PMC Management Committee Meeting

Brussels, 24 February 2015 (10:30-15:00)

Executive Summary and list of actions

The Management Committee approved:

- the appointment of a consultant to take over from RN in 2015 and start a recruitment procedure as soon as possible in 2015 to appoint a new staff member in 2016.
- the proposed reorganization and support the process dedicated to the development of an integrated PMC workplan.
- the proposal to find a way through ARCHE to reward Katrien under the conditions that 100% of the bonus benefits directly to Katrien Arijs.
- the use of the reserves to cover the expected overspent in Ag and Generic costs and to maintain the amount of 2.944.757€ agreed in December 2014 to be invoiced.
- the reactivation of the Cost Sharing Working Group to solve the issues and update the principles related to cost sharing in LoA.
- the freezing of the scope of the consortium in preparation of 2018 registration by mid-2015.
- the development of a comprehensive exposure programme following a tiered approach:
    - In 2015, launch a pilot case DU exposure assessment with PGM
    - 2016-2018: develop an exposure programme in PMC workplan
    - Beyond 2018: fully integrate exposure programme in the dossiers updates
- the appointment of an external consultant (WCA) to prepare the comments on the DD and to prepare the advocacy strategy if needed.
- to perform environmental literature review in-house (when RN replacement will be in place) in 2016 and include Ag literature review in the work to be done by the consultant fulfilling the gaps left by RN and share the costs with the Silver Task Force.
- to conduct the RMO on chloroplatinates in 2015 on the basis of the offer received in 2014 (15.000€) and use it (when anonymized) as a case study for the discussion with authorities on RMO methodology.

The Management Committee recommended to postpone to 2016 the suggested plan to include potential new uses identified by SIEF members for resource issues.
The Management cannot decide on inclusion or not of a project on SDS in the scope of the consortium – the Assembly must be consulted on the basis of the scoping study.

Actions	Who?	By When?	Status
Sign contract with ARCHE as interim consultant	FC	6 March 2015	DONE
Remind RN about handover duties	Guy Ethier/FC	26 February 2015	DONE
Start recruitment process for RN replacement	FC	March 2015	
Update organization chart "D. Boyd-consultant) and not Johnson Matthey	FC	27 February 2015	DONE
Review the structure of the organization based on the outcome of the March staff meeting and the WG meetings	FC	April 2015	
Contact ARCHE to discuss KA bonus system	FC	6 March 2015	DONE
LoA cost sharing: discuss with W.Held	FC	25 February 2015	DONE
Organize a brainstorming on cost-sharing	FC	27 February	DONE
Prepare a proposal on cost-sharing	FC/Cost sharing WG	June 2015	ONGOING
Freezing of Cs scope: draft communication email to be approved by the PMC Chairs	FC	15 March 2015	DONE
New identified uses from SIEF – present a pilot case to Assembly and check relevancy of the work	FC	June 2015	ONGOING
Check with EBRC: IUCLID reporting tool to prepare eSDS	FC	9 March 2015	DONE
SDS project: draft scoping project including resources estimation	FC	June 2015	ONGOING
Discuss SDS at WG	Secretariat	March 2015	POSTPONED
Exposure monitoring campaign at DU level: check interest of ECMA	Mark Raffray	March 2015	
Exposure monitoring campaign at DU level: check of there is an association representing DUs of Karstedt	Roland Brasch	March 2015	
Silver NTP study: check with US colleagues how to put pressure on NTP	Rob Garrett	March 2015	DONE
Silver literature review: finalize agreement with the silver task force	KR	March 2015	DONE – no agreement was possible
CN WG: request final position from WCA on the non-testing approach	RN	March 2015	DONE
Draft a one-pager on the different projects related to chloroplatinates	FC	March 2015	ONGOING

Authorisation & Recycling: Revert to Secretariat with Umicore contact person	Guy Ethier	March 2015	DONE
Authorisation & Recylcing: coordination with EM	FC	March 2015	DONE

1. Welcome and Introduction

Guy Ethier (Chair of the PMC MC) started the meeting reminding the participants on confidentiality and Competition Law.

The meeting started by a tour de table. The quorum has been checked and reached. (cf. Annex I List of participants and apologies).

Guy Ethier presented the agenda which is divided in two main parts: management issues and technical issues. **The agenda has been approved by the MC.**

The actions of the previous conference call organized on 6 November 2014 have been reviewed and the minutes have been approved.

