VIPA International Global Office
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VACUUM INSULATION PANEL
VIPA
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Vacuum Insulation Panel Association Board Meeting
Hotel Tryp Barcelona Apolo (meeting room: Colon)
Av. del Paralel, 57-59, 08004 Barcelona, Spain
Wednesday, 12 October 2016 11:00 to 16:00

Participants:
Gregor Erbenich, Porextherm, VIPA International President
Oved Shapira, Hanita Coatings, VIPA International Vice-President
Vladimir Pogač, Turvac, VIPA International Treasurer
Roland Caps, va-Q-Tec
Reiner Wartusch, Evonik Industries
Pascal Rousset, Rexor
Renaud Vuillet, Rexor
Gary Chalkley, Camvac
Uroš Cotelj, Knauf Insulation
Richard Burnley, Kingspan
Miaotian Sun, Qingdao Kerui New Environmental Materials
Zhang Tao, Qingdao Kerui New Environmental Materials
Raquel Ponte Costa, VIPA International Executive Director
Francesco Gattiglio, VIPA International Policy Officer

Guest (during first 10 minutes of the meeting):
Klaus Zipp, General Manager of the GSH

Apologies:
Filip Verstraete, Microtherm
Steven Heytens, Microtherm
YanQing Zhou, Hongda Suzhou V.I.P. New Material
Michel Chauvois, Rexor
Zhai Chuanwei, Qingdao Kerui New Environmental Materials
Tony Scott, Kingspan
Hans-Frieder Eberhardt, Porextherm

Agenda

1. Welcome

1.1 VIPA antitrust compliance statement

Raquel Ponte Costa opened the meeting by welcoming all participants. The participants were reminded of the anti-trust rules that have to be adhered to.

1.2 Approval of the agenda

The agenda was approved by all participants, without any additions.

1.3 Approval of the minutes of the conference call of 12 September 2016

Participants approved the minutes as a correct statement of the decisions and actions agreed on 12 September.

1.4 Review of the action items of the previous meeting

Francesco Gattiglio went through the actions of the previous conference call (see meeting presentation). Regarding IVIS 2017, members agreed that FIW should prepare an abstract about the studies they worked on

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for VIPA. The deadline to submit abstracts is 16 December. In addition, VIPA should also ask Daniel Quénard for a speaking slot at the opening session so we can promote VIPA to prospect companies attending the event. Participants agreed that VIPA International should sponsor the event. A decision on the sponsorship level will be taken when the sponsorship packages are available. Regarding the merger of the PA WG with the PR & COM, the suggestion made by the members is to go ahead with it. Related to Working Groups, members also agreed to create an Asia Working Group, as suggested during the Strategic Planning Session. Members asked the secretariat to send a request for volunteers to take part in the group. Participation is open to all companies.

Decisions:

- **Board members approved the merger of the PA Working Group with the PR & COM Working Group.**
- **Board members approved the creation of an Asia Working Group, open to all VIPA members.**

All the remaining actions were related to the organisation of the meetings in Barcelona and were therefore completed.

Actions:

- FIW to prepare an abstract for IVIS 2017 about the studies they performed for VIPA.
- VIPA secretariat to ask Daniel Quénard for a speaking slot at the opening session of IVIS 2017.
- VIPA secretariat to set-up the Asia Working Group and send a request for participants to all the members.

2. Finances

2.1 2016 budget: income and expenses

Raquel presented the latest financial information (income and expenses). With the exclusion of Fujian Super Tech, Jiangsu Sanyou Dior and Victoria University, VIPA will lose 20,500 EUR of income in 2016.
On the side of the expenses, everything is going according to plan. Some of the expenditure items foreseen at the beginning of the year will not be fully consumed: from the 50,000 EUR assigned for technical studies, only 32,500 EUR will be used in 2016. The out of pocket expenses will exceed the 7,000 EUR due to the meetings and the social event organised in Barcelona which were not foreseen at the beginning of the year. Raquel concluded that she estimates that VIPA will finish the year with a surplus of around 30,000 EUR.

