

ERFMI VZW
Vereniging Zonder Winstoogmerk
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Minutes ERFMI Plenary Meeting
14th November 2019 from 09:00 – 14:30
EuFCA offices Brussels, Meeting Room Belliard, Rue Montoyer 24, 1000 Brussels

1) Welcome and Opening

The Chairman of ERFMI, Mr Smith, opens the meeting and welcomes all participants, especially Mr Moinier, the new representative of Amorim, and Mr Schintz, the new representative of IVC. Apologies were received from BING, Dickson-Constant and Upofloor.

The Plenary Meeting reaches the necessary quorum of two thirds of the members in accordance with article 6.7 of ERFMI's articles of association. Fourteen members of seventeen are present.

Company	Represented by		
Altro Group	Mr	Thierry	Neyroud
Amorim	Mr	Jean-Sébastien	Moinier
Amtico International	Mr	Gary	Wilson
Artigo	Mr	Francesco	Villa
Aspecta	Mr	Marcel	Kies
Designflooring	Mr	Paul	Barratt
DG Grow	Ms	Kirsi	Ekroth-Manssila
DG Grow	Mr	Paolo	Sandri
Endesign	Mr	Nick	Atkins
ERFMI	Ms	Jane	Gardner
ERFMI	Dr	Jochen	Zimmermann
Forbo International	Mr	Willem	Burmanje
nora Systems	Mr	Dietmar	Mävers
Gerflor	Mr	Pierre	Lienhard
IVC	Mr	Ivo	Schintz
James Halstead	Mr	Bob	Smith
Tarkett	Mr	Demosthene	Sakkas
Tarkett	Ms	Myriam	Tryjefaczka
Windmüller	Mr	Ralf	Eisermann

Lawyer

Liedekerke	Ms	Ellen	Vermeire
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Excused

Beaufloor	Mr	Filip	Vandenweghe
BING	Mr	Arne	Hautekeete
Dickson-Constant	Mr	Amaury	Flipo
Upofloor	Mr	Kyösti	Puurunen

(Enclosure 1, participants list + signatures competition law)

2) Competition Law

Ms Vermeire gives a brief overview on how competition law is to be complied with during the Plenary Meeting. Furthermore, the document "Do's and don'ts for a Competition Safe Environment" is distributed amongst the participants of the meeting. The members of the meeting are invited to examine the distributed document.

All members present are aware of the EU and Belgian competition rules. No present ERFMI member had any further questions regarding EU and Belgian competition law.

3) Approval of the minutes of the meeting of 15th May 2019

The Chairman of ERFMI, Mr Smith, asks if there are any outstanding issues regarding the minutes of the previous meeting, held on 15th May 2019.

Since there are no outstanding issues Mr Burmanje and Mr Atkins propose to approve the minutes and therefore all members present at the Plenary Meeting approve and accept the minutes as a true record of the Plenary Meeting of the 15th May 2019.

4) Chairman's address

The Chairman of ERFMI, Mr Smith, prepares the participants for a busy agenda, starting with a focus on the Circular Economy, in particular the Circular Plastics Alliance, an initiative launched by the European Commission. The discussion will be enhanced by an external speaker from the European Commission.

5) Circular Plastics Alliance

a) Circular Plastics Alliance Declaration Background and Overview

Ms Gardner gives an overview on the Circular Plastics Alliance, which is a voluntary alliance launched by the European Commission. .

The goal of the alliance is to achieve 10 million tons of recycled plastic used in new products within the EU in 2025. Certain topics will be considered by the Alliance including: Design for Recycling, Recycled content, Collection and Sorting, R&D and Investments as well as Monitoring,

b) External speaker: Circular Plastics Alliance, Kirsi Ekroth-Manssila

Ms Ekroth-Manssila gives the attached presentation. The Circular Plastics Alliance gathers public and private stakeholders in the plastics value chains to promote voluntary actions and commitments to achieve the aforementioned goal of 10 million tons of recycled plastic used in new products in the EU by 2025. So far more than 140 signatories have committed to working together to achieve the goals set out by the Alliance.

c) Decision on signing the Circular Plastics Alliance Declaration:

ERFMI decides unanimously to sign the Circular Plastics Alliance. ERFMI will send out a press release to announce this.

(Enclosure 2, Circular Plastics Alliance)

6) Financial status

a) Outlook 2019

Ms Gardner presents the outlook for 2019:

- Due to the higher workload for the activities on Circular Economy, Ms Gardner works an extra (fourth) day per week since June 2019.
- The rent for the old office only had to be paid for 5 months. Also, the rent for the new office is lower than expected.
- The expenses for communication will be doubled. The work will be partly done by EuPC as part of the new agreement after leaving the EuPC offices.

