This is the first meeting of this WG. Every one explains her or his background and the kind of present work what is done.

Hans is happy with this WG. It has a balance between people which are in research and science and members which are fully active in the daily management or operation of dairy herd milk recording.

We need and extra member for USA and for Australia. Filippo proposes Patrick Baier (AgSource). Hans will approach him.

The ToR are discussed. Some amendments are proposed:

It may seem that this WG will cover all aspects of dairy cattle recording, from the systems used on farm now and in the future, to lactation calculations and to ensure that the ICAR membership have the most appropriate Guidelines to ensure best practice for their respective users. There should be no part of dairy cattle milk recording which is not covered by this WG, so the skills required by its members will vary from providers of on-farm recording, users of information provided, those who require phenotypic data as well as those how use information for genetic evaluations (although most of this aspect will be covered by the ICAR subcommittee Interbull). The Working Group will be responsible for:

1. Ensuring that the published ICAR Guidelines are relevant in respect of dairy cattle milk recording.
2. Regularly collating and tabulating the recording methods used by ICAR members
3. Based upon data and information gathered:
   a) Make such recommendations, based upon sound scientific and cost effective principles, to improve the relevant ICAR Guidelines, and
   b) To provide analysis to the membership on the different methods practiced
4. To monitor relevant developments in non-ICAR member activities and businesses and, where appropriate, report accordingly.
5. To recommend changes to Guidelines relating to areas such as test-day and lactation calculation methods, where new scientific or economic knowledge will bring about a measurable benefit to the members.
6. To liaise with the other ICAR subcommittees and working groups.

It is agreed to do item 2 bi-annually.
On item 4, we believe that the best is that every-one keeps the ‘eyes’ open and report to the group on what have been noticed on this point. This can be on research or business congresses or via scientific articles or other. This information should come to us, while doing daily work.

The main objective of this group is to maintain the ICAR guidelines for milk recording of dairy cows. The guidelines must be up to date and – maybe better – also take into account some future scenarios. On the other hand the question is how detailed they should be. Should all calculation procedures be written out? Maybe there may be the main guidelines and have details in appendices. Another question is where to start and where to end. Intuitively the starting point for the guidelines should be if the record for a test yield is there. End point could be the lactation record which is stored in the database. It will help us to write out the milk recording process, see what the steps are, and then decide on which point the guidelines start and on which point the guidelines end.

Most important is that we start with the current situation. Then have a match with the guidelines. We need to know then where to start and where to end. Thus the milk recording process should be known also. Then we may think on future scenarios.

It is agreed to start with a survey and to describe/ draw the milk recording process.

Further it is agreed to have the next physical meeting in Aarhus 2013, during the next ICAR technical workshop. Meanwhile we may have a telcon. This may be at the time the results of the survey are there and we have to make a summary of the results. The process can be discussed as well.

**ACTION LIST**

<table>
<thead>
<tr>
<th>Action nr.</th>
<th>Action</th>
<th>Who</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>01.01</td>
<td>Make drawings/ description of the milk recording process</td>
<td>HW; group</td>
<td></td>
</tr>
<tr>
<td>01.02</td>
<td>Set up survey. Fillipo will send a first draft. HW will add and distribute to WG. WG will give feedback. Involve Cesare to make an online survey.</td>
<td>HW; group</td>
<td>Must be ready before 1/11</td>
</tr>
<tr>
<td>01.03</td>
<td>Ask ICAR to do the survey.</td>
<td>HW</td>
<td></td>
</tr>
<tr>
<td>01.04</td>
<td>Analyse and make summary of results</td>
<td>??</td>
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<tr>
<td>01.05</td>
<td>Make first match of results to the current guidelines</td>
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