

## Minutes of Steering Group Meeting

Tuesday 10<sup>th</sup> May 2022 at 11 AM UK time

Attendees : Antonio Astone, Giselle Villas Boas, Tanya Harris, Shaun McCarthy, Colin McKerracher, Adriana Rosenberg, Staffan Soderberg, Carole A Smith, Jorge Soto, Jean-Louis Tourneux

Apologies : Lex de Bruijn.

1. Welcome by Shaun
2. Carole Ann presented the data report and thanked everyone for translating the open letter into so many languages to be posted onto our website [www.ISO20400.org](http://www.ISO20400.org)
3. Discussion took place around the ISO 20400 review. Shaun reported that in the UK an ISO 20400 subcommittee had been formed. Antonio has engaged with the Italian subcommittee, and they intend to vote confirm. Jean-Louis said that in France a survey had gone out via the NSB but there were no results yet. Adriana told us she has shared the open letter with NSB in Argentina and a Pan-American committee. Tanya has been full on busy but will try to make sometime soon to see what is happening in Australia. Staffan has spoken to the committee but has no news yet. Jorge has said he will check with his NSB and in the meantime has offered to translate into Portuguese the open letter. Colin was asked if we could individually post any “confirm” updates as they come in or would that constitute interfering with the ISO process ... Colin will get back to us asap.
4. The “Terms of Reference” were re visited to see if anyone wished to make any changes ... as nothing was brought up, we have asked if

anyone wishes to make comments, they submit them before the next steering group meeting.

#### 5. New members for the Steering group

It was agreed new members would be invited to join us on the steering group. Consideration being given to the areas in the world not covered at present. JL suggested Danny Yung from Hong Kong, Antonio has a contact who has influence in Singapore, Vietnam, Thailand and Laos, Shaun suggested Sanjay from India, a contact from Nigeria, contacts in Germany and the Czech Republic.

#### 6. Free ISO sustainable procurement guidance standards.

It is suggested we run a promotion via our email list and social media asking any NFP or charities to submit an account of why they need a copy of the ISO standard, what language they would need it in and how they would use it. And for them to also, to commit to taking part in a podcast or video after 6 months to say what they have achieved with the help of the standard. If any of the steering group have any connections that fill this brief and would like to pass on this message, we would be grateful.

#### AOB

JL said in France Obsar was conducting a survey with a wide variety of businesses (last done in 2018). The survey has shown a drop off interest in the standard in France, so an event is planned in Sept. It is envisaged that high profile speakers including representation from the European Commission to encourage a large-scale deployment of ISO 20400 to SME's. JL will update us at the next meeting.

Tuesday 16<sup>th</sup> August from 11 am UK time via Zoom