

Project OrAqua Deliverable Report 7.1

Deliverable 7.1 Minutes from well-organized project meetings

Date: January 2014 - December 2016

Author: Åsa Maria Espmark

OrAqua Kick-off meeting minutes

Day 1 Wednesday 8th of January: Project Management board (PMB)

Attending: Jean-Paul Blancheton, Marnix Poelman, Wout Abbink, Pirjo Honkanen, Alfred Jokumsen, Magnus Ljung, Giuseppe Lembo, Ingrid Olesen, Åsa Espmark (Minutes)

1. Opening by coordinator Ingrid Olesen

- The consortium agreement is still not signed, as a few things will be sorted out during the kick-off meeting before the document is redistributed for signing.
- Objective with kick-off: to build a strong team, that is well informed about and involved in the project plans, objectives and actions. Furthermore, it gives an opportunity to spread information about OrAqua outside the consortium.

2. WP7 was presented by Ingrid Olesen

- Concerning the Consortium Agreement, one partner wants to move «Project general assembly» above «Project management board» - it is not easy to change this as it is defined in the DoW. The current structure is more dynamic and flexible. We want to keep this as it is, but this can be discussed at the kick-off meeting.
- Project Advisory Committee (AC) members should be invited for a meeting early in the project, but there is no budget for their travels to a separate meeting.
- PMB meeting will be scheduled to April. A Skype meeting is possible but AC cannot be included as there will be too many participants for a Skype meeting to work properly. The first meeting with AC is the most important, but we don't have funding for a physical meeting with PMB + AC. Hence, the question to reallocate some money from the budget for stake holder events (planned with 80 participants) was raised.
 - Decision: Ingrid asks the Project officer (PO) if it will be possible to reallocate money from the budget for stakeholder events to a 1st meeting with the advisory

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committee and PMB. If they don't agree we go for two separate meetings; one for AC and another for the PMB.

- M18 report – has to be ready in June -15 due to holidays in July and August.
3. WP1 was presented by Jean Paul Blancheton.
- The First Multi Stakeholder Platform participant list should be accessible on the OrAqua web site (www.oraqua.eu).
 - How do we reach interested stakeholders? One possibility is to advertise on LinkedIn and on www.oraqua.eu. We need to be proactive, e.g. send periodic release to media, send info to ISOFAR before their next issue, conference in Istanbul, Intrafish and invite the media to events, amongst others.
 - www.oraqua.eu: Ifremer (WP1) will create the web-site with a link to SharePoint. Both the web-site and SharePoint will be administrated by Ifremer. We want an open access to www.oraqua.eu and a restricted access to SharePoint.
4. WP2 was presented by Wout Abbink
- It needs to be clarified how outputs from WP2 should be integrated into WP4. Common work-shops for WP2, WP3 and WP4 will be important.
 - It has to be clarified more in what format the information from WP2 and 3 should be delivered to WP4 during the Kick-off meetings.
 - WP2 needs to have some results finished already for the first workshop in April 2014.
5. WP3 was presented by Pirjo Honkanen
- Regarding task 3.1.3, the issue of securing representation of sufficient number of consumers who buy organic products regularly among the respondents was discussed. This may be one of the specifications for the surveying agency in question.
 - LEI will replace FBR in task 3.1.4 as Adriaan Kole has left FBR and FBR does not have any replacement to cover the competence needed.
6. WP4 was presented by Alfred Jokumsen
- What is handed over to WP4 from WP2 and 3 has to be in an easily understandable form, for example fact sheets on different issues (e.g. nutrition, fish welfare, veterinary treatments, consumer aspects, and farm economics).
7. WP5 was presented by Magnus Ljung

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- The first stakeholder event will be challenging because it will take place before WP2 and 3 have worked long enough to be able to present many results. They will therefore only have preliminary results. Before the first event, it will be important to identify possible bottlenecks that the stakeholders will be interested in.
 - It will be challenging to recruit stakeholders, and in order to secure enough participants one alternative is to make a reserve list. Another alternative is to invite more people than the predefined number of 80 participants.
 - Interpretation is needed for the stakeholder event if we decide to invite participants who do not speak and understand English. The possibility to allow for simultaneous interpretation was discussed, but is probably not realistic as it is too expensive.
 - We need feedback from the Project officer (PO) to what extent we are flexible to decide e.g. the location of meetings to diminish the costs and to attract more participants. Organizing the event in October in conjunction with the World congress of IFOAM in Istanbul in Mid-October will for example allow for more participants from the organic movements and industry.
 - Decision: Ingrid contacts the PO to clarify this matter.
8. WP6 was presented by (Giuseppe (Pino) Lembo).
9. Changes agreed on were made in the original presentations and the up-dated PPTs were printed for inclusion in the participants packages on day 2 (see attachment).

Day 2 Thursday 9th of January: Project General Assembly

Attending: 25 participants representing the partners + project coordinator Ingrid Olesen + project manager Åsa Espmark + meeting coordinator Tove Kristiansen = 28).

The following minutes will be published on the SharePoint site together with the presentations from the Work Packages (WP1-7).

1. Øyvind Fylling Jensen (CEO of Nofima) welcomed the participants to Nofima. Further he presented:
 - Information of Nofima.
 - Challenges with organic production, such as medication, waste, feed, welfare were pin pointed
 - Organic may be a trend such as other trends, we have to be aware that the organic trend may change and even decline.

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- Harmonisation of the regulations is important, so that the concept of organic aquaculture is valid all over the world.
2. Introduction to organic production and the project, and opening of the kick-off meeting was done by Ingrid Olesen (Project coordinator).
- All participants introduced themselves
 - In addition to finding relevant literature for organic production, it is also important to define the knowledge gaps. The EU regulations to a higher degree need be built on scientific ground.
 - The EU standards today are from 2010.
 - Ireland, Norway and UK have the biggest organic salmon production, while salmon and shrimps have the biggest organic global production.
 - Organic products are perceived as positive among most consumers. Farmers seem to be concerned that when promoting organic fish consumers may perceive conventional fish as inferior products, whereas agriculture companies experience that marketing organic products of the brand improves the image of the whole brand including conventional products.
 - The Norwegian government has opened for that the farmers may apply for Green licences (licences that require alternative management to be more sustainable and environmental friendly). This may create opportunities for organic farming.
3. WP7 was presented by Ingrid Olesen
- Project management board (PMB) + Advisory committee (AC) meeting should be organised before the 1st stakeholder meeting.
 - Courtney Hough: Partners that has low contribution and funding in OrAqua do not need audit certification.
4. WP1 was presented by Jean Paul Blancheton
- Minutes from this kick-off meeting will be loaded into SharePoint.
 - Antonio Compagnoni listed several meetings on organic production and certification, including a.o. IFOAM and Slowfood organization meeting, where OrAqua should be promoted. This will be followed up in PMB.
5. WP2 was presented by Wout Abbink.

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- There was a discussion regarding timing of deliverables in WP2 and 3 that are dependent on each other. This has to be carefully taken care of such that information is available for WP4 in time.
 - There are many species in the groups of e.g. salmonids, shrimps and molluscs. In the DoW the species are not defined, and this has to be done before the review work starts in WP2.
6. WP3 was presented by Pirjo Honkanen.
- Courtney Hough: It is difficult to obtain economic data from companies and they have therefore to be kept confidential. Be careful when selecting businesses. Organic farmers may be small farmers and the data may be even more difficult to obtain.
7. WP4 was presented by Alfred Jokumsen.
- In WP2 and WP3, many factors are relevant for organic production and the importance of and approach to decide which of these factors should be followed up on was discussed. This will be further clarified in WP meetings the following day.
 - Political mission creep is currently not Organic aquaculture (but sustainable aquaculture), and it is therefore important to keep the focus on the DoW.
 - Preliminary results from WP2 and WP3 will be the basis for the first stakeholder meeting.
8. WP5 was presented by Magnus Ljung.
- It will be important to decide what language should be used during the stakeholder meetings. This will most likely influence what stakeholders we may attract as many do not understand or are reluctant to speak English.
 - 1st event will be organized in Month 11 (April 2015) in Montpellier.
 - 2^{dn} event will be organised in November 2015 in Denmark.
 - 3rd event will be organised in November 2016 in Brussels. It was suggested to change this event to another cheaper place and possibly in conjunction with another meeting such as an EAS conference to attract more stakeholders. This will be applied for to the PO.
 - MCDA questionnaire can be in different languages and sent to other stakeholders that cannot participate in the stakeholder event due to language barriers.
9. WP6 was presented by Giuseppe Lembo

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10. Revision of the EU regulation on the organic aquaculture was presented by Giuseppe Lembo.
- Even though OrAqua has started, the EU themselves also have started to revise the regulations for organic aquaculture.
 - EGTOP = expert group for technical advice on organic production. This group has been requested to report on the following issues:
 - (a) The use of non-organic juveniles in the context of the sequential phasing out of their use by 31/12-15.
 - (b) Stocking density for the main species or group of species other than molluscs (*Astacus astacus*, *Pacifastacus leniusculus*).
 - (c) Permitted feed sources and feed additives: trimming, whole fish, amino acids, fatty acids, lipids, lecithin, cholesterol etc.
 - (d) Amount of animal protein in shrimp diet.
 - (e) Substances for cleaning and disinfection in the presence of animals.
 - (f) Food additive sodium meta-bisulphide.
 - (g) Prohibition of eyestalk ablation.
 - (h) Specific rules for hatchery, larval, post-larval and juveniles rearing.
 - (i) Specific rules for micro algae.
 - (j) Restocking in lakes, earth ponds of tidal areas and costal lagoons.
 - The above mentioned work is coordinated by DG Mare and DG Agri, and will continue in the year 2014.
11. Financial issues of the OrAqua project was presented by Anne Risbråte, Nofima.
- All partners have to keep track on the project costs.
 - All partners have to keep time sheets and to record the working hours spent in the project. If the partner has their own software for time recording this can be used, if not it is possible to use e.g. Excel sheet.
 - Travel expense need to be documented.
12. The Consortium agreement for OrAqua was presented by Isabel Lien, Nofima.
- A version of the Consortium agreement with suggested changes after input from partners was presented, where names that were wrongly spelled were corrected. As a general rule

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the Consortium Agreement cannot be changed if this conflicts with the DoW. Project management board (PMB) will therefore remain the management body at the highest level in OrAqua organisation. We change the organisation so that Nofima only has one vote in the PMB apart from the casting vote of coordinator in case of a tie vote.

- A new version will include corrections based on the comments received by e-mail last year and some corrections from the kick-off meeting. This will be sent out for signing in the beginning of week 3.

Day 2 Thursday 9th of January: Project Management board (PMB) afternoon meeting

Attending: Jean-Paul Blancheton, Marnix Poelman, Wout Abbink, Pirjo Honkanen, Alfred Jokumsen, Magnus Ljung, Giuseppe Lembo, Ingrid Olesen, Åsa Espmark (Minutes)

1. WP2 and 3:

It is important to get started ASAP with the work in WP2 and 3, and there is a need to concentrate on issues to search literature from (e.g. stocking density, welfare, water quality), and prepare fact sheets for the different issues. We won't be able to define all issues during the meetings tomorrow, but most important is the specification of output and the format of output for WP4. We will start with a plenary session to clarify this in the morning before going into WP meetings. Magnus will facilitate this session.

2. WP1:

- The general session Friday morning will start with the open list for project dissemination and invite participants at the meeting to suggest and add stakeholders suggestions (the participants will be able to e-mail their contributions to the list after the meeting), secondly a list of stakeholders to invite for the platform meetings will be created (later after the meeting).
- At the stakeholder events we have to be aware of and prepare for the possibly coming conflict of interests between different participants.
- Sponsorships for the events by, for example, conference organizers that can host the stakeholder events should be considered.

3. Events where OrAqua should be represented:

- FEAP Croatia – May 2014: Jean Paul Blancheton will attend.
- General meeting of Leading Organic Alliance (LOA) – May 2014 (Ingrid Olesen will attend if OrAqua is invited from LOA).
- Italy Consumer association – May 2014 (Pino Lembo will attend).
- World conference IFOAM – October 2014 (Pino Lembo will attend).

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- Slow food – October 2014 (Pino Lembo will attend).

Day 3 Friday 10th of January: Project General Assembly

1. Plenum issue 1: Frame-work of WP2, WP3 and their input to WP4 (see also point 1 Day 2 PMB afternoon meeting).
 - Species selection in WP2 is needed for WP3, this has to be done at first in WP2 session.
 - WP4 needs input from WP 2 and 3.
 - Fact sheet has to be created for WP4 and include e.g. the state-of-the-art for e.g. Atlantic salmon regarding organic production for nutrition.
 - It will further clarify the essentials of the issues if abstract of each issue is being made.
 - For WP3 it will not be possible to make an issue per specie since there is a lack of scientific literature for all species. The issues for WP3 have to be more general and sometimes based on other organic production (e.g. agriculture), e.g. animal welfare. Hence, it is better to make the reference base (e.g. EndNote) with respect to issues instead of species.
 - Fact sheets for the first stakeholder event have to include the integrated points from both WP2 and 3 (e.g. how do feed influence welfare and consumer perception and farm economics).
 - Knowledge gaps in the literature have to be included. Knowledge gaps will be visible in WP6 when we are to give recommendations to the regulations.
2. Plenum issue 2: First Multi Stakeholder platform participant list (see also point 2a Day 2 PMB afternoon meeting)
 - New contributions to the list will be added. The list was passed over to all OrAqua participants during the kick-off meeting. The participants were encouraged to send new contributions to Åsa Espmark (project manager) before a new list is created in week 4.
 - It was agreed to also include Research groups to the list. It was also promoted to have a more geographical diverse list, by including more participants from Eastern Europe and to include stakeholders from outside Europe.
3. Plenary session 3: Summing up Friday work within WP groups:
 - WP1 – Jean Paul Blancheton presented a summary of the WP1 meeting.
 - WP2 – Wout Abbink presented a summary of the WP2 meeting.
 - WP3 – Pirjo Honkanen presented a summary of the WP3 meeting.

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- WP4 – Alfred Jokumsen presented a summary of the WP4.

The meeting was closed at 15:00.

Participants:

Org.no.	Organization name	Participant	
		Surname	First name
1	Nofima	Olesen	Ingrid
		Espmark	Åsa
		Honkanen	Pirjo
		Kristiansen	Tove
		Altintzoglou	Themis
		Noble	Chris
		Nielsen	Hanne Marie
2	COISPA	Lembo	Giuseppe
		Spedicato	Maria Teresa
3	DTU	Jokumsen	Alfred
4	Ifremer	Blancheton	Jean Paul
5	USB	Adamek	Zdenek
6	SLU	Ljung	Magnus
		Röcklinsberg	Helena
		Poelman	Marnix
7	DLO	Abbinck	Wout
		Bakker	Johan
		van der Pijl	Willem
		van Haaster de Winter	Mariët
8	Debio	Finden	Jan Widar
9	ICEA	Compagnoni	Antonio
		Baumgartner	Nina
10	ICROFS	Jespersen	Lizzie Melby
		Mathiesen	Camilla
11	FEAP	Hough	Courtney
11	API	Fabris	Andrea
12	IZSve	Manfrin	Amedeo
13	Culmarex	Belluga	Maria Dolores López

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OrAqua PMB meetings

Date: 23rd and 24th April 2014

Location: IMARES (IJmuiden, The Netherlands)

Author: Åsa Maria Espmark

Participants: Jean-Paul Blancheton, Wout Abbink, Pirjo Honkanen, Alfred Jokumsen, Magnus Ljung, Guiseppe Lembo, Ingrid Olesen, Åsa Maria Espmark

Agenda:

1. 23rd; 16.00 – 18.00 PMB meeting
 - a. Opening and welcome (Ingrid)
 - b. Progress since kick-off meeting (all)
 - i. Round-the-table update:
 - ii. Ingrid: signed grant agreement delivered to all participants
 - iii. Consortium agreement signed
 - iv. Proposal to 1st Newsletter ready and handed out. Suggestions to add more pictures of other species than trout and fish
 - v. PO approved moving location for 1st stakeholder meeting to Istanbul
 - vi. WP1 (Jean Paul) – website OK, SharePoint not OK yet
 1. Dissemination list. What input do we want from the stakeholders? PMB discussed this and agreed that it will be more important to invite actors in or representatives from industry and market including certifiers, retailers, consumers and NGOs rather than scientists or specialized experts, particularly at the first event?.
 2. Send the newsletter to the stakeholders at the list and ask them if they want to be updated further from the project
 3. Limit certain site at the website that is closed for public. Who should have access to different parts of the website? Stakeholders and AC members should have access to the same information.
 - vii. WP2 (Wout) - all is said during the workshop, where all PMB members participated.
 - viii. WP3 (Pirjo) – Survey will be conducted in June
 - ix. WP4 (Alfred) - has contributed to the newsletter and stakeholder list
 - x. WP5 (Magnus) – Completed a risk analysis for moving the 1st stakeholder event from Montpellier to Istanbul.
 - xi. WP6 (Pino) – This WP has not started, but has contacted IFOAM about the location of the first event and collaborated in other WP`s
 - xii. Pirjo: should the changes in staff be reported to EC? The contract is with the institution and not persons, but the individual names are in the description. Update the project handbook, ask the project office before Interim report if they should be informed about changes in staff.
 - c. Evaluation of 1st quarterly reports (Ingrid)

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- i. Ingrid went briefly through the 1st quarterly reports and reminded everybody that this reporting should be on your own WP-level, and not include participation in all WP`s.
 - d. Planning 1st Stakeholder event (Magnus, Jean-Paul, Pirjo, Wout, Alfred, Ingrid)
 - i. Positive reply from PO to change location. Stakeholder may be held in Istanbul, as a pre-conference to the IFOAM conference in October 2014
 - ii. Jean Paul will make a selection of stakeholders to invite from the stakeholder list
 - iii. Magnus Ljung presented his proposition for program for the 1st stakeholder event, he will make an up-dated version based on the received inputs and distribute to all in week 18 (30th of April to PMB; 2nd of May to IFOAM)
 - iv. Proposal to send some written material to the participants before the meeting to involve them more (Newsletter + separate e-mail)
 - v. We should reconsider Istanbul because IFOAM partly overlaps with EAS
 - vi. Pino has informed IFOAM about our possibility to change location of event to Istanbul, and asked for possibility to arrange it in conjunction with the Ifoam World Congress.
 - vii. Pre-conference two days before the conference may be the solution for the 1st stakeholder event. The pre-conference is organised by the university in Istanbul and they can offer accommodation
 - viii. Problem: we cannot have a unique Oraqua event. We have to share it with IFOAM. We can have a joined planning with IFOAM
 - ix. EAS in San Sebastian also have a session on organic production (EAS 14-17. October, IFOAM 16-17. October)
 - x. Alfred: concern that our stakeholders will go to San Sebastian and not to IFOAM
 - xi. 2nd stakeholder meeting may be at EAS in Rotterdam in October 2015
 - xii. 1st stakeholder event – preliminary conclusion Istanbul, but will be open for advice from the AC at the meeting on the 24th April. Organized as a Lunch to lunch meeting
 - xiii. We can probably not cover the costs for the rest of the world congress for the stakeholders that want to stay after the meeting as EC will not approve costs for longer stay than a total of 2 days.
 - e. Up-coming deadlines
 - i. Time became too short to go through all deadlines, but Ingrid did so at the kick-off meeting, and Åsa will continuously give reminders
 - ii. We agreed to have monthly Lync-meetings. Lync is useful since it is easy to share documents. The first meeting will be 27th of May 15.00. Åsa will send a description on how participants that are not Lync clients can participate (Lync Attendee)
 - f. AC meeting following day (Ingrid)
 - i. Agenda for AC meeting was presented. Ingrid has made a presentation based on the ppt`s from the kick-off.
- 2. 24th; 13.00 – 14.00. PMB Summing up
 - a. Following-up actions (all) + summing up yesterday`s AC meeting:
 - i. Handbook – everybody read and comment to Åsa and Tove if any comments
 - ii. As an answer to Margreet to include more NGO: we cannot include other partners now, and we want to stick to the science and not involve politics
 - iii. Make a dissemination list after suggestions from Alistair Lane– Alistair will make suggestions
 - iv. Note on www.orqaua.eu about the stakeholder event. But first we need the confirmation from Ifoam that we are allowed to have the event in Istanbul at their world congress

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- v. General assembly will be arranged before or after the stakeholder event, depending on the respond from IFOAM
- vi. All – send appropriate photos to the newsletter
- vii. Ingrid – asks Anne Risbråthe if we need to submit quarterly financial reports (for internal use)?
 - 1. Answer: Internal financial report for first three month of the project: only accounts for January – March 2014, to ensure internally that all partners use the correct rates and do the financial record in the correct way

Sundalsøra, 5th of May,

Åsa Maria Espmark

OrAqua AC + PMB meeting

Date: 24th April 2014

Location: IMARES (IJmuiden, The Netherlands)

Author: Åsa Maria Espmark

Participants from PMB: Jean-Paul Blancheton, Wout Abbink, Pirjo Honkanen, Alfred Jokumsen, Magnus Ljung (late arrival), Guiseppe Lembo, Ingrid Olesen, Åsa Maria Espmark

Participants from AC: Alistair Lane (AL), James A. Young (JY), Anne-Kristin Løes (AKL), Franck Meijboom (FM), Margreet van Vilsteren (MV)

Agenda:

- 24th; 10.00 – 13.00
 - a. Opening + welcome (Ingrid)
 - b. Presenting all participants (all)
 - c. Presentation of OrAqua (Ingrid)
 - i. AKL: Add technology platform TP Organic
 - ii. JY: Add Food for life platform
 - iii. AKL: Difficult to see from the objectives in WP2 that we will work with more than fish so should include this when presenting the project
 - iv. MV: WP3 - different NGO`s weight organic differently, and may promote other standards (e.g. ASC Aquaculture stewardship certification).
 - v. JY: Food service (e.g. hotels, catering, schools, hospitals) can be important markets in addition to retailers. Representatives from these should be invited as stakeholders in the project? JY assists with sending names and contacts
 - vi. Include processing industry since organic often is unprocessed
 - vii. Evaluate WP6 objective 2 “holistic approach” – at the end of the project.....how holistic is the project, and can we make it more holistic by considering the total outcome as more than the sum of the different parts (Synergies and unfavourable and unintended side effects)?
 - viii. AL – What drives the industry? Developments are market, structuring and diversification: why go organic in aquaculture? Is it a marketing choice? For instance 100% of Irish salmon farming is organic and large proportion of mussels can perhaps easily become organic, how did they manage?
 - ix. AC-group suggestions to the stakeholder list should be addressed to Jean-Paul (Irish farmers association by Richie Flynn as they can tell why the Irish went almost completely organic ...ask Courtney for address)
 - x. Advice to have an informal financial report close to the end of the project to have an idea of the financial status before the last 3-4 months
 - d. AC mandate with AC input
 - i. Not commented on mandate given in the DoW.

