

Ministry of Food, Agriculture and Fisheries

Statute

of

International Centre for Research in Organic Food Systems

GENERAL PROVISIONS

Name and organization

Article 1

- (1) The name of the research centre is the "International Centre for Research in Organic Food Systems" shortened to ICROFS. The name of the centre in Danish is "Internationalt Center for Forskning i Økologisk Jordbrug og Fødevarer-systemer ". The Centre is hereinafter referred to "the Centre" or "ICROFS".
- (2) ICROFS is a research centre 'without walls', where research in organic farming and food systems is performed in collaboration as an integral part of the participating institutions.
- (3) In connection with the Centre a Board (Articles 4-6), a Programme Committee (Article 13) and a Centre Secretariat (Article 9) headed by a Director (Articles 7 and 8) have been set up.

Purpose

Article 2

The main purpose of ICROFS is to provide research results that may contribute to the promotion of organic food systems, including agriculture, aquaculture, processing and dissemination of organic food.

The Centre must also contribute to the coordination, management and performance of strategic and user oriented, high quality research at the national as well as the international level, on the basis of the organic philosophy and organic principles and issues.

The research must contribute to the development of organic farming and food systems in order to increase conversion possibilities from conventional to organic farming production and promote the sustainable development of farming and food systems as a whole, taking into account economic, ethical and social issues; the research must further contribute to the development of food systems that may promote the processing, product development and dissemination of organic food.

The research must further contribute to the development and dissemination of organic farming and food systems as instruments for achieving important social objectives concerning the environment, climate, nature, animal welfare and rural development.

Tasks

Article 3

In accordance with its purpose, the Centre will have the following tasks:

- (a) Initiating, coordinating and performing national and international research activities in organic farming and food systems, including
 - organic plant production, livestock and aquaculture production and the interplay between them, taking into account the environment, energy, animal welfare, work environment, food safety and quality, as well as economy and social conditions;
 - the processing of organic raw materials and the development and use of organic products, taking into account food safety and quality, health, energy, the environment, work environment and economy.
- (b) Ensuring that the results of organic research are easily accessible to all parts of the food sector, including organic farmers, fish farmers, consultants, processors, consumers and public authorities.
- (c) Producing and disseminating knowledge, nationally and internationally, concerning the importance of organic food systems to the environment, nature and biodiversity, animal welfare, health, food safety and quality, economy, structural and market development as well as the social significance.

- (d) Disseminating the results of the organic research to relevant users and national and international forums as well as promoting knowledge and understanding of the characteristics of organic food systems to international organizations.
- (e) Contributing to a knowledge-based development of organic food systems in relation to organic principles and social goals in a national and international perspective.
- (f) Contributing to the training of researchers and students in connection with the research projects.
- (g) Contributing to the training of advisers and trainers who may assist in promoting the purpose of the Centre.

THE BOARD

Article 4

Composition

- (1) The Centre's activities will be managed by a Board, see Article 5.
- (2) The Board will consist of 11 (eleven) members appointed by the Minister for Food, Agriculture and Fisheries. The chairman and 4 (four) international members will be appointed without prior recommendation. 6 (six) members will be appointed by prior recommendation, including 5 (five) national members and 1 (one) international member. Between them, the members of the Board must have experience within research in organic farming and food systems and must have good international contacts to other research environments and funding bodies. The following national institutions and organizations will recommend members for the Board:
 - 1 (one) member to be recommended by the University of Aarhus (AU)
 - 1 (one) member to be recommended by the Technical University of Denmark (DTU)
 - 1 (one) member to be recommended by the University of Copenhagen (KU)
 - 1 (one) member to be recommended by The Danish Agricultural Council (*Landbrugsraadet*)
 - 1 (one) member to be recommended by The Danish Organic Association (*Økologisk Landsforening*)

Between them, the international members should ensure a broad geographical representation from several continents, experience within different organic farming and food systems and research environments, and should have good connections to the organic sector and international funding bodies. 4 (four) international members are appointed in their capacity as researchers, research coordinators or similar functions, while the fifth member is recommended by an international organization representing users of organic research.