Members had no questions on the 2016 figures. They agreed that it is urgent to increase the membership numbers so we can have a more substantial budget in 2017. Related to that, Raquel showed an estimate of the 2017 budget, taking into account current income level and also what is already planned for 2017 in terms of expenditures (sponsorship of IVIS, GSH annual fee, final instalments of the studies that are ongoing, etc). One of the question marks is the fees of Kellen for 2017. Raquel explained that based on the services requested and the activities planned for 2017, Kellen will submit a proposal of services and fees for 2017 to be discussed at the next Board conference call. Taking into account the current income of VIPA, Raquel highlighted that Kellen fees and services will necessarily need to be adapted.

Action:
Secretariat to prepare an offer of fees and services for 2017 to be discussed at the next Board conference call.

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3. Wrap-up 2016 General Assembly and Strategic Planning Session

3.1 VIPA Strategic Plan 2017-2020: implementation

Raquel invited members to share their views on what the priorities of the association for 2017 should be. Contrary to what was sought, the discussion on the previous day did not lead to a proper strategic plan 2017-2020. Despite that, during the strategic planning session members did share some thoughts for 2017:

- Find value proposition to companies outside Europe (USA and China) and continue providing value to existing members
- Promote VIP towards decision-makers at EU level (European Commission and European Parliament)
- Monitor main pieces of legislation impacting on VIP (energy efficiency of buildings, energy labelling, etc)
- Provide market statistics to members
- Tackle technical issues (test equipment for pressure measurements; thickness measurement, etc)
- Promote the RAL VIP quality label and encourage members to apply for it
- Support standardisation in other parts of the world (China)

Discussion proceeded on standardisation in China and the proposal circulated by Oved (see meeting annexes) ahead of the meeting. Overall members agree that harmonisation is welcomed when it comes to standardisation but they questioned what should be the role of VIPA on this regard: should VIPA encourage the Chinese authorities to take the European standard (which will be finalised this year) as a basis for their standard or should VIPA strongly influence the process to ensure the work done by the CEN TC 88 WG 11 is definitely used in China. In other words, should VIPA have a passive or active role in the process?
Miaotian Sun reported that her company colleagues are also participating at the discussions but the process is just at the start. The company Nanjing Glass Fiber is leading the WG in charge of the new standard which should be finalised by 2018. Her company is willing to act as a bridge between VIPA and this standardisation group in China. Members highlighted their doubts about an active participation of VIPA in the process. Members felt more information is needed on the concrete intentions of the group of companies leading this effort in China and also on what would be the role of VIPA in the process. Miaotian Sun proposed to check with her colleagues what the situation is and to discuss with Oved VIPA's involvement in the process. A new proposal listing concrete actions and costs should be submitted for the next Board conference call.

Action:
Oved Shapira and Miaotian Sun to prepare a new proposal related to the standardisation work in China to be discussed at the next Board conference call.

With regards to membership, all agreed that this should be a priority for the next months to increase members and all current members of VIPA should contribute to the process. Francesco showed the list of contacts which is quite extensive and reported on latest contacts:

- **Vaku Isotherm**: the son of Mr Baas, Sebastian Baars, started in October in his new position. He said he is very interested in joining. He will take a decision on this in the coming months.
- **Variotec:** for over 1 year Mr Frostner is saying that wants to join the association but he never sends the membership application form. He said they would attend the meetings in Barcelona but in the end they didn't make it.
- **Panasonic:** very positive conversation a few days ago with Stephan Fertig. A new call will be held after the Board meeting to discuss next steps.
- **Kevothermal:** Gary contacted Mr Shrimpton and Mr Brown of Kevothermal to invite them to the meetings in Barcelona. They replied that for the time being they are not interested in joining the association.
- **C-safe:** positive exchange with Mr Heckard. They are interested in joining and will be contacted again after the meetings in Barcelona.

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Francesco explained that with the new category of associate member now in place, he will contact companies that have previously expressed interest in joining VIPA International such as Rockwool and Byuksan Cooperation. Members suggested contacting also Saint Gobain, LG Hausys and Samsung.
Related to membership outreach, members advised to target big events like BAU and IVIS to meet these and other companies personally and convince them to join the association. Raquel mentioned that indeed this worked very well in Nanjing at IVIS 2015 and should definitely be repeated at IVIS 2017 in France.

Actions:
- All members to contribute to the outreach activities and get in touch with any companies that are likely to join the association.
- VIPA secretariat to attend BAU for membership outreach.