General discussion

- Make a list of why it is important for the different stakeholders to participate in the OrAqua stakeholder events.

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- MV: Need for more NGO influence in the consortium, and too much focus on industry. Afraid that this will result in little focus on the environmental aspects of organic farming. Not enough that the NGO`s are involved via stakeholders, they might not come due to lack of time and resources. Not all the AC members agreed on this.
- AKL: Take into account that different stakeholders have different economic basis, but it will not be possible to cover their costs for the Ifoam conference in Istanbul? AL: EC will not allow payment of working hours (PMs) for other than partners (and third parties) in the project.
- The leader for the AC (Deborah Brister) is not attending the meeting, and no one has heard from her. Ingrid will put effort to contact her

Sunnalsøra, 5th of May,

Åsa Maria Espmark

OrAqua PMB meetings

Date: 27th May 2014

Location: Lync

Author: Åsa Maria Espmark

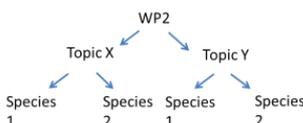
Participants: Myriam Callier, Wout Abbink, Pirjo Honkanen, Alfred Jokumsen, Nadarajah Sriskandarajah, Guiseppe Lembo, Ingrid Olesen, Åsa Maria Espmark

Agenda:

1. Round-the-table update:
 - a. WP7 (Ingrid)
 - i. Update on partner profile: according to PO an e-mail where the updates appear (new people added; people no longer active in the project removed) is sufficient. All partners should send an updated partner profile by e-mail to Ingrid
 - ii. We also asked the PO of how to upload new minutes to D7.1 as D7.1 is no longer pending in the Participant Portal (PP) – not clarified yet
 - iii. D1.2 is still pending. It had been unclear how to submit this deliverable since this is the website. We will “print screen” the website and make a short report of when finished, location, availability and upload to the PP as the D1.2
 - iv. Ingrid has submitted an abstract to EAS 2014 (invited to the organic session), presenting OrAqua. Ingrid will upload the abstract on SharePoint
 - v. M6 reporting 4th of July: 3 monthly WP reporting + M6 interim report (the same template as M18). A reminder with templates will be sent 16th of June
 - vi. 1st Newsletter is available both on SharePoint and website
 - vii. Organic days in Oslo – research and farmers. OrAqua will be presented (25th of September)
 - b. WP1 (Myriam)
 - i. Working on WP2
 - ii. Soon ready to upload literature on SharePoint
 - iii. Conference in Paris first in July – will present the project
 - c. WP2 (Wout)
 - i. SharePoint is working, and it is now possible to upload literature as soon as we have a structure
 - d. WP3 (Pirjo)
 - i. Bibliography finished in End-note, references to the regulations will be added
 - e. WP4 (Alfred)
 - i. Working on review nutrition
 - ii. Important to organise SharePoint
 - iii. Submitted abstract to EAS 2014
 - f. WP5 (Sri)
 - i. Working on 1st stakeholder event

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- g. WP6 (Pino)
 - i. Have been in contact with IFOAM regarding stakeholder event
 - ii. IFOAM approves the agenda, final decision is made 28th of May
- 2. WP2 and 3 updates
 - a. WP2
 - i. Structure on SharePoint – differentiate review and fact sheet



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graph TD
    WP2 --> TopicX
    WP2 --> TopicY
    TopicX --> Species1X[Species 1]
    TopicX --> Species2X[Species 2]
    TopicY --> Species1Y[Species 1]
    TopicY --> Species2Y[Species 2]
          
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 - ii. Suggestion:
 - iii. Also make a general folder with a document listing all references to make it feasible to find literature that others may have found before, and to avoid double reviewing of some papers
 - iv. Structure of review: refer to and repeat from minutes from Amsterdam (Joined work-shop WP2 and 3: “*Format: 1) Introduction: Present regulations; 2) what have we found in WP 2 and 3; 3) recommendations to the regulations + knowledge gaps*”
 - v. Review for August – e.g. bullet points style since this is not final
 - b. WP3
 - i. WP3 will follow the same main structure on SharePoint as WP2, but different folders should be made for WP2 and 3 since the detailed structure differs. WP3 participants discuss and decide
 - ii. Have completed a preliminary review to be used in the survey
 - iii. Survey sent to WP3 participants + WP leaders for comments
 - iv. Contact with 3 sub-contractors for the survey
 - v. Survey completed in June
 - vi. Modelling is on track
- 3. Planning of Stakeholder event
 - a. Also see point 1g
 - b. When the final approval from IFOAM comes we have to start to invite stakeholders
 - c. Jean-Paul + Sri: Invite people from OrAqua consortium that should be involved in the organization of the event to a meeting in the beginning of June (Myriam informs Jean-Paul) – Agenda: decisions of stakeholders to invite
 - d. Sri and Magnus make a more detailed program; including times, location, accommodation, contributions from IFOAM etc (after receiving input from IFOAM)
 - e. Also make a list of who does what
 - f. Invitations to the stakeholders have to be sent during June
 - g. Preferably use the meeting check list made by Catherine Halbert (will send this to JP and Sri)
- 4. Other issues
 - a. Ingrid has made attempts to locate and contact Deborah Brister (Leader of the AC group), but has not succeeded. Pino will ask IFOAM where she is and if she still wants to be the AC leader. If not we have to find someone else, preferable from IFOAM EU group
 - b. Next Lync meeting: 19th of June 09.00

Sunnalsøra, 28th of May,

Åsa Maria Espmark

OrAqua PMB meetings

Date: 19th June 2014

Location: Lync

Author: Åsa Maria Espmark

Participants: Jean Paul Blancheton, Wout Abbink, Pirjo Honkanen, Alfred Jokumsen, Nadarajah

Sriskandarajah, Magnus Ljung, Guiseppa Lembo, Ingrid Olesen, Åsa Maria Espmark

Agenda:

1. Round-the-table update including WP2 and 3 updates
 - a. Ingrid: WP7
 - i. To submit Deliverables that continues throughout the project and therefore should not be closed is a technical matter and have been sorted out with the PO
 - ii. Reporting templates for M6 are sent with due date 4th of July
 - b. Jean Paul: WP1
 - i. Most of his work have been on Stakeholder event and will be dealt with in point nr 2
 - c. Wout: WP2
 - i. SharePoint folders and subfolders ready for use
 - ii. Also reference list to gather all literature is loaded on Sharepoint
 - d. Pirjo: WP3
 - i. SharePoint folders and subfolders ready for use
 - ii. Consumer survey ready – the company Ipsos will do the survey
 - iii. Economic model progressing – Henry wants an expert meeting at the stakeholder event. This should not be included in the program for the stakeholder event but rather organized prior to or after the event
 - e. Alfred: WP4
 - i. Review on nutrition in trout; Gerd Marit Berge from Nofima is doing the same for salmon. These two reviews will be merged and cover Salmonids
 - ii. Sufficient information for 1st stakeholder event OK, but work is still to be done
 - f. Sri and Magnus: WP5
 - i. Most of the work has been on Stakeholder event and will be dealt with in case nr 2
 - g. Pino: WP6
 - i. WP6 is still not active but Pino is involved in the organization of the Stakeholder event (point nr 2)
2. Stakeholder event:
 - a. Stakeholder list composed and validated by many people. Pino has suggested some participants that were discussed. How many participants per organization? Are we obliged to invite certain people from e.g. IFOAM?
 - i. Pino – Yes, they should all be invited because this was the intention from the beginning when IFOAM was asked to be a collaborator. This is expected from the IFOAM. Pino will send e-mail addresses to those who should be invited (from Pinos list) to JP

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- b. Invitations
 - i. Sri: Personalizing the invitations mean that it should be addressed to individuals and not to institutions
 - ii. One official invitation should be sent from one organization (OrAqua) and followed up by members of the consortium that knows these people – will increase the likelihood that they will accept the invitation
 - iii. JP will combine all received lists and suggestions and send out for comments on addresses
 - iv. Invitations sent at the end of June
 - v. In the invitation – include the newsletter and link to www.orgaua.eu
 - vi. Magnus will finish a draft of the invitation at the end of this week
 - vii. 20 persons from the consortium will be invited; Ingrid makes a first list of consortium participation. Participants from the consortium should be participants as all the other participants, but those with a specific role (e.g. follow ups) have to be aware of their role.
 - viii. AC group should be on the list and should be invited both to the event and to an AC meeting
 - ix. Magnus/Sri will have a discussion with all project partners attending to discuss their role
 - c. Responsibilities
 - i. Invitation - Magnus make the letter, Jean Paul send the invitations and collect he answers
 - ii. Logistics – have to be discussed with Pino. Magnus: also discuss with IFOAM, logistic requirements are listed by Sri and distributed by mail to all. It will be made a list of detailed needs during this summer.
 - iii. Documentation after the meeting – WP5/WP1
 - iv. Feap has some PM in OrAqua and may be used in this matter, JP contact them
 - d. Budget
 - i. Travel agency will organize the travel for individual participants including travel and accommodation. Each invited should contact this travel agency. JP organizes.
 - ii. Hotel – Pino asks local organizer what they can suggest. The accommodation should be close to the meeting arena
 - e. Logistics
 - i. Location/accommodations: Difficult to find a place that fulfils the requests by Sri. Pino will look for a suitable location, University may not be suitable and a location that fulfils all the requests may be expensive
 - ii. Pino will ask the University what is available of rooms and forward this information to Sri. Pino: Sri should provide a list of ranges of requirements, and what is the minimum.
 - f. Jean-Paul and Sri sum up their meeting with the involved OrAqua people and distribute by e-mail to all
3. Other issues
- a. Approval of the meeting minutes from Amsterdam and Lync meeting 27th of May OK – Åsa will upload them as D7.1
 - b. Next meeting – test the system with JP, Pino, Sri before next meeting to make sure it works
4. Chair for advisory group
- a. Deborah Brister is no longer coordinator of IFOAM aquaculture. We will therefore need a new chair of the AC.

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- b. Stefan Bergleiter – Naturland. Pino asks IFOAM if they want to propose Stefan, or whether IFOAM wants us to wait. This has to be clarified before the stakeholder event since we need a AC chairperson before the meeting, and before the invitation is sent for the meeting with AC in Istanbul.
5. New meeting:
 - a. Åsa send a doodle to PMB meeting in August.

Sundalsøra, 19th of June 2014

Åsa Maria Espmark

OrAqua PMB meetings

Date: 13th August 2014

Location: Lync

Author: Pirjo Honkanen, Ingrid Olesen (14:30-15:00).

Participants: Jean Paul Blancheton, Wout Abbink, Pirjo Honkanen (to 14:30 pm), Alfred Jokumsen, Nadarajah Sriskandarajah, Magnus Ljung, Guiseppa Lembo, Ingrid Olesen

Agenda:

6. Approval of minutes from June:
 - Approved

7. Arrangements of the first stakeholder event
 - PO: Allowance to attend to the IFOAM conf. with 3 persons. Need to raise awareness of Oraqua: Give feedback from conf. to the consortium, e.g. through the newsletter. Pirjo cannot attend. Alfred may be able if nobody else wants to. Jean-Paul does not have the budget. Magnus attends anyway on other project budgets. We don't have to have 3 people. Ingrid will attend till Wednesday. Wout till Tuesday/Wednesday. Pino will be there for the conference till Wednesday.
 - o Wout, Ingrid and Pino travel to San Sebastian on Wednesday
 - o Discount for conference participation? Pino finds out
 - o Coverage to stay until Monday. Arrival on Friday.
 - Tickets: excel sheet.
 - o Some are travelling directly to San Sebastian: might be cheaper if the agency books all tickets. The costs have to be divided on OrAqua and some other project in that case. Jean-Paul will ask.
 - According to IFOAM web-site it is possible to register for our event on the Oraqua web-site and IFOAM site. None of them works. Pino asks IFOAM to arrange this.
 - Pino finds more info about the practical arrangements – cafeteria etc. extra costs for bringing the coffee etc. to the meeting room.
 - 49 positive stakeholders already + partners + AC – almost 80 participants. Second round of invitations? Await the result from the travel agency before we invite others or send a second round of invitations.
 - Dinner Saturday? Basic dinner for all stakeholders? No exclusive dinner.
 - Check list for the event was presented and discussed:
Meeting with all WP leaders Saturday morning, but Magnus, Sri, Jean Paul, Alfred and Wout will meet in Istanbul on Friday morning to check meeting location and required practical and technical equipment and logistics to make sure everything is in place and function before the event.
 - There is a need for secretary assistance and a local contact person during the event. Ingrid will contact FEAP (Courtney) about possible support by a secretary with experience from workshop arrangements from FEAP, and Pino will contact local organizers to appoint a local contact person that can assist in technical and practical support and trouble shooting.
 - Magnus will update the check list with input received at the meeting, including specification of personal responsibilities for all items and activities.

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8. Next meeting

There is a need for more frequent meetings now, so next meeting was set to 3rd September at 13:30.

OrAqua PMB meetings

Date: 12th September 2014

Location: Lync

Author: Åsa Maria Espmark

Participants: Jean Paul Blancheton, Wout Abbink, Pirjo Honkanen, Alfred Jokumsen, Nadarajah Sriskandarajah, Guiseppe Lembo, Ingrid Olesen, Åsa Maria Espmark

Agenda:

1. Minutes from PMB meeting 13th of August 2014 – approval pending
 - a. approved
2. M6 report – approval pending
 - a. approved
3. Stakeholder event Istanbul
 - a. Sri went through the check list:
 - b. Most PMB arrive late Friday night to Istanbul. Jean Paul (and possibly Sri and Magnus) will visit the venue Friday to ensure everything is in place. PMB meeting Saturday morning at the hotel
 - c. The University has received the list and has promised to provide what is requested. Jean Paul contacts the University to see what they can provide or if we have to bring with us something. Pictures of the facility are needed. Jean Paul needs a contact person at the venue – Make contact between the representative of the travel agency in Istanbul and the representative from the university. Make them communicate about final arrangements and logistics, incl. sending pictures of the facility.
 - d. Participants: 53 accepted, 70 if everybody accept. 9 of these have accepted but have not contacted the travel agency. How do we get 80?
 - e. The PO has some suggestions of where we can advertise for people. Advertise through web sites (IFOAM, OrAqua) + contact people directly. The directed contacted people should contact JP immediately. If this last attempt does not succeed, save the money for the next events
 - f. JP: budget is so far estimated to approx. 70 000 Euro. This does not include pencils, paper etc. that we need for the actual meeting. Travel agency fee is included
 - g. JP will send the information of the event to the PO, the invitation has to be updated and remove the links that are not active. Sri will revise the invitation and send to PO within next week
 - h. Possibility to register to the meeting through IFOAM web site? Pino checks
 - i. Catherine Pons may help to prepare folders with program, letter, participation list, newsletter, writing paper, batch, pencil, evaluation form. Ask the Travel agency to print. Sri and JP discuss with Catherine how to organize
 - j. 1st of October: deadline for signing up

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- k. Detailed program is requested, bus transport, hotel etc. So far only flight information is given. Inform people that bus transport will be arranged
 - l. Prepare one mail to all participants with all the practical information + detailed agenda. JP will prepare this mail before Wednesday 17/9
 - m. Presentations: not scientific, related to regulations, relatively short (30 min), encourage to discussions
 - n. Focus group WP3, Henry will organize
 - o. Description of the event on the OrAqua homepage - JP follows up
 - p. Welcome session: IFOAM should do (Pino has asked them, they have not yet responded). Pino follows up. IFOAM representative also should attend the AC meeting and hence be the leader of the AC group
 - q. Meeting notes; Divide the minutes-taking between the OrAqua project participants, not the PMB group, select persons that are expert on the actual themes that are under debate
 - r. AC participation: need confirmation from them (except Anne Kristin Løes and Jimmy Young)
 - s. Reviewing the presentations: Sri and Magnus. Prepare the presentations before 1st of October; Sri and Magnus respond 6th
 - t. Upload the ppt's before the meeting, hand out hard copies of the presentations. We need access to a copy machine
 - u. Evaluation of the event + following up: Lync meeting after the event
 - v. Sri updates the check list with responsables and dates
 - w. Ingrid confirms Antonio Compagnoni (ICEA) on his request to add three more to the meeting
 - x. Register with reduced fee, we need a reference during registration to have the reduced fee. Ask Antonio Compagnoni for the reference
4. Progress WP2 and 3
- a. WP3 is in place
 - b. WP2: Wout updates on progress, has contacted the persons responsible for the missing parts
 - c. Report can be only partly written, since some contributions are missing
 - d. Planned meeting 15th of September between WP5 and Pirjo, Alfred and Wout. Alfred wants a common meeting to clarify what he should present. Should he present the reviews or should all WP leaders do it? They need coordinate the work. Common meeting Monday 15th, 14:00
 - e. Now, for those who have not delivered, make the review in bullet points, and do not put focus on fact sheets
 - f. Why are we so delayed? Lack of communication? Following up people
5. Other things
- a. Meeting Monday 15th on Lync, Pirjo invites (see also pkt 4d)
 - b. Quarterly report 3rd of October – Åsa sends out reminder and template
 - c. Next meeting:
 - i. 24th of September 0900 or
 - ii. 22nd September 0800



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Sundalsøra, 12th of September 2014

Åsa Maria Espmark

OrAqua PMB meetings

Date: 24th September 2014

Location: Lync

Author: Åsa Maria Espmark

Participants: Wout Abbink, Pirjo Honkanen, Alfred Jokumsen, Magnus Ljung, Nadarajah Sriskandarajah, Ingrid Olesen, Åsa Maria Espmark

Agenda:

1. Minutes from PMB meeting 12th of September – approval pending
 - a. approved
2. Stakeholder event
 - a. Meeting 24th of October at 08:00 among OrAqua organizers. Magnus and Sri summarize the decided changes in the program. These changes will be distributed to the rest of the PMB
 - b. Participation list from JP: 76 are signed up until now (+ 2 according to Ingrid)
 - c. Budget from JP: looks good. Pino, Wout, Ingrid, Sri and Maria Teresa will have a reduced fee (50%), Ingrid makes the contact with IFOAM
 - d. Check list: Remaining actions on the list involve who take care of registrations and minute notes (contact Catherine) and logistics. Sri sends and updated check list with remaining actions and due dates.
3. WP2 progress (and WP3 if needed)
 - a. Missing parts WP2:
 - i. COISPA – sea bass and sea bream. Has COISPA prepared fact sheets that are not up-loaded on the SharePoint? Wout follows up
 - ii. SLU on ethics – Magnus follows up
 - b. Any contribution now is too late for the Stakeholder event, but is needed for the review. The review should concentrate on published literature on organic aquaculture, and not too much on conventional farming. However all things that are taken into account in the regulations need to be addressed. The review will be long since there are many issues and species, but need to have a summary specifically for decision makers and to give a brief overview.
 - c. Sea weed, shrimp and molluscs in WP2; very little information available
 - d. **Absolute deadline to include contributions to WP2: 1st of October (At least informative bullet points)**
4. Other matters
 - a. The timing of the GA and AC meetings will be switched, so what is written below is the correct:
 - b. General assembly Istanbul Sunday **12th of October 13:30 – 15:30**– agenda needed
 - c. AC meeting Istanbul **Sunday 12th of October 2014, 16.00 - 18.00**– agenda needed

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- d. Agenda for GA and AC sent 24th of September:
 - i. Activities since the kick-off meeting
 - ii. Evaluations of the Stakeholder event (experiences, what may be changed to the next event, practical challenges etc)
 - iii. Following-up actions from the Stakeholder event
 - iv. Future project work and plans
 - v. Other issues
 - e. AC group leader assigned? Pino up-dates
 - i. There is no more information of this matter
5. Next meetings
- a. Åsa sends Doodle
 - b. 9th of October? Decide on next PMB meeting
 - c. PMB meeting Istanbul Saturday 11th of October at breakfast 0800

Sundalsøra, 24th of September 2014

Åsa Maria Espmark

OrAqua PMB meetings

Date: 2nd of October 2014

Location: Lync

Author: Åsa Maria Espmark

Participants: Jean Paul Blancheton, Wout Abbink, Pirjo Honkanen, Alfred Jokumsen, Nadarajah Sriskandarajah, Ingrid Olesen, Åsa Maria Espmark

Agenda:

1. Approval of meeting minutes from 24th of September
 - a. Approved
2. Stakeholder event
 - a. Check list sent to IFOAM
 - b. Some logistics are confirmed
 - c. Wiifi is taken away from the list and will not be offered during the meeting
 - d. Photographs of the room are asked for, when they arrive Sri will send them to the PMB group
 - e. Transport 20 minutes from the hotel to the meeting venue
 - f. Copy machine will be available
 - g. Catherine Pons (FEAP) have confirmed that she will assist in what we asked her (e.g. tags, handouts, registration, printing etc)
 - i. Decide the details on the tags (name and country)
 - h. Slides – should we hand out the hard copies?
 - i. Alfred will print the slides from his presentation before he leaves and brings them, and put them on the registration desk
 - ii. The presentations from Ingrid and Pino also as handouts, they also bring them to Istanbul
 - iii. Format: three slides per page with place for notes
 - i. Final participation list
 - i. Ask for people from the shellfish section
 - ii. The list have to be finalized within the end of this week
 - iii. JP will send the list to Catherine who will make the batches
 - j. Program
 - i. Sri and Magnus will provide a detailed version based on the inputs from the meeting (names and updated times)
 - ii. Ingrid asks Stefan Bergleiter to present “current challenges from the perspective of the stakeholders” (15 min)
 - iii. Important to give time for discussion, keep the time of presentations down
 - iv. 30 minutes for discussion – this have to be facilitated so the discussion starts. If discussion is not running ask Stefan if he may step in again. Maybe agree with someone to start
 - v. During Alfred presentation, after some slides he will make a break and invite for comments
 - vi. Draft opening questions from group work – Sri asks and informs chair and reporting people that have not yet been asked or confirmed
 - vii. If the asked people say no, ask them to suggest replacements

