



Terms of Reference for Interbull Sub-Committee

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1 Background

- a. The International Bull Evaluation Service, with short form Interbull, was formed by EAAP European Federation of Animal Science; www.eaap.org) IDF (International Dairy Federation; www.fil-idf.org) and ICAR (International Committee for Animal Recording; www.icar.org) with support of FAO (Food and Agriculture Organisation of the United Nations; www.fao.org) in 1983. Since 1988 Interbull is a permanent Sub-Committee of ICAR.
- b. The Interbull Centre is the operational unit that provides services on behalf of Interbull. This arrangement is the subject of a separate contractual agreement between ICAR and the Swedish University of Agricultural Sciences (SLU), which hosts the Interbull Centre.
- c. The Interbull Centre is governed by the ICAR appointed Interbull Sub-Committee (Interbull SC)



- d. The purpose of this paper is to outline the updated Terms of Reference (ToR) for the Interbull SC.
- e. This revision follows on from the current ToR for the Interbull SC (adopted in 2004) considered to be outdated, and not in line with current practices.
- f. This draft was agreed by the Interbull SC on 21st August 2018.
- g. The following sections cover the key elements of the ToR for the Interbull SC.

2 Participation in Interbull Evaluations and Business Meetings.

- a. Participation in the Interbull activities is open to all ICAR full Members or associated organisations responsible for the national genetic evaluations of the cattle populations represented by the ICAR full member.
- b. Organisations participating in Interbull activities (ICAR members and/or associated organisations) are referred to herein as Interbull Service Users.
- c. Each Interbull Service User must formally appoint an official business contact. A record of these shall be kept by the Interbull Centre.
- d. The purpose of the Interbull Business Meeting is to report on the activities of the Interbull Centre, present the Interbull Strategic Plan and budget, and to provide Interbull Service Users with a forum for discussion of services, both current and future demands.
- e. Each Interbull Service User's official business contact serves as delegate to the Interbull annual business meetings. He/she may appoint a representative if not present him/herself.

3 Objectives of the Interbull Sub-Committee (Interbull SC)

The overall objectives of the Interbull SC are to coordinate and assist Interbull Service Users in the international genetic evaluation of dairy cattle by:

- a. documenting genetic evaluation systems;
- b. facilitating international genetic evaluations;
- c. providing international genetic evaluation services to ICAR members;
- d. facilitating information exchange among Interbull Service Users;
- e. providing advisory services to Interbull Service Users;
- f. coordinating international research to improve Interbull services;
- g. organising an Annual Meeting and technical workshops;
- h. publishing the proceedings of the meetings organised;
- i. establishing and facilitating technical working groups;



- j. providing executive guidance for the operations at the Interbull Centre, by setting strategy, priorities, work plans and budget for the Interbull Centre.

4 Governance

- a. ICAR delegates to the Interbull SC the management of its finances, operations, strategy and prioritisation in order for the Interbull SC to achieve its objectives. For the avoidance of doubt, this includes all financial and operational oversight.
- b. The Interbull SC has up to ten (10) members of whom six shall come from Europe, two from North America, one from Oceania and one from the other continents.
- c. The six members from Europe represent the following European countries: 1) Germany, Austria, Switzerland and Luxemburg; 2) United Kingdom, Ireland and The Netherlands; 3) Denmark, Sweden, Norway and Finland; 4) France and Wallonia; 5) Italy, Spain and Portugal; and 6) Central and Eastern Europe.
- d. Delegates at Interbull Business Meetings propose nominations for the Interbull SC to the ICAR Board, as outlined in Table 1.
- e. The ICAR Board will appoint the Interbull SC members.
- f. A term of office of members of the Interbull SC is four years, and it can be extended for consecutive terms. There is no limit to the number of terms.
- g. A Chairperson of the Interbull SC will be elected from and by its members for a 4-year term. The Chairperson can be elected for consecutive terms. There is no limit to the number of terms.
- h. A Vice-Chair may also be elected from and by its members for a 4-year term. The Vice-Chair can be elected for consecutive terms. There is no limit to the number of terms.
- i. The Interbull SC should hold at least one face-to-face meeting a year and conduct regular deliberations through electronic and/or audio communication.
- j. Meetings of the Interbull SC are held in private.
- k. The President of ICAR has the right to attend meetings of the Interbull SC as an observer.
- l. The Interbull Centre Director attends the Interbull SC meetings in a consultative and supportive capacity only.
- m. All ICAR Group members, such as Interbull SC, are required to comply with the most recent version of ICAR's Conflicts of Interest Policy as [here](#).

