



International
Code of Conduct
Association

ICoCA Q2 2022 Board Meeting
21 June 2022
Virtual

Minutes

Present (Board)

- Frédéric Chenais (Chair)
- Carmen Rosa De León-Escribano
- Laura Gault
- Charlie Mayne
- Annie McGee
- Michelle Quinn
- Caleb Wanga

Present (ICoCA Secretariat)

- Vincent Bernard (Programme Support Advisor)
- Dina Chantre (Executive & HR Assistant)
- Alexandra Garzotto (Finance Manager and Administrative Officer)
- Juliette Jourde (Membership and Training Officer)
- Tom Mather (Compliance Manager)
- Giuseppe Scirocco (Monitoring Officer)
- Fabian Steinmetz (Monitoring Intern)
- Jamie Williamson (Executive Director)

Observer

- Joan Fontaine (UK FCDO)

AGENDA POINTS

- 1. Opening of Meeting and Approval of the Agenda**
- 2. Approval of Q1 2022 Board Meeting Minutes**
- 3. Amendments to the International Code of Conduct: Next Steps**
- 4. 2022 Annual General Assembly**
- 5. Membership and Certification Update**
- 6. 2021 Company Self-Assessment Report**
- 7. Budget and Finance**
- 8. Update on Research Consultations: Migration, Working Conditions and New Technologies**
- 9. Wrap Up**

1. OPENING OF MEETING AND APPROVAL OF THE AGENDA

1.1. The Chairperson opened the meeting at 15:32 and asked the Secretariat to draw up the minutes. The Chairperson took note that each of the three stakeholder pillars was represented by at least two Board Directors and that at least eight Directors were present. The Chairperson declared that a quorum was present according to Article 7.6 of ICoCA's Articles of Association (AoA), that the meeting was duly constituted and that the Board could adopt resolutions in compliance with the Articles of Association.

1.2. **The Board reviewed and approved the Meeting Agenda.**

2. APPROVAL OF Q1 2022 BOARD MEETING MINUTES

2.1. **The Board reviewed and approved the Minutes of the Q1 2022 Board Meeting.**

3. AMENDMENTS TO THE INTERNATIONAL CODE OF CONDUCT: NEXT STEPS

2.2. **The Board agreed that further amendments to the International Code of Conduct shall be discussed in the future, particularly on the definitions of 'complex environments' and 'private security company'.**

4. 2022 ANNUAL GENERAL ASSEMBLY

4.1. The Secretariat and the Board confirmed the dates for the 2022 Annual General Assembly (AGA), which will take place in Geneva from 5 to 7 December 2022.

4.1.1. The first two days of the AGA will be devoted to working level discussions, including the development of the next Strategic Plan. The third day will be a plenary event open to the public.

5. MEMBERSHIP AND CERTIFICATION UPDATE

5.1. The Secretariat presented a Membership and Certification update for Q2 2022, underscoring how ICoCA continues to record growth particularly in contexts like Iraq.

5.1.1. The Secretariat is also working to increase industry Membership among former signatory companies, as well as to reactivate applications that had stalled.

5.1.2. The newly recruited person will be focusing on increasing engagement with existing and prospective Members.

6. 2021 COMPANY SELF-ASSESSMENT REPORT

6.1. The Secretariat presented the 2021 Company Self-Assessment (CSA) Report, noting a high completion rate and clarifying that those companies that had failed to submit their CSA have seen their Membership in ICoCA terminated.

6.1.1. From the answers provided by companies, it is possible to note how:

- 6.1.1.1. Approximately 80% of ICoCA Member and Affiliate companies provide unarmed services;
- 6.1.1.2. The greatest number of ICoCA Member personnel is deployed in China;
- 6.1.1.3. The personnel of a significant number of ICoCA Member and Affiliate companies does not speak English, hence the importance of translating training material into other languages.
- 6.1.1.4. The majority of ICoCA Member and Affiliate companies does not use subcontractors.
- 6.1.1.5. Half of the respondents do not communicate externally how the company assesses and addresses adverse human rights impacts.
- 6.1.1.6. Most companies that are not yet ICoCA Certified plan to achieve ICoCA Certification in the next year.

6.2. All companies that submitted the 2021 CSA from the Secretariat received feedback with recommendations for further improvement. Identified areas for improvement include: weak human rights due diligence processes; grievance mechanisms not translated into local languages; no complaints being received; and company selection and vetting procedure not applying to subcontractors.

7. BUDGET AND FINANCE

- 7.1. The Secretariat provided an analysis of the current financial situation of the Association, noting that:
 - 7.1.1. Government contribution remains the main source of funding for ICoCA.
 - 7.1.2. Delays in the payment of Membership dues are still being registered, and are probably due to the continued impact of COVID-19 on the global security industry.
 - 7.1.3. The resumption of field and other outreach missions will result in increased costs after the suspension of travel in 2020 and 2021. However, the Association also recognises how these activities often lead to an increased interest in the work of ICoCA and to new Membership applications.

8. UPDATE ON RESEARCH CONSULTATIONS: MIGRATION, WORKING CONDITIONS AND NEW TECHNOLOGIES

- 8.1. The Secretariat and the Board discussed the current engagement with the ICoCA Advisory Group. The Secretariat is continuing consultations with experts and also envisions establishing a partnership with key research institutions.
- 8.2. With regard to research projects:

- 8.2.1. The research on the use of technologies will be conducted in partnership with ICT4Peace.
- 8.2.2. The research on treatment of vulnerable people by PSCs is being conducted thanks to support from students at the Graduate Institute of International and Development Studies. Expected outputs include a policy brief, workshops and a Code amendment proposal.
- 8.2.3. The research on working conditions is progressing in collaboration with UNI Global Union and Denver University. Preliminary data reveal how private security guards face harsh working conditions at the global level. Companies will need to put the treatment of personnel at the centre to strengthen their compliance with human rights expectations, and also integrate greater gender responsiveness into their policies and procedures.

9. WRAP UP

- 9.1. The Chairperson provided a summary of the main points discussed and the decisions taken at the Q2 2022 Board Meeting, and expressed his appreciation to the ICoCA Secretariat for planning and organising it.