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- viii. Reporting persons will update in plenary the group discussions
 - ix. Long time between lunch and dinner – there should be something to eat in the break (14.30)
 - x. Day 2: formations of new groups that are different from those during day 1. Sri, Magnus and Jean Paul will form the groups for both day 1 and 2. Pre-decide composition of the groups but allow some flexibility if some stakeholders have special preference
 - xi. Pirjo wants a special group for WP3 issues
3. Other issues
- a. WP2 – no feedback from SLU (Helena). Contact her institute and ask why she does not respond. Wout asks Sri who he should contact
 - b. Sea bass and bream (COISPA) – still not delivered, and will not be ready before Istanbul. The person in charge will be away until Monday 6th.
 - c. AC leader – we will be provided a name during the stakeholder event. Two candidates exist but the final decision is not made
 - d. The invitation and agenda should be sent to the two candidates in time
 - e. JP will send travelling details
 - f. Friday night (10th) – dinner 20:00. Invite the whole OrAqua consortia
4. Next meeting
- a. Thursday 9th 08:00
 - b. Pirjo will take the minutes
 - c. Agenda: Updated program

Sunnalsøra, 2nd October 2014

Åsa Maria Espmark

OrAqua PMB meetings

Date: 9th of October 2014

Location: Lync

Author: Pirjo Honkanen

Participants: Jean Paul Blancheton, Wout Abbink, Pirjo Honkanen, Alfred Jokumsen, Nadarajah Sriskandarajah, Ingrid Olesen, Magnus Ljung

Agenda:

1. Approval of meeting minutes from 2nd of October
 - a. Approved
2. Stakeholder event
 - a. Everything seems to be in place both logistics and practicalities. We have 3 rooms available plus the hallway. Sri oriented that the hallway might be noisy because there are other events going on, so it is possible that it cannot be used for the group discussions. We have one big room available, chairs for 80+ people and two smaller rooms for the group discussions
 - b. Henri Prins will organize small expert groups in order to get feedback for the economic model. Saturday evening and Sunday morning.
 - c. Magnus has developed the evaluations forms which are ok.
 - d. The recording documents have been sent out to people who will chair/record the roundtable discussions
 - e. We will start in the red room on Saturday
 - f. There are 10 university people to help us and 2 or 3 people from the local organisers. Technical assistance will also be present.
 - g. There will be transport from the airport to the hotel tomorrow, wand? taxis from the hotel to the University for Jean-Paul, Sri and Magnus on Friday afternoon. We will not have access to the rooms before 18.00 on Friday.
 - h. Jean-Paul informs the consortium partners of the dinner at the hotel on Friday and find out how many will attend. We meet at the lobby at 20.00
 - i. We should exchange mobile numbers. Wout will send an e-mail about this
 - j. Café discussions on Sunday will not have a chair, but the groups get one questions which they will discuss, and write their reflection on a flip chart. The questions will be prepared by Magnus and Sri on Saturday evening
 - k. Pino, Ingrid and Alfred will bring copies of their presentations to the event.
 - l. It was decided that we will allow brochures and other material that the stakeholders might bring with them in the room.
 - m. The folders will be prepared by Catherine Pons. We will not include the OrAqua newsletter in the folder. Ingrid includes the front page in her presentation, and we will print newsletter at the university if requested.
 - n. Ingrid will contact Pino about media presence at the IFOAM event and the possibility to send a press release through IFOAM just after the stakeholder event. Marie Louise Andersen from ICROFS will take pictures during the event. We can use those in the press release.
3. Other issues

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- a. We will not get the negotiated 50% discount on the conference fee. But those attending should get the group discount.
- b. The electric plugs are the same in Turkey

Tromsø 10th October 2014

Pirjo Honkanen

OrAqua GA and AC combined meeting on October the 12th 2014 at 14:00 in Istanbul.

Participants: attached signed participation list for list of names

Minutes: Themis Altintzoglou

Presentation by Ingrid (Nofima; project coordinator)

Participation list was signed and the agenda was presented:

Agenda:

- Activities since kick off
- Evaluation of the stakeholder event
- Following up actions from stakeholder event
- Future project work and progress (time for next meeting etc.)
- Any other issues
 - no other issues were added in the agenda

Agenda was accepted

Activities since kick off meeting

Wout (DLO) presentation of progress in WP2 (see attached ppt for content)

Additional information and discussions:

The literature review is heavily focused on salmon due to much literature on this species and delayed deliveries about sea-bass and sea-bream by COISPA. Other species have limited literature due to smaller market shares and therefore reduced research funding.

Many factsheets on sea-bass and sea-bream were uploaded to sharepoint on Thursday just before the meeting.. A review is carried out on fish welfare, but lacking for the other topics. The group agreed that fact sheets is just a tool, but that our main work and deliverable is the review, so, each partner should deliver that review they are responsible for to Wout and Alfred.

All topics need to be reviewed. However, for instance for nutrition, the review already carried out for salmonids may be updated to a review for all carnivorous fish. Alfred will send the review on nutrition for salmon and trout to COISPA and IFREMER such that they can fill in the results and information for seabass and seabream.

Wout will follow up with SLU and Helena Röcklinsberg on the missing part on ethical aspects.

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When the seabass and seabream reviews are in place together with the review on carp and ethical analyses, the review will become more balanced with respect to species. Although many partners have uploaded their review reports in time, the agreed deadlines need to be more respected by several project partners and participants. This implies that when somebody sees that they cannot reach the deadline, the WP leader should be notified and a plan for reaching a new deadline should be proposed and agreed upon by the WP leader.

Each partner is responsible for specific topics and species (given in excel sheet sent to all WP2 partners and available at Sharepoint). The structure of the review reports was agreed on the WP2 workshop in IJmuiden in April. For those who have not yet loaded their review reports for their topic and species, this should be done ASAP and latest by 26th October as Alfred has little time until the deadline for deliverable D4.1 in November.

There is a need to prepare a summary for the review as the report will be very long when review reports on all species and topics are included (>100 pages). It is the responsibility of each expert to review and summarise each field. For each species or group of species, and topic, the person responsible should prepare a summary and send to Wout and Alfred ASAP and latest by 26th October. Wout will propose a structure for the summary. Pino (COISPA) prepared a review for sea-bass and sea-bream on welfare, but only factsheets for the rest of the topics.

Wout referred to the need to restructure resources based on work done and work left to be done. So if the review reports are not delivered in time by the responsible partner, the resources allocated to their tasks need to be distributed to other partners that can do the work in the requested time.

In conclusion, Wout wants all WP2 partners with responsibilities on topics and species to send to him a summary as well as review on knowledge, gaps and recommendations. This would enable him to compile the review in an efficient way in time to be included in Deliverable 4.1 by Alfred.

Pirjo (Nofima) presents progress in WP3(see attached ppt for content)

Additional information and discussions:

WP3 partners will have a discussion about the structure of the deliverable report for m18 as it is for all tasks in WP3 and should be combined in one report.

Data collection in task 3.3 has already taken place but needs to be further developed.

Survey data will be analysed further, by Nofima to estimate effects of being informed, organic food purchaser etc. Much more in depth analyses will be presented in the final report and next general assembly.

Do consumers understand questions like “what are natural living conditions”? How come they do not understand the details?

Pirjo and Themis (Nofima) clarified what was done in terms of methods and explained the reasoning. Details about the survey design and going into details in the explanation of the data based on grouping variables and personality characteristics were explained. Jimmy (University of Stirling) added that the preliminary finding of wild being organic is consistent with the findings in literature.

Coffee break

Alfred (DTU) presents wp4 progress: (see attached ppt for content or presentation during the stakeholder event)

Additional information and discussions:

WP2 should stop collecting information and start summarising. The literature on organic aquaculture is limited, and therefore literature on conventional aquaculture is needed to support the reviews.

D.4.3 is planned for M23, but it should be earlier, in time for the second stakeholder event in M22. Information and results to be loaded on the OrAqua website was discussed.

General links to information on organic food and production and the principles, standards and regulations could be presented. However, rather than starting a communication campaign, we need to focus on what is needed to build a proper communication strategy. We do not want to risk losing consumers as a result of inappropriate communication. We need to identify the key issues and find what is needed to develop the actual communication etc., so that it can be more focused and targeted. It needs to be developed after our results show the key areas.

ICROFS has found videos of for example recirculation systems on organic farms. There is a need for some scientifically based information about the advantages of organic aquaculture in practice. There is a lot of information that may be considered in WP1 for publishing on the website.

The deliverable 4.1 of M11 needs more work, so, cannot be published yet. It should be accessible for the partners only at this stage. A popular version may be included in the next newsletter including photos together with results from the stakeholder event to maintain the dialogue with the stakeholders.

Some information can go to the EAS journal, at an appropriate level of details.

We can have two types of reports; one for internal use and one for the public. So the challenges raised can be published. We can also prepare a press release with relevant information and disseminate through many available journals and raise awareness?

Concerns about applying terrestrial rules on marine aquaculture were expressed as it is not easy. The same wild and farmed fish species exist, so consumers cannot tell the difference.

In this phase, we cannot deliver and publish recommendations and guidelines on the website. Now, we mainly give and receive information about organic aquaculture. To conclude we may inform or explain what organic is in terms of basic principles, current standards, regulations and practises. However, further communication campaigning will have to await further studies and analyses in the project.

Evaluation of the stakeholder event

Magnus (SLU): A quick look over the evaluation questionnaires shows some tendencies: The event was both found poor and excellent in improving the knowledge on the current regulatory framework. Some thought it was too simple information while others the opposite; that the info was too complex. Many participants were happy with identifying the challenges of organic aquaculture. There were different opinions about the participants possibilities to suggest improvements to EU regulatory framework. Organisation and structure was positively rated, but information exchange was not top rated and dialogues within groups were criticized for **specific groups**.

Some stakeholders wanted to have material in advance in order to be better prepared for the event.

Soon we will have the complete resulting statistics of the evaluation from Magnus.

Some people wanted to make their point but there was not enough time for all contributions during the event.

Following up actions for the next stakeholder event

Magnus (SLU): The next event will be different due to the MCDA, but it is important to find a good balance between the MCDA and a more open communication.

It will be important to retain the climate of communication in which we invested this time, without losing enthusiasm by putting the MCDA in the middle. It is also important to avoid stopping the dynamics of the group (people working in their computers and losing the flow of the process).

Information material should be provided one week before like a news-letter. Pino (COISPA): but generally no one reads that.

The MCDA related part creates the need to for a different structure for the second stakeholder meeting. So, recruitment should aim at more even representation of different stakeholder groups to avoid biased results of the MCDA. We will need more time to allow all stakeholders to make their points during the next event.

We can combine with the WP2 workshop in Czech in March to have a pre-test on ourselves, using the MCDA to get a clearer idea about it.

Anyhow MCDA will be more specific and quantitative method to get a better quantitative evaluation to include in a recommendation, to supplement the general ideas and impressions we've got from stakeholders' input at this first event.

One option for the next meeting could be to have fewer monologs and more dialogs by reducing the presentations and increase the space for the interactive parts and questions. Part of the monolog presentations could be provided as hand-outs the stakeholders received. Part of the description of work planned for future stakeholder events is not needed to be presented in earlier events and probably will be forgotten until next time anyhow.

Magnus and Sri will have the responsibility to summarise the information and the rest of us can provide feedback.

Future project work and progress

The **next stakeholder meeting** will be on 19 and 20 October 2015 in Rotterdam, prior to the EAS conference starting 21st October 2015. It will be a longer meeting than the first event to accommodate the MCDA and allow for more discussions with the stakeholders. Sri wants to know more in order to prepare for the MCDA part. However, Rotterdam is more expensive and two extra nights will increase the costs out of budget allowances. DTU by Alfred will take responsibility for arrangements of the second stakeholder event as the budget is allocated to DTU. Ifremer by Jean Paul is responsible for the stakeholder platform, and providing the list of participants that can be invited. For the MCDA survey effort will be made to invite representative stakeholders

The date for the second **wp2 workshop** 24-26 of March 2015, in Czech Republic will be hosted by Zdeněk Adámek (USB). It will be combined with a meeting to explain and test the MCDA; it should be only for partners that are related to most parts of both tasks. Zdeněk (USB) will organise all practicalities about the meeting for about 15-20 people, including Travel and accommodation costs will be covered by the participants themselves. Lunch and refreshments will be covered by Zdeněk (but not from Zdeněk's budget). The WP2 workshop needs one day, as the MCDA is asking for at least half day, preferably one; there will be a need for a two-day meeting. Those that cannot be present can have the opportunity to participate to the meeting via skype.

Next **Project management board meeting** will be a Lync meeting on the 27th October 2014 at 9:00.

Input from Advisory Board

Stephan (Naturland) was not yet familiar with the DoW as he was appointed by the IFOAM board the day before. Hence, he can give comments later after the meeting.

Jimmy Young (University of Stirling) emailed the comments below, the evening after the meeting:

"Hi,

Below are my comments for incorporation within the minutes of the First Stakeholder event held 11-12 Oct 2014 in Istanbul.

Regards

Jimmy

Stakeholder Engagement

~ The sample of stakeholders appeared good in terms of number and quality judging from the contributions made.

~ Future meetings might attempt to ensure the continued involvement of the more innovative actors along the value chain in order to capture potentially better quality responses.

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~ Whilst the potential problem of free-rider participants appears to have been avoided it is important to ensure that screening is maintained to ensure high calibre interactions.

~ The difficulty of ensuring a representative sample of all 'high end' actors is recognised and the approach of linking meetings to events with coincident sectoral appeals seems to work.

Information Provision

~ Improvements to accessibility of information prior to meetings should be made. This would increase the opportunity, although not necessarily the undertaking, to prepare for discussions in advance.

~ In some instances closer attention to the detail of planned meeting schedules and related travel arrangements might be made. Whilst inherent difficulties are acknowledged, failure to attend to such matters is likely to diminish the contributions of participants.

~ In compliance with the above, it should be noted that the planned meeting for July 2016 should attempt to avoid the 11-16th July as this will clash with the forthcoming Biennial Conference of the International Institute of Fisheries Economics & Trade (IIFET) which draws, inter alia, aquaculture academics and practitioners.

Advisory Board (AB) Participation

~ The opportunity for AB members to observe and participate throughout the project meetings was appreciated and enabled a more insightful foundation for apposite comments. The experience of Istanbul is in some contrast to the more selective attendance permitted at the Ijmuiden meeting which did not leave some AB members feeling that their time had been spent most efficiently. Whilst it is recognised that Project Partners may wish to discuss matters without observation of the AB, this presumably can be achieved within a much more specific window.

~ The formulation of the AB's own structure appears to have been exogenous, possibly determined by the PMC, rather than through a process of internal discussion amongst AB members. This might be regarded as somewhat curious and not necessarily the most conducive means to encouraging constructive contributions from the Board's membership.

Progress of Oraqua

~ In general it appears that the project is adhering to the planned timetable and one can be confident of the quality of the research being undertaken. There are however some indications that the potential for some drift of deliverables exists not least when more specific interdisciplinary issues are debated.

~ In some sessions a greater consideration of the need for more efficient and effective chairing of meetings might be made to ensure that agreed agenda are adhered to.

~ As the project progresses it is likely that there will be an increasing need for recognition of its own inherent constraints. Oraqua did not set out to be, nor can it hope to become, a panacea for all the 'challenges' of organic aquaculture. Recognition of these limits, through more tightly defined discussion topics, might help to achieve a clearer focus and lessen the risk that it is perceived to attempt accomplishment of too much.

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~ At times there was an evident frustration amongst stakeholders that topics were perceived as being given too little attention or were not treated with sufficiently high regard. Clearer exposition of the (justifiable) constraints of Oraqua might be made to countermand any such accusation.

~ In conclusion, congratulations are due to the PI, PMC and related participants for delivery of an innovative and valuable foray into organic aquaculture research.”

OrAqua PMB meetings

Date: 27nd of October 2014

Location: Lync

Author: Åsa Maria Espmark

Participants: Jean Paul Blancheton, Wout Abbink, Pirjo Honkanen, Alfred Jokumsen, Nadarajah Sriskandarajah, Magnus Ljung, Giuseppe Lembo, Ingrid Olesen, Åsa Maria Espmark

Agenda:

1. Approval of meeting minutes from 9th of October
 - a. approved
2. Discuss minutes from GA/AC meeting Istanbul before sending for approval to GA/AC
 - a. Minutes are sent to the GA/AC members that were present in Istanbul. Jimmy Young has replied positively
 - b. Åsa: update the minutes with information of MCDA during the 2nd stakeholder event. MCDA survey will be addressed half a day in Czech Republic March 2015 (wp2 work shop). Also at the Rotterdam meeting stakeholders that are specified on the issues that will be raised in the MCDA have to be invited
 - c. Åsa will load the GA/AC minutes on SharePoint.
 - d. Combined meeting GA/AC saved some time in Istanbul
3. Wrapping up stakeholder event from Istanbul – evaluation forms
 - a. Magnus summarize the evaluation that was already sent out to the PMB group
 - b. Much positive feedback. Among negative feedback was too little information before the meeting. Stakeholders that represent an organization need time to discuss the program and provided information with their organization before they attend. A few people were disappointed about that some people took too big place and that not all people were heard. Many groups in the same room created noise, so at the next event we need more rooms and maybe smaller groups. Some participants think that some of the round table discussions were not led properly (too directive) and some participants took too much of the available time for exchanges during plenary. It was discussed of using methods allowing contribution of all participants (post it) at the next meeting.
 - c. Less than half of the participants answered the evaluation form, should we e-mail the rest? Maybe not; not representative to compare evaluations that comes 2 weeks after the event with the ones that comes immediately after the meeting
 - d. Improvement to the next event; evaluation form scores poor in “clearly identified the challenges to organic aquaculture”
 - e. Before the next event – finalize the program at least one month before the event and send out, more time at the event to write down key words on post-it notes
 - f. 80 participants are too many, but this is predecided. The 2nd event requires this amount because of the MCDA. The limitation for large amount of participants is the venue, not the people. Also make sure that the stakeholders are well represented.
 - g. Out puts from the thematic group discussions will be used in the reviews and in the recommendations for the EU commission regarding regulations
4. Starting the planning of 2nd stakeholder event Rotterdam – Alfred informs
 - a. 19-20th of October 2015, before EAS conference in Rotterdam
 - b. Mario Steel and Alistair Lane are contacted and planning has started

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- c. Accommodation and meeting in the same place
 - d. Alfred wants the accounts from Jean Paul after Istanbul to have an idea how much the next event will cost. Costs for 80 persons in Rotterdam will be too expensive. Alfred is afraid that Rotterdam will be too expensive and that we will have to find another place.
 - e. Meeting will be from Monday morning to Tuesday after noon (2-3 nights). Rotterdam is 30-45 minutes by train from Amsterdam and it should be possible for attendances to arrive Monday morning
 - f. Necessary information for the MCDA survey will be sent to the participants sufficient time before the meeting
 - g. MCDA will need one half day, the meeting in total cannot be so much longer than the Istanbul meeting (despite the request from people of a longer meeting)
 - h. Travel agency fee for Istanbul event: 10 Euro per person. JP will ask if we can use them for Rotterdam
 - i. Further actions. Alfred should have a meeting with Jean Paul, Sri, Magnus and Pino to start planning the MCDA. Meeting in December
5. How to proceed with review WP2 and 3
- a. All input for WP2 review is in place, including ethics from SLU. Wout will finalize a draft for the review
 - b. Nutrition sea bass/beam also ready from Pino
 - c. Input from Istanbul will be incorporated into the review
 - d. Alfred: doing the same job as Wout for the report in WP4. Wout's part is due in M18, he can wait for Alfred to finish and use that information. WP2 review should have a summary and recommendations and input from Stakeholder events.
 - e. Proposal from Pino: make documents of the different topics and circulate, include the different species and clarify where differences and similarities.
 - f. WP3: A review draft is ready. Input from Stakeholder event will be included.
 - g. Economics: data were collected at the Istanbul meeting and wp3 works on a model
6. Other issues
- a. Ifoam OWC workshop in Istanbul, with discussion of RAS: What is sustainable is not necessarily organic (but what is organic should be sustainable). Regulations should be feasible
 - b. Sea bass and sea bream challenges; work shop in San Sebastian. Get input from this work shop from someone who attended (e.g. Courtney)
 - c. Get information from German project of an organic survey, poster in Istanbul and presentation in San Sebastian
 - d. An organic session also in EAS Rotterdam
 - e. New PO; Marta Iglesias
 - f. Next meeting: Friday 28th of November @ 09:00

Sundalsøra, 27th of October 2014

Åsa Maria Espmark

OrAqua PMB meetings

Date: 3rd of December 2014

Location: Lync

Author: Åsa Maria Espmark

Participants: Jean Paul Blancheton, Wout Abbink, Pirjo Honkanen, Alfred Jokumsen, Nadarajah Sriskandarajah, Magnus Ljung, Ingrid Olesen, Åsa Maria Espmark

Agenda:

1. Approval of meeting minutes from 27th of October
 - a. approved
2. WP updates – around the table
 - a. WP1
 - i. Web-site about to be changed. One open site and one restricted with user name and pass word. The change is not completed
 - ii. When completed Jean Paul will inform the stakeholders that it is available and how to access
 - iii. The EU logo has to be published on the website + acknowledgement
 - iv. Newsletter nr 2 finalised before new year
 - v. Evaluation from the platform meeting, get more response. How can we improve the design of the next? We need to prepare material before the next meeting that we can distribute.
 - vi. Discussion of who is responsible to incorporate OrAqua recommendations to the new regulations (not OrAqua).
 - b. WP2
 - i. Ethics (Helena) is delivered
 - ii. Wout is working on the review and will contact partners for comments and contributions
 - c. WP3
 - i. Working with finalising the review
 - ii. SWOT analyses will be ready in January
 - iii. Survey is progressing
 - iv. Model analyses finished in December
 - d. WP4
 - i. Delivered D4.1
 - ii. DoW milestone 6 in WP4 (due M15), should this be provided by WP4 or 5? This will be addressed in D5.3
 - e. WP5
 - i. Delivered D5.2

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- ii. D5.3 – feedback from event will be further analysed (e.g. how to include stakeholders in between the events, how should we use the comments from the stakeholders, answer their questions).
 - iii. Make D4.1 and D5.2 available for the other stakeholders by publishing it on the protected web-site
 - iv. Magnus: Send a mail to all partners that D4.1 and D5.2 are available at SharePoint
 - f. WP6
 - i. Pino was not attending
 - g. WP7
 - i. Coaching with Cathering Halbert
 - ii. Catherine: M6 was not too good, adjust the website
 - iii. Worked with D4.1 and D5.2
 - iv. Ingrid invited to “Sustainable agriculture in Horizon 2020”. Ingrid will ask for input.
3. Reporting and actions on the Participant Portal (Åsa)
- a. Quarterly M12 – due 15. January 2015
 - b. 6 months M12 report – due 15. January 2015
 - i. Åsa will send the M6 report and ask partners to use this as a template. Also update the M6 report with more details
 - ii. M12: all WP leaders have to put in their own contributions in **Management 3.2.3**
 - iii. Åsa will add Catherine’s guidelines in the template or send the guidelines from PP (if they exist)
 - c. M18 report – due 31. August 2015 (to the Project office)
 - i. M18 has to be ready before 15. July because of summer holiday at different times in Europe
 - ii. Åsa will ask for input within 1st of May – by then all WP leaders must have collected information from their co-workers. Your dates for feedback will be 1/5 (first draft) 15/5 and 15/6
 - iii. After M18 we might be ordered to be evaluated externally, Already now you should think of external reviewers (people who knows organic aquaculture and EU)
 - iv. M18 will include form C (financials)
 - d. Participant Portal (<http://ec.europa.eu/research/participants/portal/desktop/en/home.html>)
 - i. Ingrid and Åsa will up-load all Deliverables
 - ii. You have to up-load Disseminations (presentations, posters, publications etc)
 - 1. Log in
 - 2. My projects
 - 3. Purple RD (reporting & Deliverables)
 - 4. Dissemination Activities
 - e. Deliverables
 - i. Internal deadline – 2 weeks prior to due date is necessary for Ingrid and Åsa to be able to read it through and comment
 - ii. All final Deliverables have to contain of one document; so all attachments have to be incorporated into the same document as the Deliverable (however during the review process there may be separate files)
4. Financial issues (Ingrid)
- a. Travel budget is very low and already over spent
 - b. Propose to PO to split the left-overs from 1st stakeholder event between travels and 2nd stakeholder. Wait with finilising the amounts before we know how big the left-over from the event is.

