

ENERGY HEALTHCARE  
SMART CITIES WATER  
**SMART INDUSTRY**  
CIRCULAR ECONOMY



**Committee plan 2020**

## COMMITTEE PLAN 2020

**STANDARD COMMITTEE**  
310 287 'Chain of Custody'

**DATE**  
2020-01-16



**NEN** AgroFood & Consument

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Nederlands Normalisatie-instituut

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### 1 General details

#### 1.1 Committee

310 297 'Chain of Custody'

#### 1.2 Area of expertise

#### 1.3 Interest

##### 1.3.1 Objective

Standardization in the field of Chain of Custody (CoC), including general terminology, models and requirements used by supply chain actors with regard to the management of product integrity in terms of their specified characteristics. The work is intended to be applicable to all products, whereas services are excluded.

The objective of the committee is to define a generic CoC framework, which serves a wide range of sectors, raw materials and end products, and covers specific product characteristics, to enhance the transparency, process efficiency and comparability of CoC models. This framework standard serves as a basis to which existing systems may refer and on which new systems can base their Chain of Custody requirements terminology. Eventually, the result will be a separation of the specific requirements in a standard related to the input material or products it covers (e.g. sustainability, source, safety) and the generic requirements related to the Chain of Custody system.

##### 1.3.2 Motivation

Organizations in the supply chain often have to comply with multiple systems in parallel, each with their own specific requirements concerning documentation on storage, transport and administration. These requirements vary marginally, while the Chain of Custody principles are generally the same. The complexities and resulting costs of multiple CoC standards are a barrier to market access especially for smaller companies and developing countries.

ISO standardisation contributes to a shared language of widely used supply chain models, expectations with regards to traceability levels and the terms and definitions of the chain of custody requirements. This results in more transparency and will reduce the amount of time and money spent by their users, especially in cases where multiple systems for different products are implemented simultaneously.

##### 1.3.3 Regulation

In a world where supply chains have become extremely complex and where food, feed and materials are supplied and processed in a global market, consumers and supply chain actors are increasingly looking for more transparency and information about where their products really come from. The main



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issues are health/safety, ecology and social compliance. Both government policies and consumer market demands make a sound Chain of Custody system inevitable for a trustworthy organization.

## 2 Structure and relations of committee

### 2.1 National structure

Committee	Name
310	NEN Strategic advisory committee Energy
370	NEN Strategic advisory committee AgroFood
310 287	Chain of Custody (CoC)
310 287 WG 1	Chain of Custody (CoC) of wood and woodbased products

### 2.2 International relations

Committee	Name	Membership
ISO/PC 308	Chain of Custody	P-member
ISO/TC 287	Sustainable processes for wood and wood-based products	O-member

CEN committees: the national committee is allowed to give advise and to vote on European developments mentioned.

ISO committees: there is a difference between P-members (participants) and O-members (observers).

P-members are actively involved in the development of standards and are obliged to vote.

O-members have access to the documents and are allowed to comment, but are not obliged to vote.

## 3 Committee composition and categories stakeholder

### As per October 2019

Employer	Role	Category stakeholder <sup>1</sup>
ChainPoint	Member	4a
ABN AMRO	Member	4a
DuraCert	Member	8
AAK (via MVO)	Member	5a
VSK	Member	5b
MVO	Vice-chairman, expert	5b
Belastingdienst/Douane	Member	9
FNLI	Member	5b
RSPO-Round table on Sustainable Palm Oil	Member	2a

<sup>1</sup> For an explanation of stakeholder categories, see Appendix B



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Ahold Delhaize GSO B.V.	Chairman, expert	2a
Unilever (via MVO)	expert	5a
GMP+ International	Member	2a
DNV GL	Member	2a
Philips	Member	5a
Vionfood	Member	5a
NZO	Member	5b
Ministerie van LNV	Chairman ISO/PC 308	9
RWE	Member	5a
RVO	Member	9
IDH	Member	11

#### Missing categories stakeholders

Category stakeholder/sectors	Reason of absence
Textile industry	Other priorities within the IMVO covenant, no resource availability
Minerals industry	Involved as liaison organisation to ISO/PC 308
Cosmetics	Involved as liaison organisation to ISO/PC 308
Health care	No resource availability
Chemical industry	Under evaluation
Automobile	Via BSI
Construction	Under evaluation
Direct users (1a/1b)	B-2-B standard

