



Holstein Association USA

Committee Recommendation Public Disclosure Policy

Purpose

To promote transparency and ensure equitable access to information, this policy establishes a formal procedure for publicizing recommendations made by any Holstein Association USA (HAUSA) committee to the HAUSA Board of Directors, when those recommendations could reasonably impact the value of Holstein cattle or influence member decisions.

Scope

This policy applies to all standing and ad hoc committees of Holstein Association USA whose recommendations may affect breeding practices, market valuations, genetic selection, herd management decisions, or any other matter of strategic significance to Holstein breeders and dairy industry stakeholders.

Policy

1. Advance Disclosure Requirement

Any committee submitting a formal recommendation to the HAUSA Board of Directors must ensure that a public summary of the recommendation is published within **5 business days following the conclusion of the committee meeting** at which the recommendation was voted on. This ensures that information is made publicly available in a timely manner and that committee members do not hold exclusive access to material information.

This applies only to recommendations that may affect breeding practices, market valuations, genetic selection, herd management decisions, or any other matter of strategic significance to Holstein breeders and dairy industry stakeholders. Motions requesting staff to research an item of interest do not need to be publicized until there is a formal recommendation that is being brought forward.

2. **Content of Public Summary**

The public summary must include:

- A description of the recommendation,
- For changes that are time-sensitive, a timeline for implementation if approved.
 1. Examples of time-sensitive changes would be genetic index changes, or changes to rules for contests or shows. Staff will consult with the CEO if they are unsure about this.
- Date of upcoming board meeting where the recommendation will be considered.
- Any relevant context that is important to understanding the rationale behind the recommendation, that is not itself considered confidential or sensitive in nature.

3. **Means of Dissemination**

Public summaries shall be distributed via the HAUSA website.

4. **Confidentiality Prior to Public Release**

Committee members are prohibited from selectively disclosing or discussing any recommendations subject to this policy with individuals or entities outside the committee before the formal public disclosure. This is to prevent the appearance or reality of privileged access to sensitive or impactful information.

5. **Post-Approval Publication Policy**

Once a committee recommendation has been officially approved by the HAUSA Board of Directors, a formal news item shall be published within **10 business days** to ensure broad awareness and understanding. The publication must:

- Clearly state the Board's decision and the nature of the approved action
- Be written in accessible language for a general industry audience

This information must be made available through the HAUSA website and included in routine member communications, as determined by staff. Additional formats such as video explainers, webinars, or press releases may be used at staff's discretion, depending on the significance of the decision.

If a recommendation was amended by the Board, and then approved, this communication only needs to include the approved, amended motion, and does not need to include reference to the original recommendation.

If a recommendation is not approved, the web page where the recommendation was originally publicized will be updated to state that the board did not approve the recommendation, and the meeting at which that occurred.

6. Exceptions

In rare cases where premature disclosure may jeopardize sensitive negotiations, partnerships, or legal obligations, publication may be delayed using the discretion of HAUSA Board Officers. In such cases, disclosure must occur as soon as the risk has passed.

7. Compliance and Enforcement

Committee chairs and staff liaisons are responsible for ensuring adherence to this policy.

Review and Amendment

This policy shall be reviewed periodically and may be amended by a majority vote of the HAUSA Board of Directors.