C. Hafner highlighted the fact that actions 6 to 8 are interdependent and should be reviewed in more details. The MC decided to add this point on the agenda (afternoon session) when the Project Manager in charge will be present.

2. PMC Team

Proposal for Renaud Nicolay replacement

France Capon presented the different options related to Renaud Nicolay replacement (see slides 9 and 10 and preparatory document n°1).

Guy Ethier reminded the agreement with Renaud Nicolay: he will be allowed to leave EPMF within a short timeframe if he finds another job and will leave EPMF on 30 June at the latest (without indemnities). He reminded also that the original idea was to have Renaud Nicolay as permanent person to back-up PMC Consortia Manager but for the second time, this idea fails. Therefore, Guy Ethier reminded the need to be extremely careful if EPMF decides to recruit another person.

Mark Raffray highlighted the fact that the mistake was to go for a non-scientist profile for the position. The MC recommended to review the profile and ensure that a scientist is appointed.

C. Hafner and Metalor support the 4th option but would like to have the recruitment procedure starting as early as possible, due to the length of the process.

Aurubis proposed to adapt option 4 as follows: have a consultant available to take over from RN in 2015 and start a recruitment procedure as soon as possible in 2015 to appoint a new staff member in 2016.

Mark Raffray raised the issue of the contract with the consultant who will ensure the interim work: we need an exit clause if we find somebody earlier than end of December 2015.

Mark Raffray raised also the issue of the handover of the files still managed by Renaud Nicolay and the availability on the server of all documents. France Capon confirmed that this is part of Renaud Nicolay objectives in 2015 and that a process has been put in place. However, concerns have been raised on the progresses made so far. It was agreed to remind this to Renaud Nicolay during his evaluation on Thursday 26 February 2015.

PMC MC DECISION: The MC approved the appointment of a consultant to take over from RN in 2015 and start a recruitment procedure as soon as possible in 2015 to appoint a new staff member in 2016.

ACTIONS:

- **FC: contract ARCHE as interim consultant (6 March 2015)**
- **FC/GE: remind Renaud Nicolay about the handover duties (26 February 2015)**
- **FC: start recruitment procedure for Renaud Nicolay replacement focusing first on the update of the job description (March 2015)**

Reorganisation of responsibilities

France Capon presented the reorganisation of the responsibilities in the PMC team due to the recent changes in the staff (see slides 10-11 and preparatory document 1)

Mark Raffray highlighted the fact that this is really important to utilise Katrien Arijs talent. The review of Katrien workload has been reviewed and the MC agreed that the proposal seems feasible. Mark Raffray pointed that in 2016, we will be able to recuperate some time from Katrien Arijs due to the decrease of activity in the refinables working group.

Regarding the description of the tasks of the new staff, Mark Raffray highlighted the fact that only the silver literature review and the current budget dedicated to this (85.000€) justifies the position.

Heraeus raised the issue that the current WG are mainly focused on registration tasks. In the future, the activities dedicated to Risk Management Measure (e.g. Authorisation) will probably increase. Therefore, ad-hoc tasks forces (as hydrazine and RCF) will not be sufficient and we need to foresee a working group on Authorisation ensuring an overview of the process.

France Capon explained that on 19-20 March, there will be a meeting organized with the team to review the overall PMC workpan (including budget and HR) and emerging issues will be highlighted. This meeting will be dedicated to the draft of the workplan and budget 2016-2019 but also to the review of the existing structure to better fit with the upcoming challenges (e.g.: Authorisation).

PMC MC DECISION: The MC approved the proposed reorganization and support the process dedicated to the development of an integrated PMC workplan.

ACTIONS:

- **FC – update the organisation chart: "D. Boyd, consultant" (and not Johnson Matthey).**
- **FC – review the structure based on the outcome of the staff meeting in March and the Working group back-to-back meetings in March: propose to the Assembly to create a Working Group on Authorisation with ad-hoc Task Force like hydrazine.**

2015 Objectives

France Capon confirmed to the PMC MC that 2015 objectives have been defined for the team. The objectives of each team member are available in the presentation (slides 12-16) and in the preparatory document 1.

France Capon requested to the PMC MC the possibility to investigate a way with ARCHE to put in place a bonus system for Katrien Arijs. The idea is to find an incentive to keep Katrien available until 2018 registration deadline.

