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| Board meeting 01/2021 |
| Minutes | Web conferenceThursday 11 Feb 202110:30-15:15 |

***Participants***

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| *By phone*Mr Giuseppe ABELLO, Assocasa Ms Heather BARKER, RB Ms Ana-Maria COURAS, A.I.S.D.P.C.L. Mr Jean-Paul DECHESNE, Colgate Palmolive Ms Virginie D'ENFERT, AfiseMr Ismaël DJELASSI, Spechim Ms Helle FABIANSEN, KoHB Mr Charles-François GAUDEFROY, UnileverMr Ludger GRUNWALD, Ecolab Mr Ad JESPERS, Diversey Ms Sari KARJOMAA, T.Y.Mr Thomas KEISER, IKW Mr Philip MALPASS, U.K.C.P.I. Mr Stefan MUELLER, Dalli-WerkeMr Lorenzo POTECCHI, SC JohnsonMs Mihaela RABU, RucodemMr Thomas RAUCH, I.H.O. (Observer)Mr Arndt SCHEIDGEN, Henkel Ms Françoise VAN TIGGELEN, DeticMs Nadia VIVA, P&G (Chair) | *From A.I.S.E*Mr Luca CONTIMr Sascha NISSENMs Jan ROBINSONMs Valérie SEJOURNEMr Mohamed TEMSAMANIMs Susanne ZÄNKER*Apologies* Ms Anna OBORSKA, P.A.C.D.I., proxy to Mihaela RABU  |

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1. Reminder on competition policy

The rules of the Competition law were reminded, and all agreed to adhere.

1. Welcome and OPENINg

The Chair, Nadia Viva opened the meeting by welcoming the attendees to the web-conference. She referred to the huge amount of topics that is to be addressed by the industry sector and stressed therefore the need for identifying the areas of priorities and urgencies, such as Green Deal, incl. PEF. The MC should prepare a clear proposal for the next Board meeting for a work plan 2021- 2022. It was clarified that this will indeed be the key topic of the joint MC/ NAC meeting in March ahead of the April Board meeting.

1. approval of agenda

The agenda was approved as sent out.

1. APPROVAL OF MINUTES & REVIEW OF ACTIONS OF LAST MEETING

The minutes of last meeting held on 2 December 2020 were approved as sent out. As to the actions, they were carried out or will be covered through the agenda.

1. A.I.S.E. GovERNANCE (10:50 – 11:15) (S.Zänker)
	1. **Membership**
		1. New membership application: Lonza

The Board approved the application of Lonza as Associate Member of A.I.S.E. This will allow Lonza to participate in the relevant groups as an Observer, until the application will be ratified by the GA in June 2021.

* + 1. Notification of termination: Lactips (end 2021)

The Board acknowledged that Lactips notified in December 2020 A.I.S.E. about their decision to terminate their membership as associate member on 31.12.2021. This will be shared with the General Assembly in June for their endorsement.

* + 1. UKCPI

The Board endorsed the proposal, as discussed last year in October, to maintain UKCPI as an Ordinary National Association Member with full rights at 50% reduced membership fees. This would apply for the period of 1.1.2022 till 31.12.2023. The objective is to ensure the adequate link between both associations, to serve the members and business, and to allow for a proper assessment in 2 years-time about the long-term status and needs.

The NAC will be updated in March addressing also the financial outlook for their contributions, as the budget part stemming from the National Associations will be impacted through this decrease of the UKCPI membership. With a slight excess of income on expenses in 2020 in the A.I.S.E. budget, this will be taken into account to support the idea of unchanged membership fees for 2022.

The proposal will be then finally approved respectively in March by the UKCPI Council and in April by the A.I.S.E. Board, for subsequent submission to the A.I.S.E. General Assembly (June 2021). This submission will go hand in hand with a proposal for needed change in the A.I.S.E. statutes to include former EU Member States in the Ordinary National Associations Membership category.

***ACTIONS:
- Address the situation, including the financial outlook, with the NAC at its March meeting. (S. Zänker)
- Finalise the proposal at the Board meeting in April including the financial situation and the statutory changes (A.I.S.E. secretariat)***

* + 1. Associated Members

The Board endorsed the change from A.I.S.E. Associated Member DuPont Bioscience & Nutrition into IFF (International Flavours and Fragrances) which occurred following a merger between both companies into IFF; this will be then ratified by the GA in June.

