



PMC Management Committee Meeting

Minutes, Brussels, 14 March 2016 (12:00-17:00)

Chair: Guy Ethier, Umicore, Belgium

Actions	Who?	When?	Status
Invite EPMF President to PMC brainstorming (7th October 2016)	FC	ASAP	DONE
Update LoA agreement (Annex 3) and ensure that article 2.2. and 4.1. reflects the tonnage bands covered by PMC	FC/AR	ASAP/CONTINUOUS	DONE
Check scope of the PMC-Agfa Gevaert agreement	FC	March 2016	DONE
Contact Agfa Gevaert with PMC and LoA updated fees	FC	March 2016	DONE
Send to Assembly the rationales on nanosilver cost sharing as recommended by the Management Committee	FC	May 2016	DONE
Identify potential EHS issues of relevance for Precious Metals industry	FC	October 2016	

1. Welcome and Introduction

Guy Ethier welcomed the participants reminding the anti-trust guidelines. The quorum has been checked and is reached (cf. list of participants in Annex I).

The agenda has been approved.

The actions of the meeting of 27th October 2015 and of the conference call of 28 January 2016 have been conducted. The Management Committee approved the minutes of these meetings.



2. Finance and Human Resources(cf. Annex 2)

1. 2015 accounts

France Capon presented the accounts 2015 which have been audited on 3rd March 2016. The report should be available in April for review by the EPMF Financial controller and the Treasurer in preparation of the Assembly in June 2016.

Slide 10 is an important slide since it summarizes budget, expenses and committed. It helps to understand why so important cash flow is available.

2. 2016 budget and HR

After the Assembly, the chairs of the PMC decided to keep ARCHE to manage Au (0,2 FTE) and PM CN (0,2 FTE) and to allow Jelle Mertens to support Klaus Rothenbacher in the management of the PGMs projects. This decision will not impact the overall budget but the available HR and the related key for cost allocation. The impact will be mainly on the HR allocation key used for the different PGMs.

In February 2016, Klaus Rothenbacher decided to terminate his contract with PMC as of 30 April 2016. It was agreed by the chairs of the PMC Assembly and the PMC PGM WG that Jelle Mertens will take over the overall coordination of the PGMs project and that ARCHE (Maxime Eliat and relevant back office) will take over specific tasks to support Jelle Mertens. ARCHE will work on PGMs 1 FTE. ARCHE rate being smaller than the one of Klaus Rothenbacher, the budget for 2016 will remain unchanged. If other expertise is needed, this will be covered by existing contracts with other experts.

3. 2016 invoicing

The reserves after closure of 2015 are of 1 359 942 € in total. For sake of efficiency and to ensure cash availability in case of unexpected issues in preparation of the remaining registration dossier, the Secretariat recommends to:

- Allow a payment holidays to Re Sub-Assembly (as agreed at the Assembly in December 2015)
- To invoice the full amount of “budget to be invoiced” for the other Sub-Assemblies.

The Management Committee approved the recommendation of:

- **Allowing a payment holiday to Re Sub-Assembly (as agreed at the Assembly in December 2015)**
- **Invoicing the full amount of “budget to be invoiced” for the other Sub-Assemblies (3.770.850 € – (Re admin costs + Re specific costs (14.333 €) = 3.756.517 €:) – invoices will be sent by the end of March.**

3. Data Sharing

4. Cost sharing: sensitivity analysis

France Capon presented remaining questions regarding data sharing and especially LoA versus PMC rules (cf. preparatory document 2 in annex 3 and annex 4 of the minutes).



The Management Committee approved the following recommendations:

- **PMC new membership cost calculation:**
 - **PMC new membership will be based on new cost sharing formula**
 - **Same rules for PMC new members and LoA buyers (except for the scope – Authorisation activities are exempted from LoA scope).**
 - **Ensure that contribution to the reserves is recorded and adequate reimbursement/payment holidays can be attributed to contributors to the reserves.**
- **Data provided to non-PMC members: it was agreed to provide LoA buyers with PDF copy of the CSR to ensure that they have all the information needed to fulfill their requirements under REACH.**

This is logic since the CSR is submitted by the LR on behalf of the other co-registrants. This is different for the Guidance on Safe Use which is submitted separately. The CSR is a leaving document and will be updated on a regular basis. Therefore, a procedure must be put in place to ensure that all the co-registrants who have legitimate access to the registration dossier has a copy of the most recent version of the CSR.

