



MINUTES

AP refer to Action Points listed at the end of the minutes

1. Welcome to new Mgmt Cttee

Participants:

C. Bourda (Metalor)	G. Gutekunst (Wieland)	A. Rondepierre (EPMF)
C. Braibant (EPMF)	M. Hannakam (Heraeus)	K. Rothenbacher (EPMF)
R. Davies (Ames Goldsmith)	N. Plint (Anglo Platinum)	
G. Ethier (Umicore)	M. Raffray (Johnson Matthey)	

This is the first conference call of the new Management Committee (MC) elected at the 12 Jan 2011 Assembly meeting. The Agenda was approved by all participants.

2. Process to elect Mgmt Cttee's Permanent Chairman

Participants acknowledged the contribution of A. Griffiths (Umicore) who chaired the PMC for the three last years, following the retirement of B. Binney (Johnson Matthey) in 2007. A. Griffiths is now retiring as well and has indicated his wish to fully withdraw from PMC.

G. Ethier was elected interim Chairman at the 12 Jan 2011 Assembly meeting, until a new chairman is elected in Jun 2011.

M. Raffray's mandate as Co-chair of PMC ends in Dec 2011. G. Ethier proposed to stand as interim Chairman until Dec 2011, in order to proceed to the election of both a Chairman and a Co-chairman at the 6 Dec 2011 Assembly meeting in Brussels. This was approved by the Management Committee and will be communicated to the Assembly at the 17 Jun 2011 Plenary Meeting in Cambridge (**AP1**).

Management Committee members were invited to volunteer as Chairman or Co-Chairman by end of May 2011 (for reference, cf. description of the Co-Chairman's role in Article 4.2.1.2 of the PMC Agreement (Annex 1)). **AP2** Depending on the outcome of this first round of nominations, a second round will be initiated in due course.

3. General role of the Mgmt Cttee

3.1. Follow-up of PMC projects, associated strategies and budget

Generally speaking the MC is responsible for ensuring a regular follow-up of all PMC projects. KR and CB should maintain and update project plans for each one of the projects they are supporting (Annex 2) and should make this available to the MC (**AP3**).

In addition to the project plans which include a progress of the budget allocated to each phase, MC can also request *ad hoc* reports on the PMC's overall budget from A. Rondepierre.

3.2. Support of PMC Secretariat - approach to ensure support during Q1+Q2 2011

During the first half of 2011, since PMC secretariat will be working with a limited resources (due to departure of Project Manager and maternity leave of C. Braibant), MC agreed to provide an increased support to K. Rothenbacher and A. Rondepierre. In the event of any issue which requires the support or guidance of MC, K. Rothenbacher and A. Rondepierre are requested to contact the Chairmen/MC as applicable, without delay.

3.3. Discussion/Approval of TAP proposals

More specific items which may require the input and decision of MC relate to project/budget proposals received from consultants, *ad hoc* research proposals and increasing PMC resources:

- WCA proposals for Ag, Au, PM CN-, PGM and Re: updated proposals were received in Dec 2010 and Jan 2011 and circulated to the respective chairpersons for comment. Comments were prepared by PMC secretariat and sent to WCA on 24 Jan 2011. As soon as updated proposals are received these shall be sent to each WG's chairperson (including TAP) and to MC for approval before signature by PMC secretariat.
- Ag soil research work: K. Rothenbacher met with CSIRO (London, 20 Jan 2011) and discussed both technical and contractual details of the proposed programme with M. McLaughlin (CSIRO Land and Water). CSIRO is prepared to formulate a contract which



includes clear milestones and associated opt-out decision points as well as a commenting right for PMC before any result is published. A conference call with Ag WG & TAP is planned on 27 Jan 2011. Once a final draft proposal from CSIRO is available and reviewed by A. Palmers (Chairman PMC Legal Work Group), this will be presented to MC for approval. [AP4](#)

- Refinables project manager: At the 12 Jan 2011 Assembly meeting Members decided to hire a project manager who would be in charge of the execution phase of the Refinables project. A project and job description was prepared by PMC secretariat, and reviewed by E. Broekaert and H. Waeterschoot (Annex 3). [AP5](#)

4. Legal notification letter to SEKOM

As agreed at 12 Jan 2011 Assembly meeting, a letter notifying SEKOM of the decision to exclude this company from the PMC membership was prepared by C. Braibant and reviewed by A. Palmers (Annex 4).

