

Minutes of Meeting

Board of Directors (BoD) Meeting
16 September 2022: 6.00 pm- 10.00 pm (Bangladesh Standard Time)
Venue: Hybrid
and Zoom Conference Call
Attendees:

	Members	Role	Organisation	Attended / Apologies
Industry Representatives	Rubana Huq	Director	BGMEA	Yes
	Shafiul Islam Mohiuddin	Director, Co-Chair	BGMEA	No
	Miran Ali	Director	BGMEA	Yes
	Nafis Ud Doula	Director	BGMEA	Yes
	Faruque Hassan	Director	BGMEA	No
	Mohammad Hatem	Director	BKMEA	Yes
Brand Representatives	Masarrat Quader Syeda	Director, Co-Chair	H&M	Yes
	Jorge Alonso Campo	Director	Inditex	Yes
	Indalecio Perez	Director	Inditex	Yes
	Felicity Tapsell	Director	Bestseller	Yes
	Bernardo Cruza	Director	El Corte Ingles	No
	Jochen Juette-Overmeyer	Director	Otto Group	Yes
Trade Union Representatives	Christina Hajagos-Clausen	Director	IndustriALL Global Union	Yes
	Mathias Bolton	Representative, UNI Global Union	UNI Global Union	Yes Attended on behalf of Alke Boessiger
	Amirul Haque Amin	Director, Co-Chair	National Garment Workers Federation (NGWF)	No
	Kamrul Anam	Director	Bangladesh Textile and Garments Workers League (BTGWL)	Yes
	Babul Akter	Director	Bangladesh Garment and Industrial Workers Federation (BGIWF)	Yes
	China Rahman	Director	Federation of Garment Workers	Yes
	Alke Boessiger	Director	UNI Global Union	No
Neutral Conveners	Dan Rees	Convener	ILO	Yes
RSC Representatives	Iqbal M Hussain	MD	RSC	Yes
	George Faller	CSO	RSC	Yes
	Roger Hubert	Interim MD	RSC	Yes
	Palash Kumar Mondal	Technical Operation Manager	RSC	Yes
	Sefat Ahmed	Manager-Remediation Case Handler Division	RSC	Yes

	Members	Role	Organisation	Attended / Apologies
RSC Representatives	Mohammad Ahsan Ullah	Acting Lead Engineer- Structural Safety	RSC	Yes
	Banna kasemi	Lead Engineer- Electrical Safety	RSC	Yes
	Md. Hasanuzzaman	Lead Engineer - Fire Safety	RSC	Yes
	Md. Hassan Nawazis	Deputy Lead Engineer- Fire Safety	RSC	Yes
	Md. Mehedi Hasan	Acting Lead Engineer- Boiler Safety	RSC	Yes
	Kirstine Drew	Head of Workplace Programmes	RSC	Yes
	Shamama Naushin Yamani	Training Quality and Logistics Manager	RSC	Yes
	Kaniz Fatema Labony	Human Resource Manager	RSC	Yes
	A. J. M. Zobaidur Rahman	Manager- Media & Communications	RSC	Yes
	Mohammad Momanul Islam (Momen)	Financial Controller	RSC	Yes
	Robeul Haque Rana	Head of IT	RSC	Yes

Meeting Agenda:	
<p>Session-1 RSC Update</p> <p>Session-2</p> <ol style="list-style-type: none"> 1. Previous Minutes of Meeting 2. Article 8 3. Communications to brands concerning OSH Complaints 4. Acceptance of Independent factories into RSC membership 5. UD withdrawal verification 6. Update on GCC 7. Escalation Process 8. Updates from the Extended EC meeting to BOD <ol style="list-style-type: none"> 8.1 RSC Governance 8.2 Recruitment of Managing Director and confirmation of Head of Workplace Programmes 9.AOB <ol style="list-style-type: none"> 9.1. Update on Office Arrangement 9.2. Update on RSC Pilot Programme "Keep Safe" 9.3. Update on GIZ 9.4. Update on HR Review by Korn Ferry (KF) 9.5. RSC AEM Handbook 9.6. Press Release on Raiyan Fire incident 	