- The EuPC membership fee increased to €16,500.
- €50,000 provision for the Circular Economy Platform (to be carried forward into 2020).
- On the income side, the total amount of membership fees to be received will be higher due to the new member Designflooring and the fact that one member has moved to a higher class of membership fee.
- ERFMI will receive a contribution of €20,000 from VinylPlus for 2019 for circular economy activities.
- €40,000 management costs are covered by the Circular Flooring Project.
- Outcome: €-23,600 (including provision for Circular Economy Platform).

b) Budget 2020

Ms Gardner presents the proposal for 2020:

- The plenary accepts the proposal of the EXCOM to engage Ms Gardner for a fifth day per week to carry out work on the additional projects, the costs of which will be covered by the income from the Circular Flooring and the Revinylfloor projects.
- €260,000 will be spent on projects, covered by project income.
- €16,000 positive outcome expected.

The plenary accepts the budget proposal for 2020. The reserve can be used for further projects if required and with approval of the board and the plenary.

(Enclosure 3, Outlook 2019 - budget 2020)

7) Tracking import data and REACH Compliance of imports

Ms Gardner gives the attached presentation. It is possible to get data for import into Europe via Eurostat. The plenary agreed to gather this data. In order to get a proper view on the imports done by non-ERFMI members, ERFMI members should give their import figures to the judicial officer, who will then deduct the ERFMI import figures from the overall import figures to give an accurate picture and to avoid double counting.

There is the ECHA data base for Substances of Concern in Products -**SCIP**, where producers must list articles, which contain SVHCs. This will not apply to ERFMI members as they have no SVHCs in their products. It will apply to importers as well as producers.

Ms Gardner reminds the ERFMI members about the possibility to complain about imports, which are not REACH compliant at the "The Forum" of ECHA. (Contact details included in enclosure 4)

(Enclosure 4, Imports and SCIP list)

8) ERFMI statistics

Mr Zimmermann gives the attached presentation and reports that after delays the annual statistics 2018 were sent to the members. In order to accelerate the collection process for the annual statistics, the plenary agreed that the ERFMI member, who sends in the figures last must pay for the dinner of the autumn plenary. The statistics for the 2nd and 3rd quarter are still not complete.

It was agreed that, should competition law allow, ERFMI will collect wider market data based on members' own research via the judicial officer, who collects the statistical data. The officer will be asked to make a summary of the members' estimates of the current total market size per product category per country. The judicial officer shall make an overview either by calculating average values per product category per country or giving minimum – maximum values per product category per country.

ERFMI's lawyer will check if there are any legal concerns on this approach with regard to competition law.

(Enclosure 5, ERFMI statistics)

9) Address by the Chairman of the Technical Committee (TC meeting 11th September 2019)

Mr Sakkas gives the attached presentation containing the following topics:

- TiO₂ classified as suspected carcinogen (Cat.2) by inhalation, consequences for production and waste.
- ADCA (not included in Annex XIV).
- Release of Microplastics via pellet loss and unintended release: EUPC setting up consortium project **Microplastics Release Article Service life (MiRA)**: TC will participate, plenary decided ERFMI will contribute with €6,000.
- Green Public Procurement in Italy: Italian GPP requires a content of secondary raw materials recycled or recovered in construction products to be at least 30%; there will be discussions with the Italian government to review this policy but only with trade associations; PVC Forum Italia is invited but Artigo is not. There is no trade association for resilient floor coverings in Italy. Mr Villa will draft a letter which ERFMI could send to the Italian government.
- ERFMI discusses the definition of Recycling in order to broaden definition to include industrial recycling of factory waste. There is no agreement yet on ERFMI's proposal. TC will have a conference call with VinylPlus to refine definition
- There is no progress with the harmonised standard EN 14041:2018 for floor coverings. The standard has been published by CEN, but members are reminded that it cannot be used for CE marking as it has not been published in the Official Journal of the European Union (OJEU). For the purposes of CE marking manufacturers still have to use hEN14041:2004.

