

Agenda – Final (2008-10-23)

23 October 2008

- 9.00 Opening and welcome
 Introduction to the agenda
 Adoption of the agenda
- 9.30 Follow up to the 1st ExCo meeting (14-15 April 2008 in Paris)
- Summary and approval of previous minutes (decisions)
 - Items arising from previous decisions for this meeting
 - Minutes at ExCo meetings: (a) IEA want formal minutes; (b) who should have access to the formal minutes and internal documents.
- Presentation of the Operating Agent
- consideration of the draft manual for the operating agent
- ExCo Members – update of membership/delegate lists
 Results of vote for new invitations
 Financial statement
 IEA Secretariat Report (tabled)
- 10.15 Nomination and Election of chair and vice-chair(s)
- 10.30 Coffee break

Annexes

- 11.00 Motor systems: presentation of final proposal
 (*Roland Brüniger, Switzerland*)
- 12.00 Standby: presentation of proposal
 (*Shane Holt, Australia*)
- 13.00 Lunch
- 14.00 Set-top boxes: presentation of proposal
 (*Christopher Kent, USA*)
- 14.45 Mapping & Benchmarking: presentation of proposal
 (*Davide Minotti, UK*)
- 15.15 Lighting: presentation of proposal
 (*Marc Fontoynt, France*)

Communication and dissemination

- 16.00 Coffee/tea break
- 16.30 Decision on each of the Annexes, next steps & timing, budgets
- 16.45 4E web site: update/information (items 6 & 7 from April 2008)
- 17:15 New developments:
IPEEC (*IEA Secretariat*)
COP 15, Dec 2009 (*Anne Nielsen*)
Product Efficiency 2008, Brussels (30-31 Oct) (*ECEEE*)
Other
- Product Efficiency Conference, Brussels, 30-31 October 2008
 - Motor Summit 2008, Zurich, 25-26 Nov 2008
- 18.00 Closing 1st day
- 19.30 Dinner

24 October 2008

Future Policies for Electric-End-Use Equipment and Opportunities for International Collaboration

- 9.00 Opening and introduction
- 9.15 Australia
- 9.45 Europe
- 10.15 *Coffee break*
- 10.45 Korea
- 11.15 United States
- 11.45 Canada/Japan/South Africa (if available)
- 12.15 Special topics

Conclusion

- 12.30 Any other business, date and place of next meeting
- 12.45 Meeting summary
- 13.00 Close



13.15 *Lunch*