

# International Working Group (IWG)

June 2020

## Introduction

*Textile Exchange is a global non-profit that works closely with stakeholders to drive industry transformation in preferred fibers, integrity and standards, and responsible supply networks. We identify and share best practices regarding farming, materials, processing, traceability, and product end-of-life in order to reduce the textile industry's impact on the world's water, soil and air, and the human population.*

One of the ways we drive industry transformation, is through the use of standards. Textile Exchange manages a portfolio of standards that have been developed by stakeholders in the industry, as well as civil society. The standards are designed to ensure chain of custody for preferred materials, and to help end users make claims on their finished goods.

The following standards are owned by Textile Exchange:

- Content Claim Standard (CCS)
- Recycled Claim Standard (RCS)
- Global Recycled Standard (GRS)
- Organic Content Standard (OCS)
- Responsible Down Standard (RDS)
- Responsible Animal Fiber (RAF) Framework
  - Responsible Wool Standard (RWS)
  - Responsible Mohair Standard (RMS)
  - *Draft* Responsible Alpaca Standard (RAS)

## What is a Standard Revision?

Part of the commitment to building a credible family of standards is the regular revision of each document. Having a chance to revise each standard ensures the requirements continually deliver on their desired outcomes to drive industry change. The revisions also keep the standards up to date with recent industry advancements and changing supply chain realities, as well as inviting updated stakeholder views and assurance practices. Each standard is revised every 3-5 years as part of a substantial revision, however minor revisions may be made sooner (examples include grammar fixes or intent clarifications).

## *Why does Textile Exchange want my participation?*

In general, the revision process identifies key issues that are discussed with the standard's stakeholders and International Working Group (IWG). We are looking for IWG members who have a dedicated interest to the standard being revised and can provide meaningful feedback on the requirements.

Your participation:

- Ensures the standard development process is inclusive and transparent to affected stakeholders.
- Provides a robust review process to ensure the standards effectively meet their respective goals.
- Ensures that the development and revision of the standard comply with international best practices for standard setting (e.g. ISEAL Codes of Good Practice as well as our own policies and procedures).

## **What is an IWG?**

The International Working Group (IWG) is a group of interested and engaged stakeholders who participate in the revision of a specific standard. IWG membership also means supporting interpretation decisions and minor revisions following the release of the updated standard. The IWG is designed to be a pre-competitive collaborative environment where participants can share their knowledge and experience. The purpose of the IWG is to work together to ensure the standard continues to meet the needs of the industry while driving positive impact.

## *Why should I participate in an IWG?*

Members of the IWG can influence various aspects of the standard that are important to its implementation. IWG members help to:

- Define the goals, objectives, and theory of change.
- Review the criteria and provide feedback on the standard draft.
- Support interpretation decisions and minor revisions following the release of the updated standard.
- Support the monitoring and evaluation of the standard against the goals identified in the standard's Terms of Reference.
- Support the success of the standard through identifying risks and opportunities.

### *What does IWG membership mean and what are my responsibilities?*

Participation in the IWG is voluntary and open to all stakeholders and includes both voting and non-voting members. Textile Exchange strives to include representation from all sectors including, Brands/Retailers, Supply Chain, Civil Society, Raw Materials Producers (when applicable), and Professional Services.

IWG members must agree to the terms of participation laid out in the IWG charter and their intent for participating in the IWG must align with the overall goal to create a more meaningful standard. IWG membership may be denied if Textile Exchange determines that the member's intent for participating in the IWG does not align with the overall goal to create a more meaningful standard.

## **How do I participate in an IWG?**

### *If I decide to join, what will I have to do?*

Because IWG members play a critical role in the development of the standard, they are highly encouraged to uphold the following expectations:

- Provide input and meaningful feedback throughout the entire revision process.
- Act respectfully to other Members of the IWG and commit to honest and polite discourse.
- Comply with all applicable antitrust and anti-competitive laws (see IWG Charter for more information).
- Abstain from any conversations or activities that may restrict competition or set prices.
- Promote the standard as a meaningful tool for the industry.

### *How are decisions made?*

The IWG will be responsible for providing Textile Exchange with feedback and advice based on their expertise and experience. Textile Exchange will present items within the scope of the revision and the IWG voting members will be given the chance to vote to approve the final version of the standard.

### *What is my role as a voting member?*

- Agree to the terms of participation laid out in the IWG charter and sign the charter.
- Help set the terms of reference for the standard.
- Provide a vote 'for' or 'against' the final draft of the standard.
- Participate in the IWG with the overall goal to create a more meaningful standard.

- *\* Please note that IWG voting membership may be denied if Textile Exchange determines that the member's intent for participating in the IWG does not align with the overall goal to create a more meaningful standard.*

### *What is the format of IWG meetings?*

During a standards revision, regular meetings are held in person, by phone, or video-conference. All members are encouraged to engage in as many meetings as possible and to join or lead task groups. Consistent participation is key to the success of a revised standard.

The following apply to IWG meetings:

- 1-3 calls per month will be scheduled to discuss revision topics.
- Requests will be made to IWG members to provide their written feedback on various topics as they relate to the standard. This feedback is requested to be returned to the lead within a week of the IWG call.
- All meetings and discussions of the IWG follow the Chatham House Rule (See appendix A of the IWG Charter), meaning that no discussions or information provided during a call will be attributed to a specific IWG member.

After a standard has been released, IWG members will be asked to meet periodically (3-4 times per year) to support interpretation decisions and minor revisions, and to be kept informed of key standards progress and data points.

### *How can I join an IWG?*

In the months leading up to a standard revision, calls for IWG members will be sent out via Textile Exchange communications. You may join an IWG by replying to those emails, or by emailing [Standards@TextileExchange.org](mailto:Standards@TextileExchange.org) to participate.

For any questions, comments or concerns, please reach out to [Standards@TextileExchange.org](mailto:Standards@TextileExchange.org).