
VACUUM INSULATION PANEL



GLOBAL ASSOCIATION

VIPA International General Assembly

Barcelona, Spain
12 October 2016



Governance statement

VIPA International antitrust compliance statement (distributed with meeting docs)

Procedure

- At all times refrain from discussing any company' sensitive information – see VIPA International antitrust compliance statement

You must:

- Judge in the first place
- Behave accordingly
- Avoid discussion of topics, such as those identified in the guidelines, which could create even an appearance of wrongdoing

In case still some issue are raised:

- Secretariat intervene if any questions or doubts
- If necessary, legal counsel can be asked to provide advice

Quorum and voting rights

General Assembly meeting quorum: 50% members present

1 associate member and 10 regular members

Apologies: Microtherm, Hongda Suzhou V.I.P. New Material, Jiangsu Sanyou Dior Energy-saving New Materials, Fujian Super Tech Advanced Materials Co. Ltd, Kongju National University, Victoria University and NUAA

Voting procedure

Regular members (companies) have 1 vote

Associate members have no voting right

Voting:

General items: simple majority

Changes to Bylaws: 2/3

Agenda



1. Welcome and introductions

- 1.1 Governance rules
- 1.2 Approval of the agenda
- 1.3 Approval of the minutes of the 2015 General Assembly in Nanjing, PR China

2. VIPA International Annual Report of Activities (August 2014-August 2015)

- 2.1 Overview of what was accomplished in the previous year
- 2.2 2016 Work Plan
- 2.3 Outcome of the Strategic Planning Session and outlook for 2016 and beyond

3. Report from the Treasurer

- 3.1 Approval annual accounts 2015
- 3.2 Approval 2016 budget and membership fees

4. Membership

- 4.1 Membership resignation of Jiangsu Sanyou Dior Energy-saving New Materials
- 4.2 Membership exclusion of Fujian Super Tech Advanced Materials Co. Ltd for non-payment of dues

5. Elections

- 5.1 Discharge of Roland Caps from his role of President of the association since September 2015
- 5.2 Discharge of the Board of Directors
- 5.3 Election of the new VIPA International President and Board of Directors

Agenda



- 6. Approval of the proposed amendments to the VIPA International Bylaws**
- 7. Approval of the co-operation agreement between VIPA International and the GSH on the use of the VIP quality mark**
- 8. FIW study on compressive strength measurements of VIPs according to EN 826: final report**
- 9. VIPA International 2017 General Assembly**
 - 9.1 Date and place of the next General Assembly: Tuesday 19 September 2017 in Paris, France (before IVIS 2017)
- 10. Any other business**

2.VIPA International Annual Report of Activities (August 2015-August 2016)



Table of Contents

1. Foreword
2. 2015-2016 activities of VIPA International
 - 2.1 RAL VIP label: a label to attest the quality of VIPs
 - 2.2 Technical activities
 - 2.3 Public affairs activities
 - 2.4 Communication activities
3. Finances
4. Organisation chart
5. Membership



Annual Report of
VIPA International Activities



September 2015 – September 2016

2.VIPA International Annual Report of Activities (August 2015-August 2016)

Quality Label

- The agreement will be signed on 12 October in Barcelona and will enter into force on 1 January 2017
- Negotiations started in December 2015
- The label will be applicable to all core materials and all VIP applications

Public Affairs

- Meeting with DG Energy of the European Commission on 28 July in Brussels to present VIPs and discuss new energy efficiency package
- Case for advocacy (document describing VIPs, the applications, sustainability aspects, number of plants in Europe and location, as well as VIPA's views about main EU pieces of legislation on energy efficiency of buildings)
- Monitoring of key legislative activities in the European Union and participation to public consultations (energy efficiency package, energy labelling regulation)
- Contacts with CIEEMA and the Japan Construction Material and Housing Equipment Federation

2.VIPA International Annual Report of Activities (August 2015-August 2016)

Technical

- FIW delivered the final report of the compressive strength measurement in September
- Two studies commissioned in 2016 on water vapour permeation and calibration of the lift-off technique
- CEN TC88 / WG11 will finish the draft standard this year

Communication

- 9 press releases published
- 4 case studies published
- 3 Newsletters published
- 1 article published in May's edition of the Global Insulation Magazine
- New sections on the website: Science on VIPs, IVIS and Events
- Annual Report of Activities 2015-2016
- Speaking slot at QUALICHeCK conference in Brussels, 15 December
- Sponsorship IEA Annex 65 SIM 3rd plenary meeting in Turin, on 25-26 February
- Board decided not to co-host IVIS 2017, but VIPA International will sponsor and promote the event