Session -1

ITEMS	DESCRIPTIONS	REMARKS
1	<p>RSC Update</p> <p>George Faller welcomed meeting participants in the first session. He briefly mentioned he is a newcomer to the organisation. This presentation being an overview of work done mainly before his time, so best leave it to the HoDs today to present their current achievements and ideas on how they would like to take things forward.</p> <p>He lauded RSC members of staff for their team efforts to prepare for the RSC update. He thanked the staff for their dedication and commitment including several practice sessions that contributed to a well-prepared presentation. George, at this point, welcomed Palash, Technical Operations Manager, to present the RSC overview.</p> <p>Some key points from Palash's presentation:</p> <ul style="list-style-type: none"> • From May 2020 to July 2022, Initial CAP completion increased approximately 10%. • Letter of Recognition (LoR) increased from 275 to 480. • Despite the COVID-19 challenges, the RSC has completed around 7,500 inspections in around 1,700 factories. • RSC continued delivering its Safety Training, with a total of around 9,000 sessions resulting 691 LoA. • Till July 2022, the RSC has received around 4,800 complaints and has resolved 319 OSH complaints. • The RSC is currently following the strategy of zero inspection cancellation and zero incomplete inspection. • All Pending Technical Queries (PTQ) have been resolved, and now they are in the implementation stage. • Regarding 14 days Reporting KPI, the Electrical & the Structural departments are achieving almost 100%. • The fire and life safety department has completed 22 technical papers and published them on the RSC website. • The Structural Department has developed Design review guidelines mainly to incorporate BNBC 2020. <p>George thanked Palash for his presentation and welcomed Sefat Ahmed, Head of the Remediation Case Handling Department (RCH), to deliver his section. Some key points from Sefat's presentation:</p> <ul style="list-style-type: none"> • As of July 2022, the overall initial remediation progress for Fire, Electrical & Structural is 91.14%. 	

- More than **90%** of the initial remediation have been completed at **1,281** factories out of **1,649** which have an approved CAP.
- Among the covered factories
- **92.07%** factories have approved Fire Alarm and Detection System (FADS) design.
- **90.63%** factories have approved Fire Suppression System (SUPS) design.
- **77.97%** factories have approved structural Engineering Assessment documents.
- Through PDCA (Plan–Do–Check–Act) process, the ICU DD factories had undergone multiple inspections, which gradually contributed to a **62%** pass rate
- Even with the increased number of factories (From 1,600 to 1,700), the RSC has successfully increased the LoR coverage from 17% to 28%.
- As of July 2022, there are **279** Stage 1 factories, **174** Stage 2 factories, **219** Stage 3 factories that have consistently failed to demonstrate satisfactory remediation progress and **372** factories that have been de-escalated for complying with the escalation requirements.

George thanked Sefat for his presentation and welcomed Ahsan, Acting Head of Structural Safety Engineering Department, to present his part. Some key points from Ahsan's presentation:

- From Jun-2020 to Jul-2022, a total of **1677** structural inspections have been conducted;
- From November 2021 to July 2022, the Structural team has achieved more than 95% of the 14 Calendar Days KPI;
- 100% inspection report within 14 Calendar Days KPI has been achieved for the month of February, March and May 2022;
- Through **Project-M** the average number of resubmissions has dropped to 3 from 8. From March 2021 to July 2022, the success rate of getting acceptance within 3 submissions has reached 81%;
- Out of **1705** covered factories, 1681 have been inspected, and all findings are corrected in 1069 factories.
- **Critical findings** were observed in 24 factories, and all 24 have taken temporary measures. Among these factories, 18 have resolved the concerns, and remediation is ongoing in 3 factories.
- Five risk-rated categories (P1–P5) have been proposed to assist in identifying Phase-2 (Keep Safe) programme factories.