- (3) The Programme Committee set up under Article 13 will have an observer on the Board.
- (4) The Ministry of Food, Agriculture and Fisheries will have an observer on the Board.
- (5) The members of the Board will be appointed for 4 (four) years at a time with the possibility of reappointment or extension.

Duties

Article 5

The Board will have the following duties:

- (a) Developing and evaluating the Centre's vision and strategy on the basis of analyses of Danish and international developments and needs in organic food systems.
- (b) Specifying the objectives for the organic research in dialogue with the Danish Advisory Committee for Food Research and the Danish Advisory Board on Organic Food and Agriculture.
- (c) Working actively to support the realization of the Centre's strategy through the establishment of national and international contacts between the Centre and relevant partners, funding bodies and users.
- (d) Approving working programme, budget and accounts relating to the activities of the Centre management and the Centre Secretariat in accordance with the economic and administrative framework agreed with the Faculty of Agricultural Sciences/ University of Aarhus (DJF / AU).
- (e) Issuing recommendations on new national research projects and programmes, as well as on continued funding and/or adjustment of existing research programmes to the Danish Advisory Committee for Food Research on the basis of recommendations from the Programme Committee, see Article 13(2).
- (f) Issuing recommendations on ICROFS's participation in major national and international projects.
- (g) Providing coordination of the Centre's activities with other relevant research activities through dialogue with the Danish Advisory Board on Organic Food and Agriculture and the Danish Advisory Committee for Food Research.
- (h) Drawing up Rules of Procedure for the Board's meetings, see Article 6(2).
- (i) Exercising authority to appoint technical committees, see Article 14.
- (j) Issuing recommendations etc. on the recruitment and dismissal of the Director, see Article 7.

Meeting activities/Rules of Procedure

Article 6

- (1) The international members of the Board may receive reimbursement of their relevant travel and accommodation expenses in connection with attending Board meetings.
- (2) The provisions governing the meeting activities of the ICROFS Board will be set out in the Rules of Procedure drawn up by the Board. The Rules of Procedure must include provisions such as
 - Meeting activities and form.
 - The Board forms a quorum when not less than half of the members are present.
 - Resolutions are passed by a simple majority of votes, unless otherwise agreed in advance.
 - The Chairman of the Board has the casting vote in case of equality of votes.
- (3) The Board meetings will be attended by observers with no voting rights, see Article 4(4).
- (4) The Rules of Procedure and any amendments thereto are subject to approval by the Ministry of Food, Agriculture and Fisheries.

THE DIRECTOR

Recruitment and employment

Article 7

- (1) In cooperation with DJF / AU, the Board will cause a call for applications for the position of Director to be drawn up, giving a detailed description of the contents of the position; also in cooperation with DJF / AU, the Board will set up an expert committee to assess the applicants.
- (2) The Board will make recommendations to DJF / AU on the appointment and dismissal of the Director.
- (3) The Director will be employed by DJF / AU and will have his/her office and principal address at the Research Centre Foulum, DK-8830 Tjele.

Duties and responsibilities

Article 8

- (1) The Director will be responsible for the day-to-day management of the Centre Secretariat in accordance with the guidelines established by the Board and will be answerable to the Board and to DJF / AU.
- (2) The Director may participate in or manage research projects at the Centre.
- (3) The Director will submit the Centre's working plans to the Board, inform the Board of the Centre's activities and generally make recommendations in all matters to be submitted to the Board in accordance with Article 5.
- (4) The Director must inform DJF / AU of any relevant legal, financial or administrative matters in connection with the Centre's activities, including compliance with the administrative guidelines specified by DJF/AU from time to time.
- (5) The Director will take initiatives and, reporting to the Board, make decisions as to information about the Centre's activities and dissemination of the Centre's research results.
- (6) The Director will attend Board meetings, without a right to vote, and will perform the Board Secretariat functions.
- (7) The Director will attend Programme Committee meetings, without a right to vote, and will perform the Programme Committee Secretariat functions.
- (8) The Director will make recommendation to DJF/AU on the employment and dismissal of Secretariat staff.