#### Review stakeholders

Last review stakeholder parties in the standard committee: 2018

Next review stakeholder parties in the standard committee: 2020

## 4 Memberships in working groups

### 4.1 Memberships in international working groups

Working group number	Working group name	Name of expert
ISO/PC 308/WG1	Chain of Custody	Leon Mol, Eddy Esselink, Erie Koek



## 5 Publications

### 5.1 International work

ISO/PC 308 'Chain of Custody' ([link](#))

ISO/PC 287 'Chain of Custody for wood and wood-based products' ([link](#))

## 6 Ambition, objectives and services - The Service Profile

The Service Profile sets down NEN's service provision for the standards committee. It transparently illustrates the needs of the standards committee, allowing NEN to optimise its added value for the committee and make optimal use of financial and human resources.

The Service Profile is an agreement at the level of the standards committee. Individual agreements with committee members are not included as part of the Service Profile.

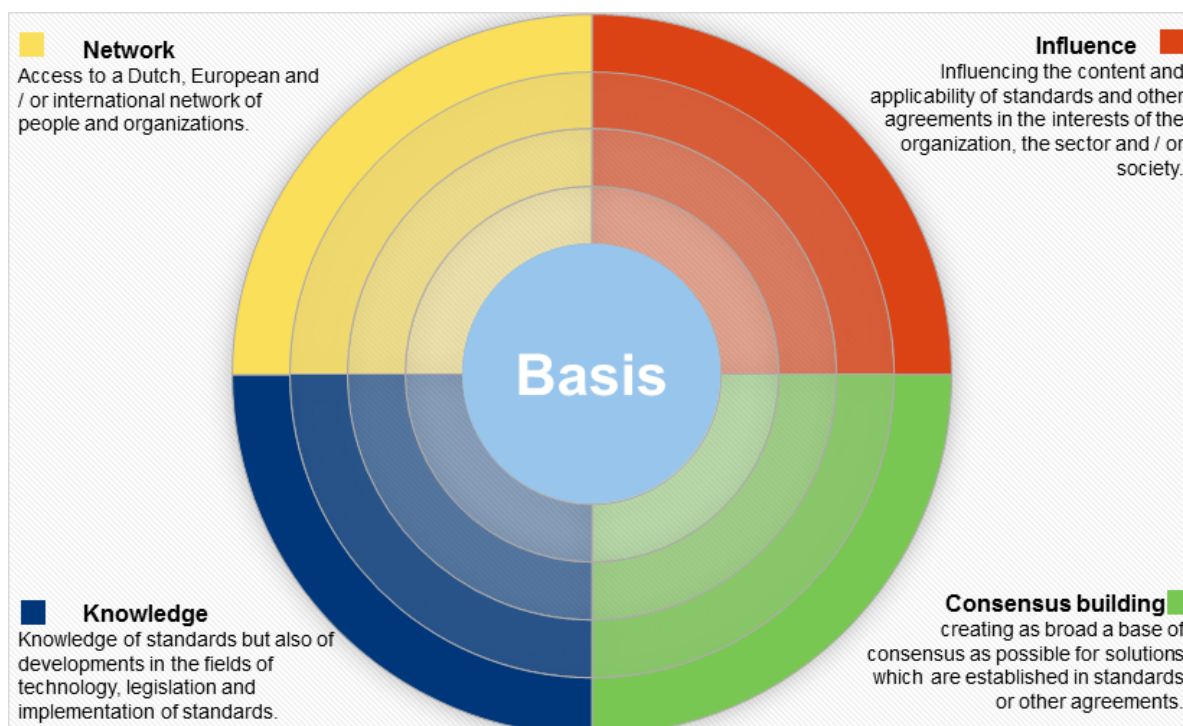
### The profile consists of four aspects:

- **Influence:** influencing the content and applicability of standards and other agreements in the interests of the organisation, the sector and/or society.
- **Consensus building:** creating as broad a base of consensus as possible for solutions which are established in standards or other agreements.
- **Network:** access to a Dutch, European and/or international network of people and organisations.
- **Knowledge:** knowledge of standards but also of developments in the fields of technology, legislation and implementation of standards.