George thanked Ahsan for his presentation and welcomed Banna, Head of Electrical Safety Engineering Department to present his part. Some key points from Banna's presentation:

- In the Last 13 months total 1178 Electrical Inspections have been conducted at the RSC-covered factories. The Electrical Inspection has increased 65% over two years.
- 14 Calendar days KPI for Initial Inspection has reached to 95% and for FU inspections 97%.
- All CAP items raised during initial inspections have been remediated in 76.8% factories.
- Project-M has significantly decreased the long backlog of SLD reviews.
- In the Last 13 months, SLD acceptance rate has boosted 75%. Currently, 1 out of 2 factories is getting acceptance.
- SLD submission has increased by 33%, and Multiple submission has been reduced by 21%.
- Under the SLD initiative, around 210 SLD have been reviewed and were accepted.
- The RSC proposed to launch "**Project-R**" as a Keep Safe programme

George thanked Banna for his presentation and welcomed, Hasanuzzaman, Head of Fire and Life Safety Engineering department and Nawazis (Deputy Head of the Department) to present their part. Some key points from the Fire Safety department's presentation:

- Since June 2020, a total of 3,269 inspections have been conducted, and since September 2021, with the optimised inspection scheduling process, total of 672 Pre-T&C, T&C and Final Verification inspections were conducted.
- Overall, 95% reporting KPI has been maintained.
- Both initial and new findings correction rates have been consistently above 88%.
- Inter-departmental technical training, third-party technical training, and shadow inspections have been conducted to guide the Fire and Life Safety Engineers.
- All 22 TGN and TRG documents have been developed and uploaded to the RSC website for public use.
- 100% PTQs have been addressed by providing resolutions.
- FADs and SUPs acceptance rates have reached 57% and 56%, respectively. So far, 1,521 factories have received FADs design acceptance and 1,229 have received SUPS acceptance.
- In the last 25 months, 49 fire incidents occurred in 38 factories. The RSC is adopting a risk mitigation approach for possible future incidents by root cause analysis of previous events & accordingly, the factories will be guided.

George thanked both Hasanuzzaman and Nawazis for their presentation and welcomed Mehedi, Acting Head of Boiler Safety Engineering department to present his slides. Here are few highlights from Mehedi's presentation

- Phase-1 of TÜV-SÜD training is completed. The RSC is aiming to complete Phase-2 of the training by November 2022;
- Till August 2022, a total of 97 possible discrepancies have been informed to CloB by the RSC. The RSC received acknowledgements from the CloB on 3 cases. The latest response came on February 13, 2022.
- A total of 930 external visual inspections were conducted till July 2022 by the Boiler Safety Team.
- The boiler safety team is looking for options to conduct full-fledged boiler inspections without interrupting the existing production system of the covered factories where possible.

At this point, Iqbal thanked Mehedi for his presentation and welcomed Kirstine, Head of Workplace Programmes), to deliver her part. Some key points from Kirstine's presentation:

- From 1 June 2020 – 31 July 2022, the RSC has received 2531 Complaints. Out of 2531 complaints, 716 are OSH complaints.
- The RSC resolved 319 complaints, and 137 complaints are in progress.
- A total of 52% more cases have been filled during the RSC period.
- The number of fire-related complaints has increased.
- The complaints unit conduct unannounced factory visits if necessary.
- The Complaints unit received training on Bangladesh Labour Law.

Iqbal thanked Kirstine for her presentation and welcomed Shamama, Head of Safety Training department to deliver her part. Some key points from Shamama's presentation are as follows:

- As of July 2022, the safety training team has conducted a total of 9113 training sessions.
- Through SCST Resumption Training Programme, **4,848** new safety committee members were trained **at 880 factories.**

- Total 1353 survey conducted at the covered factories that showed that only 14.49% of the factories were not running SCWT regularly.
- From January 2021 to July 2022, total 3019 SCWT were conducted. SCWT guidelines given to SC by NEBOSH completed Training Staff.
- Until April 2022, Letters of Acknowledgement have been issued to 678 factories
- The first meeting working group was held on 31 August 2022. EC and BoD will receive updates on this from time to time