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- c. Ingrid has a detailed budget that she will send to PMB (needs approval from controller)
- d. Suggestions to improve budget for 2nd stakeholder meeting (to be considered)
 - i. Participants pay for their flight tickets
 - ii. A register deadline. OrAqua pays for the “early birds” and the late attendees have to pay by themselves.
 - iii. Those who sign up but don’t show up should have to pay some part.
 - iv. Allocate one amount per person and then they have to cover the rest themselves
- 5. Other issues
 - a. Alfred – Regarding point 4i from meeting minutes 27th of October: meeting with Pino, Magnus, Sri, Jean Paul (planning of 2nd stakeholder meeting) should be early January; just prior to the next PMB meeting.
 - b. Next PMB meeting: 23rd of January 0900

Sunnalsøra, 3rd of December 2014

Åsa Maria Espmark

European Organic Aquaculture - Science-based recommendations for further development of the EU regulatory framework and to underpin future growth in the sector

OrAqua PMB meetings

Date: 23rd of January 2015

Location: Lync

Author: Åsa Maria Espmark

Participants: Jean Paul Blancheton, Wout Abbink, Pirjo Honkanen, Alfred Jokumsen, Nadarajah Sriskandarajah, Magnus Ljung, Guiseppe Lembo, Ingrid Olesen, Åsa Maria Espmark

Agenda:

1. Approval of meeting minutes from 3rd of December 2014 (attached to the meeting invitation)
 - a. approved
2. Up-dated web site + next newsletter
 - a. See point 6b. The next news-letter should be ready in the middle of February 2015 (see e-mail sent to all from Marie-Louise Krejsler via Ingrid 23/1-15)
3. Reflexions from Istanbul – mail from Francois Simard (FS) 22.12.2014
 - a. Ingrid summarizes the letter from Simard
 - b. Discussion: The letter is confusing and his proposal is outside the OrAqua mandate, as we will not go through all criteria for organic production. The project will keep to the original Ifoam and EU framework and make recommendations from that. Concerning WP3, FS is correct since the consumer perceptions will not be so clear that we can use them for recommending revisions of the regulations. Realistic implementation of the regulations will be taken into account. The project will consider and discuss regulations, in relation to the framework given by the basic organic principles and the aquaculture reality.
 - c. Ingrid will reply to Francois Simard, based on the discussion from the PMB meeting. Ingrid will send the letter to PMB before she sends it to FS.
4. Information from Pino (see mail 11.12.2014 from Pino)
 - a. Information from Pino on the new regulations (to be completed summer 2016)
 - b. We should take the new regulations into consideration, especially in WP 2 and 3 (to some extent they are already implemented into these WPs)
 - c. IFAOM meeting in London the coming days. They will prepare a list of key issues that they would like OrAqua to analyse
 - d. It is important that we follow this up and try to avoid that the new regulations will not be able to implement.
 - e. OrAqua should inform the stakeholders of the new suggested regulations and the amendments by putting them on the open web-site. The stakeholders have already been able to send their feed back concerning the last platform meeting.
 - f. Pino sends the last version of the new regulations to Jean Paul for up-loading in the web-site
5. Work-shop in Vodnany March 2015

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- a. Number of participants for the MCDA testing: All WP`s should be present. WP 3 will try to participate via Lync.
- b. Wout will be involved in preparing the agenda
- c. A list of logistic requirement questions from Zdenek will be answered
- d. All partner leaders should tell whom from their organization they will send
- e. Agenda:
 - i. Two full working days (24th and 25th)
 - 1. Arrive 23rd evening
 - 2. Departure 26th morning
 - ii. WP 2 needs the first morning. The first version of the draft was done before Christmas, new versions of welfare and nutrition is available, the other chapters need to be updated. In Vodnany all four chapters should be discussed. The most recent document will be sent to the PMB one week before the meeting.
 - iii. WP 3 will also have an almost complete document by then. The participants at the work-shop will have access to this document
 - iv. Detailed agenda:

Date	time	Activity			
23rd		Arrival + facility visit?			
24th					
	08:30	Welcome and introduction			
	08:45	WP2 (incl break) (Wout)			
	13:00	Lunch			
	14:00	MCDA Introduction (Pino)			
	15:00 - 18:00	MCDA test (incl break) (Pino and Magnus?)			
25th	08:30	Results of MCDA (Pino)			
	09:30	WP4: Planning of second stakeholder event (Alfred)			
	11:00	New regulations (Pino)			
	12:30	Lunch			
	13:30	PMB meeting			
	15:30	Closure and goodbye			

- 6. WP updates with completed action points since minutes from 3rd of December
 - a. Åsa/Ingrid (WP7) – M12 6 monthly report is in progress. The quarterly report should contain ALL Deliverables in the project and give a progress report. Ingrid will post COFASP foresight study on the SharePoint
 - b. Jean Paul (WP1) – a restricted site on the www.oraqua.eu is operating. What documents do we put here and on the public? Approved Deliverables should be posted on the open site. D5.3 on the restricted site even if not yet approved. It is important to keep the dialog with the stakeholders until the next event. Ask for their input on the regulations. Post summary from the 1st stakeholder event (parts of D4.1 with summary and recommendations). Jean-Paul send E-mail to the stakeholders with information what they may find on the web-site.

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- c. Wout (WP2) – see point 5e
 - d. Pirjo (WP3) – modelling in progress. New contributor; Ingrid Kvalvik will assist Otto.
 - e. Alfred (WP4) – worked on MCDA since January together with WP1, 5 and 6
 - i. 2nd event: financing; should we have some self-financing? We should try to avoid self-financing, and keep to the budget. Invited stakeholders should get travel costs covered, but also open for others if they pay by themselves. EAS coordinators mean that the budget for our event will be OK
 - f. Pino (WP6) – nothing new to report
7. Other issues
- a. Next meeting: Two options since Magnus and Sri were absent when scheduling
 - i. Option 1: 11th March 0900 (or any other time this day, Åsa check with Magnus and Sri)
 - ii. Option 2: 10th March 14.15 – 15.15

Sundalsøra, 23rd of January 2015

Åsa Maria Espmark

European Organic Aquaculture - Science-based recommendations for further development of the EU regulatory framework and to underpin future growth in the sector

OrAqua PMB meetings

Date: 11th of March 2015

Location: Lync

Author: Åsa Maria Espmark

Participants: Jean Paul Blancheton, Wout Abbink, Pirjo Honkanen, Alfred Jokumsen, Magnus Ljung, Guiseppe Lembo, Ingrid Olesen, Åsa Maria Espmark

Agenda:

1. Approval of meeting minutes from 23th of January
 - a. Decision: Approved with adjustments from Alfred, Ingrid, Wout and Jean Paul
2. Work-shop Vodnany – we agree on a final agenda
 - a. Decision: a final agenda was presented after input from the PMB. The agenda will be announced before the meeting in Vodnany
 - b. The organizer requested for information of when videoconferencing was necessary.
 - i. Video should be available the whole day 1
 - ii. Wout will make the WP2 work-shop more detailed to make it easier for external participation.
 - iii. Video will also be used for the MCDA information and testing. External people, who wants to participate in the MCDA survey, are requested to send their e-mail to Pino in order to obtain a password. Pirjo will invite WP3 partners, and Åsa will invite the others. Information will also be given on when they need to participate
 - iv. Invitation will also be sent to participants in WP2
 - v. Pirjo will participate in the PMB meeting via video
 - vi. An invitation will be sent to a number of OrAqua partners that will not attend the meeting physically
3. PMB meeting Vodnany – suggested agenda will be announced:
 - a. Suggested Agenda from Åsa:

1.	Approval of meeting minutes from 11th of March 2015.									
2.	<i>Reporting 2015, including M18 Technical reporting (Åsa).</i>									
3.	WP updates, with special emphasize on:									
	<i>2nd stakeholder meeting Rotterdam 2015 (Check list, logistics, invitations, hand out materials, other when-to-do-what etc).</i>									
	<i>MCDA (incl. logistics, wifi, answers on IT etc)</i>									
	<i>WP2 and 3 review status</i>									
4.	Other issues									

4. Other issues
 - a. Announcement from Ingrid: Due to extreme work-load, Ingrid would like to ask the PMB if they accept that the role as a project coordinator is taken over by Åsa. In that case, Åsa will act as coordinator and project manager. Financial officer in Nofima will still be Anne Risbråthe. Ingrid will continue to participate in the project and in the PMB group. If this is acceptable for the PMB group, Ingrid will start the process with the PO to make the change official.

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- i. Decision: accepted by the PMB group. Ingrid will proceed with the PO
- ii. PO will also be informed about the WP2 leadership change from Marnix to Wout
- b. The PMB group started a discussion related to what and how to inform stakeholder in Istanbul, and recommendations based on science, perception, ethics etc. This is an important discussion that we need to continue in Vodnany; either during the MCDA sections or during the PMB meeting (or both).
- c. 3 month reporting is due in the beginning of April. Åsa will send out information

Sunnalsøra, 11th of March 2015

Åsa Maria Espmark

OrAqua PMB meetings

Date: 25th March 2015

Location: Vodnany

Participants: Jean Paul Blancheton, Wout Abbink, Pirjo Honkanen (from Tromsø via video)), Alfred Jokumsen, Magnus Ljung, Guisepe Lembo, Maria Teresa Spedicato, Ingrid Olesen, Åsa Maria Espmark

Agenda:

1. Approval of meeting minutes from meeting 11th of March 2015
 - a. Approved
2. Reporting 2015, including Technical report (M18) (Åsa)
 - a. Åsa informs about all reporting in 2015
3. 2nd stakeholder event Rotterdam 2015 (Check-list, logistics, invitations, hand-out material, other when-to-do-what etc) (Alfred)
 - a. Check list handed out
 - b. Invite people to Sunday – no dinner
 - c. Invitation letter has to be sent before 1st of May, include last Newsletter, summary of reviews, feed-back from the 1st stakeholder event, scope of the event, what we expect from the stakeholders
 - d. Ask them to confirm before 1st of June
 - e. 17th of April finalize the group work of finding the balance between stakeholder groups; end of April, finalize the stakeholder list
 - f. If important stakeholders cannot participate, can they still do the MCDA? Pino will evaluate the possibility
 - g. Not have a reserve list. Invite 80 stakeholders and only those (Including participants from the consortium)
 - h. Flight tickets: Should we say that those who cancel after signing up have to pay for their tickets on their own? No, better to contact travel agency and ask for travel insurance. Make the stakeholders understand that if they sign up it is important that they come
 - i. Insurance for the hotel – not possible
 - j. Do we need more rooms than the plenary room – Not that necessary, according to Magnus
 - k. Send before the event: information of MCDA, the reviews will be available on the web-site
 - l. Ingrid invites the PO and AC members to the event
 - m. Involve the stakeholders more, by asking some of them to give a presentation
 - n. Panel discussions with stakeholders in the panel?
 - o. Magnus and Sri make a suggestion to a program that we will discuss during the next PMB meeting
4. MCDA (including logistics, wifi etc)
 - a. We already have discussed most matters

European Organic Aquaculture - Science-based recommendations for further development of the EU regulatory framework and to underpin future growth in the sector

5. Following the discussion/mail exchange the PMB group had on the interactions between the platform stakeholders and project consortium during Wednesday 11th of March
 - a. We started the discussion Day 1 (point 2v)
 - b. Information to stakeholders before the event – Newsletter, web page, frequently asked question list on website and brief introduction to MCDA and glossary.
 - c. Magnus – see this event more close event, not open to everybody. A well balanced event is important
 - d. Common platform = web site
 - e. The PMB members are requested to go to their countries representatives of the associations to give their feedback on the five most important issues to be handled by the regulations.
 - Pino made the list of who makes contact with the different countries:
 - Pino (Italy, Greece, UK)
 - Jean Paul (France, Spain)
 - Alfred (Sweden, Finland, Denmark)
 - Wout (Nederland, Belgium)
 - Ingrid (Norway)
 - Zdenek (Central eastern countries).
 - f. Next newsletter include information to the stakeholders
 - g. Web-site: frequently asked questions about the project and the regulations
6. Next meeting: 14th April at 08:00
7. Other matters:
 - a. MCDA – input on the MCDA survey to Pino. We went through some of the survey and discussed language, specifications, order of questions, simplifications etc

26th of March (19:00) Stockholm

Åsa Maria Espmark

OrAqua PMB meetings

Date and time: 14th April 2015, 08:00 – 10:00

Location: Lync

Author: Åsa Maria Espmark

Participants: Jean Paul Blancheton, Wout Abbink, Pirjo Honkanen, Alfred Jokumsen, Nadarajah

Skiskandarajah, Magnus Ljung (leaving 08.30), Guiseppe Lembo, Ingrid Olesen, Åsa Maria Espmark

Agenda:

1. Approval of meeting minutes Vodnany, 24-25. March 2015 (PMB + WP2)
 - a. Approved
2. 2nd Stakeholder event
 - a. Check list (Alfred)
 - i. Meeting venue: best to keep the NH Atlanta hotel (this will keep people in the hotel all time, and allow them to go to their rooms or elsewhere to do the MCDA)
 - ii. Do we need the small meeting rooms at the hotel? It is good to have the flexibility. Possible to book half day (450 Euro for half day). Alfred investigates the possibilities, and we decide soon if we need extra rooms.
 - iii. Cancellation fee: maybe skip the insurance since few will cancel because of illness. Most cancellations may be due to other meetings; it was discussed whether we shall ask for an economic compensation in case of cancellations besides illness. Will this claim make people skeptical to assign? How do the PO evaluate this? If we don't include a compensation we may experience that we do not meet the expectations of 80 persons. Most PMB do not want a cancellation fee.
 - iv. Registration form sent out by Alfred is OK
 - v. Contact with EAS: we are advertising the EAS conference on our invitation. A request to Alistair Lane about a reduced registration fee to the EAS conference for the stakeholders was sent. EAS cannot offer a reduced fee, but they encourage the participants to register before 15th of July (Early bird registration)
 - b. Program (Magnus)
 - i. A first draft was presented by Magnus
 - ii. AC/GA meeting may be held after end of day 2
 - iii. WP2 and 3 should not be presented in detail before the MCDA, this may influence the results. On the other side, the stakeholders may expect to be given necessary information so that they feel that they are capable of answering the survey.
 - iv. The timing of an eventual presentation will be discussed further
 - v. Panel discussion – move it to the end of the event? Pros and contras for this was discussed
 - vi. The format of the MCDA was discuss; is it too comprehensive? Pino is working with the survey taken into account the comments from Vodnany
 - vii. Magnus and Sri will come up with a version nr 2 of the program based on the input from PMB, and send out to PMB as soon as possible.

European Organic Aquaculture - Science-based recommendations for further development of the EU regulatory framework and to underpin future growth in the sector

-
- c. Status invitation letter to stakeholders
 - i. Invitation should be sent out 1st of May to the stakeholders.
 - ii. After input from PMB Alfred will send out a new version.
 - d. Status group work on balancing stakeholder groups (due 17. April)
 - i. Some stakeholder groups are overrepresented, and others are underrepresented. Pino will send a list so that the working group can work on the balance
 - ii. Jean Paul will end the list to the working group and expects answer latest Friday
 - iii. The complete stakeholder list will be ready before 1st of May
3. Author list WP 2 and 3 review
- a. EAS abstract WP2 – 15 minutes not enough time to include the whole review
 - b. Author lists for review and abstract are not the same
 - c. Wout will make a suggestion that he sends to PMB. One possibility is to cover welfare, with an organic perspective, as a topic for the EAS.
 - d. Abstract: One representative per partner that have contributed to the review, let the partners decide whom from their organization they want to include.
 - e. Review: include all contributors. Form the review as a book (Editors and the contributing people at every task).
4. Other issues
- a. From PMB minutes in Vodnany: “The PMB members are requested to go to their countries representatives of the associations to give their feedback on the five most important issues to be handled by the regulations”.
 - i. In Vodnany Pino made the list of who makes contact with the different countries:
 - o Pino (Italy, Greece, UK)
 - o Jean Paul (France, Spain)
 - o Alfred (Sweden, Finland, Denmark):
 - Finland has returned, cf. below.
 - Competition from Norwegian salmon
 - Environmental regulation aspects (organic ctr. Conventional?)
 - Are organic fish more healthy to humans than conventional?
 - How secure animal health and welfare taking limitations in medical treatments into consideration
 - o Wout (Nederland, Belgium)
 - o Ingrid (Norway)
 - Mail sent to FHF (The Norwegian Seafood Research Fund), not yet response
 - o Zdenek (central eastern Countries).
 - b. New meeting:
 - i. Åsa sends a Doodle with meeting suggestions between 1st of May – 1st of June

Sundalsøra, 14th of April, 2015

Åsa Maria Espmark

OrAqua PMB meetings

Date: 26^h May 2015; 09:00 – 10:30

Location: Lync

Author: Åsa Maria Espmark

Participants: Jean Paul Blancheton, Wout Abbink (until 10:00), Pirjo Honkanen, Alfred Jokumsen, Nadarajah Sriskandarajah (until 10:00), Guisepe Lembo.

Absent: Ingrid Olesen, Magnus Ljung (did not manage to connect due to IT problems)

Agenda:

1. Approval of meeting minutes 14th of April

Decision: Approved

2. 2nd stakeholder event

- i. Reminder to sign up will be sent 26th of May
- ii. After 1st of June, go through the list in order to fill up from 2nd priority list
- iii. Extra nights in the hotel Atlanta – pay in advance 115 Euro per night; 30 rooms are pre-booked for extra nights (the travel agency will contact the persons in question based on the registration forms).

- b. Check list

- i. Alfred inform the GA of the GA/AC meeting after the event
- ii. Sunday night before the event, dinner for the consortium? – dinner invitation together with the agenda approx. 30 days prior to the meeting
- iii. 16th of October 0900:11:00, last Lync meeting before the event
- iv. Magnus/Sri: contact Catherine Pons (FEAP) – ask her to prepare the name badges, papers and be in charge of registration, list for signatures of showing up of participants etc for the meeting

- c. Program

- i. Full program is not received
- ii. By the end of this week Sri promised, that we would have an updated version of the full program
- iii. Contributions from the consortium at the event:
 1. Istanbul event evaluation – too much science
 2. Suggestion from Alfred – clear overview of the state-of-the-art, not too much science
 3. Let the stakeholder and their challenges be in focus
 4. All PMB – ASAP; send to Alfred the answers from the requested survey: *“The PMB members are requested to go to their countries representatives of the associations to give their feedback on the five most important issues to be handled by the regulations”* (quote from minutes 14th of April).

European Organic Aquaculture - Science-based recommendations for further development of the EU regulatory framework and to underpin future growth in the sector

- Approved suggestion by Alfred after the PMB meeting (27th May): *“The PMB members send to me latest Friday morning (29/5) answers from representatives of associations and others the most important issues suggested to be handled by the regulations on organic aquaculture. I have (as well as you) already received from Jean-Paul and Åsa. I have forgotten if I have received from others earlier after the meeting in Vodnany, where we decided to make the survey, cf. minutes from PMB meeting 14th April. So, please re-send in that case. I will put all the received key issues together in one file and distribute to all of you. I recall that Pino, Jean-Paul and I was supposed to do prioritization? Can we proceed from there? Anyway then Magnus and Sri will have the list so far by the weekend”*.
- 5. Since the first draft of the program came, the scope of the MCDA survey has diminished. This leaves more time for other actions during the meeting
- 6. Alfred’s point: one main goal with the event is that at the end of the meeting the stakeholders should not have the chance to say that they were not given the opportunity to say what they want/being listened to
- d. Communication material to the stakeholders before the meeting:
 - i. Pino - prepare 1-2 pages related to the MCDA + current regulations
 - ii. Wout – short summary of WP2
 - iii. Pirjo – short summary of WP3
 - iv. Transformed into popular form (WP4)
- e. Stakeholder list
 - i. Some of the invited stakeholders have to be aware of who they are representing. E.g. some invited from the FEAP should not represent FEAP, but EATIP and/or farmers
 - ii. After the registrations – Pino makes a list of all participants and what category they belong to
 - iii. Some people do not reply, don’t wait too long after 1st of June before we proceed to the second list
 - iv. DLO-LEI: Marieeke (WP3) is not invited, but wants to participate. She can cover her costs
 - v. Nofima: Ingrid/Otto (WP3) - one of them will go.
- f. Others
 - i. Additional rooms – we have been offered extra rooms, but they are expensive
 - ii. Ask Wout to visit the Hotel ASAP to look at the facilities, check what chairs and tables are available. How can people in a comfortable way do the survey. Alfred contacts Wout.

