, agreed the Public ICE CoT Methodology document for transparency and disclosure purposes.</p>
	<p>Field Audit / Inspection Update</p> <p>IBA provided the Committee with an update about IBA's work to select an external auditor to conduct field audits and inspections. It was noted that IBA had received several responses to its request for proposal and was now in the process of having further conversations with the finalists.</p> <p>The Committee discussed field audits and how the chosen provider would be able to cover 36 countries, noting that respondents had addressed this issue and had provided inspection plans in origin.</p>
	<p>ICE CoT Membership Update</p> <p>IBA presented to the Committee the key changes to the proposed ICE CoT Membership process, with the Committee discussing the three types of membership categories, noting that the procedure had been simplified for those users posing less risk.</p>
	<p>Periodic Review</p> <p>The Committee considered the Periodic Review of the Committee Role, Procedures & Terms of Reference, noting that IBA proposed aligning the document to the established processes and wording for its benchmark documentation.</p> <p>The Committee agreed to consider the proposed changes and that unless any comments were received by COB 07 February 2025 the review of the Committee Role, Procedures & Terms of Reference was agreed. <i>(N.B. No comments or feedback were received by the deadline and the review of the Committee Role, Procedures & Terms of Reference were considered agreed.)</i></p>
	<p>Any Other Business</p> <p>IBA advised that maps for Ecuador and Venezuela were now available on the ICE CoT platform and invited Committee members to take part in farm validation tests for these countries.</p> <p>The Committee noted that IBA was sponsoring the Chocoa conference in Amsterdam the following week and would share information about the opening reception and future conferences with the Committee.</p> <p>The Chairman noted that the next meeting was scheduled for 11 March 2025.</p> <p>The Chairman thanked the Committee Members for their attendance and contributions and, with there being no further business to discuss, closed the meeting.</p>

Harold Poelma
Chairman