* 1. **Format of A.I.S.E. General Assembly 15 June 2021**

Considering the still on-going situation due to COVID-19, the Board decided to hold the GA in June 2021 in a virtual format – same as for the 2020 GA – instead of a physical meeting in Brussels. See for the timing also agenda item 9.

* 1. **Change of one Auditor for the A.I.S.E. Annual Accounts for 2020**

The Board endorsed Graziella Pilato, Finance Services Manager at Colgate-Palmolive Belgium SA as appointed auditor replacing Gert Collet. The Audit can therefore be undertaken on 22 March 2021. This change will be retrospectively endorsed by the GA in June.

1. KEY TOPICS FOR DISCUSSION/APPROVAL (11:15 – 12:15)
	1. **European Green Deal**  (S.Nissen/M.Temsamani/J.Robinson)
		1. CEAP: A.I.S.E. activities and position on Environmental Footprint method (PEF)

The Board asked to amend the principles of 2019 A.I.S.E.’s position on the Environmental Footprint method (PEF) according to the following lines:

* in principle support the following COM objectives
	+ substantiate environmental claims through a European-wide harmonised LCA-based method,
	+ take aim at greenwashing;
* reaching those objectives, our industry sector shall not be obliged to use the PEF method on individual products, because the EF method is not mature, especially to provide product comparative claims or quantitative PEF results for sustainable purchase decisions;
* the preferred A.I.S.E. approach is to promote and where needed, improve the Charter for Sustainable Cleaning, which is
	+ a credible scheme, based on robust science and life cycle thinking,
	+ enabling companies to assess their products and claim that those qualify according to relevant sustainability criteria and benchmarks.
	(For the latter, it may be considered to convey quantitative product information for the specific Charter product criteria (e.g. dosage, packaging weight per job, amount of recycled material in packaging), which can help consumers with their sustainable purchase decision; for this purpose, additional criteria may be elaborated, e.g. on the carbon footprint of a product).

This position is based on the learnings from our PEF pilot on liquid laundry detergents and has been further elaborated according to recent developments (political and technical) in the context of the new COM Circular Economy Action Plan (CEAP).

The December Board had confirmed the approach proposed by the SSG, i.e. following a strictly science-based approach with the Charter as our key scheme to deliver on green claims and consumer empowerment. In support of this, the SSG has started to prepare a technical gap analysis, clarifying the strengths, overlaps, differences and potential weaknesses of the Charter vs. PEF; first results were shared with the Board on overlapping and main gaps. The Board asked this work to be accelerated and agreed to the proposed approach. In addition they are asking the SSG for more clarity, also regarding ideas on how to fill the gaps and an analysis on how a success would look like. As we have to be ready with a robust proposal for COM on how to address the objectives of their two legal proposals on green claim substantiation and consumers’ empowerment (both expected for Q2) in due time, it was agreed to organise one or two web calls of the Board with SSG experts before the April Board.

***ACTION:
- Organise interim web call(s) before April Board to tackle 6.1.1. and 6.1.2. (A.I.S.E. team).***

* + 1. Climate Action: Time plan & Confirmation of main work areas for A.I.S.E.

The Board agreed on the below recommendations/projects, prepared by the Climate TF, to provide concrete contributions to the EU’s ambition to become climate neutral in 2050. Those industry actions will help to profile A.I.S.E. vis-à-vis external policy makers/influencers as “doing our share”. All life cycle stages might be considered, and the approach shall be science-based, taking also into account the sphere of influence:

1. ***Quantification of the climate footprint of A.I.S.E. product portfolio***
* Draft delivery date: March 2021 (internal).
* Objective: Confirmation of main areas for CO2 footprint
1. ***Official industry climate pledge for production phase: CO2 emissions reduction of min. 60% till 2030 (2006 baseline)***
* Draft delivery date: Q2/3 2021 (internal).
* Possible release: Q3/4 (ahead of COP 26 in Glasgow, Nov 2021)
1. ***Activities on raw material sourcing phase (also related to PEF)***
* Time plan: To be initiated end Q1 21: See also CSS developments
* Objective: Tackle reduction of carbon footprint in the upstream (sourcing) phase; identify potential for reduction (based on most relevant ingredients (considering volume + impact)
* Output:
	+ - recommendations to manufacturing companies via A.I.S.E. framework;
		- monitoring via Charter KPI reporting
1. ***Explore industry campaign towards consumers to lower the use phase footprint***
* Objective: Lowering the temperature during use phase can lead to significant savings.
* Scope: laundry washing; dish washing (hand & auto); all-purpose cleaners (TBC)
* How/what: toolkit for industry members, commit as industry to a certain level of consumers’ exposure to these messages, promote use of toolkit to/by relevant partners. Profile our sector by potentially applying to a Climate Pledge.
* Target groups: consumers (directly); policy makers/influencers (indirectly)
* Consultation process:
	+ - Creative route/scope: With internal marketing teams
		- Hygiene: with industry experts and hygiene academia

***ACTIONS:***

***- Climate TF to prepare accordingly.***

***- Organise interim web call(s) before April Board to tackle 6.1.1. and 6.1.2. (A.I.S.E. team).***

***Post-meeting note: the call will be on 1 March 13h – 14h30***

* + 1. CSS: A.I.S.E. and cross-sector activities, including Impact Assessment
		The status of the Cefic impact assessment project was presented and the proposal for an additional assessment (following the same methodology) for downstream user sectors was discussed. Although some national associations are also recruiting DU sector companies for the Cefic assessment, it was agreed that our sector needs good facts and figures of its own to support credible advocacy (e.g. to oppose the concept of ‘essential uses’ as a simplistic element of generic risk management). The possibility to include the viewpoint of consumers could be explored, although these organisations are represented in their own right in the relevant Commission expert groups.
		The Board was therefore supportive in principle of initiating an additional assessment for A.I.S.E. and gave its agreement to continue dialogue with the consultant, to obtain a project description and quote for approval by written procedure.

The status of priority actions was not presented/discussed due to time constraints, but the slides are provided for information.

ACTION:
- Obtain project proposal and quote for impact assessment project tailored to A.I.S.E. and circulate for approval in writing (A.I.S.E. team).

Post-meeting note: Point will also be on the agenda of the Extra-ordinary Board meeting, as a proposal had been obtained from the consultant.

* + 1. Zero Pollution: A.I.S.E. position

A.I.S.E. submitted its response to the public consultation on the Zero Pollution Action Plan (ZPAP) for water, air and soil (questionnaire and accompanying position statement) on 10th February. On the same date the Secretariat participated in a stakeholder workshop organised by the Commission (DG ENV Directorate C, Quality of Life) in which the broad plans for the ZPAP were set out and stakeholders from industry and NGOs had the opportunity to make short interventions.
The ZPAP is due to be published in Q2 2021 and will be the focus of the Commission’s Green Week 2021 (31 May – 4 June). Selected slides from the Commission workshop are included for information in the Powerpoint presentation for this agenda item.

1. For DIscussion (12:15 – 12:45)
	1. **Microplastics:** Status and next steps following end of technical phase *(J.Robinson/M.Temsamani)*

This item was not discussed and there were no specific questions on the pre-read; the slides are available for information.
The combined final opinion from RAC and SEAC on the restriction proposal on intentionally-added microplastics is still awaited, and RAC has been asked to provide a supplementary opinion on two aspects of the proposal (not directly affecting A.I.S.E.). The dossier will transfer to the European Commission, which intends to submit a draft restriction for REACH Annex XVII for inter-service consultation in June 2021.
A.I.S.E.’s technical advocacy position will be provided to National Associations (supported by a webinar) to facilitate engagement with Member State competent authorities. The Microplastics TF will be suspended, with a possible need to re-convene later to provide internal guidance to members.

Secondary microplastics (fibre releases from synthetic textiles) will also be in the spotlight in 2021 as part of the Zero Pollution Action Plan (see 6.1.4 above) and the EU Strategy for Sustainable Textiles. See pre-read.

