

Procedures of IFOAM Seeds Platform

Name

The name of the IFOAM body is **IFOAM Seeds Platform**.

Nature of the body

The **IFOAM Seeds Platform** is an organ within the IFOAM Action Group, organizing interested IFOAM members and associates including farmers, breeders, institutions, civil society and other organizations.

Objective

The purpose of **IFOAM Seeds Platform** is

- to pursue **IFOAM's objectives** within the topic of organic seeds and plant breeding, and strategies within Principles of Organic Agriculture and within the Definition of Organic Agriculture
- to represent its members within IFOAM
- to represent its members to the outside
- to assess diverse strategies for improving and supporting organic seeds and plant breeding, and the reinvigoration of organic seed use globally
- to promote best practices and unique innovations in seeds and plant breeding amongst IFOAM members and to the outside

Membership

There are two categories of affiliation with the body:

- **Member** (with voting right) and **Associate** (without voting right).

The basis for which category of affiliation is appropriate is the membership status in IFOAM as well as active participation in group activities or discussions.

Furthermore, there are also two categories of Members (with voting rights).

- **Organizations**: representatives are encouraged to join as organizations if possible to reduce overlap and to involve broader representation.
- **Individuals**: in cases where an individual (Global IFOAM Supporter) does not represent an organization and is actively involved, individual membership is appropriate.

The criteria for membership are

- **membership in IFOAM**
- commitment to participate in group activities and/or discussions
- representation of different stakeholder groups to avoid biased discussions
- representation of different geographic regions to allow for global view

The **IFOAM Seeds Platform** Steering Committee (SP Steering Committee) may decide admission of members (both individual and organization) and associates. It may expel affiliates that act against the Federation's objectives or interests. The decisions may be appealed to IFOAM. **IFOAM Seeds Platform** may invite non-members to meetings as observers.

Organs

The official organs of **IFOAM Seeds Platform** are

- The General Assembly (GA) of SP of all members
- The Steering Committee of SP (representing the different geographic regions).
- The Secretary of SP installed by the Steering committee
- The Treasurer of SP installed by the Steering Committee
- The temporarily Task Forces of SP for specific tasks installed by the Steering Committee

The General Assembly of Seeds Platform

A General Assembly (GA), either face by face meeting or internet meeting, of all the members shall be held on a yearly basis. It will be announced in writing by the SP Steering Committee three months in advance.

During the GA, the group elects the Steering Committee.

During GA any relevant or necessary offices within the group will be determined, defined, and elected by majority vote as well as any important decisions or position papers.

The GA decisions are made by majority vote, with at least one third of the members represented to establish a quorum. Voting is open or by secret ballot, if so requested by one member. Voting may take place over e-mail or Skype given the circumstances of the meetings. Members have one vote. Associate members cannot vote. Votes by written proxy are permitted, but restricted to a total of five votes per person.

Decisions of the GA are recorded in Minutes, which are signed by the Chair and distributed to all the members and to IFOAM board.

On the written request of 25 % of the members, the IFOAM Seeds Platform Steering Committee or on request of the IFOAM Board an extraordinary GA shall be called.

The Seeds Platform Steering Committee

The IFOAM Seeds Platform Steering Committee will be elected by the GA for one year. The Steering Committee will consist of at least 5 members, representing different stakeholder groups and geographic regions. Criteria for membership on the SP Steering Committee are as follows:

- Willingness and availability to perform Steering Committee duties
- Active involvement in prior activities and discussions of the group
- Knowledge and expertise in area relevant to SP objectives

The SP Steering Committee decides all issues not yet determined by the GA. The Steering Committee is responsible for the efficient management of the SP and represents the position of SP to broader audience. The SP constitutes itself and elects a chair by majority vote. The SP Steering Committee takes decisions by consensus with at least half of the members present. Consensus on an issue will be tested by open vote. Respectful and collaborative discussion is expected of all Steering Committee members. On the request of three persons a Steering Committee a meeting is called with six weeks notice.

The SP Steering Committee appoints a secretariat, which may consist of one or more individuals as is appropriate to fill the needs of the group. The responsibility of this (these) office(s) is to ensure the execution of Steering Committee decisions and coordinate group logistics and communications. The secretariat performs these duties under the supervision of the SP Steering Committee.

Seeds Platform Secretary

The secretariat shall be the point of contact with IFOAM, and shall be responsible for communication with the Seeds Platform members. The secretary is (i) facilitating the GA meetings, (ii) writing the minutes of the GA, and (iii) executing the tasks mandated by the Steering Committee.

Seeds Platform Task Force groups

The GA or the IFOAM Seeds Platform Steering Committee may set up temporary Task Forces, and delegate specific tasks or authorities to such bodies or to individuals.

Amendments, Modifications

The SP Steering Committee may unanimously pass provisional amendments of these rules that remain in force until the relative decision is taken at the next membership meeting. Any such amendments have to be made known to all members at least three months before they are implemented. Any modification of the rules proposed by the SP Steering Committee should be sent to the members not less than two months before the next General membership meeting.

Any amendments to the Procedures must be shared with the IFOAM Executive Director before they enter into force.

Finances

Membership fees may be fixed by the SP Steering Committee. Membership fees are invoiced together with Global IFOAM fees by Global IFOAM. Membership fees may be deemed necessary and established at a later date by the SP Steering Committee.

Communication with IFOAM

All relevant decision shall be communicated on regular basis to Global IFOAM Board in English.

Termination

When the **IFOAM Seeds Platform** is terminated its remaining assets shall be transferred to Global IFOAM.

Approved by the IFOAM World Board on 2015_06_01 in Korea