- **LoA per legal entity: to ensure fair and non-discriminatory system within same SIEF (between PMC non PMC members), the same rules should apply in the same SIEF. The Management Committee agreed to calculate LoA fee per company and decided to apply the new cost-sharing principle retroactively** and to propose proactively to the companies who will buy other LoAs to work via credit notes instead of reimbursement. For those who will not buy other LoAs we can wait for 2018-2019 when final costs/revenues of the project will be clearer. However, only one company (HSBC) will be in a position to receive a credit note from the PMC. The other companies will receive an invoice.
- **Updated LoA agreement has been approved under the conditions that the following issues are clarified:**
 - Ensure that article 2.2 and 4.1. in the agreement (and not the template) reflects properly the tonnage band covers by the PMC.
 - Need to amend Annex 3, adding a column with UUID

An OR is not considered as a company representing several LE but must buy a LoA for each company he represents outside the EU, as per the REACH rules.

5. Letter of Access: updated agreement and costs proposals

France Capon presented the review of the LoA agreement and the costs of the LoA for 2016. This update is based on the principles approved by the Assembly in December 2015. The Management Committee recommended to have a clear communication on the tonnage band covered by the PMC. This information is available on the PMC website and must be highlighted in SIEF communication.

The Management Committee approved:

- **The updated LoA agreement (cf. Annex 4)**
- **The 2016 costs for the LoA**

6. Nanosilver: rationales for cost sharing proposal



The Assembly requested the Secretariat to document the rationales for the nanosilver cost sharing formula approved for 2016.

The Management Committee agreed with the rationales proposed by the Secretariat (cf. Preparatory document 2 in Annex 3)

ACTIONS:

- **FC, May 2016, send the rationales for the nanosilver cost sharing to the Assembly in preparation of the June 2016 meeting.**

4. PMC membership: Agfa Gevaert

The Management Committee recommends that we go back to Agfa Gevaert encouraging them to join the PMC and explaining again that PMC has not direct interest into iodide and bromide. If not possible, we will have to consider using the exit clause we have with Agfa Gevaert.

ACTIONS:

- **FC, March 2016, need to check again what is covered by the agreement (cf. Alain Palmer)**
- **FC, March 2016, contact Agfa Gevaert with the offer**

5. PMC scope: EHS issues

France Capon summarized the proposal from H.G. Schenzel on a potential reorganization of EPMF/PMC rationalizing the different committees and including EHS issues under PMC. The Management Committee has no aligned position regarding the EHS topics and where it has to be handled but the issue has to be considered and discussed at the brainstorming meeting on October 7 2016.

ACTIONS:

- **FC, ASAP, invite the EPMF President to the brainstorming meeting (7th October 2016)**
- **FC, by 7th October 2016, identify potential EHS issues for Precious Metals**

6. PMC Knowledge Management

The issue has not been discussed and will be discussed at the next meeting.

7. A.O.B. and closure of the meeting

1. Reconcile

Heraeus sent a formal approval of the Cooperation agreement under the conditions that the sameness of the substance can be confirmed in due time and on a written basis. The Management Committee



approved the cooperation agreement which can be finalized with Reconsile be end of April as agreed during the meeting between Reconsile and PMC on 1st March 2016.



2. IPA agreement

France Capon presented a request from IPA to get access to a series of information from the PMC work. Umicore confirmed that the work of the Science Task Force (STF) is coming at the end of the agreed exercise and the chair of STF (Bert Swennen) would like to have some brainstorming of the future of the STF itself and the relationship also between IPA, EPMF and IPMI.

Before answering IPA request, the Management Committee recommends a meeting between STF, IPA, IPMI and EPMF to discuss the different responsibilities and the future of some of the activities related to Science and EHS.

Guy Ethier closed the meeting at 15:30 thanking the participants for their contribution.

The next meetings will be organized:

- By conference call early May (a doodle is sent with the draft minutes of this meeting)
- Face-to-face on 6th October PM (TBC) back-to-back with the brainstorming on the future of PMC on 7th October 2016 AM.

List of annexes:

Annex 1: Participants list as listed below

Annex 2: Preparatory document on Finances

Annex 3: Preparatory document on Data sharing

Annex 4: Updated LoA Agreement

Annex 5: Slides presented at the meeting



Annex 1: Participants

Francisco Boo, Metalor (Switzerland), by conference call

France Capon, EPMF (Belgium)

Daniela Cholakova (on behalf of Jörn Mulhenfeld), Aurubis (Belgium)

Guy Ethier, Umicore (Belgium)

Juha Parkkinen, Norilsk Nickel (Finland)

Nissanka Rajapakse, Johnson Matthey (UK)

Audrey Rondepierre, EPMF (Belgium)

Heinz-Günter Schenzel, C. Hafner (Germany)

Markus Willeke, Heraeus (Germany)

Apologies:

Michael Herman, Ames (United States)

Jörn Mühlenfeld, Aurubis (Germany)

Holger Zitt, BASF (Germany) – written contribution