The graphical representation of the Service Profile illustrates the importance of the four aspects for the standards committee. NEN can then adjust its service provision in consultation with the standards committee on this basis.

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**Explanation**

<p><b>Network</b></p> <ul style="list-style-type: none"> <li>• Organization of national or international information sessions/workshops when considered relevant</li> <li>• Maintaining contacts and/or attending international working groups, platforms and committees</li> <li>• Active interactions with UN organisations, European Commission and liaison partners</li> <li>• Outreach in several panels, workshops and events they participate in (e.g. World Dairy Summit)</li> </ul>	<p><b>Influence</b></p> <ul style="list-style-type: none"> <li>• Dutch leadershipteam for ISO/PC 308 and active participation in WGs and TGs</li> <li>• Active follow-up on the developments in related standardization committees (e.g. wood and wood-based products, Blockchain etc.)</li> <li>• Establishing regulatory interests via Dutch Ministry of Economic Affairs to the European Commission and UNECE</li> <li>• Outreach via NEN CEO and other NEN employees within their respective networks</li> <li>• Active liaisons with Dutch governments</li> <li>• Integration of Chain of Custody clauses in new standards for the circular economy</li> </ul>
<p><b>Knowledge</b></p> <ul style="list-style-type: none"> <li>• Members receive detailed guidance on ISO documents in ISolutions</li> </ul>	<p><b>Consensus building</b></p> <ul style="list-style-type: none"> <li>• Regular press releases</li> <li>• Separate website</li> </ul>

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<ul style="list-style-type: none"><li>• (Inter) national liaisons' documents are being shared with further explanation</li><li>• In-depth discussions on the ISO standard via separate groups where feasible</li><li>• National meetings allow for expert guests to make presentations on specific topics</li><li>• (Inter) national network is used for keeping members up-to-date.</li></ul>	<ul style="list-style-type: none"><li>• Active secretary support in broadening the stakeholder base of the Dutch mirror committee</li><li>• Participation of secretariat in outreach on behalf of the members (e.g. BASF Mass Balance workshop, RSPO public consultation, Green Deal for uptake of Recyclable plastics)</li></ul>
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## 7 Work programme, objectives and planned activities

- Provide strategic advice to the leadership team of ISO/PC 'Chain of Custody' and working groups to develop a horizontal ISO standard on horizontal CoC requirements for supply chain actors
- Appointing experts to the ISO/PC 308 working groups and taskgroups to have maximum influence on the draft standard
- Contribute constructive comments and input on the ISO consultations
- National and international outreach and standard implementation support: Active Dutch involvement in the communication taskforce within ISO/PC308. Engagement with national stakeholders from various sectors
  - Focus 2020: draft technical background documents to facilitate standard implementation
- Include the standard in presentations at current events to increase awareness of the standard

The standards committee NC 310 287 is the contact point for Dutch stakeholders active in the Chain of Custody of all types of base products. It takes care of national standards development activities as well as the Dutch input for the relevant international ISO-committees.

The Dutch standards committee supports the ISO/PC leadership team, being a neutral and knowledgeable chairman, secretariat and task group leaders.

## 8 Evaluation and progress report

In 2019 two international ISO/PC 308 meetings were organized in Geneva and a virtual plenary meeting to approve the DIS publication. The original project timeframe has been 36 to 48 months as an additional meeting was needed for the final approval of the ballot. The various stakeholder dialogues have shown that the ISO standard is already well known in the B-2-B environment where the Chain of Custody models are widely used. The ISO/PC 308 secretariat participated in the international Mass Balance Stakeholder workshop organized by BASF to discuss the next steps



towards a sector specific implementation method. The national and international meetings are well attended and expert commitment is very high and constructive.