Although MC suggested sending this letter as a PMC notification, the fact that PMC reserves the right to recover the amounts that remain unpaid by this company + any applicable interests requires the notification to be done via registered mail and legal representation. [AP6](#)

5. Letter appointing Audrey Rondepierre as standing Trustee in the absence of Caroline Braibant

As agreed at 12 Jan 2011 Assembly meeting, a letter appointing A. Rondepierre as standing Trustee of the PMC in the absence of C. Braibant was prepared by C. Braibant and reviewed by A. Palmers (Annex 5). The draft will be discussed with A. Rondepierre and adjusted as needed. A. Rondepierre will then sign the letter and Appendix 7 of the PMC Agreement and send a copy to A. Palmers, G. Ethier and M. Raffray. [AP7](#) The signed letter shall be available upon request to all PMC Members. It was reminded that all three officers of the PMC secretariat are duly covered by liability insurance for events which may result from unintended mistakes related to their position, role and responsibilities (excluding wilful misconduct and gross negligence).

6. Message from PMC regarding new ECHA Guidance on intermediates

Internal communication:

A Refinables and a Process intermediates scc compliance survey were circulated, with deadline to respond 15 Feb 2011 and end Jan 2011, respectively. Two companies have already informed PMC secretariat that they would not be able to respond before the second half of 2011. It was agreed to leave the official deadlines unchanged, but to inform consultants ([AP8](#)) and to send a reminder to Members in mid Feb 2011 so as to have updated inventories and project scopes by the end of Feb 2011. [AP9](#)

Communication to Eurométaux:

C. Braibant already sent an e-mail to Violaine Verougstraete (Eurométaux) to inform her on PMC's situation regarding Refinables (all will require update to full registration) and plea to continue advocacy to defend metals position/industry reality, read-across/*de minimis* testing approach for UVCB intermediates in particular, and ensure reasonable timing to submit updated files. MC agreed that this e-mail was sufficient. It was acknowledged that PMC may need to provide examples and arguments to demonstrate and reinforce the metals' industry concerns and message to ECHA and EU Member States.

As far as possible, G. Ethier's involvement at Directors meeting should be used as opportunity to stress metals' industry arguments more formally/personally.

7. Review of Ag and Refinables LoA costs

The LoA prices announced in 2010 for Ag and Refinables need to be revised in light of the additional work that is required for these registrations in 2011 and 2012. This experience should also be considered to revise the LoA costs calculated for the other projects. A draft update has been



prepared by C. Braibant (Annexes 6 and 6.1) which should be assessed by MC members and discussed at the next MC conference call (**AP10**).

8. 2012 and 2013 budget forecasts

As agreed at 12 Jan 2011 Assembly meeting, 2012 and 2013 budget forecasts shall be prepared to duly prepare PMC Members to possible payment holidays and future invoicing. **AP11**

9. AOB, next calls/meetings and closing remarks **AP12**

Annexes:

1. PMC Agreement
2. Distribution of responsibilities during Q1 and Q2 of 2011
3. Project and job description Refinables project manager
4. Letter notifying SEKOM of its exclusion from PMC membership
5. Letter appointing A. Rondepierre as standing Trustee
6. Approach towards calculation of LoA price
- 6.1 Budget predictions to calculate LoA prices

Table 1. Actions agreed at MC 25 January 2011 conference call

	Action	Who?	When?
1.	Proceed to election of G. Ethier as Interim Chairman of PMC from June till December 2011	PMC Members	17 Jun 2011
2.	Volunteer as (Co-)Chairman of MC	MC members	31 May 2011
3.	Produce updated project plans for Ag and PGM projects (including budget tracking column) Produce updated project plans for Au, PM CN-, Re and Refinables projects (including budget tracking column)	KR CB	Feb 2011 Feb 2011
4.	Revert to MC with recommendation and final proposal from CSIRO (already reviewed by A. Palmers)	KR	Mid Mar 2011
5.	Revert with comments on project and job description of Refinables project manager (Annex 3)	MC members	End Jan 2011
6.	Obtain quotes from legal counsels to proceed with formal notification of SEKOM	CB	Jan 2011
7.	Finalise letter appointing A. Rondepierre as standing Trustee (Annex 5) and send signed letter and Appendix 7 to A. Palmers, G. Ethier and M. Raffray	AR + CB + AP	End Jan 2011
8.	Inform PMC consultants on fact that updated inventories/scopes of PMC projects will not be available before end of Feb 2011	CB	End Jan 2011
9.	Send reminder to duly complete Intermediates survey	CB	Mid Feb 2011
10.	Evaluate approach towards calculation of a LoA price (Annex 6) and associated budget predictions (Annex 6.1) Hold any LoA purchase until LoA prices are revised and approved at Jun 2011 Plenary Meeting	MC members AR	Mid Mar 2011 Immediately
11.	Prepare 2012 and 2013 budget forecasts to be presented/discussed/approved at Jun 2011 Plenary Meeting	CB	Mid Mar 2011
12.	Organise MC conference call to address: - Potential (Co-)Chairmen volunteers - Discuss/approve final CSIRO proposal - Select Refinables project manager - Revise LoA costs - Revise 2012 and 2013 budget forecasts	AR	End Jan 2011