30 October 2013 (17:00 - 19:00 CET)

**Chairman:** *Guy Ethier, Umicore*
**Co-Chairman:** *Mark Raffray, Johnson Matthey*

PMC call-in details provided in separate document (PIN code: 36389671#)

**List of (confirmed) participants**

C. Braibant (EPMF, Belgium)
R. Brasch (Heraeus, Germany)
G. Ethier (Umicore, Belgium)
R. Garrett (Ames Goldsmith, UK)
R. Nicolay (EPMF, Belgium)
M. Raffray (Johnson Matthey, United Kingdom)
H.-G. Schenzel (Carl Hafner, Germany)

**Apologies**

Th. Wenger (Metalor, Switzerland)

**Minutes**

## 1. Welcome and introduction

a. **Reminder on confidentiality and Competition Law.** Participants were reminded on their obligation to comply with confidentiality and Competition Law.

b. **Tour de table and apologies.** The list of participants and apologies is available above.

c. **Approval of the Agenda.** The Agenda was approved.

d. **Approval of and status of the actions agreed at the last conference call (18 October 2013).** The minutes were approved; a request was made to include an overview of the internal structure of PMC to the Members of the Assembly before introducing Renaud. The status of the actions is available in slide 5 of Annex 1. Pending actions have been added to Table 1 below (AP 1 to 4)

## 2. Proposed remuneration scheme

The Management Committee approved the proposed remuneration scheme summarised here below.

1) Salaries:
   - Yearly review:
     - Belgian index
   - *Ad hoc* review:
     - Change in responsibilities
     - Discretionary
2) Bonus:
   - Each officer will define three working objectives for each calendar year, to be approved by the chairman of the Mgmt Cttee and the President of the EPMF.
   - If none of the objectives has been achieved, the employment contract can be finalised by decision of the Mgmt Cttee.
   - If less than 70 % of the objectives have been achieved, no bonus will be granted.
   - If 70 % of the objectives have been achieved, 50 % of the maximum bonus will be granted.
   - If 100 % of the objectives have been achieved, the maximum bonus will be applied.
   - When evaluating the level of achievement of each objective, items which are not the exclusive responsibility of the officer (e.g. also engages external service providers, Members, etc.) should be considered.


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- The maximum bonus will correspond to one month salary of the relevant officer.

This will be submitted to the EPMF Board for approval and subsequently included in the Règlement de Travail of the EPMF (**AP5**), which is available to any EPMF and PMC Member.

### 3. Budget 2014, including an overview of the biggest project/budget items

The 25 Oct 2014 Budget proposal was approved by the Mgmt Cttee with the exception of the 61.684 € proposed under the Ag budget lines, for the additional research on fate and bioavailability of (nano)AgS in soil with CSIRO. The updated version of the budget (excluding this amount) is available in Annex 2.
It was agreed to inform PMC Members on the possibility for additional work to be launched on Ag in 2014. A decision on the relevant fund needs and logistics will be made by the Mgmt Cttee after the Ag WG has put together a complete business case including the scope of work and the anticipated co-sponsoring opportunities. Though the fate of (nano)metals in soil and sediment is of key scientific challenge which has been identified by RIVM as relevant for the (nano)Ag case, PMC could not finalise this complementary research in-time for RIVM to consider it during next year's Evaluation. Once the scope of work and the need for PMC to sponsor this work are confirmed, Ag WG should consider when this research should be launched; a) ASAP, or b) after receiving RIVM's draft decision on the Substance Evaluation of Ag (**AP6**).
Annex 2 also contains an extra worksheet, which contains a summary of the PMC budget in a way which allows to better anticipating invoicing needs for each project. The Mgmt Cttee will review this new worksheet and recommend how it can be used to present the budget and invoicing approach to the Assembly (**AP7**).

### 4. Request from Re companies to adjust cost-sharing formula

The Mgmt Cttee approved the following way forward:

1) Prepare a Mgmt Cttee letter addressed to the three co-signatory Re companies (**AP8**) to:
    a) Clarify application of cost-sharing in its current form (principles, balance across Members, reimbursement of incomes)
    b) Confirm that LoA cost will be revised in Jan 2014, on the basis of 2007-2013 experience (and using a final cost prediction for Re project)
2) Circulate letter for approval/comment
3) Send letter to Re companies
4) Inform Assembly on Mgmt Cttee's decision

### 5. Biocide company LoA request (tentative)

The Mgmt Cttee approved the following way forward:

1) Prepare (and circulate for comment/approval as in item 4 above) a Mgmt Cttee letter addressed to Mr X (**AP9**) to:
    - Request evidence that a second biocide dossier for Ag will be accepted by COM and that Ag TF is aware
    - Clarify that LoA cost remains per legal entity
    - LoA cost allows a copy of CSR and right to refer to Dossier, not a copy of the IUCLID 5 file; if Mr X needs a copy of the IUCLID 5 file, this would be subject to a LtU and a superior cost
2) Contact the Ag TF to check:
    - Ag effects dataset
    - Uses covered by biocide dossier vs REACH dossier

If Mr X needs to receiving a copy of the Ag dataset, the Mgmt Cttee will need to discuss on the conditions and cost of a Licence to Use (LtU).


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**6. AOB, next meetings/calls, and closing remarks**

- No other business was raised.
- The Mgmt Cttee will probably not need to meet again before the 4 Dec PMC Assembly meeting.
- The chairman thanked the participants for their flexibility in participating in an 'evening' conference call.

**Annexes**

1. Slides presented during the conf call
2. Revised 2014 budget for approval

**Table 1.** Actions pending from 18 Oct Mgmt Cttee conf call + actions agreed at 30 Oct Mgmt Cttee conf call

| | What? | Who? | When? |
|---|---|---|---|
| 1. | Set-up monitoring mandate and next steps of RCF TF under leadership/coordination of PMC Secretariat | RN | 18 Nov |
| 2. | Send Mgmt Cttee letter to H&H | AR | ASAP |
| 3. | Inform accountant on PMC loss due to Pemco's bankruptcy and record loss in respective reserves | CB+Accountant | ASAP |
| 4. | Send final reminder to companies who have not yet paid their 2013 invoices with information on next steps (interest rate, risk of exclusion, etc.) | AR | ASAP |
| 5. | • Submit remuneration scheme to EPMF Board for approval<br>• Include remuneration scheme in Réglement de Travail of the EPMF | CB<br>CB | End 2013<br>End 2013 |
| 6. | Prepare a business case addressing the scope, timeframe, and co-sponsoring opportunities of the additional research on fate and bioavailability of (nano)AgS in soil with CSIRO.<br>In particular, the Ag WG should consider when the research should be launched; a) ASAP, or b) after receiving RIVM's draft decision on the Substance Evaluation of Ag. | Ag WG | End 2013 |
| 7. | Review the 'Budget 2014 summary' worksheet in Annex 2 and recommend how it can be used to present the budget and invoicing approach to the Assembly. | Mgmt Cttee | W/c 4 Nov 2013 |
| 8. | Prepare a Mgmt Cttee letter responding to Re companies' request to review LoA and PMC cost-sharing formula | CB | W/c 4 Nov 2013 |
| 9. | Prepare a Mgmt Cttee letter responding to Mr X request for a LoA for Ag | CB | W/C 4 Nov 2013 |


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