Decisions:

Action:	Responsible:
After 1 st of June; go to 2 nd priority list and start to invite stakeholders to fill the available seats	Alfred
ASAP and before the next PMB meeting – visit Atlanta and evaluate the available rooms and seats. Are the available accommodations suitable for MCDA survey? Extra rooms are available, but expensive. The need for extra rooms have to be well evaluated	Wout
Send invitations to the GA to join for dinner Sunday night before the event, together with the	Åsa

European Organic Aquaculture - Science-based recommendations for further development of the EU regulatory framework and to underpin future growth in the sector

agenda approx. 30 days prior to the meeting	
Book 16 th of October (9-11) for a last Lync meeting before the event	All
Before 29 th of May: send to Alfred the answers from the requested survey: <i>“The PMB members are requested to go to their countries representatives of the associations to give their feedback on the five most important issues to be handled by the regulations”</i> (quote from minutes 14 th of April).	All
Based on the input from the above point; make a priority list of the most important issues	Alfred, Pino and Jean-Paul
Contact Catherine Pons (FEAP) – ask her to prepare the badges, papers etc for the meeting (as she did for the meeting in Istanbul)	Magnus/Sri
Before the end of week 22, make a new version of the full program based on point 2c “program”	Magnus/Sri
Produce material for communication material to be distributed before the event (see point 2d)	Pino, Wout, Pirjo, Alfred
After 1 st of June, make a list of the registered persons and what category they belong to – in order to communicate back to some participants to ensure that they represent the category they were assigned to – and building up a revised list depending on 1 st round invitations	Pino

3. Other issues

Next meeting – before 6th of July, Åsa creates a Doodle

Sundalsøra, 26th of May 2015,

Åsa Maria Espmark

OrAqua PMB meetings

Date: 19th June 2015; 12:00 – 14:00

Location: Lync

Author: Åsa Maria Espmark

Participants: Wout Abbink, Pirjo Honkanen, Alfred Jokumsen, Magnus Ljung, Nadarajah Sriskandarajah, Guiseppe Lembo, Ingrid Olesen

Absent: Jean Paul Blancheton

Agenda:

Agenda:

1. Approval of meeting minutes from 26th of May 2015
 - a. approved
2. 2nd stakeholder event
 - a. Go through “Decision table” from last meeting:

Action:	Responsible:
After 1 st of June; go to 2 nd priority list and start to invite stakeholders to fill the available seats (and some other matters) <ul style="list-style-type: none"> • We have to start filling the seats that are not occupied • Coop Denmark is invited and registered • Magnus is registered • 57 persons are registered • Stephanie Cottee from AC has left the AC and don't need to be replaced (PO) • For MCDA we need consumers, retailers and public institutions – Pino has made some attempts to invite people from these groups • Researchers are needed, use OrAqua researchers • 2. Priority list – for the MCDA, we should not invite people from this list that are not in the needed categories • Pino will send a new list to Alfred, based on the needed groups • Specific invitation to people that can participate in the prioritized discussion themes (FAQ) 	Alfred
ASAP and before the next PMB meeting – visit Atlanta and evaluate the available rooms and seats. Are the available accommodations suitable for MCDA survey? Extra rooms are available, but expensive. The need for extra rooms have to be well evaluated <ul style="list-style-type: none"> • Wout visited Atlanta, and made a presentation that he distributed to us • Main room OK • Extra rooms – we have not rented these because they are too expensive. According to Atlanta it appears that we have rented these rooms 	Wout

European Organic Aquaculture - Science-based recommendations for further development of the EU regulatory framework and to underpin future growth in the sector

<ul style="list-style-type: none"> Rent the three extra rooms for the first day 	
<p>Send invitations to the GA to join for dinner Sunday night before the event, together with the agenda approx. 30 days prior to the meeting</p> <ul style="list-style-type: none"> Will be done 30 days prior to the meeting 	Åsa
<p>Book 16th of October (9-11) for a last Lync meeting before the event</p> <ul style="list-style-type: none"> Invitation sent 	All
<p>Before 29th of May: send to Alfred the answers from the requested survey: <i>"The PMB members are requested to go to their countries representatives of the associations to give their feedback on the five most important issues to be handled by the regulations"</i> (quote from minutes 14th of April).</p> <ul style="list-style-type: none"> Already discussed 1st point 	All
<p>Based on the input from the above point; make a priority list of the most important issues</p> <ul style="list-style-type: none"> Done 	Alfred, Pino and Jean-Paul
<p>Contact Catherine Pons (FEAP) – ask her to prepare the badges, papers etc for the meeting (as she did for the meeting in Istanbul)</p> <ul style="list-style-type: none"> Alfred made the contact, Catherine is willing to assist us and she has registered Magnus and Sri takes the contact with her from now 	Magnus/Sri
<p>Before the end of week 22, make a new version of the full program based on point 2c "program":</p> <ul style="list-style-type: none"> Based on the input and discussions Magnus will send out a new suggestion to program (early July) 	Magnus/Sri
<p>Produce material for communication material to be distributed before the event</p> <ul style="list-style-type: none"> Conclusions from the WP2 and 3 reviews (use the summaries from the M18 as a starting point) Newsletters (2) Introduction to the MCDA MCDA glossary 	Pino, Wout, Pirjo, Alfred
<p>After 1st of June, make a list of the registered persons and what category they belong to – in order to communicate back to some participants to ensure that they represent the category they were assigned to – and building up a revised list depending on 1st round invitations</p> <ul style="list-style-type: none"> Discussed in the first action point 	Pino

3. Other issues

- Wout will send the last version of the WP2 review
- Skip the recommendations from the reviews
- Next meeting 28th of August 12.30 – 14.00

Sundalsøra, 19th of June 2015,

Åsa Maria Espmark

OrAqua PMB meetings

Date: 28th August 2015; 12:30 – 14:30

Location: Lync

Author: Åsa Maria Espmark

Participants: Pirjo Honkanen, Alfred Jokumsen, Magnus Ljung, Guiseppe Lembo, Åsa Maria Espmark

Absent: Jean Paul Blancheton, Nadarajah Sriskandarajah, Wout Abbink, Ingrid Olesen (available stand-by)

Agenda:

1. Approval of meeting minutes from 19th of June 2015
 - a. Approved
2. Second stakeholder event
 - a. Check list
 - i. See for changes in Check list sent from Alfred 26th of August
 - ii. If someone have a pointer, please notify Alfred or Magnus – we need one
 - iii. Alfred order table for dinner Sunday night for GA and PMB
 - iv. Catherine Pons is aware of her role, Magnus updates her
 - v. Welcome address: Alfred and Åsa
 - b. Invites
 - i. Alfred update
 - ii. 65 total has responded positive and registered
 - iii. For the PMB: If any relevant people want to participate we can invite them. Send contact details to Alfred and he will send invitation material/registration form etc. Alfred have been contacted by a representative of the Irish salmon farmers, who were very interested to participate. PMB approved that Alfred invites him.
 1. Consumers and retailers are missing, so if possible in particular encourage participation from these categories
 - iv. 17th of September – travel agency and hotel need to know who will come
 - v. If we do not manage to fulfill the 80 participants for the 2nd stakeholder event, we can move these resources (and from 1st even, if any) to the 3rd. We have tried all we can to fulfill the 80 participants for the 2nd event.
 - c. Final program
 - i. Magnus update
 - ii. Point 3: discuss details of the MCDA in smaller group (Pino, Magnus and Alfred)
 1. Posters – we do not go for posters at the event since we cannot ensure that posters will cover all issues in OrAqua. A selection of issues may be misunderstood as an attempt to favor one issue over another.
 - iii. Point 4 – introduction of the themes?

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1. Each group needs a facilitator and a reporter to facilitate the discussion. BUT the facilitators should NOT take any speaking time from the participants. They need instructions
2. We need to identify the facilitators within the next PMB meeting (see point 6)
3. The facilitators will announce their respective theme in the lunch break after point 3 in the program. On flip overs/posters, the themes with some explanations to facilitate the choice of theme will be given, and the participants will be asked to choose theme (table) during the lunch.
4. PMB send suggestions of facilitators to Åsa before next PMB meeting
- iv. Point 5: Magnus and Sri need suggestions of panel debaters and issues
 1. PMB suggest 6-8 people before the next PMB meeting
 2. Also suggest 1-2 issues to start the panel debate
- v. Point 6: Implementing the EU regulations, round table discussions
 1. Small groups: 4-5 participants
 2. Each group select one person to present the results from the work discussion
 3. Alfred: order more rooms. We have the budget for this now as we will not reach 80 participants
- vi. Point 7: Future work
 1. Next event (date and place)
 2. Inform about web survey that we did not perform during the meeting
 3. Evaluation of the event
- vii. Closure
- viii. Magnus sends out an updated program
- d. Role distribution
 - i. Magnus makes suggestions in the updated program
3. Presentation of OrAqua at the EAS meeting in Rotterdam
 - a. Background: Mail received from OrAqua PO

Dear Åsa Maria Espmark,

As already announced, DG RTD, are organising a half session in the Aquaculture Europe 2015 Conference where selected FP7 projects related to aquaculture will be presented. This is an excellent opportunity to present ORAQUA project.

I have now the date for our session, it will be Thursday 22nd October in the afternoon from 14:30 to 17:30

Please let me know if you will be able to attend.

- The time has later been changed to **21st of October afternoon**
- This time might collide with the Organic session of the EAS conference, where Åsa and Wout will give presentations (also 21st of October, but we don't yet know the time)
- Jean Paul gave a presentation of OrAqua at the EATIP meeting (late April 2015), and I have asked him to be my replacement for the EAS OrAqua presentation if these two collides
- He has accepted
- Is it OK for PMB group that Jean Paul gives this presentation? I would like to concentrate on one presentation per day

European Organic Aquaculture - Science-based recommendations for further development of the EU regulatory framework and to underpin future growth in the sector

- Decision: PMB group approves to leave the presentation to Jean Paul

- 4. Proposed agenda for the AC/GA meeting in Rotterdam + Send invitations to the GA to join for dinner Sunday night before the event, together with the agenda approx. 30 days prior to the meeting.
 - a. According to the Consortium agreement, notice of meeting should be announced 45 days before the meeting to the GA, and 30 days to the AC. The agenda should be sent 21 days before the meeting to the GA, and 7 days to the CA (calendar days)
 - b. By sending the invitation and agenda 1st of September we should be OK
 - c. Time and place: 20th of October 14:00 – 17:00; Hotel NH Atlanta Rotterdam, Rotterdam, The Netherlands
 - d. Alfred books room for the meeting
 - e. Proposed agenda (almost the same as in Istanbul 2014):
 - i. Activities since the last AC/GC meeting in Istanbul 2014
 - ii. Evaluation of the 2nd stakeholder event
 - iii. Following up actions from stakeholder event
 - iv. Future project work and progress (time and place for next meeting etc.)
 - v. Any other issues

- 5. Other issues
 - a. Alfred – communication material frustrations
 - i. Alfred needs input how to proceed
 - ii. How should we present to the stakeholders what we have achieved since the last event? It may seem like we have not reached any further even though a lot of work has been done on the reviews, i.e. overall main conclusions/challenges/research gaps of the key issues are similar to those identified at 1st stakeholder event, cf. D4.1
 - iii. PMB input regarding the preliminary draft sent by Alfred: In general OK. Max. 20 pages. Relevant that the main implemented ad hoc amendments to the regulation, mainly based on EGTOP advice, were included to update the basis for the discussions. A new (final) draft should be presented at the next PMB in September.
 - b. When OrAqua results are present, by any – please put disseminations in Participant Portal

- 6. Next meeting
 - a. 14-18th of September – Åsa sends a Doodle
 - b. To do before the next meeting:**
 - i. Any suggestions to invites, especially from the consumer/retailer group may be sent to Alfred, before 17th of September**
 - ii. Identify the group facilitators (program point 4). PMB sends suggestions of facilitators to Åsa before next PMB meeting**
 - iii. PMB suggest 6-8 people to the panel debate before the next PMB meeting. Also suggest 1-2 issues to start the panel debate**
 - iv. Program update (Magnus)**
 - v. Updated communication material (Alfred)**

Sunnalsøra, 28th of August 2015,
Åsa Maria Espmark

OrAqua PMB meetings

Date: 14th September 2015; 12:30 – 14:30

Location: Lync

Author: Åsa Maria Espmark

Participants: Jean Paul Blancheton, Wout Abbink, Pirjo Honkanen, Alfred Jokumsen, Magnus Ljung, Nadarajah Sriskandarajah, Giuseppe Lembo, Åsa Maria Espmark

Absent: Ingrid Olesen

Agenda:

1. Approval of meeting minutes from PMB meeting 28th of August
 - a. Approved
2. Updates on the to-do list from last meeting (see meeting minutes point 6b)
 - a. Invited Johan Kredih (consumer/retailers) may come
 - b. Pino has contacts in European Organization of Consumer/Retailer that may attend. If they cannot attend, they may contribute to the web-based MCDA survey. Pino follows this up.
 - c. Also, invite people from other groups. Deadline 17th of September (deadline decided from travel agency). However, later registrations might be possible.
 - d. List of facilitators and panel debaters from Alfred approved.
 - i. Facilitators:
 1. Organic Control System (facilitator: Emanuel Busacca / reporter: Antonio Compagnoni)
 2. Sourcing of dietary ingredients (facilitator: John Carmichael / reporter: Mette Nørrelykke)
 3. Farming systems in organic aquaculture (facilitator: Jean-Paul Blancheton / reporter: Emmanuelle Roque)
 4. Origin of the aquaculture animals (facilitator: Catherine McManus / reporter: Henrik Korsholm Larsen)
 5. Economic issues and consequences (facilitator: Henri Prins / reporter: Robert Stokkers)
 - ii. Magnus and Sri take contact with the suggested facilitators and ask if they approve
 - iii. Members for the panel debate (In parenthesis PMB members who will ask if the suggested people approves):
 1. Stefan Bergleiter (Pino)
 2. Anne-Kristin Løes (Åsa)
 3. Courtney Hough (Jean Paul)
 4. Jimmy Young (Pirjo)
 5. Antonio Compagnoni (Pino)
 6. Francois Simard (Jean Paul)
 7. Frank Meijboom (Wout)
 8. Arnault Chaperon (Jean Paul)
 9. Maria Teresa Spedicato (Pino)

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- e. When contacting panel debaters; give them some info of how this work, ask them to prepare a statement, but not too long (reflection on challenges).
 - i. When approved – give them some background material
 - ii. They also need a common written explanation
 - f. Program (Magnus)
 - i. Magnus went through the up-dated program, PMB thinks it looks ready
 - ii. Pont 5: Sri and Magnus will facilitate the panel and introduce the questions
 - iii. Point 6: Antonio and Pino will introduce. One in the group has to present the discussions from the group. 10 groups
 - g. Communication material (Alfred)
 - i. The last version (13th of September) is close to final
 - ii. Some even shorter and more popular can be produced at a later stage
 - h. First week of October (after the next PMB meeting) we send the program and communication material to all
 - i. Catherine Pons will make batches + hard copies of material
 - ii. Material to be distributed: participation list, program, evaluation forms, questioner, communication material
 - i. MCDA information (Pino, Alfred, Magnus) will be presented to the PMB this week
3. Other 2nd stakeholder event issues
- a. Now, 67 participants
 - b. GA/AC meeting room (approx. 20 pers) booked
4. Up-dated SharePoint and/or www.OrAqua.eu? Event information on www.easonline.org
- a. Web-site: wait until after 2nd stakeholder event and publish material
 - b. Deliverables: publish on SharePoint even though they are not approved
 - c. Disseminations: put on web and SharePoint
5. Other issues
- a. Åsa asks Marta (PO): when will the outcome of M18 including the Deliverables be available?

Next meeting

- c. **5th of October 2015 0900:1100**
- d. **To do before the next meeting:**
 - i. **All ask their respective panel debaters if they approve**
 - ii. **Magnus/Sri asks the facilitators**
 - iii. **Finish program**
 - iv. **Finish communication material**

Sunnalsøra, 14th of September 2015,
Åsa Maria Espmark

OrAqua PMB meetings

Date: 5th October 2015; 09:00 – 10:15

Location: Lync

Author: Åsa Maria Espmark

Participants: Jean Paul Blancheton, Wout Abbink, Pirjo Honkanen, Alfred Jokumsen, Magnus Ljung, Nadarajah Sriskandarajah, Giuseppe Lembo, Åsa Maria Espmark

Absent: Ingrid Olesen

Agenda:

1. Approval of minutes from 14th of September
 - a. Approved
2. 2nd stakeholder event
 - a. Updates from the to-do list from minutes 14th of September:
 - v. All ask their respective panel debaters if they approve - Status
 1. Stefan Bergleiter (Pino) - OK
 2. Anne-Kristin Løes (Åsa) - OK
 3. Courtney Hough (Jean Paul) - OK
 4. Jimmy Young (Pirjo) - OK
 5. Antonio Compagnoni (Pino) - OK
 6. Francois Simard (Jean Paul) – OK
 7. Frank Meijboom (Wout) - OK
 8. Arnault Chaperon (Jean Paul) - OK
 9. Maria Teresa Spedicato (Pino) - OK
 - vi. The debaters need common written information and background material
 1. Magnus will write and distribute material (6th of October. Include Francois)
 2. Ask them to prepare key question based on challenges
 - vii. Magnus/Sri asks the facilitators – will do this 6th of October
 1. Organic Control System (facilitator: Emanuel Busacca / reporter: Antonio Compagnoni)
 2. Sourcing of dietary ingredients (facilitator: John Carmichael / reporter: Mette Nørrelykke)
 3. Farming systems in organic aquaculture (facilitator: Jean-Paul Blancheton / reporter: Emmanuelle Roque) - OK
 4. Origin of the aquaculture animals (facilitator: Catherine McManus / reporter: Henrik Korsholm Larsen)
 5. Economic issues and consequences (facilitator: Henri Prins / reporter: Robert Stokkers)
 - viii. Finish program (Magnus/Sri)
 1. Final version of program sent to PMB from Magnus, 30th of September
 2. Include the names of panel debaters and facilitators into the program

European Organic Aquaculture - Science-based recommendations for further development of the EU regulatory framework and to underpin future growth in the sector

3. Include few words about the discussions in the panel and café dialogue
- ix. Finish communication material (Alfred)
 1. Final version distributed to the PMB, 4th of October
- x. Documents to be sent to all participants, 6th of October
 1. MCDA information (glossary and survey information)
 2. Practical information
 3. Communication material
 4. Program
 5. Participation list
 - a. Excluding the category where they are placed.
 - b. Correct some e-mail mistakes
 - c. Country - don't use "International", use country of origin of the participants
- xi. All documents will be published on www.oraqua.eu after the e-mail is sent, 6th of October
- b. Other 2nd stakeholder issues
 - i. IFOAM position paper on the use of non-organic juveniles in organic aquaculture – how to deal with this at the meeting
 1. We should not enter any political discussions
 2. Magnus and Sri should make clear, when the issue comes, that this event is a scientific meeting and that we don't intend to enter political questions. We should allow the discussion, but Magnus and Sri need to steer it so that it does not take too much focus. All PMB helps Magnus/Sri to know when the discussions needs to end.
 - ii. Pino – last decision regarding the survey
 1. Let the participants use the internet
 2. Open for a mixed solution; have available paper versions for those who don't have access to, or don't want to use internet (ask Catherine to bring paper copies)
 - iii. Cathrine Pons – has been asked to bring all material, including the material that now will be distributed by mail. Ask her to print it in color
 - iv. Presentations – print these as well
 1. Send the ppt`s to Magnus before Monday 12th of October
 2. The ppt`s should be published on the web after the meeting
 - v. New suggested invites to the 2nd stakeholder event: Invite someone from DG Mare dealing with aquaculture (Dario Dobulino)
 1. Alfred invites him
3. Other issues
 - a. Jean Paul – www.oraqua.eu
 - i. Offer people to have an alert when something new have been put on the web-site
 - b. Åsa – M18 progress. Letter from PO with information that the M18 is under evaluation and that they will come back with questions, if any
 - c. Dissemination – we still have some money for dissemination
 - i. Think of publications
4. Next meeting: 16th of October 08:30



European Organic Aquaculture - Science-based recommendations for further development of the EU regulatory framework and to underpin future growth in the sector

Sundalsøra, 5th of October 2015,
Åsa Maria Espmark

OrAqua AC/GA meetings

Date: 20th October 2015; 13:00 – 16:30

Location: NH Atlanta Hotel, Rotterdam, The Netherlands

Author: Åsa Maria Espmark

Participants: Jean Paul Blancheton, Ingrid Olesen, Pirjo Honkanen, Alfred Jokumsen, Magnus Ljung, Nadarajah Sriskandarajah, Giuseppe Lembo, Amadeo Manfrin, Antonio Compagnoni, Andrea Fabris, Arnault Chaperon, Catherine Pons, Eleonora Fiocchi, Henri Pins, Jan Widar Finden, Lizzie Jespersen, Maria Teresa Spedicato, Marilo Lopez, Otto Andreassen, Zdenek Adamek, Anne-Kristin Løes, Francois Simard, Frank Meijboom, Hans Stefan Bergleiter, Jimmy Young, Åsa Maria Espmark

During the GA/AC meeting, a ppt was presented. Information written in the ppt will not be repeated in these minutes, but the ppt will be added at the end of the minutes.

Agenda:

1. *Welcome*
2. *Activities since the last AC/GA meeting in Istanbul 2014*

Discussions:

1. Åsa: Send M18 as Pdf to AC group
 2. Åsa: send M36 to AC before submitting to EU
 3. Jean Paul: give access to SharePoint to AC group members
 4. All presentations should be put on PP (under disseminations)
 - MCDA deliverable (D4.2): few consumers and retailers participating to the survey. Open for possibility for their contributions. Deliver D4.2 on time and send an updated version later if more consumers and retailers participate
3. *Evaluation of the 2nd stakeholder event (Magnus and Sri)*

Discussions:

1. Conclusions and actions after the stakeholder event will be Deliverable D5.3 (M24)
2. The 2nd day: 3.5 hour was too short, some frustrations about the MCDA survey. The clarifications should have come the first day
3. Higher level of participation than in Istanbul (1st stakeholder event)
4. Café – dialog: the best feedback, survey: the worst feedback (not so bad after evaluation 1st day)
5. Next meeting: interact more the SH + SH impact on the project
6. Matters a lot what SH groups are present, but also who takes the initiative to talk
7. Platform: Should the platform be short term functioning, or should it continue after the meetings?
8. SH: we have to decide what information we really need from the SH`ers. Survey is very fruitful for the project (even though some SH`ers did not like it).

