



Classification Advisory Committee

Committee Mandate

1. PURPOSE

The Classification Program is an appraisal system, which measures phenotypic traits that support the production of high volumes of milk over a long period of time. Accurate, relevant and consistent analysis provides the basis for quality genetic evaluations and is a valuable tool for managing, breeding and merchandizing profitable cows.

2. MANDATE

The mandate of the Classification Advisory Committee is to advise the Board of Directors on matters related to the Classification Program including:

- Recommending and mentoring the direction of the Program
- Identifying and mentoring traits for evaluation
- Establishing standards for evaluation
- Review accuracy and consistency in application of standards
- Recommending improvements to dairy breeds through classification
- Future development to guarantee relevance and participation in the Program

3. CODE OF CONDUCT

Committee members must sign a copy of the Committee Member Code of Conduct on an annual basis and abide by all of the duties outlined within the Code of Conduct.

4. COMPOSITION

i. Chairperson

The Chairperson of the Classification Advisory Committee will be appointed by the Board at the first regular meeting of the Board following the Annual General Meeting of Members.

ii. Membership

The Committee shall consist of eight (8) members:

- Two (2) National Directors (one of which will be Chairperson)
- One (1) of the two (2) Board members so designated shall also serve on the Breed Advisory Committee to act as a liaison between the two Committees;
- Four (4) members following regional representation; one (1) member from Western Canada, one (1) member from Atlantic Canada, one (1) member from Ontario, and one (1) member from Québec;
- Two (2) specialist positions; one (1) veterinarian and one (1) member from the AI industry

5. COMMITTEE MEMBER QUALIFICATIONS

In selecting members to the Committee, the HR Committee shall have regard to the following composition requirements:

- Familiar with and supportive of the Classification Program
- Cow knowledge

- Understanding of Classification appraisal
- Appreciates importance of functional conformation
- Appreciation for different management systems
- Analytical and progressive
- Open and objective

6. TERM OF APPOINTMENT

- Three (3) year term
- Maximum four (4) terms
- Maximum 12 years lifetime

**Note: Specialist appointments to be reviewed every two (2) years with no maximum number of terms.*

7. REMOVAL AND VACANCY

Any member of the Committee may be removed and replaced at any time by the Board. Subject to quorum requirements, if a vacancy exists on the Committee, the remaining members may exercise all its powers.

8. COMMITTEE TIME REQUIREMENTS

The Committee shall meet at least once annually and more frequently as circumstances dictate. Each meeting shall be convened by the Chairperson.

9. COMMITTEE PAPERS

Unless directed by the Committee Chairperson, the Committee Secretary shall distribute in advance of a meeting of the Committee an agenda and any related papers to each member of the Committee and the Chief Executive Officer.

10. COMMITTEE MINUTES

- The Committee Secretary shall prepare minutes of meetings and have them reviewed by the Committee Chairperson.
- Minutes of the meeting shall be approved at the next meeting of the Committee.

11. REPORTING TO THE BOARD

Following a review of the minutes by the Chairperson and the Committee, minutes of each meeting shall be submitted to the Board for consideration of any actions or recommendations.

The Committee Chairperson or a Committee Designate must report to the Board after each Committee meeting concerning: (i) the actions and recommendations of the Committee and (ii) all matters relevant to the Committee's role and responsibilities.

12. COMPENSATION

Committee members will receive a per diem for attending virtual and in-person meetings in accordance with the Holstein Canada Per Diem guidelines set forth by the Board of Directors.