THE CENTRE SECRETARIAT

Article 9

- (1) A professional Secretariat will be attached to the Director; together with the Director the Secretariat staff may be involved in the Centre's research and information activities, including the planning, coordination and management of projects, maintenance of databases, international cooperation and networking, as well as information on the Centre's activities.
- (2) The Centre Secretariat will be located at the Foulum Research Centre as part of DJF/AU.
- (3) DJF/AU will make premises, equipment and service functions available and will carry out budget, accounting and personnel administration for the Director and the Centre Secretariat subject to reimbursement of all expenses in full, in accordance with current DJF / AU administrative guidelines.

- (4) The extent of the administrative assistance described in paragraph (3), above, is subject to agreement between DJF / AU and the Centre Board, taking into account, among other things, the nature and extent of the administrative functions carried out directly by the Centre and the institutions participating in the Centre's research activities.

RESOURCES

Article 10

The Centre's activities will be funded by the resources provided to the participating institutions and the Centre Secretariat as basic funds, programme and project funding, etc.

ACCOUNTING, COOPERATION AGREEMENTS, ETC.

Article 11

- (1) External funds provided directly to participating institutions will be managed and accounted for by the institution where the research activities are carried out. The institution concerned will receive any overhead allowances in connection with such funds.
- (2) In connection with participation in specific national or international cooperation projects, funds will be managed by DJF / AU on behalf of the Centre, and cooperation agreements must be entered into between the participating institutions and DJF/AU.
- (3) The agreements referred to in paragraph (2), above, must be prepared at project level and must include the professional, economic and administrative aspects of the cooperation.

STAFF INVOLVED IN RESEARCH PROJECTS

Article 12

- (1) Staff assigned to research projects at the Centre will be employed by the participating institutions (institutes and departments) subject to the staff regulations and terms and conditions applicable to the respective institutions.
- (2) The Centre's research results will be published in the names of participating researchers, stating the Centre's name and the names of the institutions where the researchers are employed.

PROGRAMME COMMITTEE

Article 13

- (1) The Board will set up a **Programme Committee**.
- (2) The Programme Committee will make recommendations on new national research projects and programmes, as well as on continued funding and/or adjustment of existing research programmes to the Board, which will subsequently make recommendations to the Danish Advisory Committee for Food Research, see Article 5(e).
- (3) The Programme Committee will report on national research projects and programmes, see paragraph (2), above, to the Danish Food Industry Agency.
- (4) The Programme Committee will be composed of 1 (one) person from each of the following institutions and organisations: The Danish Biodynamic Association (*Biodynamisk Forening*), Danish Agriculture (*Dansk Landbrug*), DJF / AU, DMU / AU, FOOD / DTU, the Danish Consumer Council (*Forbrugerrådet*), The Danish Food Industry (*Fødevarerindustrien*) and Centre for Advanced Food Studies (LMC) jointly, FOI / KU, The Danish Agricultural Council (*Landbrugsraadet*), The Danish Agricultural Advisory Centre (*Landscentret*), LIFE / KU and Risø / DTU, and 2 (two) persons from the Danish Organic Association (*Økologisk Landsforening*).

The Programme Committee must be composed with regard to the contents of current national research programmes within the framework of the Centre.

The Board will also appoint a Chairman of the Programme Committee.

- (5) The Danish Food Industry Agency will have an observer on the Programme Committee.
- (6) Programme Committee members may receive reimbursement of their travel expenses in connection with attending Programme Committee meetings.
- (7) The Chairman of the Programme Committee may attend Board meetings as an observer.
- (8) As and when required, the Chairman of the Programme Committee may invite specialists to attend Programme Committee meetings in connection with the discussion of topics within their areas of expertise.

Technical Committees

Article 14

The Board may set up Technical Committees, for example with a view to developing and/or assessing project ideas. Technical Committees should consist of both researchers and users with practical experience of organic production, processing and use.

AMENDMENTS

Article 15

This Statute may be amended by the Ministry of Food, Agriculture and Fisheries.

COMMENCEMENT

Article 16

This Statute supersedes the Statute of 27 April 2005 and will come into force on 1 June 2008.

The Ministry of Food, Agriculture and Fisheries

Date: (Signed by Eva Kjer Hansen)