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9. SH are very different, we need to make sure that all SH, no matter what group they are from feel that they fit in (how do we do that?)
 - Small sessions in Istanbul was successful
 - Make sure that all stakeholders understand differences in implementation of organic aquaculture. Details may not be understood
 - Many stakeholder do not know how the currently organic regulation
 - ✓ but we have to assume that people have some kind of idea of the regulations; if not we have a problem
 - ✓ Even not all experts know what it is about. Our goal is too ambitious
 - ✓ We cannot have ambition that stakeholders have the same level of understanding. Accept diversity among stakeholders
 - ✓ Even if the SH know about the regulations, they cannot interpret them (let the SH use 2-3 min on how they interpret the regulations)
 - ✓ SH are not experts, they are not interested in everything. Achievement in the project: get the understanding from the SH
10. Send the regulations to everybody (all SH participants): Make “Easy to read version”, and send (the regulations are on the website).
11. Retailers not participating: involve them in different ways, e.g. short questions, interviews
 - Thomas Roland, COOP: Retailers are difficult to get. He would like to assist.
12. Next event: practical activity (e.g. eat fish and seafood, visit site)
13. All from this event will be documented (Magnus), distribute to all
14. More focus on the role of organic aquaculture in the society (socio economic view)

4. Following up actions from 2nd stakeholder event

Discussions:

1. 3rd newsletter: start to work with this now after the event. MCDA results not ready before the end of this year and will not be included in the 3rd newsletter
2. Produce one more newsletter with just the MCDA results – ask ICROFS if they can do this
3. Produce a document to enable the SH to be more prepared on the regulations.
4. Make the recommendations early and hand them about as soon as possible (too late at the 3rd SH meeting)
 - 3 weeks before the 3rd SH meeting?

5. Future project work and progress (incl. time and place for next meeting)

Discussions:

1. Time and place of next SH meeting (Brussel is not a good option)
 - September 2016 – too late?
 - In a place where we can visit different organic aquaculture facilities

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- Italy? (one day meeting – one day visit). Italy was the first option in the DoW, during the negotiations with EU PO, this was not possible. But we managed to change the 1st and 2nd meeting to Istanbul and Rotterdam
- Pino investigate if we can move it to Italy – we need a program before we apply PO
- Is one day meeting enough? It will be a different meeting. Many might not come when it is not only talking, some might not come if the travel is too far
- Possible to have a three-day event. Two days for discussions, one day for visit. Some money left from this event in Rotterdam and as well from the one in Istanbul
- Visit the first day to make this a basis for the discussions
- Let the SH decide if they want to stay for 3 days (or if they want to skip the trip and come to day 2), we should ask for extra funding if one more day. Let the SH show pics and ppt of their production (type of production)

2. TP Organic

- Presentation from TP Organic via Skype
- Possible platform to continue the SH platform work
- Next possibility to apply for funding is in 2018. Make a voluntary SH platform until the next deadline?
- If the commission wants the SH platform to continue they should fund it

6. Any other issues

1. Recommendations regulations should be sent to Pino
2. January 2016 – Pino will make a template where recommendations could be submitted
3. SWOT analysis – as a tool for the recommendations
4. **Åsa sends a Doodle for the next PMB to be held second part of November**

7. Ppt presented during the meeting:

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Slide 1



OrAqua AC/GA meeting

20th October 2015
14:00 – 17:00

www.oraqua.eu 

Slide 4



Agenda

2. Activities since the last AC/GA meeting in Istanbul 2014

- 2nd newsletter (published at www.oraqua.eu):

Content:
P. 2: First platform meeting in Istanbul, Turkey
P. 3: Interview with three stakeholders
P. 4: OrAqua progress and plans forward
P. 6: Main information from the round table discussions
P. 10: Outcome of the thematic discussion groups
P. 13: Development of the organic aquaculture
P. 17: Upcoming events
P. 18: SUPPLEMENT Recommendations and research gaps

Presented at 20th November 2015 

Slide 2



Agenda

- Welcome
- Activities since the last AC/GA meeting in Istanbul 2014
- Evaluation of the 2nd stakeholder event
- Following up actions from 2nd stakeholder event
- Future project work and progress (incl. time and place for next meeting)
- Any other issues

Presented at 20th November 2015 

Slide 5



Agenda

2. Activities since the last AC/GA meeting in Istanbul 2014

- PMB meetings with meeting minutes:
 - A total of 12 meetings have been held after October 2014 (11 Lync-meetings; 1 physical meeting)
- WP2 work shop, Vodnany, Czech Republic (March 2015) – Organized by USB (Zdeněk Adamek)
- Including PMB meeting, MCDA discussions



Presented at 20th November 2015 

Slide 3



Agenda

- Welcome
 - Welcome to both GA and AC members
 - Changes in the AC group:
 - Two members have left: Deborah Brister (AC leader) and Stephanie Cotee
 - Deborah Brister is replaced by Stefan Bergleiter with Chris Atkinson Substitute representative
 - With approval from the project officer, Stephanie Cotee is not replaced
 - Since the last meeting OrAqua had a change in coordination, new coordinator is Ása Maria Espmark

Presented at 20th November 2015 

Slide 6



Agenda

2. Activities since the last AC/GA meeting in Istanbul 2014

- Reports:
 - M18 Progress report (scientific + financial) to the Project Officer submitted in time
 - Is under evaluation
 - Internal 3 month reports (green, yellow, red system for deliverables and milestones)
 - Internal 6 months interim reports (same as the interim report to the PO)

Presented at 20th November 2015 

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Slide 7

Submitted deliverables (on SharePoint)		Month
D7.1	Minutes from well-organised meetings	1
D1.1	List of the first platform stakeholders and of target end-users for dissemination	1
D1.2	Dynamic and regularly updated website tailored for rAqua's needs and participants in operation	3
D1.3	Dissemination (throughout the project)	6
D5.1	Stakeholder event – terms and guidelines	9
D4.1	Extracted and integrated/synthesised information from WP2 and WP3 (1st stakeholder event)	11
D5.2	Stakeholder events – facilitation	11
D5.3	Conclusions and action points from stakeholder events	12
D7.2	Progress report and financial report for 1st period	18
D2.1	Production issues in organic aquaculture	18
D2.2	Knowledge gaps	18
G3.1	Consumer aspects: Report on consumer aspects related to European organic aquaculture	18
D3.2	Farm economics and competitiveness of organic aquaculture	18
D3.3	The institutional framework for organic aquaculture – Critical development constraints and the potential for improvement	18

M22 (October): D4.2: MCDA survey
M23 (November): D4.3: Communication material for 2nd stakeholder event
M24 (December): D5.3: Conclusions and actions post stakeholders event

Presented at EAS Brussels 2015



Slide 10

Agenda	
5. Future project work and progress (incl. time and place for next meeting)	
– 4 th newsletter: at the end of the project; wide dissemination of the “final product” of the project	
– Planning of 3 rd stakeholder event:	
– Aim of 3 rd event: «Presentation and discussion of recommendations»	
– Minutes from PMB meeting at kick-off: «3 rd event will be organised in November 2016 in Brussels. It was suggested to change this event to another cheaper place and possibly in conjunction with another meeting such as an EAS conference to attract more stakeholders. This will be applied for to the PO».	
– We have not yet concluded place for 3 rd event	

Presented at EAS Brussels 2015



Slide 8

Agenda	
3. Evaluation of the 2 nd stakeholder event	
– From Istanbul some feedbacks were (from minutes):	
– “Some stakeholders wanted to have material in advance in order to be better prepared for the event”.	
– “Some people wanted to make their point but there was not enough time for all contributions during the event”.	
– Magnus Ljung (SLU) – Summary of the 2 nd event and feedback	

Presented at EAS Brussels 2015



Slide 11

Agenda	
5. Future project work and progress (incl. time and place for next meeting)	
– An important task during the last year of the project will be to define how to maintain the activity of the MSHs platform after the end of the project:	
– Alt 1: link it to the general organic sector (e.g. ISOFARTP/Organics)?	
– Alt 2: link it to the general aquaculture sector (e.g. EATIP)	
– Other possibilities?	

Presented at EAS Brussels 2015



Slide 9

Agenda	
4. Following up actions from 2 nd stakeholder event	
– MCDA summary and dissemination – how to follow this up?	
– 3 rd newsletter: will focus on the 2 nd stakeholder meeting	
– D4.2: MCDA survey	
– D4.3: Communication material for 2nd stakeholder event	
– D5.3: Conclusions and actions post stakeholders event	

Presented at EAS Brussels 2015



Slide 12

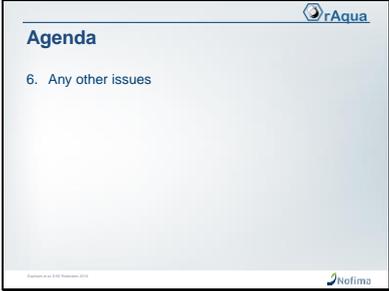
Agenda	
5. Future project work and progress (incl. time and place for next meeting)	
– Deliverables 2016:	
– D4.4: Results and interpretations of MCDA M28	
– D4.5: Structure and funding of multistakeholder platform M30	
– D4.5: Easily conceivable communications for dissemination M31	
– D6.1: Recommendations for organic aquaculture regulation M35	
– D6.2: Technical background behind the recommendations M35	
– D6.3: Policy Implementation Plan (PIP) M36	
– D7.3: Final project report and financial report, and audit certificates for each partner M36	

Presented at EAS Brussels 2015



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Slide 13



Agenda

6. Any other issues

Presented on 24 November 2015

Nofima

OrAqua PMB meetings

Date: 18th November 2015; 08:30 – 10:00

Location: Skype for Business

Author: Åsa Maria Espmark

Participants: Jean Paul Blancheton, Wout Abbink, Pirjo Honkanen, Alfred Jokumsen, Magnus Ljung, Giuseppe Lembo, Åsa Maria Espmark

Not participating: Ingrid Olesen

Agenda:

1. Approval of GA/AC meeting minutes from 20th October
 - a. Approved
2. Following up actions from 2nd stakeholder event
 - a. MCDA survey (Pino)
 - i. Survey to consumer and retailers that did not attend Rotterdam. Survey sent to five organizations. Two consumers/retailers from Rotterdam have assisted to contact candidates. Due date week 47, waiting for reply
 - b. 3rd newsletter (Jean Paul)
 - i. JP will contact Camilla today to discuss content (2nd event Rotterdam) and progress (finalised 2015)
 1. What will she do with the recordings that were done during the Rotterdam meeting?
 - c. Minutes from the event (D5.3). General comments from Magnus regarding the feed-back sheets:
 - i. Or-Aqua update:
 1. Feed-back - Positive
 - ii. MCDA-survey
 1. Feed-back - Complicated; not well used time; but some found it useful
 2. Conclusion – we could not have done it differently, MCDA was important for the project
 3. When Pino have the MCDA results ready – send the results to the participating SH from Rotterdam (by e-mail), so that they can see what came out from the survey. Maybe this will change the negative view that some of them had during the event
 - iii. Café – dialogs
 1. Feed-back - Positive but too short time
 - iv. Panel-debate
 1. Feed-back - Interesting, but they preferred the café-dialog; too many debaters; too short
 - v. Other issues

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1. The SH views of important issues are very diverse. Many different SH with different background, agenda and views make it difficult to make everybody happy
 2. The general view day 1 was better than day 2
 3. Some participants frustrated that they cannot give concrete advice to the regulations at this point
 4. A little less positive in Rotterdam than in Istanbul
 5. Maybe the participants expected more from the Rotterdam meeting than was possible to fulfil.
 - vi. Magnus will compile the evaluations more thoroughly and distribute to PMB
 - vii. Very important with clear information to the participants – the general impression is that we gave them all necessary information both prior and during the event, but somehow some of the information did not get through
 - viii. D5.3 (M24) – will summarize all feedback. Magnus will have a draft ready before the next PMB and before submission
3. 3rd stakeholder event (Pino)
- a. Pre-decided (DoW) in September, but maybe this is not a good date. EAS 2016 in September, many will attend both but the time between EAS and OrAqua events will then be too short for SH to participate in both
 - b. After September is too late for the project that ends in December 2016
 - c. Pino suggests:
 - i. Last part of June, North Italy (Bologna, Venezia airports with shuttle transport)
 1. The sooner we have the dates, the better.
 - ii. Visit to organic facility, taste of organic products – longer event (three days). May be voluntary to participate in extra day including visit
 - iii. The extra activities may cost extra, Pino will try to find extra funding (from local government)
 - iv. Pino need information from Jean Paul and Alfred of the budgets of the first two events and different costs (the three of them will e-mail of this)
 - v. Give the participants something to remember – t-shirt, pens?
 1. Åsa ask PO if it is OK to spend project money on e.g. pens
4. Document “Organic farming: compromise amendments (CAs) proposed by the rapporteur” (attached). How should we deal with this? (Pino)
- i. Pino: general feedback negative, the final text will not be so different from the present regulations. Beginning of 2016 – new regulations will be approved. Reg. 834: needs further changes (implementing rules). OrAqua should be more active in the advice of the implementing rules. The discussions of implementing rules will start after approval of the doc at beginning of 2016
 - b. Alfred: Danish government have made some suggestions to the new regulations, especially of stocking density
5. Other issues
- a. How do we deal with approaching people that want to be included in the SH platform, what information should they have access to:
 - i. If they are SH that we lack in the platform – include them in the platform
 - ii. If they do not fit what we lack of SH – advise them to visit and follow www.oraqua.eu, but do not give them access to the restricted area at the web-site. And try to explain why they cannot be included in the SG platform
 - b. Next meeting – Åsa sends Doodle (weeks 50 + 51 +52 (until 22. Des)).

OrAqua PMB meetings

Date: 21st December 2015; 09:00 – 09:30

Location: Skype for Business

Author: Åsa Maria Espmark

Participants: Jean Paul Blancheton, Pirjo Honkanen, Alfred Jokumsen, Giuseppe Lembo, Åsa Maria Espmark

Not participating: Ingrid Olesen, Wout Abbink, Magnus Ljung

Agenda:

1. Approval of meeting minutes from 18th November
 - a. Approved
2. D5.3
 - a. Due date December (Magnus)
3. 3rd newsletter
 - a. Finalised start of January 2016
 - b. Åsa contact Camilla to ask for progress
4. 3rd event – progress
 - a. No final answer from PO to request to plan the event in Italy. Åsa sent a reminder to PO 21st December
 - b. Pino needs answer ASAP to continue planning
 - c. Airport: Venezia
 - d. Suggestions to PO: Final meeting in Brussel with the EU commissions alone where we present the final conclusions of the project
5. Other issues
 - a. Internal 6 month progress report, due 15th January 2016
 - b. Quarterly reports will not be requested for in 2016
 - c. Next meeting
 - i. Doodle for meeting February
 - ii. Pirjo: Draft of recommendations?
 1. Everybody will be involved, Pino will make a suggestion
 2. 3rd newsletter: Include text that explains how the data from the MCDA from the event will be used to define the recommendations. Pino writes this text. Await for input from Camilla, Magnus etc

Sundalsøra, 21st December

Åsa Maria Espmark

OrAqua PMB meetings

Date: 15th February 2016; 09:00 – 10:00

Location: Skype for Business

Author: Åsa Maria Espmark

Participants: Jean Paul Blancheton, Pirjo Honkanen, Alfred Jokumsen, Magnus Ljung, Giuseppe Lembo, Åsa Maria Espmark

Not participating: Ingrid Olesen, Wout Abbink

Agenda:

1. Approval of meeting minutes from 21st December 2015
 - a. Approved
2. M24 – status (Åsa)
 - a. Received contributions from all. Now it is up to Åsa to merge the contributions into one document. Unfortunately there has been no time, but it will be done
3. Working plan 2016 (Åsa + all)
 - a. Deliverables and Milestones 2016:

Deliverables in progress			
Deliverable N	Title	Lead beneficiary	Delivery date
1.4	Structure and funding of multi-stakeholder platform	IFREMER	30/06/2016 (30 months)
4.4.	Results and interpretations of MCDA	COISPA	30/04/2016 (28 months)
4.5	Easily conceivable communications for dissemination	DTU	31/07/2016 (31 months)
6.1	Recommendations for organic aquaculture regulation	COISPA	30/11/2016 (35 months)
6.2	Technical background behind the recommendations	COISPA	30/11/2016 (35 months)
6.3	Policy Implementation Plan (PIP)	COISPA	31/12/2016 (36 months)
7.3	Final project report and financial report, and audit certificates for each partner	NOFIMA AS	31/12/2016 (36 months)

Milestones			
Milestone	Description	Update/Action	Responsible
MS7	Final review report of production and economic issues	To be updated in M30	Nofima/Imares
MS11	SWOT analysis	M30	Coispa
MS12	First draft recommendations	M32	Coispa
MS13	3rd stakeholder event	M33	SLU
MS14	Final recommendations and dossiers	M35	Coispa
MS15	Publications in scientific and lay language disseminated	M36	Ifremer
MS16	Final activity and management report	M36	Nofima

4. 3rd Stakeholder event
 - Information from PO (Åsa) –
 - E-mail from PO approved the arrangement of the 3rd event in Italy
 - PO approved the suggestion to arrange a short meeting with a limited audience where we sum up the event + the draft recommendations.
 - PMB has to suggest a date for this meeting.
 - a. Planning (Pino)

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- i. Hotel Laguna, Venice
 1. 20th June - Arrival
 2. 21st June – Visit
 3. 22nd - 23th – Meetings and departure
 - ii. Hotel have enough rooms for both plenum meetings and group meetings, Pino and Magnus decides how many rooms we need.
 - iii. Travel agency connected to the Hotel Laguna: book travels and accommodations
 - iv. Preliminary message to the participants will be sent week 7
 1. Participants = Combine the lists from 1st and 2nd stakeholder meeting
 2. Sent invitation to more than 80 since in the previous two meetings it has been a challenge to get to 80 participants
 3. Make sure to invite consumers and retailers, balanced participation list
 - v. March – start planning the program
 - vi. April – program need to be finished
 - vii. Meeting in Brussel for the PO and colleagues – Budget covered
 - viii. Åsa – send OrAqua logos to Pino – Pino will make bags for the meeting with the logo
5. Dissemination plan (Jean Paul)
- a. JP working to improve the web page efficiency
 - b. What types of dissemination?
 - i. JP has a budget for dissemination, make a plan
 - ii. Alfred: Stick to the DoW and what we have promised. WP4 has, and will continue to communicate WP2 and 3 in an easy way (Communication material for the stakeholder event+ presentation/D4.3), waiting for the MCDA to be able to give the recommendations
 - iii. Pino: Publications
 - iv. JP: How do we combine and use the WP2-3 info, MCDA, stakeholder info?
 1. Pino: This work will be covered by WP6 and WP4, and start now and continue until June, MCDA results will be sent shortly to PMB. Pino will request the information he needs until June
 - v. Alfred: Focus now on 3rd stakeholder event, we need communication material for this event, based on WP6
6. Other issues
- a. Nothing reported
7. Next meeting
- a. Åsa: Doodle for a meeting in start of March solely to plan the stakeholder meeting

Sunnalsøra, 15th January

Åsa Maria Espmark

OrAqua PMB meetings

Date: 3rd March 2016; 09:00 – 11:00

Location: Skype for Business

Author: Åsa Maria Espmark

Participants: Pirjo Honkanen, Alfred Jokumsen, Magnus Ljung, Giuseppe Lembo, Wout Abbink, Åsa Maria Espmark

Not participating: Ingrid Olesen, Jean Paul Blancheton

Agenda.

