

Genebank CRP Management Team Meeting
26/06/2012

Present:

- Cary Fowler
- Paula Bramel
- Jane Toll
- Anne Clyne
- Julian Laird
- Luigi Guarino
- Charlotte Lusty
- Stefania Grando

Agenda:

1. Update from May 22 MT minutes
 - a. Update on contracts and financial reporting
 - b. Update on GeneSys
 - c. Update and demonstration of online reporting system
 - d. Update on cryobanking strategy
2. Process for allocation of non-recurring funds
3. Planning for Annual Meeting
4. Issues for 'labelling of branding' Genebank CRP

1. Update from May 22 MT minutes**a. Update on contracts and financial reporting**

The contract with the Fund Office is now in place. More feedback is needed on the contract of the Consortium Office (CO) with the Trust/Lead Centre for the Genebank CRP. The Trust may need to submit a Performance Indicators Matrix, which should be straightforward given that we have already developed the PMIs. Stefania will follow up to urgently push the process forward.

The CO confirmed that no 6-month financial report would be needed by July 15 given that the agreements are not yet signed. There may be some need for retroactive reporting once the agreements are signed. This will need to be confirmed by Gordon.

There has been an unexpected request from the Fund Office for a report from the Genebank CRP for 2011 Genebank Stability Funding. The CO will send a consolidated report of the CRPs that were running for more than 6mths by mid August – the question on the report for the Genebank CRP may come back, in which case the Trust is prepared to provide a synthesis from what was submitted for the long term grants (LTG).

We discussed the questions we had received from Centres on accommodating the 2% system cost fee, and the difference between depreciation and capital in the budget templates. Stefania attempted to clarify things further. For completing the Multi-year budget, we think it best for the Finance Staff at each Centre to follow the same procedure as for other CRPs in accommodating this 2% charge. We still need

to discuss how this affects the Trust LTGs that are part of the budget for most of the Centres.

There is not yet complete clarity on the budgeting and use of capital funds. Gordon has mentioned that Centres have individual approaches to how depreciation translates into the purchase of replacement capital items. In the costing study, the depreciation was calculated not only upon infrastructure but all kinds of equipment, including short-lived items. This may differ from the Centre's use of 'Depreciation' in their budgets. Gordon may need to help us deal with this on a case-by-case basis.

Cary reminded Stefania about the assumptions made in developing the budget regarding the growth of the endowment. These assumptions will need to be revisited depending on the performance of financial markets.

b. Update on GeneSys

The members of the Task Force have confirmed their participation and the feedback from Centres about the composition of the Task Force has been positive (see May minutes for Task Force members). Most of them will be able to make the meeting on 30 July. Theo van Hintum will be involved from a distance. There is no confirmation from Treaty about who will come to the meeting. Cesar Martinez has not yet fully confirmed. Jean-Marcel Ribaut can't make the meeting but he has nominated Graham MacLaren, who has agreed to attend. The external review of GeneSys is completed. Documents are to be sent to the Task Force by the middle of July.

There is an important point to be noted. The Management Team made a decision at the May meeting to favour neutrality of the Task Force in determining its composition in relation to GeneSys I development. This principle was reinforced during this meeting. There has been a continuing discussion with Bioversity about their role in the Task Force. We once again agreed that Bioversity would not be part of the Task Force but would be asked to join the meeting for technical input as needed.

The external review of GeneSys has been completed and the reviewer's report with the Trust responses is an Annex to this report. The Management Team agreed that this report would be shared with all the Centres for their comments. The comments will be consolidated and sent to the Task Force for their consideration. Thus, please send all comments to Paula by July 12.

The expected outcome of the Task Force meeting will be concrete action points for how to move forward with the development of GeneSys II. The dialogue will continue until the workplan is finalized at the Annual Genebank Meeting (AGM). Both Trust and Centre staff are also cautioned not to anticipate the outcome of the Task Force discussions. All planning and activities relating to the development of GeneSys should be effectively frozen.

The online presence of GeneSys, however, should be maintained. Bioversity will be requested to submit a proposal to the Management Team for the continued hosting,

including the provider in the US, and the Help Desk. There may also be allowance for some interim activities to be determined by the Task Force.