(Enclosure 6, Report TC)

10) ERFMI management Report – update road map

a) Update Outcomes Circular Economy Workshop 12.9.2019

Ms Gardner gives the attached presentation. Priorities were identified from her analysis and the following tasks are defined:

- 1) List, evaluate and undertake full assessment of current technologies for post-consumer waste – trial current technologies
- 2) Identify and evaluate new technologies - trial new technologies
- 3) Investigate collection logistics for highest volume/low contamination
- 4) Sorting technologies
- 5) Find new markets
- 6) Traceability and data management

The plenary made the following decisions:

- Circular Economy Platform will be part of TC and meet following TC meetings
- There will be ad hoc subgroups as required based on matrix presented
- €50,000 set aside for circular economy projects
- Subgroup for PVC flooring with funding from VinylPlus
- ERFMI to collaborate with MMFA on circular economy

b) Circular economy Working groups

Ms Gardner explains the foreseen structure of the working groups. There will be three working groups, covering collection and sorting, tracking and marking and recycling technologies. They will run across all materials used in the production of resilient flooring.

There will be a PVC Platform – Revinylfloor funded by VinylPlus:

- Revinylfloor project under ERFMI. First meeting after the Circular Economy Project and attended by Brigitte Dero, the General Manager of Vinyl Plus.
- Submitted technical project for Revinylfloor on 15th September 2019 asking for a budget of €200,000 to pursue circular economy projects.
- VinylPlus requesting Chair for the Revinylfloor project from Industry.
- CANDIDATE: Olivier Ceysson, Gerflor – AGREED BY PVC subgroup.
- Olivier Ceysson elected by the plenary.

c) Recycling projects - update

Ms Gardner presents the project overview and is asked to add a timeline and the expected results to the projects.

Ms Gardner gives a presentation on the status of the Vinyl Plus PVC Dynamic Waste Forecast Model.

Ms Gardner reports on the status of the Oréade project and is advised by the plenary to negotiate a lower gate fee for ERFMI.

Ms Gardner reports on the status of the Circular Flooring project; after the Kick-Off meeting a workshop was held at Vinnolit in order to especially inform Fraunhofer on soft PVC converting.

Regarding the EUPolySep Process the following remarks were made:

- ERFMI sent out samples from members
- Members should have received separate samples back
- More successful for products such as PVC on felt
- PCE Looking for commitment from industry for €50,000 – €150,000 to build 150 kg pilot plant in Europe
- ERFMI proposing to work with the EUFCA to build a Horizon2020 project to further research this process

(Enclosure 7, Management report - Circular economy and recycling projects)

d) Update National Associations

- Kaléi, RFCI

Ms Gardner gives the attached presentation.

The EXCOM discussed to have National Organisations as associated members and will investigate further on the needs they have.

e) Update European Floorcoverings Association (EUFCA)

Association

- Accounting period started July 1st 2019.
- The website www.eufca.org activated.

Circular Economy

- It has been agreed to apply for two Horizon 2020 project on topics of recycling and sorting working with Centexbel and TNO as the leads.

Standardization

- ISO business plan has been revised.
- Common meeting held on September 25th 2019 at Centexbel Ghent with the Cenelec WG on vacuum cleaners.

Still no progress on harmonized standard EN 14041. Discussion with the Commission is ongoing. .

f) ERFMI communications

Ms Gardner gives a presentation to report on her current communication activities and ERFMI's approach to communication.

Ms Gardner will distribute her quarterly management reports to all members.

(Enclosure 8, Update National Associations and EUFCA)

11) Any other Business

Nothing to be discussed.

12) Register of members and date and place of next meetings

ERFMI members are asked to check the distributed register of members and to inform ERFMI about changes.

Dinner 28th April 2020 in Brussels

Plenary Meeting 29th April 2020 in Brussels

Information after the meeting: The foreseen meeting on the 5th November clashes with other events.

A Doodle poll will be distributed in order to find a new date.

(Enclosure 9, Register of members)

13) Close of meeting

The Chairman of ERFMI, Mr Smith, closes the meeting and thanks the members for their active participation.

Summary of agreed actions

Statistics	Consult competition lawyer on additional collection of market data	November 2019 for implementation early 2020
Studies	Take part in EUPC Microplastics study – contribution €6,000	Q1 2020
Communication	distribute quarterly management report to all members	Q1 2020
Circular Economy	Sign Circular Plastics Alliance Declaration	Completed
	Set up Circular Economy working groups	February 2020

List of enclosures

(Enclosure 1, participants list + signatures competition law)

(Enclosure 2, Circular Plastics Alliance)

(Enclosure 3, Outlook 2019 - budget 2020)

(Enclosure 4, Imports and SCIP list)

(Enclosure 5, ERFMI statistics)

(Enclosure 6, Report TC)

(Enclosure 7, Management report - Circular economy and recycling projects)

(Enclosure 8, Update National Associations and EUFCA)

(Enclosure 9, Register of members)