Table 1: Interbull SC membership and nomination process. All SC Members are appointed by the ICAR Board.

Interbull SC Membership	Nominated by Interbull Delegates from:
Representatives for North America	North America
Representative for Oceania	Oceania
Representative for Germany, Austria, Switzerland and Luxemburg	Germany, Austria, Switzerland and Luxemburg
Representative for United Kingdom, Ireland and The Netherlands	United Kingdom, Ireland and The Netherlands
Representative for Denmark, Sweden, Norway and Finland	Denmark, Sweden, Norway and Finland
Representative for France and Wallonia	France and Wallonia
Representative for Italy, Spain and Portugal	Italy, Spain and Portugal
Representative for Central and Eastern Europe	Central and Eastern Europe
Representative for other continents	Other continents

* It should be noted that the SC Chair and Vice-Chair are elected and appointed by the SC members.

5 Interbull logo

- a. The Interbull logo, reproduced here, is a visual representation aimed at projecting the image of the Interbull SC: International Bull Evaluation Services.
- b. The Interbull logo has become a recognisable, distinctive and strong brand through persistent use since its first introduction over 3 decades ago.
- c. When Interbull became a permanent Sub-Committee of ICAR in 1988, ICAR became the exclusive owner of the brand called and pictured Interbull.
- d. The use of this distinctive logo is permitted in an exclusive way to the Interbull SC, Interbull Centre and parties authorised by the Interbull SC.





6 Secretariat & Reporting

- a. The Interbull Centre provides the operations and administration for the Interbull SC. This arrangement is the subject of a separate contractual agreement between ICAR and SLU, which hosts the Interbull Centre.
- b. The Interbull Centre covers costs associated with Interbull SC meetings. However, the Interbull Centre will not cover salary or travel and hotel costs, or other such out-of-pocket expenses for the Interbull SC members.
- c. Decisions made by the Interbull SC shall be communicated to Interbull Service Users and ICAR Board (via an Executive Summary, and other communication channels as appropriate).
- d. The Interbull Centre Annual Report will be produced by the Interbull Centre prior to each Interbull Annual meeting; the Annual Report includes the Interbull Centre Activity Report, and the Interbull Centre Financial Report. (The Financial Report includes financial results for previous years, forecast for the current year, and a budget for the next year). The Annual Report will be presented to the Interbull Service Users and ICAR Board at the Interbull Business Meeting.

7 Communications with the ICAR Board

- a. Annual ICAR WG/SC report of the Interbull SC by the Chairperson to the ICAR Board.
- b. Participation of the Interbull SC Chairperson and Interbull Centre Director in meetings with the Board, normally on an annual basis coinciding with the ICAR Annual Meetings.
- c. As it is not operationally certain that the Interbull SC Chairperson (or indeed any other Interbull SC member) is a member of the ICAR Board or that the ICAR President is present at all Interbull SC meetings, an Interbull-ICAR Operations and Communications Committee, consisting of the Interbull SC Chairperson, Interbull Centre Director, ICAR President and ICAR CE shall guarantee solid communication between Interbull and ICAR.
- d. Interbull-ICAR Operations and Communications Committee shall have at least three meetings (predominantly by conference calls) per year. These meetings shall predominantly address organisational/strategic/policy Interbull-ICAR issues.
- e. Minutes of Interbull SC Meetings and the relevant parts of the ICAR board shall be shared among members of this committee.



- f. In addition, the Interbull Centre Director and ICAR CE shall have regular meetings (predominantly by conference calls). These meetings shall address operational Interbull-ICAR issues.

8 Priorities

- a. Priorities are to be established by the Interbull SC taking account of its terms of reference and any requests from the ICAR Board and Interbull Service Users.
- b. As at 30th November 2019 these are:

1	Continued provision of current services according to defined timelines
2	Validation (and introduction) of InterGenomics Holstein
3	Planning introduction of evaluation of new traits (and the link to other ICAR WG's and Guidelines)
4	SNPMace: evaluation of Phase 1, and (potential) commissioning of Phase 1.1 and Phase 2.
5	Organising Strategic Planning, and review of Business Funding Models
6	Activities related to Interbull Centre's function as EU Reference Centre: –Reviewing exchange method of Genetic and Genomic Evaluation Information –Harmonisation of trait definitions –(ICAR Guidelines)