C. Hafner and Mark Raffray confirmed the importance to find a way to keep Katrien as long as possible.

Guy Ethier reminded that PMC is contracting ARCHE and not Katrien Arijs. Therefore he has difficulty with the concept of having direct relationship with her. In practice, this means also that we don't have much leverage in guaranteeing some relationship with her.

C. Hafner highlighted the fact that we needs to be careful to avoid a triangle communication (PMC, Katrien Arijs and ARCHE) and respect the contractual agreement with ARCHE.

Mark Raffray insisted on the importance to find a way to reward her and an incentive to maintain her services. He underlined the fact that this is also inequitable since Klaus Rothenbacher benefits of the bonus system. Guy Ethier reminded that the situation is slightly different since Klaus Rothenbacher is self-employed and the contractual agreement is signed directly with him.

PMC MC DECISION: The MC agreed to find a way through ARCHE to reward Katrien under the conditions that 100% of the bonus benefits directly to Katrien Arijs.

ACTIONS:

- **FC – to contact ARCHE to discuss the possibilities (6 March 2015)**

3. Finance

Review of 2014 accounts

France Capon presented a review of the 2014 accounts to be audited in March 2015 (cf. slides 19-21 and preparatory note 2).

No comment from the MC.

Budget 2015

France Capon presented 2015 budget, forecast, reserves and amount to be invoiced (cf. slides 22-24 and preparatory documents.

Guy Ethier requested to replace "Revised 2015 budget" by "Forecast"

Audrey Rondepierre confirmed that the invoices will go out in March 2015.

Slide 23: first column must include the budget 2015 and not the forecast, correct table is as followed:

		2015 Budget	Reserves end 2014	Reserves to be used*	Additional amounts to be invoiced**	Amounts to be invoiced in March 2015
2.1	Generic costs	€ 789.929	€ 135.103	€ 0	€ 116.388	**€ 891.317**
2.2	Ag-specific costs	€ 241.415	€ -2.154	€ 0	€ 243.529	**€ 484.944**
2.3	Au-specific costs	€ 56.650	€ 38.694	€ 0	€ 41.570	**€ 98.220**
2.4	PM CN- -specific costs	€ 193.900	€ 133.028	€ 0	€ 64.543	**€ 258.443**
2.5	PGM-specific costs	€ 1.168.010	€ 1.086.204	€ 400.000	€ 0	**€ 768.010**
2.6	Re-specific costs	€ 9.450	€ 132.131	€ 9.450	€ 0	**€ 0**
2.7	Refinables-specific costs	€ 365.824	€ 293.264	€ 0	€ 0	**€ 365.824**
2.8	Hydrazine-specific costs	€ 78.000	€ 54.457	€ 0	€ 0	**€ 78.000**
	TOTAL	€ 2.903.178	€ 1.869.700	€ 409.450	€ 466.030	**€ 2. 944.757**
	* as agreed at GA 03/12/2014					
	** 2014 Budget retroactive payments + acquisition minimum reserves, as agreed at GA 03/12/2015					

Two options are possible related to the forecasts related to generic costs and silver:

- Option 1: cover already forecast from reserves
- Option 2: increase the amount to be invoiced.

PMC MC DECISION: The MC agreed to use the reserves to cover the expected overspent in Ag and Generic costs and to maintain the amount of 2.944.757€ agreed in December 2014 to be invoiced.

LoA: cost sharing formula

France Capon presented some issues related to the principles used in the costs sharing formula for the LoA (cf. slides 26-29).

Regarding the SCC issue: the following comment shave been made:

- SCC: consortia members have to pay their fair share. Applying special rate for SCC will trigger the following questions: do we have no mechanism of control, how can we have a different category without having ability to control on that category?
- Aurubis noticed that the comment related to SCC could be applied also to volume.
- Mark Raffray highlighted the fact that there is in the consortium agreement a clause which allows the Secretariat to check the information provided by the companies. However, in practice, this is very often difficult and very costly to implement.

For sake of time, the MC decided to not discuss each single issue and agreed with the Secretariat proposal to reactivate the Cost Sharing Working Group to solve the issue.

PMC MC DECISION: Reactivate Cost Sharing Working Group to solve the issues and update the principles related to cost sharing.

The following volunteers have been identified: Heinz-Gunter Schenzel, Wilfried Held, Gunter Kunz (TBC), Mike Shepherd and Roland Brash.