Project planning	Timeframe and report of progress
Milestone 1: Proposal accepted Preparation of a proposal for a new field of activity/project committee (NWIP) to ISO	2016 complete
Milestone 2: Kick-off meeting held Call for experts (and TF leaders), organization of the ISO/PC kick-off meeting incl. preparation of work programme, staffing proposal for leadership positions, building strong national and international support	2016 + Q1 2017, complete WG 1 established, complete and on track 2 <sup>nd</sup> plenary meeting planned for October 3 <sup>rd</sup> and 4 <sup>th</sup> in London, 10 participating and 12 observing countries complete
Milestone 3: Standard drafted Project management in the standardisation process (month 1 to month 24 or 36)*	Q2 2017-2020 ongoing  Chairmen and project leaders have been assigned and funded by a.o. Ministry of Economic Affairs (EZ), Ahold Delhaize and MVO,  Two 2-day plenary meetings held in 2017, 2018 and 2019. Timeframe was revised from 36 to 48 months  Approval CD text (October 2018)  Q4 2018 CD ballot  2019: Approval CD for DIS  2019/20: Approval DIS for FV  2020: Publication

ISO/PC 287: The Dutch experts concluded that the ISO 38200 will not deliver the simplification and harmonization wished for by 310 287. Therefore it has been decided to not adopt the ISO 38200 as a national NEN-ISO standard. In 2019 the scope of ISO/PC 287 was extended to cover standardization in the field of the wood and wood-based industries, including but not limited to sustainability and renewability aspects, chain of custody, timber tracking and timber measurement, across the entire supply chain from biomass production to the finished wood and wood-based products. WG1 'Chain of Custody for wood and woodbased products' has been disbanded.

## APPENDIX A

### Membership contributions 2020

The work programme, including the support of the ISO/PC 308 by the Dutch secretariat, applicable service profile and necessary budget is agreed and funded by the committee members. The committee members decide on the specific membership fee allocation based on differences in financial capability, market share and background of the member organizations.

Any member organisation is asked to contribute with an annual membership fee. For 2020 the following allocation agreement has been made:

Regular membership fee (incl. certification scheme holders):	2.000 EUR
Industry associations:	10.000 EUR
NGO's and small scale enterprises (ZZP – max. 5 employees):	500 EUR

The Dutch Government (Ministry of Agriculture, Nature and food quality) supports the funding of the national and international work of this the standards committee 310 287 with a subsidy of EUR 75.000 for the project duration from 2017-2020 and provides the chairman for ISO/PC 308.

## APPENDIX B

### Explanation of the categories stakeholders

	Stakeholders	Description
1a	Direct users	End user of the service, process or product.
1b	Trade organisations of direct users	As a group, in the form of interest groups.
2a	Requirement-specifying organisations/clients	Organisations that determine the requirements which the product or service must meet. For example, clients. Legal requirements are determined by legislative authorities (see 9).
2b	Trade organisations of requirement-specifying parties	
3a	Consulting organisations	Organisations able to advise other stakeholders on specialist matters (e.g. engineering firms, advice agencies, consultancy firms).
3b	Trade organisations of consulting parties	
4a	Implementing/executing/service-provider organisations	Product standardisation: organisations that use/apply the product as part of their service to the end user (e.g. contractor, installer). Service standardisation: organisations that deliver a process or service to the end user (e.g. debt relief agency).
4b	Trade organisations of implementing/executing /service-provider parties	
5a	Manufacturers/suppliers of main product	In product standardisation, this is the main producer/main supplier. In service standardisation, this category does not apply. The role of 'manufacturer/supplier' is fulfilled by the implementing, service-provider organisation.
5b	Trade organisations of manufacturers/suppliers of main product	
6a	Manufacturers/suppliers of associated products and services	In product standardisation, this concerns manufacturers/suppliers of products such as raw materials, semi-finished goods or residual/waste products along the product chain. In service standardisation, this concerns providers of additional services.
6b	Trade organisations of manufacturers/suppliers of associated products and services	
7	Research and knowledge institutes	Institutions that carry out research independently of direct commercial interest. E.g. educational institutions, laboratories, research bodies.
8	Monitoring authorities	E.g. inspectorates, certification bodies.
9	Legislative authorities	Governments.
10	Existing/new instigators	Parties that undertake alternative initiatives comparable to NEN (standards, certification schemes, guidelines, etc.).
11	Influencers - wider context	Organisations (e.g. foundations, platforms) that are involved at a generic level.