2.2 2016 Work Plan

- Governance
- Finance
- Representativeness
- Communications
- Quality label
- Technical/standards
- IVIS 2017
- Public Affairs

VIPA International Work Plan 2016

Strategic Areas	Milestones	Initiatives	Responsibility
Governance	Provide VIPA International with the appropriate structure for the association to grow in size and effectiveness	• Discuss options to review Bylaws • Come to a consensus on a new structure for the association and ensure buy-in from all members • Present new proposed Bylaws to the 2016 General Assembly • Prepare for succession of Roland Caps	Board Secretariat Legal counsel
Finances	Ensure a sound and transparent financial management of the association	• Treasurer to control expenses • Secretariat to ensure fee invoices are paid in time • Quarterly financial update to be provided at Board meetings	Secretariat Treasurer
Representativeness	Make VIPA a truly global VIP association	• Increase the number of manufacturer members especially outside Europe • Attract companies that focus on different VIP applications • Find a balance between manufacturers, suppliers and other membership categories that might be created in the future (e.g. customers)	Roland Caps Secretariat

See latest update in the Annexes

2.3 Outcome of Strategic Planning Session

Info to be added after the Strategic Planning Session in Barcelona

3. Report from the Treasurer

3.1 Approval annual accounts 2015

VIPA International 2015 Annual Accounts		
ITEM	budgeted in Jan	Actuals at 31 Dec.
Income		
Membership fees full members (15): 10,000 EUR	130,000	140,000
Membership fees associate members (5): 1,000 EUR/500 EUR	2,000	2,000
Carry-over from 2014 budget	21,779	21,779
TOTAL INCOME	153,779	163,779
Expenditure		
Kellen Europe fees (secretariat & management)	73,723	84,188
Studies	35,000	7,500
Sponsorship MIS (8,000\$)	7,708	7,708
Sponsorship MIS extra costs (printing, stand)	1,142	1,289
Out of pocket costs (meetings & travel expenses)	7,000	7,512
Communications (website support, professional design, etc)	4,600	1,713
Website annual hosting fee (Alias)	400	400
Legal advice	5,000	0
Participation at CEN	0	167
Bank charges	0	272
Greenberg fees (monitoring US legislation)	0	0
TOTAL EXPENDITURE	134,573	110,749
RESULT	19,206	53,030

3. Report from the Treasurer

3.2 Approval 2016 budget and membership fee

VIPA International Budget 2016	
ITEM	EUR
Income	
Membership fees full members (14): 10,000 EUR	140,000
Membership fees associate members (4): 500 EUR	2,000
Carry-over from 2015 budget	53,030
TOTAL INCOME	195,030
Expenditure	
Kellen fees	94,535
Technical studies	50,000
Out of pocket costs (meetings/conf calls & travel expenses)	7,000
Communications (website support, professional design, etc)	2,500
Website annual hosting fee (Alias)	400
Bank fees	500
Participation at CEN	525
Legal advice	5,000
GSH Quality Scheme set-up costs	5,000
TOTAL EXPENDITURE	165,460
RESULT	29,570

**2016 Membership
fee 10,000 EUR**

4. Membership

4.1 Membership resignation of Jiangsu Sanyou Dior Energy-saving New Materials

4.2 Membership exclusion of Fujian Super Tech Advanced Materials Co. Ltd for non-payment of dues

5. Elections

5.1 Discharge of Roland Caps from his role of President of the association between 2014 and 2015

5.2 Discharge the Board of Directors whose mandate started in 2014:

- Vladimir Pognac, Turvac
- Oved Shapira, Hanita Coatings
- Michel Chauvois, Rexor
- Reiner Wartusch, Evonik
- Uros Cotelij, Knauf Insulation
- Richard Burnley, Kingspan
- Zhai Chuanwei, Qingdao Kerui New Environmental Materials

5.3 Election of the new VIPA International President and Board of Directors

Candidates to the Board:

- Michel Chauvois, Rexor
- Oved Shapira, Hanita Coatings
- Reiner Wartusch, Evonik
- Richard Burnley, Kingspan
- Roland Caps, va-Q-tec
- Vladimir Pognac, Turvac
- Uros Cotelij, Knauf Insulation
- Zhai Chuanwei, Qingdao Kerui New Environmental Materials

Candidates to President position

- Gregor Erbenich, Porextherm

Candidates to Vice-President position

- Oved Shapira, Hanita Coatings

Candidates to Treasurer position

- ?

6. Approval of the proposed amendments to the VIPA International Bylaws



ARTICLE 3 – Membership

Section 1. General.