* 1. **Hygiene Communication project and release of joint A.I.S.E/.IFH repor**t *(V.Séjourné)*

Progress on the joint A.I.S.E./IFH report was shared and it was mentioned that this document was close to finalisation and design stage. The A.I.S.E. Hygiene team will soon meet to prepare the launch of this report. V. Séjourné drew the attention to the recommendations and follow up actions regarding consumer’s engagement on Targeted Hygiene, differences between cleaning and disinfection etc. and the Board was supportive of further work by A.I.S.E. on the topic, e.g. through cleanrigth.eu. She also highlighted the topic about terminology, claims etc., which is identified in the report as a potential source for further internal dialogue and progress, as well as with external stakeholders. It was supported that this topic could be brought to the Biocides WG. The NAC also stressed the importance to be involved in this specific topic, due to the important role that Member States have on it.

The Board was also informed that progress within the PC&H Hygiene group will be possible as the TF has gained new members in the recent days.

In conclusion, the Board invited the team to organise an impactful and timely (Covid) launch of the report, to stress once again the importance and essentiality of our products to society.

Another topic was brought to the attention of the Board for their advice. This relates to the potential wish expressed by some members to commission additional guidance to academia on laundry care/surface care in times of COVID. After some discussions, taking into account to the lack of scientific consensus, liability issues, and guidance being provided by authorities, it was advised not to pursue this work.

*LUNCH BREAK (12:45 – 13:45)*

1. FOR INFORMATION/QUESTIONS ONLY (13:45 – 14:55)
	1. **Finances** (A.Scheidgen)
		1. Estimated financial situation as at 31.12.2020 (refer to [prereading document](https://aise.wall.idloom.com/File/Preview?ID=10958) provided)

A.Scheidgen presented the overview of the budget (see slides) not yet audited, and thanked both, I. Djelassi and C. Baïer for the thorough preparation. He went through the following points:

* MAIN BUDGET

Income in line with budget. Expenses have been lower than budgeted, mainly due to:

- High turnover in the staff (4) with some “gaps”, leading also to shifts of some activities.
- Limited travel, events, meetings… due to COVID crisis
- Some delayed projects: BRES, digitalization roadmap, In vitro testing, plastics packaging
- Some projects proved to be more cost-efficient than budgeted: Biocides, GHS/CLP, Web-based platforms.

This results in an excess income over expenditure on main budget of approx. 200K.

* SEPARATELY FUNDED PROJECTS AND MULTI-STAKEHOLDER PLATFORMS

All these projects are self-financing.

Charter: income 40K above budget and a reserve of approx. 15K as at 31/12/2020.

DETNET reserve will reach approx. 370 K as at 31/12/2020.

* + 1. Estimated level of operational reserve as at 31.12.2020.

Unallocated operational reserve amounts to 1.68 Mio. Related to this he indicated the following developments, namely recurrent decrease in Corporate membership fees revenues from 2022 onwards:
UKCPI : -83K
Change in category of one Supporting Corporate Member : -40K
Lactips : -11K

At the April Board meeting the following items will be discussed:
- audited budget of 2020
- carry over for running or delayed projects, reserve
- revised budget for 2021
- forecast of budget for 2022

***ACTION:***

***- Prepare the financials for the next Board/ GA (A. Scheidgen, I. Djelassi, A.I.S.E. secretariat)***

* + 1. Unpaid membership fee 2020 (LAKIFA, Latvia)

The companies were informed that the membership fees from LAKIFA were still unpaid. The companies being also member of LAKIFA were invited to check locally whether they had paid their fees to allow LAKIFA to pay A.I.S.E.

***ACTION:***

***- Check whether locally the membership fees due to LAKIFA in 2020 had been paid (concerned companies)***

* 1. **Euromonitor data for Household Products 2020** (V.Sejourné)

[See pre read for details](https://aise.wall.idloom.com/File/Preview?ID=10959).

The draft data for 2020 (household market) were shared, final figures for Q4 are to come as well as PCH data. Board members advised that careful communication should be organised by A.I.S.E. once the final data will be known and released (i.e., with the next activity and sustainability report in June 21). The essentiality of our products to families in homes due to confinement to meet the hygiene needs, the challenging conditions to be able to pursue production and provide volumes in difficult conditions (i.e. difficulty of supplies, the need to ensure healthy conditions for workers on production lines, price inflation of raw materials etc) should also be added to this overview.

A few Board members volunteered to help draft this. V. Sejourné also highlighted that testimonials from the A.I.S.E. 2 December 2020 Forum could be used to this end.