Iqbal thanked Shamama for her presentation and welcomed A. J. M. Zobaidur Rahman (Soeb), Manager- Media & Communications, to deliver his part. Some key points from Zobaidur's presentation are as follows:

- The RSC communications team has been developing Media and Communications Strategy, activity plan and other related SOPs. A series of FGDs has been conducted with the HoDs and some BoDs in this regard.
- Stakeholder Analysis/mapping has been conducted to engage with external stakeholders and to expand the horizon of the RSC.
- RSC has been regularly meeting with like-minded organisations and potential partners to become more sustainable.
- RSC has developed its own communication architecture/mix to strengthen its position and growth as an organisation.

Iqbal thanked Soeb for his presentation and welcomed Kaniz Fatema Labony, HR Manager, to deliver her part. Some key points from Kaniz's presentation are as follows:

- The RSC's HR team has worked on full HR activities including day to work force update, do analysis on workforce need as per functional/departmental need, which the team will implement by getting the approval of the management.
- The HR team has organised inter-departmental knowledge-sharing sessions.
- Programmes on National Days have been arranged to increase staff engagement.
- Currently, the RSC has 146 male staff and 53 female staff. Therefore, in total current workforce of RSC is 199.

- The RSC has provided 9337 Man hours of training in this period. The HR team is planning to arrange Management Skills & Soft Skills training for RSC employees in the coming days as per the training calendar.
- L E G A C Y is one of the most exclusive dream of the RSC's MD which reflects the mission and vision of RSC.

Iqbal thanked Kaniz for her presentation. Iqbal then provided an update on Admin and IT to the BoDs. Some key points of his presentation are as follows:

- Almost 99% of the RSC employees have received their second dose of the COVID-19 vaccine. In addition, 56% of RSC employees have received booster doses.
- Initiatives like VPN, ETABS Software remote access, RSC website, Microsoft Share Point, and Microsoft Yammer are some of the initiatives taken by the IT team to support the smooth workflow of the RSC team

Iqbal wrapped up the session by thanking everyone.

Reflecting on the achievements and share with you as to what more can be expected. He added, we have heard of the initiatives, that have helped us to get better at completing our tasks.

He spoke about the importance to maintain the newly installed systems to ensure they are fully functional by the factories with proper maintenance. He reinforced the message the RSC has have identified areas for improvements and planned to conduct training for factory engineers, their consultants and verification inspection in Phase-2 (Keep Safe).

He explained, together, the RSC team is ensuring safe workplaces for millions of workers, establishing the creditability of Bangladesh as a safe/the safest RMG manufacturing in the world, recently attracting the attention of our Prime Minister's office, officials in the Government of Bangladesh for its leadership in workplace safety, skill, experience, and knowledge of the team.

He gave thanks to the BoD for giving the RSC the opportunity to present our update and supporting the RSC from the very beginning in this wonderful journey.