There are ~~four~~ **two** categories of Association member:

1. Regular members:

1.1 Manufacturer: companies that make and market vacuum insulation panels

1.2 Material Supplier: companies supplying components and raw materials to make VIP panels or VIP materials (and which will be used in the final product) such as films, core

1.3 Equipment supplier: companies that provide equipment to produce VIP panels or VIP materials

2. Associate members:

Companies ~~and/or organisations~~ with an interest in the vacuum insulation panel industry and which do not fall in the categories 1.1 to 1.3 .

3. Academia:

Universities, research institutes and laboratories with an interest in the vacuum insulation panel industry

4. Associations:

National or sector not-for-profit organisations with an interest in the vacuum insulation panel industry

~~The number of Associate members shall not exceed half of the number of regular members (Manufacturer, Material Supplier and Equipment Supplier).~~

Any company or organisation wanting to become a member of the Association must indicate **under which membership category they belong to**: regular member (manufacturer member, a material supplier member, an equipment supplier member), an associate, **academia or association member**.

6. Approval of the proposed amendments to the VIPA International Bylaws



ARTICLE 4 DUES

Section 1. Annual Dues.

~~During the first two years of existence of the Association (starting from the date of incorporation),~~ The annual dues ~~are will be~~ set as follows:

10,000 EUR for regular members (companies joining as manufacturer member, material supplier member and equipment supplier member);

5,000 EUR for associate members

500,00 EUR ~~(plus research related services)~~ for academia

500 EUR for association member ~~member companies or organisations joining as Associate Member.~~

Companies joining during the calendar year shall be invoiced a pro-rata fee, for the remainder of the year of their membership.

~~Following this initial period, the Board shall suggest to the General Assembly a new amount based on the number of members and the budget the Association needs to accomplish its activities. Thereafter,~~ The membership dues shall be established every year by the General Assembly upon recommendation of the Board of Directors based on the estimated budget of the Association for the coming year.

6. Approval of the proposed amendments to the VIPA International Bylaws



ARTICLE 5 VOTING RIGHTS

Section 1. General

The categories of membership and the voting rights associated with such categories shall be established by the General Assembly. These categories and associated voting rights may be revised from time to time by the General Assembly.

~~During the first two years of existence of the Association (starting from the date of incorporation),~~ The voting rights are established as follows:

1 vote for each regular member (manufacturer Member, Material Supplier member and Equipment Supplier member);

Associates, ~~academia and association~~ members will not have any voting rights.

ARTICLE 8 GENERAL ASSEMBLY

Section 7. The President and the Vice-President.

The President of the Association shall act as the chair at the General Assembly or, if he or she is unable to attend, the Vice-President of the Association shall act as the chair.

The President is appointed by the General Assembly for a term of two years (renewable once) from among the members of the Board of Directors. These two years are counted from the end of the ordinary General Assembly at which the President is elected. ~~Exceptionally, during the first year of activities of the association, the mandate of the President will be of one year only—until the General Assembly of 2015.~~

6. Approval of the proposed amendments to the VIPA International Bylaws



ARTICLE 9 BOARD OF DIRECTORS

Section 1. Nomination and Term of office.

The Association shall be managed by a Board of Directors. ~~During the first two years of the Association, starting from the date of incorporation,~~ The Board of Directors shall consist of all of the regular members of the association, ~~except for Associate Members which are not allowed to take part in the Board of Directors.~~ Each member will have one vote. ~~Following this initial period the Board shall suggest to the General Assembly new rules for the composition of the Board of Directors.~~

7. Approval co-operation agreement between GSH and VIPA International



Co-operation agreement with the GSH (Güteschutzgemeinschaft Hartschaum e.V.: European association of manufacturers of thermal insulating products) on the use of the RAL quality assurance label for VIPs

- Content of the agreement under discussion since December 2015

Value for VIPA:

- Free access to the GSH Quality Mark to all VIPA manufacturer members (without this agreement the GSH Quality Mark has an annual cost of 2,900 EUR per company)
- Participation at the drafting process of the quality assessment rules (RAL-GZ 960 document)

Costs for VIPA:

Annual fee of 2,500 EUR per member/plant applying to the label

8. FIW study on compressive strength measurements of VIPs according to EN 826: final report



Study on compressive strength measurements of VIPs according to EN 826

9. VIPA International 2017 General Assembly

9.1 Date and place of the next General Assembly



General Assembly: once a year, preferably face-to-face meeting

Tuesday 19 September 2017 in Paris, France (1 day before the start of IVIS 2017)

10. Any other business

Any other business ?

VACUUM INSULATION PANEL



GLOBAL ASSOCIATION

*Raquel Ponte Costa
Francesco Gattiglio
Bénédicte Lambert*

VIPA-international@kelleneurope.com

Phone: +32 2 761 1681 Fax: + 32 2 761 16 99

<http://vipa-international.org/>