



Cooperative Research Centre for an Internationally Competitive Pork Industry

Adoption and Commercialisation Committee Terms of Reference

1. The Terms of Reference

1.1 These **terms of reference** establish the purpose and responsibilities of the **Adoption and Commercialisation (A & C) Committee** within the governance system of the **Pork CRC**.

2 Purpose

2.1 The **A & C Committee** advises and assists the **Board** in discharging its responsibilities in achieving the objectives and outcomes detailed in Schedule 1 of the Commonwealth Agreement and in the Participants Agreement.

3 Membership

3.1 The **Committee** shall consist of one independent member of the **Board** who shall be appointed as the **A & C Committee** chair and one other director, the **CEO**, the **Secretary** of the Pork CRC and other experts as appropriate and identified by the **Committee**.

3.2 Terms of appointment of **Audit Committee** members will be determined by the **Board**.

4 Meetings and Procedures

- 4.1 The **A & C Committee** shall meet at least four (4) times per year. The Chair has the power to call a meeting whenever needed.
- 4.2 A quorum is reached if two **A & C Committee** members, at least one of whom must be a director, are present including by telephone.
- 4.3 Each member on the **A & C Committee** has one vote.
- 4.4 The **Pork CRC** will provide secretarial support as required to the **A & C Committee**.
- 4.5 The **A & C Committee** may invite any person as appropriate and identified by the **Committee** to attend meetings.
- 4.6 The **A & C Committee** will report to the **Board** after each meeting. The report shall cover:
 - 4.6.1 Minutes of the **A & C Committee** meeting;
 - 4.6.2 Any formal resolutions or decisions of the **A & C Committee**.
 - 4.6.3 Any major issues of which the **A & C Committee** believes the **Board** should be informed.
- 4.7 The **A & C Committee** may undertake any matters as directed by the **Board**

5 Responsibilities

- 5.1 Provide leadership and strategic direction for the knowledge exchange, technology transfer and commercialisation aspects of the CRC;
- 5.2 Ensure that the objectives and outcomes detailed in the Commercialisation and Utilisation plan and Schedule 1 of the Commonwealth Agreement are achieved;
- 5.3 Foster and promote integration between Projects and monitor the effectiveness of that integration through the Program Managers;
- 5.4 Review and monitor the commercialisation activities and budget of the CRC;
- 5.5 Facilitate formal linkages with relevant national and international organisations, including through the CRC's Participants, to enhance the collaboration and outcomes of the CRC.
- 5.6 The **Audit Committee** will review and reassess these **Terms of Reference** at least annually and recommend any proposed changes to the **Board** for approval.

End