With regards to regulatory affairs, Francesco showed some slides discussed with the Public Affairs Working Group on the review process of the energy efficiency package in Europe. The publication of the package was initially foreseen for 11 October, but the European Commission decided to postpone the publication to the end of the year. Francesco presented different options of involvement for VIPA International (low involvement vs active involvement):

1. Publish a general press release on the day of the publication of the package
2. Prepare a new position paper commenting directly the specific points of the proposal
3. Circulate the position paper to the Members of the European Parliament (MEPs) and organise meetings with them
4. Get in contact with other Brussels-based stakeholders to coordinate advocacy actions

Participants discussed the different options and agreed that VIPA International should monitor the process, but with a low involvement. A press release should be published after the publication of the package and sent to the Members of the Parliament, together with other information on VIPs and VIPA International. For the moment, no meetings shall be organised with MEPs or other associations working on building energy efficiency to align positions.

Action:
- Secretariat to prepare a press release in view of the publication of the energy efficiency package and send it to the Members of the European Parliament.
- Secretariat to monitor relevant legislative discussions at European Union level and keep members informed about it.

On promotional and PR activities, members were of the opinion that any direct promotion of the product should be done primarily by the companies and not by the association. For next year, VIPA should focus on educating especially architects and building designers which are the ones that take the decision to use VIPs in buildings. Members suggested contacting the association of architects in Europe and to understand how we can educate them about VIPs. A speaking slot at one of their events or some articles in specialised magazines could be good ways of increasing awareness to this technology.

Action:
VIPA secretariat to contact the association of architects and see how we could reach out to them about VIPs (speaking slot at conference, article in specialised magazine).

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4. Implementation of the co-operation agreement with the GSH

Mr Klaus Zipp, General Manager of the GSH, was present at the start of the meeting to clarify any questions about the quality label. He explained that for the each manufacturer applying for the label, VIPA will be charged 2,500 EUR. For suppliers that also want to apply for the label (guest members according to article 4) VIPA will be charged 1,500 EUR. The costs of the inspections are to be paid by the recipient of the label directly. Members that need more information about the process should contact the VIPA secretariat or Mr Klaus Zipp directly.

Mr Zipp added that the GSH quality label fulfils the same requirements of CE marking, so any company having the quality label can also apply for the CE marking process with the GSH.

Related to the quality assessment rules, Roland Caps reported that a small Task Force met a few times the past months to review the document (RAL-GZ 960) and bring it in line with the work of the CEN TC 88 WG 11. The document is almost finalised and will be circulated to the Technical WG shortly for discussion and following that to the Board for final decision. The new proposed rules will make it possible to award the quality label to all VIP applications and also to suppliers of core and envelope material. Once agreed by VIPA, these new rules will be submitted to the RAL for final approval. This process should take 2-3 months. This means that the new RAL-GZ 960 document will enter into force probably mid to end 2017.
One member asked for an explanation about the CEN standard and of the quality label requirements. Roland Caps suggested the Technical WG to work on a simple document explaining both items.

Actions:
- Roland Caps to circulate the new draft RAL-GZ 960 document to all members for review.
- The VIPA Technical WG to work on a brief explanation of the procedures and details of the CEN standard and also of the quality label to be circulated to members.

5. Statistics

Francesco provided a general overview about collecting data from members and producing market statistics (see presentation in annexes). Members agree that market statistics could be a great value for membership and very useful to all member companies, but hesitate on which information to collect: real data vs estimates. In addition, the European Commission officials that VIPA met in July also asked for market statistics, so it would also be very relevant to have such information next time that VIPA organises a meeting with the European Commission or the European Parliament.
Members asked the secretariat to collect more information from a law firm about all possibilities and procedure to be respected so a decision can be taken at the next conference call.

Action:
VIPA secretariat to ask a law firm to send recommendations about procedures for gathering statistics, based on estimations provided by the members.

6. Review Work Plan 2016

Due to shortage of time this item was not discussed in detail. Raquel invited members to go through the latest update of the Work Plan. Most activities were reviewed during the different agenda items in the meeting.

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7. **AoB**

7.1 Date of the next Board conference call and schedule of meetings for 2017

Members agreed to have the next conference on Monday 5 December from 14:00 to 16:00 CET.

With regards to the next face-to-face meeting, members agreed to organise something during the BAU event in Munich, Germany, which is taking place from 16 to 21 January 2017.

No other item was discussed.
The meeting finished at 16:00.

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