

Hog Industry Advisory Committee

Terms of Reference

1. Background

The Ontario Farm Products Marketing Commission issued a decision as a result of its July 2008 hearing, into the role and function of Ontario Pork. The decision concluded that:

- i. Ontario Pork will represent, and collect license fees from, producers of all classes of pigs, including weaners and breeding stock.
- ii. Ontario Pork will no longer be the sole authority for marketing pigs in the province, but will market pigs for producers on a fee-for-service basis.
- iii. Ontario Pork will continue its role in addressing pork industry issues.
- iv. Ontario Pork will develop a transition plan in consultation with pork industry producers and stakeholders, and report back to the Commission by January 15, 2009 with an interim plan and March 1, 2009 with a final plan.
- v. Ontario Pork will consult with its producers regarding its plan to update its governance structure, and report back to the Commission by December 1, 2008.
- vi. The Hog Industry Advisory Committee will be re-established to provide the necessary input and feedback in the development and implementation of a transition plan by Ontario Pork.

2. Mandate (6 months to 1 year)

The Committee will help facilitate the successful transition to a new hog marketing environment as outlined in the October, 2008 decision of the Ontario Farm Products Marketing Commission. The Hog Industry Advisory Committee is expected to play a key role during the transition to the new open marketing environment. Early in its mandate the Committee will provide input to Ontario Pork on key issues that must be addressed in the transition period. It is also expected that as Ontario Pork develops its implementation plan that the board will utilize the advisory Committee to validate key decisions and approaches the board is considering.

The Committee will be tasked with addressing issues from an Ontario hog/pork industry perspective. Appointed members to the Committee will represent key segments/sectors within the hog marketing supply chain.

3. Membership

- a. The Chair will be appointed by the Commission.
- b. The Commission will select and appoint all members and alternates to the Committee.
- c. Each appointed representative will have an alternate member identified by the initial meeting. In the event the appointed representative is unable to attend the meeting, the alternate will be expected to attend and participate.

- d. A Commission member will be appointed to the Committee.
- e. Producer representation (consider representatives with background related to the following production segments (weaner, seed stock/genetics, farrow to finish etc):
 - i. Ontario Pork directors (2 representatives)
 - ii. Other producers (4 representatives)
- f. Pork processors representatives:
 - i. Conestoga Meat Packers/3P Cooperative (1 representative)
 - ii. Quality Meat Packers Ltd. (1 representative)
 - iii. Maple Leaf Foods (1 representative)
 - iv. Provincially inspected plants – (1 representative).

4. Committee Decision Making Authority

- a. The Committee is empowered to advise and make recommendations to Ontario Pork, the Commission or any other group or class of individuals involved in the hog sector.
- b. Recommendations should be directly related to the successful implementation of the transition plan.
- c. Under the guidance of the Chair, the Committee will strive to reach decisions by consensus.
- d. When there is not consensus, a majority vote of the members will carry the recommendation.
- e. A quorum of the Committee shall be five members/alternates of the Committee, including the Chair.
- f. The Committee has the mandate to:
 - i. meet and solicit input from other industry representatives;
 - ii. form sub-committees to address specific issues related to implementation of the plan.

5. Committee and Member Accountability, and Reporting

- a. The members' primary role is to constructively address issues from an Ontario pork/hog industry perspective. Members will strive to make recommendations that are in the best interest of the industry. Members/alternates were not selected to simply be an advocate for a particular sector or segment of the industry.
- b. Representatives of the Committee have a responsibility to report back to their respective sectors and membership, to ensure others in the industry are kept informed.
- c. The Chair of the Committee will report back to the Ontario Farm Products Marketing Commission on a regular basis.
- d. Appointed members shall ensure their alternate members are informed an updated after each meeting. Alternate members shall be included in the distribution of all information to and from the Committee.
- e. Representatives should also be prepared to solicit and bring forth relevant issues for discussion at the Committee.
- f. Members and alternates shall review and sign the "Code of Conduct for Members of the Hog Industry Advisory Committee".

6. Communications

- a. The Chair will allocate time on each meeting agenda to develop a communications update.
- b. The approved update will be used by members/alternates as the basis for their communications with their membership/sectors.

7. Resources and Financial Support

- a. During the transition period, the Commission will cover the expenses of the appointed Chair.
- b. The Commission will provide appropriate staff resources to assist the Chair in the effective operation of the Committee, including scheduling, developing and distribution of meeting materials and recording of meeting notes.
- c. The Commission will be responsible for expenses related to Committee meetings, including room rentals, meals, catering, copying and distribution of meeting material.
- d. The Commission will provide a per diem rate plus mileage expense, for those producer members and alternates who are not a director of Ontario Pork.
- e. Questions related to expenses should be directed to the Chair or Commission staff.

8. Long-term Mandate and Role of the Advisory Committee (post transition period)

The Advisory Committee will play a positive role as a forum to address industry issues in the longer term. The mandate of the Committee, including committee representation will be reviewed and revised at the end of the transition period. The Committee will review its role, and consider what new or existing issues should be included in the mandate of the Committee in the future.

Code of Conduct for Members of the Hog Industry Advisory Committee

Whereas:

1. The Hog Industry Advisory Committee (HIAC) mandate is to help facilitate the successful transition to a new hog marketing environment as outlined in the October 2008 decision of the Ontario Farm Products Marketing Commission (Commission).
2. The members and alternates of the HIAC were appointed by the Commission to fulfill the mandate of the Committee.
3. The Committee wishes to establish a code of conduct to govern the participation and conduct of all members of the HIAC.

Therefore the undersigned hereby acknowledges that the following code of conduct shall govern the deliberations and conduct of the undersigned as a member of the HIAC.

A Committee Member shall:

1. act honestly and in good faith with a view to the best interests of the overall Ontario hog and pork industry.
2. conduct themselves in a professional and business-like manner.
3. actively participate at all meetings sharing information and knowledge in a way that facilitates the understanding and decision making of the committee.
4. exercise the care, diligence and skill that a reasonably prudent person would exercise to ensure that confidential information shared or acquired during the role as a committee member shall remain confidential and shall be used solely for the purpose of fulfilling the mandate of the HIAC. It is the collective responsibility of all members of the Committee to clearly identify all material that is of a confidential nature.
5. refrain from speaking as a spokesperson for the HIAC when commenting publicly unless identified to do so
6. when reporting back to their respective sectors or membership, members will use the approved communication material.

The undersigned Committee Member of the HIAC acknowledges receipt of a copy of this code of conduct and agrees to abide by the terms therein this _____ day of November, 2008.

Signature

Print Name