Session-2

ITEMS	DESCRIPTIONS	REMARKS
1.	Previous Minutes of Meeting	
	<p>Dan Rees extended everyone a warm welcome to the second session of the RSC BoD meeting which was being held through online video conferencing (zoom) and physical presence (in London and Dhaka). The requisite quorum being present, Dan called the Meeting to order.</p> <p>Thereafter, Dan read the pre-circulated agenda for the BoD to approve. The BoD unanimously approved the agenda and agreed to follow the meeting proceedings accordingly.</p> <p>Dan then took up the first agenda relating to approval of any pending minutes of previous meeting/s. The BoDs unanimously approved the previous minutes of the meeting. With the approval of BoDs, Dan proposed to follow the next agenda items for discussion.</p>	
2.	Article 8	
	<p>Thereafter, Dan took up the first agenda relating to revising the text to Article 8c and resolving the 4 pending factories. As agreed in the previous Executive Committee (EC) meeting held on 15 September 2022, Dan proposed to finalise the text of the agreed revision to article 8 (clause C).</p> <p>Iqbal (RSC) explained the status of the 4 factories and proposed to escalate two of the four factories to stage 3 for reasons of persistent non-compliance. He also proposed to de-escalate the status of Jeans Manufacturers as they have made all legal payments and re-consider the status of the last remaining factory by the RSC.</p> <p>Rubana Haq (Industry) explained to the local Trade Union (TU) that a working group is to be formed including the national trade union, industry, and brands to finalise the text.</p> <p>Anam (TU) suggested the RSC consider the local standard while taking any decision on those factories. Hatem also (Industry) emphasised on considering the Bangladesh standard while preparing the text.</p> <p>The BOD unanimously agreed to finalise the text with contributions from the proposed working group (Brand, Industry and local TU). Furthermore, agreed to escalate to stage 3 M. M Fashions and Alif Garments. The BoD agreed to Jeans Manufacturing as closed, since they have made payments in line with BLA requirements.</p>	<p>2.a. A working group to be formed comprising of Industry, Brand and local TU to finalise text of the agreed revision to article 8 (clause C).</p> <p>2.b. Of the 4, M. M. Fashion & Composite Ltd and Alif Garments Ltd (AGL) shall be escalated to stage 3 for reasons of persistent non-compliance, Jeans Manufacturers Co Ltd shall be de-escalated as they have made all legal payments and Shanila Fashions to be re-considered by the RSC.</p>

	<p>Below are the names and ID of the 4 factories:</p> <ul style="list-style-type: none"> a) M.M. Fashion & Composite Ltd (MMFCL) (ID: 12031), b) Alif Garments Ltd (AGL) (ID: 9814), c) Shanila Fashions Limited (SFL) (ID: 11408), d) Jeans Manufacturing Co Ltd (JMCL)-(ID: 10132) 	
3.	Communications to brands concerning OSH Complaints	
	<p>Dan took up the second agenda item related to communications to brands concerning OSH complaints. Referring to the background and decisions made in March, Dan explained to the BOD that Industry feels that the Brands overreact while communicating with the factories as far as the OSH related communications are concerned. In order to address that concern, Dan added that the EC decided the RSC to send the communication to the factory directly with IA/Brands in copy. The text had been already prepared by the EC ahead of the BoD meeting, Dan informed.</p> <p>The next issue Dan raised was on the awareness raising events planned by the RSC at an upcoming Brand Caucus in October to sensitise them to react appropriately to RSC notice of the complaint.</p> <p>Rubana explained for local TU's understanding and informed them that the text has already been prepared and RSC to share the text with the BoD.</p> <p>The BoD agreed to the proposition on email communication.</p>	<p>3.a. Communications with factories related to OSH complaints to be shared by RSC.</p> <p>3.b. RSC to share the text of the email communication with the BoD.</p>
4.	Acceptance of Independent factories into RSC membership	
	<p>The Board discussed the decision made by the EC on dealing with manufacturers who are not suppliers of an RSC signatory brand into RSC membership (hereby referred to as independent factory). Dan explained to the BoD that the EC discussed about the Compliance Accountability Mechanism (CAM) for the factories with no brands currently seeking RSC affiliation. Referring to the EC meeting, he then informed the BoD that a decision has been made to establish a working group (WG) to develop the CAM that would enable RSC to ensure such factories are complying with RSC rules and pay for appropriate costs (fees). The WG shall include the MD, the CSO, and the representative of each tripartite member. The WG shall submit proposals to the BoD.</p> <p>The BoD agreed to the proposition.</p>	<p>4.a. A working group to be formed to outline a compliance accountability mechanism and fees for the factories currently not supplying RSC signatory brands. The WG shall include the MD, the CSO, and a representative of each tripartite member. The WG shall submit proposals to the BoD at a future meeting.</p>
5.	UD withdrawal verification	

