

VIPA International Work Plan 2016 – Q1 Update (14 April 2016)

Strategic Areas	Milestones	Initiatives	Responsibility	Status
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	Bylaws Taskforce agreed on a set of recommendations which will be discussed at Board meeting 14 April
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	2016 fee invoices were sent early February. Only two companies paid so far
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	Key prospects contacted in February/March (Panasonic, Asahi, 3M, Chuzhou Yinxing Electric, Avery Dennison), no replies so far.

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Communications	Ensure VIPA has the appropriate tools to communicate effectively about VIP and to promote the association	• Ensure the website is a suitable platform to be used by the members and to showcase VIPA activities • Release one case study quarterly • Release a quarterly Newsletter to members and non-members • Publish press releases • Seek speaking slots at key events • Publish an annual report of activities • Promote results of reports and studies commissioned by VIPA • Create section on website: "Science on VIPs" • Create list of events on the public website where members are present • Publicise papers/ppt given by members on conferences	Communications & PR Working Group Secretariat	• 1 press release published on 8 February • Sponsorship IEA Annex 65 SIM 3rd plenary meeting in Turin, on 25-26 February • No case studies submissions received in the past months. • Kingspan case study published April • First 2016 Newsletter in preparation • 1 article to be published in May's edition of the Global Insulation Magazine • Section Science on VIPs and Events is online
Quality Label	Implement a quality label scheme for VIPs	• Come to an agreement with the GSH • Discuss implementation • Make promotion of the quality label	Hans-Frieder Eberhardt	• Meeting with GSH General Manager and Chair of the Board on 27 Jan in Essen • The label conditions and agreement were reviewed by law firm (WilmerHale) • Decision to be taken on 14 April's Board meeting • GSH General Assembly on 12-13 May in Hamburg

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Technical Standards	Fasten the standardisation work	• Ensure the studies commissioned to FIW are concluded on time and result in added-value for the members • Identify areas where further research is needed • Commission other studies to fasten the standardisation process • Partner with the IEA EBC Annex 65 as seen necessary • Make the most out of VIPA's liaison status within the CEN TC88 / WG11 • Provide technical support to the VIPA Public Affairs WG to prepare the VIP case for advocacy activities • Identify university to partner with – student to write PHD thesis or master thesis	Technical Working Group Secretariat VIPA's representative at CEN (Vladimir and Pascal)	• Yoash Carmi nominated as Chair of the WG • FIW study is delayed because of late arrival of specimens. Some members have not yet responded to FIW's requests • Contract signed with Hanita about study on water vapour permeation (1 year duration, EUR 25,000) • Partnership with university still under discussion • CEN TC88 / WG11 has one year to deliver the standard
IVIS 2017	Ensure IVIS 2017 is a bigger and better organised event with no financial risks for VIPA Introduce new sessions about applications	• Agree with the CSTB on the clear roles and responsibilities of both parties in the event • Launch event website and logo • Prepare promotional activities and collateral material • Suggest interesting speakers and sessions on market growth, policy and new VIP applications	IVIS 2017 Taskforce Secretariat Communications & PR Working Group	• Meeting at the CSTB facilities near Paris early December to agree on event venue and organisation • Back and forth on sharing of responsibilities, costs and definition of co-host • 2 conference calls with CSTB to clarify the situation • IVIS Taskforce recommends VIPA not to co-host the event anymore

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Public Affairs	Monitor legislation in Europe, US and Asia	- Follow the review process of EED/EPBD - Prepare a case for VIP (talking points e.g. product description and applications, performance, LCA and sustainability matters, etc) to be used in advocacy activities - Organise meetings with key decision-makers (European Commission) to present VIPA and VIPs in view of the review of the EED and EPBD - Monitor EU initiatives and pieces of legislation (PEF on thermal insulation, Directive on labelling, etc) - Cooperate with CIEEMA and the Chinese members on standards and legislation in China - Understand the situation in Japan with the support of the Kindai University	Public Affairs Working Group Secretariat	- Gregor Erbenich nominated as Chair of the WG - Reply to the EED public consultation submitted - Principles for the advocacy case agreed at WG level – case to be finalised by end of April - No replies from CIEEMA - Contacts with the Japan Construction Material and Housing Equipment Federation to understand the situation in Japan