

**Marine Eco-label Japan Council**  
**Guideline for Establishment of the Standard Setting Committee**

**Article 1 (Establishment)**

This Guideline defines the necessary procedures regarding the establishment, scope of affairs, and operation of the Standard Setting Committee (hereinafter “SSC”) based on the Statutes of the Marine Eco-Label Japan Council (the MEL Council), Article 40.

**Article 2 (Scope of Affairs)**

The SSC shall be responsible for the following:

- (1) Preparing original drafts of standards for the development, review, and revision of the Certification Scheme
- (2) Conducting research and collecting information needed to carry out (1) preceding
- (3) Any other required activities

**Article 3 (Agenda)**

The agenda shall be defined for each SSC Meeting.

**Article 4 (Members)**

- 1 The members of the SSC shall include representatives from the fisheries industry, processors and distributors, environmental organizations, consumer groups, and academic experts.
- 2 The composition of the SSC membership as stated in the preceding clause shall maintain the balanced participation of different stakeholders to ensure impartiality.

**Article 5 (Chairperson)**

- 1 The SSC shall have a Chairperson.
- 2 The Chairperson shall be determined by resolution of the Board of Directors.
- 3 The Chairperson shall preside over the affairs of the SSC and represent it.

**Article 6 (Meetings)**

- 1 The Chairperson shall convene SSC meetings.
- 2 When the SSC finds it necessary, the SSC may request outside experts to attend SSC meetings to ask for their advice.

**Article 7 (Working Groups)**

The SSC may form Working Groups as necessary.

**Article 8 (Secretariat)**

Clerical work for the SSC shall be conducted by the Secretariat of the MEL Council.

**Article 9 (Other Issues)**

In addition to what is provided in this Guideline, issues necessary for operation of the SSC shall be decided by the Chairperson after conferring in the SSC meeting.

**Supplementary Provision**

This Guideline shall come into effect as of December 1, 2016.