	<p>Dan gave an overview on the UD withdrawal verification and requested Miran Ali (BGMEA) to provide an update with a list of the factories that have been suspended from RSC. In response, Miran said the BGMEA will provide the latest update on the suspension by the end of the month.</p>	<p>5.a. Industry (Miran Ali) to update the RSC on the status of the UD withdrawal.</p>
6.	Update on GCC	
	<p>Dan mentioned that the EC discussed about the RSC's governance mechanisms and government relations. He requested Rubana to update on the RSC's government relationship mechanism and proposal on how to improve the relationship. In response, Rubana informed the BoD that she received a phone call from the Secretary of the Commerce Ministry complaining that the RSC does not maintain proper coordination with the Government. She also mentioned that one of the members from the industry complaint about RSC's lack of coordination with government (DIFE) factories. So, she felt that as the BoD should start working on better coordination with the Govt. She proposed to hold a GCC meeting with the Ministry of Foreign Affairs (MoFA), Ministry of Labour and Employment (MoLE) and Ministry of Commerce (MoCom) in October to provide an update and reduce the gap.</p> <p>Hatem (Industry) and Anam (TU) shared their opinion on information gap between RSC and the Government. Hatem mentioned that the attitude of the RSC is not service oriented which should be rectified.</p> <p>The BoD finally agreed to hold the GCC meeting in October.</p>	<p>6.a. Industry to organise a coordination meeting with different government agencies (Ministry of Foreign Affairs, Ministry of Labour and Ministry of Commerce) in October.</p>
7.	Escalation Process	
	<p>Dan took up the next agenda item which was on the escalation process. He mentioned that the EC discussed about different aspects of the escalation process and wanted to propose 3 recommendations to improve the escalation protocol, adding that the protocols do not need to be changed rather an improvement is suggested. He then summarised the 3 proposals:</p> <ol style="list-style-type: none"> 1. All escalation notices shall be sent from the RSC. The practice of Brands sending some escalation notices shall stop. 2. RSC shall send a weekly report to BoD of those factories that are deemed to be behind progress implementing CAPs. 3. The RSC shall commit more resources to support factories to implement required improvements and help them to come out of the escalation process. 	<p>7.a. RSC to send emails to factories on escalation instead of Brand.</p> <p>7.b. RSC to send weekly updates to all the parties (Industry, Brand and TU).</p>

	<p>Brand representatives agreed in principle but will consult with their constituency and confirm acceptance of this proposal. Rubana suggested to send the weekly reports not only to BoD, but also to BGMEA and BKMEA.</p> <p>Discussion sometimes centred around whether the RSC should also send the weekly report to the DIFE (Govt.) or not. They also discussed whether the Government should get a communication related to escalation notice.</p> <p>George explained about the Cluster Escalation process, which would escalate all factory buildings on a single premises to the same level, even if they had different factory IDs in FFC. The process was approved in 2020 but had only been applied once and was waiting for brands and industry communications with the factories before full implementation. There was no agreement reached on full implementation and the CSO was asked to prepare a note on the safety implications of not applying Cluster Escalation to present to EC</p>	
8.	Updates from the Extended EC meeting to BOD	
8.1	<p>RSC Governance</p> <p>Dan told the BoD that the first item on the EC update was the RSC Governance system. The RSC has different governance mechanisms in place such as Executive Committee (EC), extended EC, different sub-committees, Board of Directors. He mentioned that these different groups have different mandates and they need to be clear and distinct. He also added that the roles and responsibilities of the different governance structures need to be written down.</p> <p>Dan then requested Felicity to provide a short update on that. Felicity in response informed the BoD that a draft has been prepared by herself and Alke. The draft will be shared with the EC for comments.</p>	<p>8.a. Felicity to share draft roles and responsibility with EC for comments.</p>
8.2	Recruitment of Managing Director and confirmation of Head of Workplace Programmes	

