



# Terms of Reference for Measuring, Recording & Sampling Devices Subcommittee

**Version:** 6.01

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**Status:** Approved by ICAR Board

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## 1 Background

The purpose of this paper is to:

- To change the name of the Recording & Sampling Devices Subcommittee (RSD-SC) to the Measuring, Recording & Sampling Devices Subcommittee (MRSD-SC).
- Addition of key objectives and activities related to measuring devices (sensor devices and systems) that provide measurements for estimation of traits as recommended by the Sensor Devices Task Force (SD-TF).



- c. Update the ToR based on the annual review of the formerly named RSD-SC its priorities and objectives as conducted at the RSD-SC meeting on 17 June 2019.
- d. These revised ToR have been approved by ICAR Board at its meeting on 30<sup>th</sup> July of 2019.

The changes to these ToR over time are summarized in Table 1:

**Table 1. Change summary.**

Date of Change	Version
8 April 2015	Version 1.0
9 April 2015	Version 2.0
14 May 2015	Version 3.0
15 March 2018	Version 4.0
8 May 2018	Version 5.0 approved by ICAR Board
20 May 2018	Version 5.0 minor edits.
3 July 2019	Version 6.0 SC name change, objectives & priorities update, annual review by SC.
30 <sup>th</sup> July 2019	V6.0 approved by ICAR Board.
22 <sup>nd</sup> October 2019	V6.01 Updated conflicts of interest sentence including a link to policy for ICAR Groups.
30 <sup>th</sup> October 2019	Priorities updated following Oct. 30 <sup>th</sup> meeting of Board and Chairs.

The following sections cover the key elements of the Terms of Reference for the MRSD-SC.

## 2 Context

The MRSD-SC is one element of ICAR's Group structure as elaborated [here](#) on the ICAR website. As a subcommittee:

- a. It is a permanent,
- b. Its members are appointed by the Board of ICAR, and
- c. It is responsible for policy relating to services to members.

The main purpose of the MRSD-SC is to achieve a number of objectives related specifically to measuring, recording and sampling devices.



### 3 Objectives of the MRSD-SC

The objectives of the MRSD-SC are to:

- a. Provide a forum for ICAR members for collaboration, knowledge sharing, and organizational growth in all aspects of measuring, recording and sampling devices used on cattle, sheep, goats and buffalo.
- b. Maintain, update, promote and extend universal guidelines for the evaluation and certification of recording devices used to collect data on cattle, sheep, goats, camelids, and buffalo with the purpose of aiding decisions in genetic improvement, farm management, animal health, animal welfare, and product quality assurance.
- c. Maintain, update, promote and extend universal guidelines for the evaluation and validation of measuring or sensing devices used to collect data on cattle, sheep, goats, camelids, and buffalo with the purpose of aiding decisions in genetic improvement, farm management, animal health, animal welfare, and product quality assurance.
- d. Maintain, update, promote and extend universal guidelines for the evaluation and certification of sampling devices used to collect milk, blood, hair, fibre, tissue or other animal product where the resulting analyses are used with the purpose of aiding decisions in genetic improvement, farm management, animal health, animal welfare, and product quality assurance.
- e. Conduct and report the results of periodic international surveys on relevant aspects of animal measuring, recording and sampling devices.
- f. Develop, provide, engage, and promote a system that includes standards, guidelines, and protocols for measuring, recording and sampling device testing and evaluation, which will form the basis of the service that Service-ICAR will provide to device manufacturers on a user-remuneration basis.
- g. Facilitate and coordinate the international communication, outreach and collaboration in the research and development of measuring, recording and sampling devices.

### 4 Governance

The MRSD-SC will comprise a Chairperson and members appointed by the ICAR Board. The term of membership and voting rights of members will be determined at the time of appointment and may be reviewed from time to time.



All ICAR Group members are required to comply with the most recent version of ICAR's Conflicts of Interest Policy as [here](#).

The MRSD-SC will comprise members who represent some or all, depending on the level of interest and participation in ICAR activities, of the following interests:

- a. Geographical regions including Europe, North America, South America, Central America, Asia, Africa, and Oceania.
- b. Technical expertise in animal measuring, recording and sampling devices with respect to device accuracy, reliability, reproducibility, functionality, evaluation and certification.
- c. Recording data and sampling of milk, blood, hair, fibre, or tissue in cattle, sheep, goat and buffalo.