ACTIONS:

- **FC - talk to Wilfried Held and agree on a way forward (25 February 2015)**
- **FC - Organize a meeting of the Cost Sharing WG (29 April 2015, PM)**
- **FC - Prepare a proposal for the Assembly in June 2015**

Mark Raffray highlighted the fact that if we go for a proper allocation of HR by project, Re will jump on it. He clarified that if there is only a single fee for refinables, this is due to the fact that the work was done on modelling and not on testing. Therefore, volume was not relevant.

4. Scope of PMC

Closure of Substance inventory

France Capon suggested to freeze the product portfolios of the consortium in preparation of the 2018 registration deadline (see slides 31-32).

Mark Raffray suggested for sake of efficiency to update the current overview of substances, tonnage band and nanos forms included into the PMC workplan. This must be the basis for the communication with the membership and the proposal to freeze the scope.

PMC MC DECISION: freezing of the scope of the consortium in preparation of 2018 registration by mid-2015.

Guy Ethier draw the attention on the Secretariat on the need to be very clear in the communication on timing, information and right to refuse additional changes at a later stage.

ACTION:

- **FC- draft a communication proposal to be submitted to the PMC chairs for review (15 March 2015)**

Inclusion of uses from co-registrants outside the PMC into PMC workplan

France Capon presented a proposal to assess the potential gaps in the mapping of uses and to address these gaps including a specific programme in the PMC workplan (see slides 33-34).

The MC would like to see criteria to prioritize the work and ensure that the project is not too ambitious.

Mark Raffray proposed to pick substances where we need to be defensive regarding classification: e.g.: chloroplatines or other substances under threat.

PMC MC DECISION: the exercise could be interesting but for resources reasons it is agreed to postpone it to 2016. In 2015, only a pilot case on chloroplatinates will be conducted.

ACTIONS:

- **FC- present pilot case to the Assembly in June 2015 and check the relevancy of the work.**

SDS template

France Capon requested to the MC to clarify the status of the drafting of SDS template in the PMC (see slides 35-36).

No clear guidance emerged from the discussions even if some companies (e.g.: Aurubis) highlighted the importance of such a type of template to facilitate to work of a company and ensure consistency. Other companies (e.g.: Heraeus) preferred that the Secretariat focus on registration dossiers and to postpone the discussion after registration.

ACTIONS:

- **FC – check with EBRC – IUCLID update with reporting tool – eSDS tool (9 March 2015)**
- **FC – draft a scoping project including estimation of resources needed and present to the Assembly (June 2015)**
- **Secretariat – initiative discussion at WG level in March 2015 to help in the scoping study**

PMC MC DECISION: MC cannot decide on inclusion or not of the draft of SDS in the scope of the consortium – Assembly must be consulted on the basis of the scoping study.

5. PGMs – Downstream User exposure assessment: pilot case

France Capon presented a proposal related to the exposure programme at DUs level and the data gathering of monitoring data (see slides 38-40).

Aurubis fully supported the idea to launch in 2015 such a type of pilot case on PGMs since this is a slow and time consuming exercise. The communication exercise is also very important and will be useful in different processes in the future.

C. Hafner fully supported the proposal to ensure a coordinated approach in the future on this field.

Guy Ethier asked if we have the resources. France Capon confirmed that this has been integrated in the new reorganisation and will be integrated in the workplan if the MC supports the proposal. He suggested also that the screening exercise is done in parallel with other projects: SDS, DUs and chloroplatinates RMO.

PMC MC DECISION: The MC agreed with the following proposal:

- ***In 2015, launch a pilot case DU exposure assessment with PGM***
- ***2016-2018: develop an exposure programme in PMC workplan***
- ***Beyond 2018: fully integrate exposure programme in the dossiers updates***

ACTIONS:

- **MR will check internally if there is an interest at ECMA level.**
- **RB will check if there are associations representing the DUs of Karstedt.**

6. Silver

Evaluation status

Klaus Rothenbacher presented the outcome of the conference call with RIVM on the status of the Silver Evaluation (cf. slide 42 to 45 and preparatory document 4).

Guy Ethier asked clarifications on the consequence on the budget? For the wide dispersive use, this is difficult to put a cost now on this task. For the second point on the Ag ion, aquatic studies and characterisation work needed to perform these studies could lead to 100,000€. For the 3rd point on the characterisation of substances on the market, there will be not cost for PMC since this will be company specific. Regarding the soil issue which could be raised by RIVM, there is a study in the pipeline for a budget of 136.000€. In 2015, mainly the costs related to the comments on the RIVM proposal must be forecasted.