	<p>Nafis (Industry) informed the board that currently, the HR Committee is working on organising the second round of interviews for the position of Managing Director. Mentioning that the Interim Managing Director will leave shortly, they are trying to complete the recruitment process for the MD position by end of November 2022 so that the new MD can work at least for 3 weeks (in March 2023) with the interim MD.</p> <p>Nafis also mentioned that they are behind the schedule on the confirmation of the Head of Workplace Programmes as they need to revise the job description. We have hired a local headhunter who can now work on getting some one locally. He mentioned that the committee is trying to complete the process so that the new HoWP could join by the end of December.</p>	
9	AOB	
9.1	<p>Update on Office Arrangement</p> <p>Iqbal shared that RSC wants to start working on the office arrangement as Brand and Industry have asked RSC to pick that up again. To better utilise the office space, and plan for better arrangements, RSC will pay a visit to HSBC and H&M's local office for some inspiration as they are about to complete their hybrid work station model. Anam requested the RSC work with a renowned interior designer/planner so the office space is better utilised.</p> <p>RSC will update the BoD through the EC on the status of the office arrangement.</p>	
9.2	<p>Update on RSC Pilot Programme "Keep Safe"</p> <p>Iqbal informed that the RSC wants to initiate a pilot programme with 50 factories (that have completed 100% CAP) entitled "Keep Safe" programme. RSC will develop a proposal and discuss with EC</p>	9.a. RSC to share a proposal with EC on Keep Safe pilot programme.
9.3	<p>Update on GIZ</p> <p>George mentioned that he and Roger had met with Werner Lange of GIZ, who told them that GIZ had a budget of \$7m that they are proposing to use on a programme to support RSC. They are envisaging support in three areas: strengthening technical capacities of RSC, cooperation with GoB and improve compliance on safety, labour and environmental standards. Programme could start in Nov '22 but were concerned about getting ERD signoff on the TAPP in time to start this year. Roger added that a working group would be set up with MD, CSO of RSC and Werner plus PD from GIZ, to develop the proposal further. Contribution from GIZ will not be direct financing of RSC but support through consultants.</p>	

<p>9.4</p>	<p>Update on HR Review by Korn Ferry (KF) Iqbal shared an update on the KF HR Review. He mentioned that KF was appointed by RSC after the ToR and other processes were reviewed by the EC. They were commissioned to provide inputs on 7 modules that the KF is working on. He appraised the BoD on what those 7 modules are all about.</p> <p>He added that the KF has employed a hybrid (a combination of the top-down and bottom-up models) methodology to prepare and develop the modules. They consulted with BoD, MD (& interim MD), CSO, HoDs and TLs and also used their own methodology while developing the modules. KF has completed 6 modules already and the 7th module is on hold. Now they will be working with the interim MD (Roger) to implement those modules.</p> <p>Iqbal shared the decisions taken at the EC meeting prior to the BoD meeting. Dan thanked Iqbal and opened the floor for questions and answers.</p>	
<p>9.5</p>	<p>RSC AEM Handbook The board discussed about the RSC Booklet on OSH that was first produced by the ACCORD. The Board decided to amend the booklet and not to distribute the booklet until RSC developed is printed.</p> <p>The Board also agreed to make representations to the GoB (Government of Bangladesh) to re-convene the Tripartite Technical Working Group to ensure that RSC standards are aligned with all other industry standards and practices on remediation of factories.</p> <p>Anam (TU) shared his concerns about the AEM Booklet that SCST Programme is currently using. He mentioned that the Booklets have wrong content. Christina (TU) explained that during the transition of the ACCORD and RSC, there was an agreement that all the SOPs and Booklets will be used and adopted by the RSC.</p> <p>The Board agreed on the point that the newly formed Working Group will review the contents and submit revised content within 3 months. The EC will decide on the publication of the content thereafter.</p> <p>The Board finally agreed to leave this to the working group and mentioned that the reviewed booklets will be approved by the BoD.</p>	<p>9.b. RSC to stop distributing the AEM booklet with ACCORD logo.</p>

<p>9.6</p>	<p>Press Release on Raiyan Fire incident Christina (TU) asked question about the press release issued after the fire incident at Raiyan and wanted to know why it stated that the post fire-inspection report will be shared. Iqbal explained that RSC mentioned they would share the report with stakeholders those are relevant. The board was convinced by the explanation.</p> <p>Dan thanked the board members for attending the meeting.</p>	
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(ENDS)