1. Approval of meeting minutes from 15th February
 - a. Approved
2. 3rd Stakeholder event
 - a. Pino informs about the preliminary results from the MCDA analysis.
 - i. The web survey will be done before June but will not be included in D4.4. It will be part of the final evaluation
 - ii. We are pressed in time. Since we decided to plan the event in June instead of September/October, also the Deliverables are according to that. So keep this in mind
 - b. Check list – Magnus
 - i. Åsa – send an e-mail to AC/GA before 4th April about a meeting after the event, Day 2. Do not leave before 18:00 Day 2. They need to know this before tickets are booked
 - ii. Last PMB Skype meeting 16th or 17th June
 - iii. PMB meeting in Venice – 21st in between the activities this day
 - iv. FEAP/Catherine Pons: ask her to take responsibility of the same tasks as in the previous events
 - v. Communication materials to Pino: 3 weeks before the event (1st June)
 - vi. All PMB evaluate the ppt`s before the 1st June
 - vii. Jean Paul – up-date the homepage regularly before the event
 - viii. Media present at the event?
 1. Pino ask the local media
 2. ICROFS – global media
 - ix. Notes during the meeting: Someone from the project since notes are very important (e.g. Themis (Nofima WP3)?). More people needed
 - x. Evaluation – of the 3rd event or the whole process?
 1. Integrate the evaluation discussions in the discussion of the continuation of the platform
 - xi. Invited researchers – make sure all aspects from the WP2 and 3 reviews are represented
 - c. Program - Magnus
 - i. Presenting the participants – Magnus present all individually, and everybody raise up once their name is called
 - ii. Introduction by some authority? Pino investigates

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- iii. Very important to clearly define the aim of the project and the event, this has caused some confusions at the last events
 - iv. Categorize the recommendations in groups; e.g. 4 different domains
 - 1. Magnus need to have an idea about the scope of recommendations to know how much time should be devoted to the group discussions of recommendations
 - v. Stakeholder responsibility: on one side each stakeholder should weight the importance of the recommendations most important for them, on the other hand the stakeholders should be forced to take a holistic view
 - vi. We need to make sure that the stakeholder views made at the 2nd stakeholder event (Rotterdam) are taken into account
 - vii. We need to agree with our selves what we should recommend upon
 - 1. Recommendation on issues instead of the detailed regulations
 - 2. Even though we do not discuss the detailed regulations at the event, we, as a project group need to discuss this in the project. We shall come with recommendations to the future regulations (DoW)
 - viii. Suggestion: start day 2 with summing up of recommendations
 - ix. Future network – round table discussion inviting representatives of TPorganics and EATIP?
 - x. Magnus continue with the program based on our discussions
3. Other issues
- a. EAS 2016 Organic session
 - i. Wout present something from WP2
 - ii. Ingrid accepted to presented something from WP3
 - iii. Economics may be an issue
 - iv. Pino makes a more detailed proposal, and send out to all (including to tentative presenters outside PMB)
 - v. Åsa, Alfred and Pirjo will make OrAqua presentations in the near future.
 - 1. Send the reference to Åsa so that they can be added to the Participant Portal as Disseminations
 - b. Next meeting: Doodle week 11

Sunnalsøra, 3rd March

Åsa Maria Espmark

OrAqua PMB meetings

Date: 14th March 2016; 09:00 – 11:00

Location: Skype for Business

Author: Åsa Maria Espmark

Participants: Pirjo Honkanen, Alfred Jokumsen, Giuseppe Lembo, Wout Abbink, Ingrid Olesen, Åsa Maria Espmark

Not participating: Jean Paul Blancheton, Magnus Ljung

Agenda:

1. Approval of meeting minutes from 3rd March
 - a. Approved
2. 3rd stakeholder event
 - a. Comments and suggested changes to the program
 - i. Point 1
 1. OK
 - ii. Point 2
 1. Include survey feedback from SH when presenting the MCDA results (exclude the web-survey)
 - iii. Point 3 + 4
 1. Group discussions – how big should the groups be? Facilitate each group with a leader
 - iv. Point 5
 1. OK
 - v. Point 6
 1. The PMB suggests plenary discussions here instead of round table discussions to keep the discussions more gathered, and to give more time to point 7
 - vi. Point 7
 1. How to present the “two relevant technological platforms”?
 2. Panel debate
 3. Extend this sessions to 1.5 hour (by shortening point 6)
 - vii. Point 8
 1. OK
3. Recommendations
 - a. Draft presented in Venice
 - i. Web survey will not be final at the 3rd event due to time limitations
 - ii. At the end of the project the MCDA will include the survey from Rotterdam + web survey
 - iii. At the event we present the “ability to make consistent judgement”, instead of including them when sending the results to the SH for the first time
 - b. MCDA
 - i. All PMB – give MCDA feedback to Pino before Easter

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- ii. The results with some background information (e.g. glossary) will be sent to the stakeholders
 - 1. Take out the slides from “ability to make consistent judgement”.
 - 2. Not request for comments from SH at this point. Any comments will be dealt with in Venice
- c. The PMB had a discussion regarding how to present the recommendations. How to balance the different views between the SH? How to include “science based recommendations” and “organic principles”. According to the DoW, the recommendations should not be based on the MCDA only.
- 4. Other issues
 - a. EAS 2016: some authors and topics for ppt`s are suggested for the organic session
- 5. Next meeting
 - a. Åsa sends Doodle for weeks 14 and 15

Sunnalsøra, 14th March

Åsa Maria Espmark

OrAqua PMB meetings

Date: 11th April 2016; 09:00 – 11:00

Location: Skype for Business

Author: Åsa Maria Espmark

Participants: Jean Paul Blancheton, Pirjo Honkanen, Alfred Jokumsen, Magnus Ljung, Giuseppe Lembo, Wout

Abbink, Åsa Maria Espmark

Not participating: Ingrid Olesen

Agenda:

1. Approval of meeting minutes from 14th March (with justifications from Pino and Ingrid) – Åsa
 - a. approved
2. 3rd stakeholder event (program, check list, invites) – Magnus, Pino
 - a. Program: Magnus adjusted the program according to the input from last meeting 14th March
 - i. Point 3 and 4: the structure of the discussions will depend of how we structure the recommendations, and what recommendations we focus on. Magnus needs some content on recommendations in order to complete these points. Magnus and Pino will have direct contact regarding this point (suggestion from Jean Paul after the meeting to include the whole PMB into this discussion).
 - ii. The written material to be sent to the SH before the meeting will highlight the recommendations to be discussed at the SH
 - b. Invites:
 - i. P.t. 56 registered
 - ii. We lack NGO`s and consumers/retailers
 - iii. All: feedback to Pino about the invites list, inform Pino directly who could be deleted from the list and who we can call
3. Recommendations, feedback from SH and PMB – Pino (also see point 2a)
 - a. Pino received no comments yet from SH, two from PMB group
 - b. Pino will send the Deliverable D4.4 Results and interpretation of the MCDA by the end of April – all, please respond to his e-mail from before Easter with the request to respond to the MCDA results.
 - c. We need to clarify what recommendations we need input to (e.g. Recommendations on pure biological needs and requirements don't need to be discussed in detail and these recommendations should be mainly based on scientific facts)
 - d. Identify where the regulations need to be modified, we cannot change them all. The MCDA survey provides us information on the priorities expressed by stakeholders. Then the results of WPs 2/3, together with the objectives and principles laid down in the Regulation EC n° 834/2007 will constitute the guidelines for the preparation of the recommendations.
 - e. In D6.1 and D6.2 (November/December 2016). Pino plans to address all paragraphs in the current regulation, but not at the SH meeting. Important to decide together what paragraphs will be addressed during the meeting.
4. Dissemination, D4.5 – Jean Paul, Alfred
 - a. www.oraqua.eu (JP);, Google search om “organic aquaculture” should show OrAqua web-site

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- b. All, put a link to OrAqua on own web-site
- c. D4.5 (July 2016). Åsa ask permission from the PO to postpone the deadline to 1st December so that we can include SH discussions
- 5. Other issues – all
 - a. Physical meeting in Edenborough (EAS 2016)?
 - i. Yes, wait with the timing until we know the program
- 6. Next meeting
 - a. Doodle for meeting at the beginning of May (after D4.4 submission)

Sundalsøra, 11th April

Åsa Maria Espmark

OrAqua PMB meetings

Date: 4th May 2016; 14:00 – 15:00

Location: Skype for Business

Author: Åsa Maria Espmark

Participants: Jean Paul Blancheton, Pirjo Honkanen, Alfred Jokumsen, Magnus Ljung, Wout Abbink, Åsa Maria Espmark

Not participating: Ingrid Olesen, Giuseppe Lembo

Agenda:

7. Approval of meeting minutes from 11th April (with justifications from Pino and Jean Paul) – Åsa
 - a. Approved
8. 3rd stakeholder event (program, check list, invites) – Magnus, Pino

Magnus sent some input to the program and meeting that made the basis for a discussion including the following points:

- We need the interpretation of the MCDA (D4.4.) ASAP because:
 - For the PMB it is not yet clear how the format of the recommendations will look like
 - The MCDA will provide us with the priority of which recommendations to focus on at the SH meeting. We cannot cover them all at the meeting
 - We need to be prepared that the SH question our methods behind the recommendations
 - It is very important that the SH trust us and the work we have done by not doubting the methods used. If this is not made clear, there is a risk that the discussions at the meeting will be directed towards our methods rather than the results
 - For most of the PMB, the final methodology to elaborate the recommendations is still not clear. How do we combine the MCDA, the wp2 and 3 work and consumer perception into recommendations?
 - When facilitating the group discussions it is important to ensure that the discussions are directed into the correct thematic area.
 - In the document given to the SH before the meeting ALL recommendations have to be given, even though not all of them will be addressed at the meeting.
9. Recommendations, MCDA feedback, D4.4 (“Results and interpretations of MCDA”) – Pino
 - a. Pino was not able to join the meeting
 10. Other issues – all
 - a. D1.4 – Åsa asks the PO to postpone the Deliverable until 1st November to have the input from the SH. The future of the platform is a point in the program. J Paul will discuss on the future of the platform during the next EATiP meeting 6-7 of June with EATiP and TPOrganics
 - b. It is important to be able to start the dissemination activity (docs in lay languages) as soon as possible after the next meeting – Alfred and J Paul
 - c. PO has approved the postponing of D4.5 till 1st December 2016
 - d. Reporting – the next report will be the end report (December)

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- e. The meeting with PO in Brussel? Start to discuss this soon after the SH meeting. Most likely December 2016
- 11. Next meeting
 - a. Timing of next meeting as soon as possible after Pino has returned from Canada, preferably during weeks 19 or 20

Sundalsøra, 4th May

Åsa Maria Espmark

OrAqua PMB meetings

Date: 20th May 2016; 09:00 – 11:00

Location: Skype for Business

Author: Åsa Maria Espmark

Participants: Jean Paul Blancheton, Pirjo Honkanen, Alfred Jokumsen, Magnus Ljung, Giuseppe Lembo, Åsa Maria Espmark

Not participating: Ingrid Olesen, Wout Abbink

Agenda:

1. Approval of meeting minutes from 4th May (with justifications from Alfred and Jean Paul) – Åsa
 - a. Approved
2. Recommendations, MCDA feedback, D4.4 (“Results and interpretations of MCDA”) – Pino
 - a. Discussions including the following points:
 - i. At the SH meeting we will not come with detailed recommendations to each article (this will be next phase)
 - ii. We are interested in the SH opinion on how they want to see the new regulations with respect to the different categories given to us from Pino in e-mail 19th May
 - iii. Input on whether the current regulations are in line with science and SH opinions
 - iv. Details will be given, in line what we have promised in DoW
 - v. We need to prepare the SH on expectations and limitations of the meeting
 - vi. The aims and expected outcome need to be very clear from the beginning in order to ensure that the discussions go in the preferred direction. We don’t want any discussions of the methodology
 - vii. Magnus also need this information to facilitate the discussions in a proper way (questions, content, level of the discussions)
 - viii. Discussing the categories (group discussions): If there are disagreements regarding categories (e.g. if current regulation differ from SH opinion, MCDA and/or science), this need to be raised and discussed. Also if SH opinions differ
 - ix. The complexity behind the recommendations also need to be visible (also D6.1)
 - x. Suggested categories from Pino, 19th May: “Institutional framework” may be too wide and covers too much. After the doc is sent by Pino, at the end of week 21, PMB will provide comments and suggestions.
 - b. Program:
 - i. Point 1: Åsa prepares ppt for the first part day 1 (welcome + road map)
 - ii. Point 3+4: Pino gives a detailed introduction to each category
 1. Group discussions: one facilitator from the participant list (Pino makes a suggestion) + one reporter from PMB
 2. Since we have 6 rather than 4 categories, as originally in the program, take some time from point 5 to ensure all categories are discussed
 - iii. Point 5: limit time. The aim with SH session is to facilitate the holistic thinking of the recommendations and to balance the categories. This will increase the understanding of the complexity of the recommendations

European Organic Aquaculture - Science-based recommendations for further development of the EU regulatory framework and to underpin future growth in the sector

- iv. Keep the SH aware all the time that OrAqua project does not have the authority to decide the regulations, we can only recommend
- v. Point 6: Magnus consider other word than “Implementation”, to avoid misunderstandings
- vi. Point 7: Jean Paul contacts and invites representatives from FEAP and TPOrganic to let them introduce their platforms. FEAP is already represented by Courtney Hough, and if TPOrganic cannot attend, they are represented through EATIP
- c. Actions:
 - i. Pino finalizes D4.4 based on PMB input and upload on Participant Portal ASAP
 - ii. Pino prepares a document of proposed recommendations and distribute to PMB within week 21
 - iii. Pino makes a suggestion to facilitators of the group discussions
 - iv. Magnus prepares updated program based on input from PMB
 - v. Magnus sends out paragraph of how to steer the discussions
 - vi. Åsa prepares ppt for first session Day 1.
 - vii. Jean Paul contacts and invites representatives from FEAP and TPOrganic
- 3. Other issues - all
 - a. Jean Paul attends EATIP meeting
 - i. Give short presentation of OrAqua up-dates (MCDA without details, SH platform continuation)
 - b. AC/GA agenda
 - i. Åsa sends agenda after input from PMB (look in CA/DoW and minutes from AC/GA meetings in Istanbul and Rotterdam to ensure that we have fulfilled the requirements from AC and GA)
 - c. Next meeting
 - i. 31st May 14:00

Sundalsøra, 20th May

Åsa Maria Espmark

OrAqua PMB meetings

Date: 31st May 2016; 14:00 – 15:30

Location: Skype for Business

Author: Åsa Maria Espmark

Participants: Jean Paul Blancheton, Pirjo Honkanen, Alfred Jokumsen, Magnus Ljung, Giuseppe Lembo, Wout Abbink, Ingrid Olesen, Åsa Maria Espmark

Agenda:

1. Approval of meeting minutes from 20th May (with input from Pino) – Åsa
 - a. Approved
2. Discussions and progress regarding the action points in 2c in the attached minutes – all
 - a. Actions (from Minutes 20th May):
 - i. Pino finalizes D4.4 based on PMB input and upload on Participant Portal ASAP
 1. Completed
 - ii. Pino prepares a document of proposed recommendations and distribute to PMB within week 21
 1. Document sent before the meeting:
 - a. Send the recommendations to SH in end of week 22 after including input from PMB (missing recommendations?). Input from economy is expected Thursday 2nd June
 - b. Keep the 5 thematic areas, but Pino starts the discussions of the recommendations by presenting all recommendations to give a holistic approach.
 - c. To be sent to SH`ers by e-mail week 22:
 - i. Program
 - ii. Recommendations
 - iii. Link or reminder where to find the current regulations
 - iv. Logistic meeting information
 - d. In the USB pen at the meeting:
 - i. Final D4.4.
 - ii. Participation list
 - iii. Pino makes a suggestion to facilitators of the group discussions
 1. To be done
 - iv. Magnus prepares updated program based on input from PMB
 1. Magnus sent up-dated program based on input from last meeting 20th May. New updates will follow after this meeting
 - v. Magnus sends out paragraph of how to steer the discussions
 1. Magnus will make “Instructions for facilitators” that also will work to steer the discussions
 - vi. Åsa prepares ppt for first session Day 1.
 1. To be done
 - vii. Jean Paul contacts and invites representatives from FEAP and TPOrganic

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1. TPOrganic will be represented by Emanuele Busacca (IFOAM) (later information from Pino: Emanuel cannot represent TPOrganic)
3. Other issues – all
 - a. None
4. Next meeting
 - a. Åsa prepares a Doodle for weeks 23 and 24

Sunnalsøra, 31st May

Åsa Maria Espmark

OrAqua PMB meetings

Date: 13th June 2016; 10:00 – 10:45

Location: Skype for Business

Author: Åsa Maria Espmark

Participating: Jean Paul Blancheton, Alfred Jokumsen, Magnus Ljung, Giuseppe Lembo, Wout Abbink, Åsa Maria Espmark

Not Participating: Ingrid Olesen, Pirjo Honkanen

Agenda:

12. Approval of meeting minutes from 31th May (please find attached) – Åsa
 - a. Approved with the following modification:
In the USB pen at the meeting:
 - Final D4.4.
 - Participation list – additionally printed participant list
13. SH meeting – Pino and Magnus
 - a. Magnus presented alternative versions of the program, we keep his version #1
 - b. Facilitators
 - i. Two more facilitators needed – Pino makes suggestions
 - ii. Pino makes the first contact with the facilitators, and Magnus contacts those who accept afterwards to give them instructions
 - iii. Three alternatives
 - c. Reporters
 - i. Others than the PMB group can also act as reporters
 - ii. Pino makes a list of all reporters
 - iii. Pino makes the first contact with the reporters, and Magnus contacts those who accept afterwards to give them instructions
 - iv. Catherine Pons as alternative
 - d. Both facilitators and reporters will follow the same group through all 5 thematic areas
14. Other issues – all
 - a. None
15. Next meeting
 - a. PMB meeting over a dinner, Monday 20th. We meet in the hotel lobby at 19:00

Sundalsøra, 13th June

Åsa Maria Espmark

OrAqua AC/GA meetings

Date: 23rd June 2016; 13:00 – 15:00

Location: NH Laguna Palace, Venice, Italy

Author: Themis Altintzoglou

Participants AC/GA: Themis Altintzoglou, Wout Abbink, Jean Paul Blancheton, Ingrid Olesen, Alfred Jokumsen, Magnus Ljung, Giuseppe Lembo, Amedeo Manfrin, Catherine Pons, Eleonora Fiocchi, Jan Widar Finden, Lizzie Jespersen, Maria Teresa Spedicato, Zdenek Adamek, Anne-Kristin Løes, Hans Stefan Bergleiter, Jimmy Young, Alistair Lane, Jan Widar Finden, Margareet Van Vilsteren, Åsa Maria Espmark

Others: David Gould, IFOAM

1. Åsa presentation (see ppt)
2. Agenda presented.
3. Welcome and action points since last meeting.
4. Tip from Alistair Lane to check budgets and re-estimate what can be done until the end of the project. This is usually done 3 months before the end of the project.
5. Do we need to have a web survey version of the MCDA so that we have more answers? But do we risk introducing noise to the data?
 - Pino: The aim was to have a web consultation in summer and have the 3rd stakeholder event in October. This changed to June and left no time for the web survey consultation. For practical reasons, this might be possible to do now. This is ok, since it was not necessary.
 - Jimmy: could this mean that it could be suggested for further research? That will make use of the preparation work.
 - Ingrid: This could be something that a MSc student could be occupied with.
 - **Conclusion:** we await the web survey, not a priority in OrAqua
6. Summary of the evaluation sheets by Magnus (will be summarised and explained further in a report after the meeting):
 - The comments of the participants led to changes of the program in this event. This was something learned in previous stakeholder events, where participants felt that there was not enough flexibility to their needs.
 - There was need to balance discussions and informing others about conclusions while also securing that everybody starts at the same perspective based on a meeting introduction.
 - Need to balance the needs of different people for either more information or more discussion. So, challenging dilemma to plan such a meeting.
 - Positive effect of social tour before the discussions, which broke the ice nicely.
 - Total average 5.2 evaluation (1-6)
 - Info exchange 4
 - Organization 4.7 (also like the most)
 - Clearly identify challenges 3.6
 - Addressed several challenges 4
 - Enabled to suggest improvements 3.7
 - Integrated input 3.3
 - Highest ranked event so far.

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- Group discussions very appreciated and asked for, also the second day.
 - Report that is more detailed will be given from Magnus.
7. Reflections from group:
- Alistair: it's good to see a positive trend due to maturity of the project. It could be good to show the big picture and OrAqua inside the map. Strategic activities and input for the regulations placed on the same map so that it becomes more clear. Group based thematic areas could be organized in order to allow comparisons of the recommendations to the regulations. That could be a way to present the outcome of the meeting to the participants in order to organize a clear overview.
 - Anne-Kristin: we used much time for the discussion of material that was not mature enough. So, a more finalized or better prepared document could be the base for the discussions. The problem is not the lack of time, but the recommendations could be more prepared.
 - David: roundtable discussions were valuable, maybe due to voluntary participation. Maybe flexible participation could be a way to reach good information and we need to collect notes from that.
 - Ingrid: more discussions on details of the regulations were asked for. How realistic is it to discuss species-specific details within the broad scope of OrAqua in 1.5 days? We need to compromise and organise such an event with that in mind.
 - Stephan: some regulations are specific and have been discussed for about 5 years and are known to most people involved in these discussions and organisations related to that. Is about 10 issues that are specific, like e.g. stocking density of trout. These issues should have been in the recommendations that we discussed. Some people in the meeting are long time involved in these discussions and missed the details. It's too late to do it now, but can be in the final report. Otherwise it looks as if we missed the current debate.
 - Alfred reflected on the previous comments from a couple of stakeholders on the quality/level of detail of the suggested recommendations. He underlined, that all the issues in question have been addressed in the published reviews of WP 2, WP 3 and WP 4, and were presented in Istanbul and Rotterdam. Further, the final recommendations will not only be based on science though, because experimental conditions were different and are not bulletproof, but will be balanced against stakeholder feedback as well. Finally, it should be taking into account the huge amount of review and compilation work load, and that this is a relatively limited project, though strongly determined to fulfil the main objectives of the OrAqua project.
 - Stephan: this is what the EC needs, so, we need to grab the opportunity.
 - Pino: we had a long debate in the first two stakeholder events and every time we asked to everyone to send feedback so that further conclusions can be drawn. This is a discussion that is still ongoing. About stocking density, we will include into the recommendations to the Commission information on the average values currently applied in conventional aquaculture, when oxygen is regularly used and in absence of oxygen enrichment. Then we will provide an overview based on the scientific literature about the relationships between stocking density, quality of water and fish welfare. Finally, we will report feedback and sentiments received by consumers and stakeholders on this issue. In this way, the Commission will have all the elements to make the appropriate choice, which cannot be a magic number but a trade-off among several relevant aspects.

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- Stephan: most relevant people were here, so it would be a great opportunity to ask what they feel about specific numbers and get consensus. Discussing the figures of the regulations would be fruitful and would be an opportunity to introduce the questions about welfare etc.
 - Alfred: in SharePoint there is feedback on these numbers from Istanbul, so, it is all there.
 - Stephan: but this was not about recommendations, it could have been included here.
 - Alfred: we cannot give a number that is wrong.
 - Pino: along the three years project, we gave the opportunity to stakeholders to reflect and give feedback on this issue of the stocking density, as well as on several other key issues for the organic aquaculture. Indeed, it is worth to highlight that we received comments, suggestions and criticisms that have been already considered in our reports and will be further analysed in the final deliverables. Of course, only through a proactive participation it become possible to grasp all the outcomes of the project.
 - Jean Paul: what are we expected to give?
 - Stephan: they (EU) expect an estimation of a feasible number. An approach figure.
 - Pino: as it is stated in the OrAqua project, we are committed to provide to the EU Commission an overview based on the scientific literature, as well as a report of the state of the art and feedback and sentiments received by consumers and stakeholders. In other words, all the elements to help EU Commission to make the appropriate political decisions about the revision of the organic aquaculture regulations.
 - Jimmy: the use of the second day thematic sessions were fruitful but they were short and could not lead to further conclusions. But the opportunity is not missed, as long as we report and share the reports. This can be solved by sharing all notes with everyone and everyone can comment and add their ideas in something like a blog. This could also lead to further conclusions and discussions later towards the end of the project.
 - The EC will decide because they are already working on all these issues. But they are already working with consultation on these issues and will come to detailed final figures by themselves.
 - Pino informed the GA that the director of the technological platform TPorganic kindly offered to OrAqua to write a paragraph, about the organic aquaculture, in the action plan that TPorganic is going to present to the EU Commission, in order to promote research themes in the next Horizon 2020 calls.
8. Summary by Åsa:
- Should we come up with suggestions as a group? The discussions of the second day could be useful and shared for further feedback as suggested by Jimmy (above). We do not have attendance from each group, but it could be open to everyone to send input.
 - Magnus: If we have 10 strategic areas that are highly relevant, but is it OrAqua that has to say something about these strategic areas?
 - Pino: We will deliver recommendations that will include all issues. Were the stakeholders involved enough in these issues? Yes, they were and if there is something important that stakeholders want to add, we are open for all input. We can add a document in the end that is in consultation with IFOAM. Similarly, whenever there is useful input, it will be transparently summarised and given to the EC.
 - Alfred: it is a small project in terms of EU sizes. We cannot do everything. We have done a lot and it is what is expected.
 - Rounding up discussion by Åsa. Magnus will share the final report from the evaluations later on. Åsa will discuss the project output with the PO (EU Commission expectation)

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9. Moving to follow up actions and first the dissemination.

