



THE GLOBAL STANDARD  
FOR LIVESTOCK DATA

# Terms of Reference for Artificial Insemination & Related Technologies Working Group

Version July, 2024

Network. Guidelines. Certification.

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# Table of Contents

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<b>1</b>	<b>Background</b> .....	<b>3</b>
<b>2</b>	<b>Objectives</b> .....	<b>3</b>
<b>3</b>	<b>Governance of the AI&amp;RT WG</b> .....	<b>3</b>
3.1	Working Group.....	3
<b>4</b>	<b>Chair duties</b> .....	<b>4</b>
<b>5</b>	<b>Secretariat</b> .....	<b>4</b>
<b>6</b>	<b>Communications with the ICAR Board</b> .....	<b>4</b>
<b>7</b>	<b>Priorities</b> .....	<b>4</b>

## Tables

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Table 1.	Priorities for AI&RT WG in 2024. ....	5
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## 1 Background

The following sections cover the key elements of the Terms of Reference for the Artificial Insemination & Related Technologies Working Group (AI&RT-WG).

These revised ToR have been approved by ICAR Board at its meeting on 29<sup>th</sup> November of 2022.

## 2 Objectives

The objectives of the AI&RT-WG are to:

- a. Maintain, update, promote and extend universal guidelines for recording data associated with artificial breeding (for both male and female gametes, primarily in cattle) and its use to assess reproductive success.
- b. Conduct and report the results of periodic international surveys related the recording of artificial breeding data and its use to assess reproductive success.
- c. Identify and specify services that can be provided by Service ICAR to facilitate the recording of artificial breeding data and its use to assess reproductive success.
- d. Stimulate and facilitate international collaboration in research and development on all aspects of recording artificial breeding data and its use to assess reproductive success.

## 3 Governance of the AI&RT WG

### 3.1 Working Group

The AI&RT WG is a Committee whose Chairperson is appointed by the ICAR Board and whose members are appointed by the ICAR Secretariat in consultation with the Chairperson. 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 Committee will comprise members who cover some or all, depending on the level of interest and participation in ICAR activities, of the following interests:

- a. Geographical regions: Europe (West and East), North America, South & Central America, Asia, Africa & Oceania.
- b. AI&RT Technical experts in:
  - Semen collection, processing, storage, distribution, and insemination for cattle and other species of interest.
  - Embryo and oocyte collection, processing, storage, distribution, and implantation for cattle and other species of interest.
  - Use of artificial breeding data for assessing reproductive success.
- c. Supporters of ICAR Participation in: recording and using artificial breeding data for male and female gametes.

The Committee may create advisory committees to provide specialist and expert advice on topics of relevance to achieving the objectives of the Group.

#### 4 Chair duties

- a. Group Composition – in consultation with ICAR Secretariat and ICAR Board ensure membership is comprised of interested and enthusiastic members representing active stakeholders.
- b. Business and Group Meetings – takes initiative for dates, agenda and minutes in consultation with Secretariat. Organise at least two meetings per year, 3 to 4 meetings per year are recommended.
- c. Coordinate relationships with other ICAR groups. Have awareness of activities going on in other groups.
- d. Group activities - in consultation with the group members, establish priorities with agreed duties of group members and agreed deliverables and timescale. Accomplishment of the tasks in time and activities leading to a satisfactory outcome.
- e. Communications with the ICAR Board. See paragraph 6.

#### 5 Secretariat

Role of AI&RT WG Secretariat:

- a. **Group Composition** – maintain list of Group members with up-to-date contact details, in consultation with Chairperson and ICAR Board ensure membership is comprised of interested and enthusiastic members representing active stakeholders.
- b. **Group Meetings** – agree dates and venues in consultation with Chairperson, provide notice of meetings to members, agree agenda with Chairperson, distribute agenda, take minutes, agree minutes with Chairperson, and distribute minutes.
- c. **Website** – maintain website and forum ensuing contents are up-to-date and relevant according to the TOR.

#### 6 Communications with the ICAR Board

- a. Annual report of the AI&RT-WG Chairperson to the Board.
- b. The ICAR Staff support person as identified from time to time by the ICAR Chief Executive. All communications for the Group are to be copied to this person.
- c. Participation of the Chairperson in meetings with the Board, normally on an annual basis coinciding with the ICAR Annual Meetings.

#### 7 Priorities

Priorities are to be established by the AI&RT WG and are reviewed on an annual basis, taking account of its terms of reference and any requests from the ICAR Board.

The priorities for AI&RT WG in the next year can be found in Table 1.

Table 1. Priorities for AI&RT WG in 2024.

Priority	Description
1	Traceability - Standardized coding of straws <ul style="list-style-type: none"> <li>a. 1st draft of straws ID is designed, written text is too difficult, focus on barcodes / data matrix.</li> </ul> Traceability - Standardized coding of straws.
2	CASA ring sampling <ul style="list-style-type: none"> <li>a. Draft of ring sampling protocol is finished.</li> <li>b. Work with small focus-group to actually make it work.</li> <li>c. Important to think about how to “market”, make sure to reach all organizations who are interested.</li> </ul>