The MRSD-SC, may from time to time, create expert task forces or advisory/specialist teams to provide expert advice on topics of relevance to achieving the objectives of the MRSD-SC. These experts will function on a limited-term basis without formal or permanent appointment by the ICAR Board and will not have voting rights on the decisions of the MRSD-SC.

## 5 Secretariat & Reporting

Role of the Secretariat with the MRSD-SC:

- a. Business and Group Meetings
  - agree on meeting date(s) and venue(s) in consultation with Chairperson,
  - provide notice of meetings to members,
  - agree and distribute the agenda with Chairperson,
  - record minutes, review minutes with Chairperson, and distribute minutes.
- b. Group Composition
  - maintain list of MRSD-SC members with up-to-date contact details,
  - consult with Chairperson and ICAR Board to ensure membership is comprised of interested and enthusiastic members representing active stakeholders.
- c. Website
  - maintain website of MRSD-SC certifications, guidelines, processes, and protocols,
  - provide a forum ensuring contents are current and relevant related to the ToR.



## 6 Communications with the ICAR Board

Communication with the ICAR Board will be:

- a. Annual report of the MRSD-SC Chairperson to the ICAR Board.
- b. ICAR staff support person as identified from time to time by the ICAR Chief Executive, with all communications for the MRSD-SC are to be copied to this person.
- c. Participation of the Chairperson in meetings with the ICAR Board, normally on an annual basis coinciding with the ICAR annual meeting.

## 7 Relationships with Other ICAR Groups

Relationships between MRSD-SC and other ICAR Groups are as summarised in Table 2.

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**Table 2. Relationship with other ICAR Groups.**

Group	Purpose of Relationship	Method of maintaining relationship
Milk Analysis Sub Committee (MA-SC)	Ensure quality samples for milk analysis and collaborate on guidelines for in-line and at-line milk analysis.	<ul style="list-style-type: none"><li>• Overlapping membership.</li><li>• Joint expert advisory group(s) as required.</li></ul>
Dairy Cattle Milk Recording Working Group (DCMR-WG)	Ensure measuring, recording and sampling devices used for dairy herd recording produce high quality information.	<ul style="list-style-type: none"><li>• Overlapping membership.</li><li>• Joint expert advisory group(s) as required.</li></ul>
Animal Identification Sub Committee (ID-SC)	Development of ICAR guidelines and standards for tissue sampling devices	<ul style="list-style-type: none"><li>• Overlapping membership</li><li>• Ad-hoc committee for background research and guidelines development</li></ul>
Sheep, Goat and Camelid Working Group (SGC-WG)	Ensure measuring, recording and sampling devices used for sheep, goat and camelid data collection produce high quality information.	<ul style="list-style-type: none"><li>• Overlapping membership.</li><li>• Joint expert advisory group(s) as required.</li></ul>
Animal Data Exchange (ADE-WG)	Ensure data flows according to best practice standards between electronic measuring, recording and sampling devices and central databases.	<ul style="list-style-type: none"><li>• Overlapping membership.</li><li>• Joint expert advisory group(s) as required.</li></ul>
Others	Ensure any other standards, guidelines and services involving a measuring, recording or sampling device are developed using a shared ICAR philosophy.	<ul style="list-style-type: none"><li>• Overlapping membership.</li><li>• Joint expert advisory group(s) as required.</li></ul>

## 8 Priorities

Priorities are to be established by the MRSD-SC and are reviewed on an annual basis, taking account of its terms of reference and any requests from the ICAR Board.

That the priorities for MRSD-SC in the next year include the following:



1	Standardised test plans, reports, and review by all test centres.
2	Revisions of Section 11 and addition of sensor devices/systems testing.
3	Rewrite of ICAR Test Centre Software (FCEL).
4	Separation of Sheep & Goats into distinct and separate tolerances for MRSD (support from MA-SC and SGC-WG).
5	Innovative test plans/testing of AMS/RMS/VMS and sensor systems.
6	Development of coding system for all MRSD (with Interbull Centre).
7	Guidelines and standards for testing and certification for tissue sampling devices