

IR-4 Commodity Liaison Committee

CHARTER

BACKGROUND.

The IR-4 Project is a federally-funded program of the U.S. Department of Agriculture, the sole purpose of which is to assist with the registration of pest control products for specialty crops. In terms of research to support pesticide tolerances/exemptions and registration, IR-4 works closely with state, federal and private researchers, the U.S. EPA, and agrichemical registrants.

Since the objective of the IR-4 Project is to serve the needs of a diverse agricultural community, it is essential that the program work closely with the producer industry to assure that important needs are being met. The IR-4 Commodity Liaison Committee (CLC) was originated in 1991 to serve as a bridge between IR-4 and growers of minor crops to assure that the program continues to focus on significant pest management problems.

PURPOSE OF THE COMMODITY LIAISON COMMITTEE.

The CLC is the link between IR-4 and those who grow specialty food and ornamental commodities or their representatives. Therefore, the primary purpose of the CLC is to provide guidance and advice to the IR-4 Project Management Committee in ways in which the program can best serve the needs of producers of specialty crops. The CLC serves an important role in communicating the mission of the IR-4 Project to the agricultural community and provides visibility at the grower level. The CLC also supports federal funding initiatives for the IR-4 Program and advocates for funding to maintain viable food and ornamentals research and registration programs.

ORGANIZATION AND STRUCTURE.

General Membership. The general membership of the IR-4 Commodity Liaison Committee is comprised of members representing a diversity of agricultural production interests. Members may be recommended by IR-4 (Headquarters/Regional Offices) or by members of the CLC.

Appointments of Members: Appointment to the CLC will be recommended by the Commodity Liaison Committee and approved by the IR-4 Project Management Committee. Members will serve a four-year term and may be reappointed by the Commodity Liaison Committee and IR-4 Project Management Committee.

Electing the Chair and Vice Chair. In even years (2014, 2016, 2018, etc.) the CLC general membership will elect the CLC Chair and Vice Chair at the Annual CLC Meeting. Prior to the Annual CLC meeting, a nomination committee should be appointed by the sitting CLC Chair to make nominations.

CLC Chair. The CLC Chair will serve as a voting member of the IR-4 Project Management Committee and, as such, will participate in the meetings of the IR-4 Project Management Committee. The IR-4 Executive Director will serve as the principal contact for the Chair of the CLC. The Chair shall serve a renewable 2 year term for up to three consecutive terms. The Vice Chair shall serve a renewable 2 year term and is not term limited.

Vice Chair: The CLC Vice Chair will serve to make sure minutes are taken at the Annual CLC meeting and shared with the entire CLC. In the advent the Chair is absent, the Vice Chair will

manage the meeting. Should a Chair not be able to complete their term the Vice Chair will serve the remainder of the term of office, as an Interim Chair for the rest of the Chair's term.

Meetings. The CLC Executive Committee and General Membership will meet at least annually with the IR-4 Project Management Committee. Expenses incurred by members of the CLC resulting from attendance at authorized IR-4 meetings will be reimbursed by IR-4 as required if pre-approved by IR-4 Executive Director.

NOMINATION AND SELECTION OF MEMBERS.

1. A nominee must be a bona fide representative of the agricultural commodity industry. The nominee may be directly involved in crop production, represent a commodity organization or grower cooperative, or be associated with the food processing industry.
2. It is desirable to have broad commodity representation of the CLC. To the extent possible, overlapping of closely related interests should be avoided.
3. Prior to submission of application, nominee must contact the CLC Chair to discuss and review duties, responsibilities and expectations of becoming a member of the Commodity Liaison Committee.
4. For each candidate, the following information should be submitted and reviewed by the Commodity Liaison Committee (CLC):
 - a. NAME
 - b. AFFILIATION
 - c. RESUME or CV
 - d. BUSINESS ADDRESS
 - e. WORK TELEPHONE
 - f. REASON FOR NOMINATION (Submit a brief statement indicating why the candidate is being nominated. This should include experience, interests, knowledge of IR-4 etc.)
5. The Commodity Liaison Committee and Project Management Committee will vote by majority to appoint or re-appoint members to the Commodity Liaison Committee at the joint annual meeting.
6. The IR-4 Executive Director will notify members of their election to the CLC in writing and provide the new members with a copy of these guidelines.

FUNCTIONS OF THE COMMODITY LIAISON COMMITTEE.

Members of the CLC serve in a voluntary capacity without compensation. By necessity, the involvement of the members with the IR-4 program is limited by their own time constraints. The Executive Director will assist the Chair of the CLC by providing relevant information to all members of the CLC, arranging for meetings and meeting facilities when necessary, preparation of minutes and other staffing activities as agreed upon by the Executive Director. Members of the IR-4 Commodity Liaison Committee will support the mission of the IR-4 Project by:

1. Providing advice and consultation on program activities

2. Publicizing the IR-4 Project by informing growers and others of IR-4 activities and accomplishments
3. Working with the program in establishing contacts for research assistance, plant material or other cooperative efforts
4. Supporting an adequate budget for IR-4
5. Helping locate outside sources of funding for additional support for the IR-4 program
6. Assisting in providing information on crops, cropping systems, IPM activities, economic data, and/or extent of pesticide use where needed to supplement IR-4 information in response to regulatory agency or registrant inquiries
7. Participating in regional IR-4 meetings and assisting in the selection of the priority pesticide/crop needs at workshops

REPORTS.

An annual written report will be provided by the CLC Chair. Feedback from the CLC to the IR-4 program will occur through the chair's presentation at IR-4 Project Management Committee and joint PMC/CLC meetings. Contacts, as needed, will be made by the Executive Director of the chairman and members of the CLC and vice versa.

The Executive Director will provide each member of the CLC with a copy of the latest Project Statement, IR-4 Annual Report, current workshop reports, researchable projects as provided to the Regional committees and other relevant information.

Approved by Technical Committee: 3/31/91
Amended by the IR-4 CLC and PMC: 7/15/97
Amended by the IR-4 CLC and PMC: 10/5/99
Amended by the IR-4 CLC and PMC 2/21/07
Amended by the IR-4 CLC and PMC 3/9/16