PMC MC DECISION: MC agreed to engage external consultant (WCA) to prepare the comments on the DD and to prepare the advocacy strategy if needed.

MC warned the Secretariat to be careful with HR and financial resources. A forecast is needed as soon as possible even if the Ag reserves after invoicing will be 200,000€ and should be sufficient.

ACTION:

- **RG – check with US colleagues if pressure can be put on NTP to get the results of study C20726 on nanoscale silver and silver acetate.**

Literature review

France Capon presented the different options assessed to reduce the costs related to the silver literature review.

PMC MC DECISION: MC agreed to perform environmental literature review in-house (when RN replacement will be in place) in 2016 and include Ag literature review in the work to be done by the consultant fulfilling the gaps left by RN and share the costs with the Silver Task Force.

ACTION:

- **KR – finalize agreement with the Silver Task Force (March 2015)**

Biocides

EBRC doubled the budget for the preparation of the comments on the Swedish proposal related to biocides and harmonized classification (cf. finance discussion). This issue is critical and needs to be addressed properly and especially the issues related to reprotox classification.

Additional topic on the agenda: CN WG

Renaud Nicolay was asked to clarify and explain in more details the status of actions 6-8 from previous meeting:

- Action 6: read-across confirmed from silver dossier to silver cyanides for different endpoints – argentate requires new testing programme. Need full testing programme on the substance: it was agreed to start the budgeted part (4 tests: skin and eye) and postpone the rest of the test in 2016 (cf. email January). Assessment of the results for reliability if ongoing.
- Action 7: done and this test must be conducted but in 2016.
- The MC insisted on the fact that a clear workplan is needed for 2016 including a budget roughly estimated so far at 350.000€.
- In 2015 it has been clarified that no surplus will be expected.
- Action 8: position from WCA not completely clear – need to be further developed

ACTION:

- **RN – request final position from WCA on the non-testing approach (March 2015 back-to-back meetings).**

7. Authorisation

France Capon presented an overview of the status of Authorisation activities at authorities and industry levels (cf. slides 51-60)

RMO on chloroplatines

Based on the overview of the authorisation status, France Capon requested the approval of the MC to conduct the RMO study on chloroplatines which was foreseen in 2014.

PMC MC DECISION: conduct the RMO on chloroplatinates in 2015 on the basis of the offer received in 2014 (15.000€) and use it (when anonymized) as a case study for the discussion with authorities on RMO methodology.

ACTION:

- **FC – to draft a one-pager on the different projects approved on chloroplatinates (DUs, exposure data gathering, RMO, SDS…)**

Authorisation and recycling

France Capon presented the Eurometaux project on the impact of Authorisation on Recycling (cf. slides 62-69 and preparatory document 6).

Umicore accepted to volunteer to conduct the exercise on the review of the recycling stream.

ACTION:

- **GE – revert to Secretariat with contact person in Umicore to start the work (March 2015)**
- **FC – coordination with EM (March 2015)**

8. Conclusions

A.O.B

Guy Ethier and Mark Raffray will step back and lobbying activities will be conducted to find two new chairs.

Next meetings/calls

Webconference: 29 April 10h-12h CET.

Annex 1: List of Participants and apologies

Secretariat:

Katrien Arijs (EPMF, Belgium): for agenda points 6, 7 & 8

France Capon (EPMF, Belgium)

Renaud Nicolay (EPMF, Belgium): for agenda points 6, 7 & 8

Audrey Rondepierre (EPMF, Belgium): for agenda points 1, 2, 3 & 4

Klaus Rothenbacher (EPMF, Belgium): for agenda points 6, 7 & 8

Participants:

Francisco Boo (Metalor, Switzerland)

Roland Brasch (Heraeus, Germany)

Guy Ethier (Umicore, Belgium)

Rob Garrett (Ames Goldsmith, United Kingdom) (By phone)

Jörn Mühlenfeld (Aurubis, Germany)

Mark Raffray (Johnson Matthey, United Kingdom)

Heinz-Günter Schenzel, (C. Hafner, Germany)

Apologies:

Michael Herman (Ames, United States), replaced by Rob Garrett

Juha Parkkinen (Norilsk Nickel, Finland), a proxy has been sent to the Secretariat.

100% of the quorum is reached.