- The follow up actions regarding SH platform was not further dealt with as this was a separate section in the SH meeting just prior to the AC/GA meeting
- Pino: JP can help the stakeholders with finding the documents that were obviously overlooked by the attending stakeholders before this event. We also need to plan dissemination such as conferences via EAS and channels via IFOAM to make efficient use of our limited resources. Recommendations will also be shared with stakeholders after they are edited.
- JP: We need to disseminate the output of WP2 and 3 in a digestible way and in full. But we also need to disseminate to the EC on a different level. We need an easy to read document in several languages and ensure that it can and will be read. For a wider dissemination, a short leaflet (2 pages) about what is the existing regulation and what the project has led to will be prepared after all discussions are taken into account.
- Anne-Kristin: prepare the final recommendation document and get comments from everyone and this will be a better document to share with the EC. This will be complicated but transparent.
- Pino: OrAqua based all the project activities on the principle of transparency, which of course mean that the project recommendations fairly reflect the scientific review carried out, as well as the stakeholder positions expressed. Does does however not mean that recommendations can be written under the supervision of one or other stakeholder group.
- By the end of next week all information from groups should be returned with comments to the reporters. Then Pino will be able to plan when the final recommendations will be ready.
- Alfred: we have been open and transparent. Now we need to collect and organize everything with objectivity and with the best ability to reach high quality.
- David: as IFOAM we are interested to help with the dissemination of all the results. They need to capture important nuances and not only the general levels. Give good consideration and the presentation of the final scientific expertise and including a reflection of the broader issues so that it can be clearly disseminated without losing important nuances. There should be a sharing feedback loop but after that we have to trust that it will be finalized the right way.
- Åsa: we need a document with our suggested recommendations, and include where they come from. If there is nothing concrete to recommend, we need to explain that there is no concrete knowledge to base recommendations on for this specific topic.
- David: consider feedback but only use it if it adds value. Not necessarily use everything in the final recommendation. Take it into account, but filter what SHOULD be reported in the end. Recommendations should be distilled and digestible and concrete, otherwise they cannot give feedback. It has to be clear and transparent, and proposed in the best way. But it has to be done in a way that allows for feedback, and not a massive document.
- Lizzie: could we combine the deliverables of scientific background and recommendations just to add support to each other (D6.1 and D6.2)?
- Lizzie: we have not promised to have agreement with stakeholders. We promised scientific recommendations. So, it could be done in future work. Or we need to report gaps and differences that can be done in future projects.
- Pino: agree and need to keep an open dialog even after the meeting.
- Catherine: The coordinator has to make the final report. Cannot wait for everyone to agree. In EAS it could be presented, but not much more than that. Openness and dissemination can create awareness and that the work has been done. If they want more information they go to

European Organic Aquaculture - Science-based recommendations for further development of the EU regulatory framework and to underpin future growth in the sector

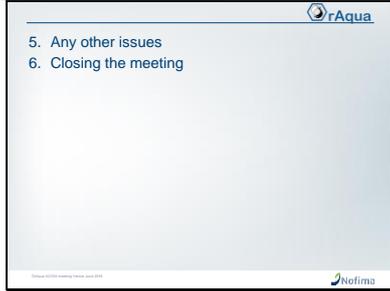
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- the website. That will be enough. Nobody reads final reports, so, we need to make a small document to reach out to people.
- **Conclusion** is that this is challenging but we will do our best to be open and practical. We will send requests for feedback including the information of the discussion groups of day 2.
10. Åsa presented the dissemination plans for the rest of the project.
- Will the same people be in Bonn (IFOAM Aquaculture Forum 20th October) as in Brussels (OrAqua meeting with PO)? No, totally different people
 - Anne-Kristin: we can continue the platform by going closer to IFOAM because it is a general platform that fits OrAqua very well.
11. Closing of the meeting.

Lysbilde 1



European Organic Aquaculture - Science-based recommendations for further development of the EU regulatory framework and to underpin future growth in the sector

Lysbilde 14



OrAqua PMB meetings

Date: 23rd June 2016; 15:00 – 16:00

Location: NH Laguna Palace, Venice, Italy

Author: Themis Altintzoglou

Participants: Themis Altintzoglou, Jean Paul Blancheton, Alfred Jokumsen, Magnus Ljung, Giuseppe Lembo, Wout Abbink, Åsa Maria Espmark

1. Need to plan the finalization of the recommendations.
 - Pino needs to prepare the technical dossier based on each partners special expertise on special issues.
 - Pino will contact e.g. Alfred for feed, etc.
 - After looking at the last documentation Pino will make the SWOT analysis to get to the final recommendation and send it to PMB group for feedback.
 - The final recommendation will be used for the policy implementation plan. This will be based on the current regulation and work on it like track changes so that there are references to the scientific review of the literature, the survey, the stakeholder feedback. Pino will contact PMB from time to time to get feedback from everyone. This is for the last deliverable.
 - Pino will start sending documentation well before October. This way the work in progress will take place.
 - JP: we will all have all the raw material in 10 days. Could it be possible to meet for two days and put the raw material down and finalise large part of the work together. This will be more efficient.
 - Pino: its two steps. One for the executive dossier. This will be just one time contact and wait for feedback.
 - JP: this dossier will be used for the implementation plan.
 - Pino: cannot see the possibility to sit together and finalise the work in 2 days. Not possible to do it in 2 days because of reflections and discussions and search of references etc.
 - The dissemination document could be prepared before the final deliverables are finalized. The 2 page documents do not have details, so, it could be done in advance.
 - JP: we need the content of the final document so that JP can use that information to prepare the final leaflet. Can we after 10 days fix a date to sit together for 2 days and work on a global content? After preparing a global content, Pino can finalise the deliverables and JP and Alfred can finalise the dissemination.
 - Alfred: if JP solves the budget management and allow for using the budget after October, then planning can become easier.
 - Åsa: is it possible that Pino provides bullet point level info, so that dissemination can start the work.
 - Pino: in July we can have the information to use for dissemination. It depends on what is needed. This is already almost possible. Most parts of the dissemination idea (4 page leaflet) are possible already. But giving the changes in the regulation in a short format is not possible.
 - Alfred: the design can be like an advanced newsletter. Including documentation of the meeting in a digestible way.

European Organic Aquaculture - Science-based recommendations for further development of the EU regulatory framework and to underpin future growth in the sector

- **Conclusion:** in 10 days we have feedback from roundtables and group discussions and send it to everybody. One week after, Pino can deliver the page with additional information about some recommendations based on OrAqua. It will lead to an easy to read document that stimulates interest in the end results of the project. Magnus can help with proofing that the document is good in terms of communication. The document will have links to further details. If the documentation is not ready, we will give the dates when the information will be ready.
- What are we expected to deliver? Something fully finalized? Or an objective document with pros and cons that requires work until it is finalized on political level? - We can provide our opinion and all relevant information, but in the end the final decision will be made on a policy maker level.

OrAqua PMB meetings

Date: 6th September 2016; 12:00 – 14:00

Location: Skype for Business

Author: Åsa Maria Espmark

Participants: Jean Paul Blancheton, Wout Abbink, Pirjo Honkanen, Alfred Jokumsen, Magnus Ljung, Giuseppe Lembo, Åsa Maria Espmark

Not present: Ingrid Olesen

Agenda:

1. Welcome address
2. Actions for the rest of the project period
 - a. Deliverables
 - i. Pino is delayed in the preparation of the recommendation relevant documents because of late arrival of SH documents
 - ii. He will be able to keep the deadlines of the deliverables (D6.1, D6.2 and D6.3)
 - iii. Documents will be sent to PMB by end of October
 - iv. Pino will contact experts individually for information for the executive dossiers
 - v. Recommendations:
 1. As a project OrAqua may give different alternative recommendations, but it is not within the scope of OrAqua to make the final decision
 2. It was discussed how to present the recommendations. MCDA is scientifically and objective compared to the group discussions held at the SH events. We need to consider both (there may be some aspects not covered by the MCDA that came up during the SH discussions), but more weight should be given on the objective MCDA

	Title	Lead beneficia	Due date	Status	New due date
D4.2	MCDA survey	COISPA	M22	Delivered	
D4.3	Communication material for 2nd stakeholder event	DTU	M23	Delivered	
D5.3	Conclusions and actions post stakeholder event	SLU	M25	Delivered	
D1.4	Structure and funding of multi-stakeholder platform	IFREMER	M30	M35	1st Nov
D4.4	Results and interpretations of MCDA	COISPA	M28	Delivered	
D4.5	Easily conceivable communications for dissemination	DTU	M31	M36	1st Dec
D6.1	Recommendations for organic aquaculture regulation	COISPA	M35	On time	
D6.2	Technical background behind the recommendations	COISPA	M35	On time	
D6.3	Policy Implementation Plan (PIP)	COISPA	M36	On time	
D7.3	Final project report and financial report, and audit certificates for each partner	NOFIMA AS	M36	On time	

b. Disseminations

- i. Newsletter
 1. Delay the last newsletter to December when the conclusions from the project are ready
 2. The intent to have the last newsletter ready for EAS 2016 is not possible
 3. Åsa will ask Camilla if this is OK with her
- ii. Jean Paul was contacted by French TV. PMB may be contacted by them regarding e.g. organic salmon

European Organic Aquaculture - Science-based recommendations for further development of the EU regulatory framework and to underpin future growth in the sector

- c. End report
 - i. 31st December 2016 + 60 days = 29th February 2017
 - ii. Don't start with the end report before we are done with the project, since the most important tasks in the project will take place at the very end
- d. Brussel
 - i. When – Åsa contacts PO to ask if EU has preferences of dates in December. If not – Åsa sends a Doodle with dates in December
 - ii. Who – there is money left from the SH events, so the whole PMB should preferably attend
- 3. EAS 2016 in Edinburgh
 - a. PMB meeting – we meet at the registration desk/reception in the conference venue at lunch (12:30), Thursday 22nd September 2016. The meeting has to be finished by 14:00
 - b. PPT`s
 - i. Wout is the first OrAqua presenter and presents the necessary general information about the OrAqua project
 - ii. Pino – keep the content of the ppt within the title and abstract, and there will be fewer needs of OrAqua information
 - iii. If all send their finalized ppt`s to Pino, who is chairing the session, before the conference, he may prepare some questions
 - iv. If all circulate their ppt`s to all other OrAqua presenters, overlaps may be avoided
- 4. Other issues
 - a. Helena Röcklinsberg (SLU), responsible for ethical issues in the project has saved some of her resources to the end of the project to give some input on the final recommendations
 - i. To facilitate her inclusion we will from now include her in the e-mail loop of documents relevant to the regulations that will come from Pino from the end of October
 - b. Money left?
 - i. If there is money left from the project also after Brussel we should try to allocate them to other activities in the project
 - 1. Move resources to other partners doing similar tasks
 - 2. Ask PO if we can allocate resources to other activities, e.g. OrAqua relevant EAS activities
 - 3. Åsa receives suggestions from the rest of the PMB group and asks OrAqua financial officer Anne Risbråthe if this is allowed

Sundalsøra, 6th September 2016

Åsa Maria Espmark

OrAqua PMB meetings

Date: 22nd September 2016; 12:30 – 14:15

Location: Edinburgh

Author: Åsa Maria Espmark

Participants: Jean Paul Blancheton, Wout Abbink, Alfred Jokumsen, Giuseppe Lembo, Ingrid Olesen, Åsa Maria Espmark

Not present: Pirjo Honkanen, Magnus Ljung

Agenda:

1. Discuss OrAqua progression as many of us were gathered in Edinburgh for the EAS conference
 - a. Discussion of how to weight information of SH events, reviews and survey in the recommendation
 - i. Suggestion to keep SH event and survey little apart since the outcome of these depends much on consumer knowledge and SH identity.
 - b. API helped COISPA organizing the SH event in Venice, and will receive economic compensation for this work. COISPA has administrative problems to transfer money to API
 - i. Alternative 1: API send invoice to Nofima, since we clearly (ref Anne Risbråthe, financial officer) can transfer money between partners and between activities
 - ii. Alternative 2: Ask PO if EU has objections against that we transfer money to API for an activity that they are not listed with in DoW
 - iii. Alternative 3: Ask PO if API can send invoice to FEAP, that is listed in the DoW to assist in organization of dissemination activities
 - c. **The whole PMB sends to Åsa the amount of hours needed to complete the project**
 - i. Åsa will send this to Anne Risbråthe to manage the transfer if needed
 - d. We can deliver the end report 60 days after 31st December, but most of the writing has to be done before 31st December
 - e. Ifremer needs to transfer activities to COISPA because of the Ifremer administration that prevents use of EU money after October
 - i. Do we need to formalize this in an agreement?
 - f. Should we use external communication company to make easily understandable disseminations? Video?
 - i. Ask ICROFS and Salmar for information

Sunnalsøra, 26th September 2016

Åsa Maria Espmark

OrAqua PMB meetings

Date: 21st November 2016; 09:00 – 11:30

Location: Skype for Business

Author: Åsa Maria Espmark

Participants: Pirjo Honkanen, Jean Paul Blancheton, Alfred Jokumsen, Giuseppe Lembo, Magnus Ljung, Åsa Maria Espmark

Not present: Wout Abbink, Ingrid Olesen

Agenda:

1. Welcome address, approval of meeting minutes
 - a. Approved
2. Status remaining Deliverables
 - a. D4.5 – Alfred is working on the draft that he has received some input to. Submission end of November
 - b. D6.2 (Pino) – Submission November
 - c. D6.1 (Pino) – submission November
 - d. D6.3 (Pino) – Submission December
 - e. IFOAM document good for OrAqua – in line with our recommendations
 - f. Ethics (Helena) – already decided to allocate hours from WP2 to WP6 for ethical evaluation
 - i. Include a separate dossier in D6.2 for ethical evaluation
 - ii. Magnus asks Helena if this is in line with her idea
 - g. Up-date WP2 and WP3 – no time left for this work, and not necessary because very limited new information exist. Pirjo will take into consideration information from the Dossier

D4.5	Easily conceivable communications for dissemination	DTU	M31	M36
D6.1	Recommendations for organic aquaculture regulation	COISPA	M35	On time
D6.2	Technical background behind the recommendations	COISPA	M35	On time
D6.3	Policy Implementation Plan (PIP)	COISPA	M36	On time
D7.3	Final project report and financial report, and audit certificates for each partner	NOFIMA AS	M36	On time

3. Meeting PO in Brussel 13th December
 - a. Dinner 12th, travel and accommodation
 - i. We meet in the reception 19:30
 - b. Agenda that will be sent to PO:

Time	Title	Presenter
09:30 – 09:50	Welcome address: <ul style="list-style-type: none"> • OrAqua general introduction, structure of project, WP`s and aims • What is organic aquaculture? Approx 15 minutes presentation + 5 minutes discussion	Åsa Espmark (Nofima and Coordinator)
09:50 – 10:35	A short easy to understand summary of WP2 (Review)	Alfred Jokumsen (DTU and WP4)

European Organic Aquaculture - Science-based recommendations for further development of the EU regulatory framework and to underpin future growth in the sector

	of Production issues) and WP3 (Review of Socioeconomic issues) Approx 30 minutes presentation + 15 minutes discussion	leader)
10:35 – 11:00	Stake holder events <ul style="list-style-type: none"> • How were they facilitated? • Role of the events in relation to the project aims • Outcome and feedback Approx 20 minutes presentation + 5 minutes discussion	Magnus Ljung (SLU and WP5 leader)
11:00 – 11:45	Recommendations for up-dated regulations for organic aquaculture <ul style="list-style-type: none"> • Why is an up-date necessary? Approx 30 minutes presentation + 15 minutes discussion	Giuseppe Lembo (COISPA and WP6 leader)
11:45 – 12:05	Dissemination activities and stakeholder platform <ul style="list-style-type: none"> • Dissemination activities • Continuation of Stakeholder platform after OrAqua Approx 15 minutes presentation + 5 minutes discussion	Jean Paul Blancheton (IFREMER and WP1 leader)
12:05 – 12:15	OrAqua final report – discussion with the commission	All

- c. All ppt`s should be as short as possible – pin point the most important issues
 - d. Ask PO for confirmation of agenda and building for the meeting
 - e. Ask PO to book 13th December before lunch for our meeting (date is already confirmed)
 - f. All circulate the ppt`s before the meeting for comments
4. Other issues
- a. Pino asks IFOAM to give requests for scientific needs
 - b. Final report
 - i. Åsa sends to the PMB group with deadline 13th January
 1. M24 Interim report
 2. Template final report
 3. Ask PO if the results section can include a summary so that we avoid to repeat the Deliverables
 - c. Next meeting
 - i. 8th December 09:00 – 10:00
 1. A short up-date of the Brussel event

Sunnalsøra, 21st November 2016
Åsa Maria Espmark

OrAqua PMB meetings

Date: 8th December 2016; 09:00 – 09:45

Location: Skype for Business

Author: Åsa Maria Espmark

Participants: Jean Paul Blancheton, Wout Abbink, Pirjo Honkanen, Alfred Jokumsen, Magnus Ljung, Giuseppe Lembo, Åsa Maria Espmark

Not present: Ingrid Olesen

Agenda,

1. Approval of meeting minutes from 21st November 2016
 - a. Approved
2. Ppt`s for Brussel – status
 - a. Åsa
 - i. ppt has been circulating and comments been taken into account, no more comments.
 - b. Pino
 - i. ppt came 7th December afternoon, Pino went through the ppt
 - ii. Discussion to include juveniles, feed, consumer aspects and institutional framework, Pino will decide
 - c. Alfred
 - i. ppt has been circulating and comments been taken into account, no more comments
 - d. Magnus
 - i. ppt came 8th December morning. Magnus went through the ppt and will incorporate comments given at the meeting and from e-mails
 - e. Jean Paul
 - i. ppt came 7th December afternoon. Jean Paul went through the ppt and will incorporate comments given at the meeting and from e-mails
3. Other matters
 - a. We will not bring handouts of the ppt`s to Brussel. If the PO and her colleagues want copies we will give this to them after the meeting
 - b. Ingrid Olesen will chair the organic session at the EAS meeting 2017 (Croatia). Encourage to contributions
 - c. Next PMB Skype meeting – January 2017 (Åsa sends Doodle)

Sunnalsøra, 8th December 2016

Åsa Maria Espmark

OrAqua PMB meetings

Date: 22nd December 2016; 11:00 – 12:00

Location: Skype for Business

Author: Åsa Maria Espmark

Participants: Jean Paul Blancheton, Wout Abbink, Pirjo Honkanen, Alfred Jokumsen, Magnus Ljung, Ingrid Olesen Åsa Maria Espmark

Not present: Giuseppe Lembo

Modified 2nd January 2017 (09:30 – 10:00) with Giuseppe Lembo present

Agenda,

1. Discuss the last days comments from PO and her colleagues, and try to agree on how to meet the requests
 - a. Newsletter
 - i. Part 1: refer to general organic principles
 1. Suggest that IFOAM organic principles will be part of OrAqua documents
 2. Other EU organic principles?
 3. PMB accepts the suggestions to modifications made by Jean Paul
 4. **Pino will make suggestions to the leaflet ASAP, including that OrAqua is based on holistic approach and do not make comparisons between organic and conventional farming.**
 - ii. Part 2 Recommendations:
 1. State that the leaflet should be easy to read, and can therefore not be filled with references. Refer to DoW and D4.1. D4.1 is full of references (including Deliverables from WP2 and 3).
 - b. Deliverable 6.1 and End Reports
 - i. General point: we have to deliver what we have promised in DoW and contract. If the PO still argues with this we should invite Advisory Board to the discussion
 1. **The external reviewers will make the review based on DoW**
 - ii. D6.1: D4.1 contains many references that can be used in D6.1
 - iii. Not always easy to distinguish between science based and SH based recommendations, since many are mixed suggestions
 - iv. Also, some recommendations may not be economical realistic.
 - v. D6.1 + Final Report method chapter: be extremely detailed in the description of how we have approached the project
 1. What means holistic?
 2. Holistic applied project
 3. Refer to DoW
 4. Recommendations are outputs of this holistic approach
 - c. External reviewers to End Report
 - i. It is important that we suggest reviewers that have the correct attitude. Please sent all suggestions to Åsa
 - ii. If possible, suggest reviewers that were not part of the events (EU may not approve)
 - d. Others:
 - i. Next scheduled meeting: 31st January 2017 09:00 – 11:00 (Invitation sent)

European Organic Aquaculture - Science-based recommendations for further development of the EU regulatory framework and to underpin future growth in the sector

- ii. Ask Pino if he is in favor of a meeting 2nd January 2017
- iii. **Pino is invited to TPOrganic meeting to discuss further EU calls, send suggestions to him ASAP as the meeting is January 16.**

Sundalsøra, 22nd December 2016; 2nd January 2017

Åsa Maria Espmark

OrAqua PMB meetings

Date: 31st January 2017; 09:00 – 11:00

Location: Skype for Business

Author: Åsa Maria Espmark

Participants: Jean Paul Blancheton, Wout Abbink, Pirjo Honkanen, Alfred Jokumsen, Magnus Ljung, Giuseppe Lembo, Åsa Maria Espmark

Not present: Ingrid Olesen

Agenda:

1. 2 Final Reports
 - a. Åsa have informed about what is now needed in order to finalized before end of February
2. Recommendations
 - a. D6.1 draft delivered to PMB. Any comments requested ASAP
 - b. Pino needs document from WP5 regarding the results from all three SH events
 - c. No more attempts to include ethics
3. Scoping paper; Work program 2018 -2020
 - a. Pino was invited to the meeting organized by TP Organic where also DG Research was present
 - b. A very positive and enthusiastic attitude to launch a new call on organic aquaculture 2018 – 2020
 - c. The first PMB member who sees the call distribute it to the rest of the group so that we can be prepared for a new application
4. Other
 - a. Organic session EAS Dubrovnik 2017 – call for abstracts from OrAqua (1st may)
 - b. Leaflet – in progress. Jean Paul is waiting for response from FEAP, and will then send it to PMB for translation
 - c. Pino suggests that all go back to their deliverables and look for spelling mistakes, reference mistakes etc
 - d. If any more meetings needed: Give Åsa a notice and she will organize

Sunnalsøra, 31st January 2017

Åsa Maria Espmark