* 1. **Charter 2020:** Membership and finances & Update on recent activities (S.Nissen)

Refer to [pre-read](https://aise.wall.idloom.com/File/Preview?ID=10960) . No specific comment was made or question raised.

* 1. **Single-use plastics Directive**: Guidelines and Implementing Act (wipes) *(M. Temsamani)*

Scope/definition - Following the latest draft from the EC, viscose is now defined as plastics, therefore included in the scope of the directive. During the past weeks, A.I.S.E. and other trade associations have been advocating to the EC and MSs in order to remove viscose from the guidelines and revert to the previous draft. The final version of guidelines document is now expected sometime in Q1 2021, which represents a major delay from the EC, creating many concerns for industry. Advocacy in ongoing with several DGs, Cabinets and EU member states authorities.

Marking requirements – the Implementing Act on marking requirements was adopted in December 2020. Unfortunately, some (translation, and other) errors have made their way in the Act. This means that companies still have to await the final act before taking action. A corrigendum should be published early February along with the markings. A.I.S.E is putting together a Q&A document that should help companies have greater clarity on implementation, enforcement, and compliance. Once clear understanding is reached, the document may be shared with DG ENVI to ensure the industry’s understanding is the correct one.

* 1. **Ethanol:** Status of harmonised classification proposal (J. Robinson)

No question was raised to the pre-reads: As of the end of January 2021 Greece has not yet submitted a dossier for re-classification of ethanol (indicative submission date had been 31/12/2020). The cross-industry task force is stepping up advocacy efforts to persuade Greece to withdraw or to modify its proposal, and the A.I.S.E. ad hoc TF has developed formal arguments (based on CLP and other legal provisions) to support this advocacy and/or for a subsequent public consultation to start the RAC opinion development process. The chances of avoiding classification are much lower once the dossier enters the RAC process; ECHA has confirmed that a more severe classification, or the addition of other endpoints such as carcinogenicity, is a possibility. The Commission looks to derogations from legislative restrictions to offer a solution, but these are by nature temporary and ignore the non-regulatory impacts of a CMR classification.
The A.I.S.E. TF will develop additional arguments and advocacy positions as required, depending on the evolution of the dossier.

The Board was informed that A.I.S.E.’s discussion document on formal arguments has been finalised and shared with other industry stakeholders, and that A.I.S.E. will host a discussion on advocacy strategy on 16 February.

* 1. **Detergent Regulation** – A.I.S.E. Activities (J. Robinson/G. Sebastio)

The Roadmap on Fragrance Allergens

Refer to [impact assessment report for the labelling of fragrance allergens](https://op.europa.eu/en/publication-detail/-/publication/71005243-433b-11eb-b27b-01aa75ed71a1/language-en). The Board was informed about the successful mobilisation of an A.I.S.E. response to the Commission’s proposal for amendment of the Cosmetics Regulation (increasing the number of fragrances to be identified on-pack from 26 to around 87). A.I.S.E.’s comments were sent to the Commission (DG GROW Units D2 and D4) on 8 February.

The Detergent Regulation ex-post review

The Board was informed that the inception impact assessment, being conducted in follow-up to the ex-post review, has been contracted out by DG GROW to a consultant. Members may be contacted as part of this assessment. A.I.S.E. has made an analysis of the potential scenarios in order to be prepared for all possible outcomes; the Detergents WG and Sustainability SG have analysed the options for (e.g.) an extension of the Ecodesign Directive.

* 1. **Digitalisation activities**- Update (V.Sejourné)

Please refer to pre-reading [document](https://aise.wall.idloom.com/File/Preview?ID=10961).

No specific comment was made to the above.

* 1. **Lithuanian Association**: [Activity Report H2 2020](https://aise.wall.idloom.com/File/Preview?ID=10842) (S. Zänker)

The report sent in pre-reading was acknowledged by the Board, no questions were raised.

1. Next Meeting DateS

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| Thursday 29 April 2021 | 10:30 – 15:30 | Webconference  |
| Tuesday 15 June 2021 Followed by GA Members Webinar topic tbc | 09:00 – 11:00 11h30 – 13:0014h00 – 15h30 | Webconference  |
| Thursday 14 October 2021 | 10:30 – 16:00 | Brussels (A.I.S.E.) (tbc) |
|  Wednesday 8 December 2021 | 10:00 – 13 :00 | Brussels (venue tbc)  |

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