

Invitation to attend

1st Meeting of the 4E

Efficient Electrical End-Use Equipment
Implementing Agreement

IEA Paris, 14 – 15 April 2008

The main purpose of the meeting is

- to follow up on the decision to start the new IEA Implementing Agreement regarding Efficient Electrical End Use Equipment (4E),
- to further develop the Annexes to the Implementing Agreement
- to have insight in related ongoing activities within efficient electrical equipment.
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Members of the new Executive Committee as well as other interested parties are welcome.

To register for this meeting, please contact:

Ture Hammar (tha@ens.dk)

The registration should be done before 11 April 2008.

Please bring identification when arriving at IEA.

Draft Agenda

14 April 2008

- 9.00 Registration
- 9.30 Welcome and introduction to the programme
- o aim of the two-day meeting
- (Ture Hammar & Hans Paul Siderius)*

Presentation of the Implementing Agreement

- 9.45 The process of establishing 4E, the formal basis and next steps
(Ture Hammar & Hans-Paul Siderius)
- 10.15 Implications of the Implementing Agreement upstart, and state-of-the-art regarding commitment and signatories
(IEA Secretariat / legal office)
- 10.30 Tour de table *(All participants)*
- 10.45 Break

1st ExCo meeting

- 11.00 Election of chair and vice-chairs
- 11.15 Strategy & Programme of Work *(presentation and discussion)*
- 11.30 ExCo organisation and budget *(draft outline will be distributed before the meeting)*
- o Forum activities
 - o Benchmarking
 - o Relation to annexes
- 12.00 Tender for Operating Agent *(draft Terms of Reference will be distributed before the meeting)*
- 12.30 4E web site *(presentation and discussion)*
- 12.45 Lunch

Outlook to other initiatives

- 14.00 Overview of international development related to 4E, including EE input to Hokkaido
(presentation by Eoin Lees, followed by discussion)
- 14.45 Reports from related activities
- o International conferences
 - o Input to G8
- 15.15 Break
- 15.30 Reports from related activities
- o CLASP, APP, etc.
 - o Input to G8
- 16.30 Closing 1st day, ad hoc elaborations on annexes

15 April 2008

Elaboration on annexes

- 9.00 Standby Power Annex (*Australia & US, video conference*)
- 10.00 Motor System Annex (*Switzerland*)
- 11.00 Set-top boxes (STB) Annex (*US*)
- 11.30 Mapping & Benchmarking Annex (*UK, Netherlands*)
- 12.00 Annexes under consideration (*Austria, France, UK*)
- 12:45 Conclusion of the meeting & next activities
- 13:00 End of 2nd day