

Kellen Services to VIPA - 2016 Contract				
1. General management	Total Hours	Fees EUR	Q1 actual hours	% of budgeted hours
Subtotal	145	19.525	43	30%
1.2 Extra support to review the Bylaws in 2016	Total Hours	Fees EUR		
			1 conference call	
Subtotal	22	3.410	11	50%
2. Finances	Total Hours	Fees EUR		
Subtotal	28	3.220	7	25%
3. Communications	Total Hours	Fees EUR		
Case Studies (3h per case study, 5 CS a year)			1 press release published	
Press Releases (5h per press release, 6 PR a year)				
Quarterly Newsletter for members (10 hours per edition)			2 new sections created	
Quarterly Newsletter for non-members (1 hour per edition)			1 article for Global Gypsum Magazine	
Annual Report of Activities			2 conference calls	
Manage website				
Manage database of contacts				
Prepare ppts/collateral material				
Communications & PR Working Group (3 conf calls 5h per call)				
IVIS 2017 Taskforce (3 conf calls 5h per call)				
Subtotal	178	25.195	25	14%
4. Public Affairs activities (EU level only)	Total Hours	Fees EUR		
Monitor legislation and initiatives at European Union level			response to 1 Public Consultation on EED	
Establish contacts with stakeholders in Brussels				
Prepare replies to public consultations, position statement, etc			1 conference call	
Draft a case for VIP			1 conference call	
Public Affairs Working Group (3 conf calls 5h per call)				
Technical Working Group (3 conf calls 5h per call)				
Subtotal	64	8.820	22	34%
5. Support to meetings and conference calls	Total Hours	Fees EUR		
Board (2 meetings, 2 conf calls, 20h per meeting, 10h per call)				
Executive Committee (3 conf calls, 5h per call)				
General Assembly (1, 10h)				
Subtotal	161	22.965	0	0%
6. Other services to be decided by the Board	Total Hours	Fees EUR		
Meeting with GSH in Germany, liaison with law firm WilmerHale				
Subtotal	80	11.400	18	23%
Grand Total	678	94.535	126	19%