It was also noted that the SGRP Crop Knowledge Bank online site is deteriorating and requires support for maintenance. This needs to be followed up separately and possibly discussed at the AGM.

c. Update and demonstration of online reporting system

The online system for gathering data on the Performance Management Indicators (PMIs) is close to completion. The reporting and email notifications are all that remain to be developed. Charlotte, Andie and Jenin have tested the software. We are ready to go forward with the pre-testing by four CGIAR Centres. Unless there are candidates who are keen to be involved in the pretesting, we would like to request the following Centres to take part in the pre-testing phase:

- Bioversity
- CIAT
- ICRISAT
- IITA

If they agree, these Centres will receive the url, username and passwords in the next few days and will be requested to start entering the baseline data and 5-year targets, and to keep a careful note of and feedback all bugs, problems and suggestions as they enter the data. All other Centres are requested to review the PMIs again and to highlight any important revisions. The pre-testing phase will be completed by 31 July at which point all Centres will be requested to submit data through the online system. The deadline for finalized submissions will be 15 September.

d. Update on cryobanking strategy

A simple cryobanking strategy template has been formulated and shared with Bart Panis. The template solicits information on the present and planned objectives of the different collections (field, seed, in vitro, cryo, etc) at CGIAR Centres and other major genebanks where cryobanking is under way, and includes a proposal template for activities to be undertaken. The templates will be sent out with the intention that the completed strategies will be reviewed at the AGM.

2. Process for allocation of non-recurring funds

Please refer to the table concerning the non-recurring costs from the CRP proposal included together with these minutes. Options for allocating funds for non-routine operations were discussed. It was firmly agreed that we are not aiming to set up collective actions. The aim is to tackle common issues cost-efficiently and to set the parameters around the CRP so it is clear which activities/items are covered and which are not. Some funds can be allocated almost immediately. This would help us to approach the level of disbursement for 2012 given in the CRP proposal. Some issues require discussion or potentially a task force to help bring in some thought and experience from outside the CGIAR.

Proposals for the allocation of Collecting funds are invited

The proposals should be for US\$20,000 to US\$50,000 for 2 years. Centres may submit more than one proposal. The proposal should respond as much as possible to the following targets:

- Recovering landraces (not CWR)
- Partnering with NARS from the Regeneration Project
- Addressing gaps in collections
- In principle agreement to collect already secured
- Availability of the collected germplasm in MLS
- Full integration of collected germplasm into the collection

Proposal templates will be made available in the coming days.

Sessions on the following are proposed for the AGM in October:

- Defining duplicates and consolidating actions on managing duplicates
- Conserving genetic stocks
- Genotyping/phenotyping strategy

The suggestion is that genebank managers are prepared to give detailed accounts of their strategy on each of these topics at the AGM or that other experts are invited to present their own approaches or syntheses of these issues. This proposal will be put to the AGM Planning Committee, which will be set up to decide the agenda and preparations for the meeting (see point 3 below).

A further suggestion for the AGM is to propose that genebank managers prepare individual presentations on service flows to and from Africa, and the elements that inhibit or encourage these flows. Centres working with the same crops should clearly describe the division of their roles with reference to what actually occurs at a practical level. Centres outside Africa will describe their partnerships or methods of reaching out directly or indirectly to African NARS who have need of germplasm for use or for conservation. In this way we would like to illustrate and discuss the different models for regional outreach, their limitations and needs for development or change. Again this suggestion will be followed up by the AGM Planning Committee.

Finally, the Management Team agreed that funds could be allocated to genebanks for the recruitment of a staff member to help genebank managers to liaise with partners, work with NARS, deal with requests, develop the genebank's outreach, help with documentation and compiling baseline information, etc. The position will be jointly held with the Trust and may involve some time spent in the Trust offices. Genebank managers are invited to write to Paula or Charlotte to indicate their interest in recruiting someone.

Planning for Annual Meeting

The dates for the AGM of 8-12 October are confirmed. Hotels in Rome seem rather full because of another big meeting so we may need to look outside Rome city for accommodation and possibly the meeting. The meeting will have two phases. The first two days will be for the bigger group, including DDGs and CRP leaders, and the

rest of the week will be dedicated to more technical issues. The AGM Planning Committee will be set up with Charlotte (to lead), Jane & Luigi. We intend to ask Tom Payne, Alexandra Jorge, and Peter Bretting (USDA) if they would participate in the committee. We will invite 40-45 participants in total, including representatives from the crop commodity CRPs, CRP7, and from among USDA, SPC, ECP/GR, and other major NARS. The final list of nominations will be determined once the meeting agenda is finalized.

4. Issues for 'labelling of branding' Genebank CRP

The issue of whether the Genebank CRP is a CRP and treated equally has arisen several times. There is a suggestion to give it a special name, such as Genebank Programme, to highlight its distinction. It is recognised that there is neither budget nor any real need to pursue the branding of the CRP in a big way. Stefania will provide the CGIAR branding guidelines. The CO recognised that the Genebank CRP needs to be brought more into the portfolio of CRPs and kept in the loop.

Next meeting

Dates of next meeting will be September 3rd at 10:00

Possible Agenda Items:

- GeneSys Task Force
- AGM Plans
- Global Outreach plans
- Status of allocation of Non-recurring funds