7th Steering Committee Meeting 12/02/2013

Meeting Minutes

Voluntary Industry Agreement to Improve the Energy Consumption of Complex Set Top Boxes under the EuP/ErP Directive

Stakeholders wanting to be part of the CSTB VA reflector should go to http://cstb.eu/lists/

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2. Date and Venue

12th February 2013
Chairman: David Daniels

Microsoft European Briefing Centre, Brussels

3. Status of Reporting for the last Reporting Period

The Chair updated the Steering Committee (SC) on the current status of the Reporting for the last CSTB VA Reporting Period. All Signatories provided reporting data as required. Ecofys is currently analysing and collating the data. The Chair also informed the group that Ecofys proposed to appoint a 3rd party to carry out the audit for this (2nd) Reporting Period; following last year's report, Ecofys realised it does not have the technical skill to carry out such testing, so it would need to rely on a 3rd party supplier for the tests. The group approved the extra budget. Action: David Daniels to distribute more detailed breakdown of the proposal.

4. Review of the headings for the expanded Annex C

In the previous VA Steering Committee meeting held on the 24th of October, the SC agreed to work offline in a subgroup and return with a concrete proposal for reporting data. The Chair opened the invitation to the SC to anyone who would like to participate in this work. Liberty Global, BskyB, Humax, Pace and Technicolor volunteered to do the work. In addition, Hans Paul Siderius was co-opted, as the representative from the CF.

The Chair explained that the proposal on 'access to the background data' would form a part of the general response to the CF on all issues raised by stakeholders, focusing on access to the background data including the possible expansion of Annex C of the VA annual report to include "all power consumption values (that are measured to calculate the TEC values) and the features for which allowances are claimed". The group agreed to have a proposal by the **by the 21st November**. Subsequently, on the 25th October, the Chair opened up the invitation further to all stakeholders to participate by sending an email to the CSTB VA reflector.

On the 30th October 2012, a conference call was held with the participation of industry and Hans-Paul Siderius. At the end of the call an agreement was reached on the final data to be included in Annex C. The agreed content were:

- Complex STB type – Base Functionality
- Additional Functionality
- P_on
- P_standby
- P_apd
- TEC

These amendments will be incorporated in the 2nd Reporting Period.

5. Review proposed changes to the VA

The Chair reminded the group of the editorial changes to the VA agreed from the previous SC meeting:

- <u>Clarification of reporting deadlines</u>: after some discussions, Signatories agreed to use their reasonable endeavours to report data for the 3rd Reporting Period by August 31st. It was noted however that in some cases two months would not be sufficient and thus the group agree that one month grace may be extended. Additionally, the Chair agreed to approach Ecofys and to enquire the possibility of reducing their timescales to publish the final report to two months.
- <u>Remove references to standby</u>: this had already been carried out
- <u>Adding a "Document History" table</u> which, at the request of Adam Romanowski (DG Energy) will also note whether the changes are technical, editorial or process.
- <u>Update of the Test Procedure</u>: Robert Turner (Pace) presented the results of the work carried by the subgroup tasked with updating test procedures to take account of Tier 2. The Tier 2 Test Procedure have been written in such a fashion that they are applicable to both the VA and the CoC V9.0 (with the caveat that CoC v9.0 also encompasses networked standby), to facilitate testing procedures for manufacturers and service providers. Some concern was expressed at the timescales for publishing the final version of these test procedures. The Chair has taken the action to circulate the draft Test Procedures without delay.
- <u>Addition of the text previously agreed with CoC</u>

The proposed timescales for publication of the VA with the above agreed modifications (as version 3.1) are as follows:

1. Draft revised Test Procedures to be circulated in the reflector by **15th February**
2. Comments to the draft to be submitted by **12th April**
3. Final draft of Test Procedure to be incorporated in VA V3.1, and VA document will be submitted for final comments by the **30th April** for final comments
4. Deadline for publication of VA 3.1 is **31st May** (subject to finalisation of the Test Procedure)

The group agreed to start the work on the architecture of Tier 3 of the VA based on the latest draft of the CoC v9.0 if it is found to be applicable. The latest draft of the CoC will be circulated by the Chair as soon as he receive it from Hans-Paul Siderius.

The Chair asked Hans-Paul Siderius if there was any news on Belgacom joining the VA, since last year they have declared compliance with the CoC. Following the meeting Klaus Verschuere from Cisco provided a contact inside Belgacom. The Chair will follow up on this contact.

6. VA Exchange update

The Chair informed the group that the VA Exchange group was now active and counted with the participation of the following VAs/SRIs (formally endorsed as well as proposed):

- CSTB
- Imaging Equipment
- Medical Imaging Equipment
- Machine Tools

The VA Exchange conducted its first meeting on the 13th November 2012 and the second meeting on the 7th February 2013. They agreed a joint auditing guidelines document, which was submitted to DG Energy on January 2013. They also agreed on a joint response to the EC proposed draft guidelines, which is intended to be presented in the CF meeting of 1st March.

7. Review of the proposed Draft VA guidelines

The draft guidelines issued by DG Energy were discussed, with a significant feeling in the room that they were too formal and in some cases proscriptive. Adam (DG ENER) responded that he did not believe this to be the case, and he would welcome concrete examples of where and why this was thought to be the case.

The Chair raised the issue of negotiation of an NDA with an Independent Inspector where Industry was not part of the selection process, noting that even where the Industry had selected their own II, it took many months of negotiation before all parties were happy.

Comments to the draft Guidelines should be sent to the Chair ASAP who will pass them to the VA Exchange group. This group has asked for a slot in the CF meeting to present their response.

8. Exclusion of Kaon

The Chair announced that in the past year Kaon was repeatedly asked for data the for 1st and 2nd Reporting Periods; such requests went unanswered for longer than 1 year. No VA membership payments were received from Kaon for either periods.

The Chair hence proposed to the SC Signatories to consider Kaon's Signatory status forfeit of 12th February 2013. The group agreed.

Kaon is no longer a Signatory of the CSTB Voluntary Agreement.

9. AOB

The Chair proposed the date for the next meeting to be the 14th May, in Brussels

10.

11. List of Participants of the 6th CSTB VA Steering Committee Meeting

Name	Company/Organization
David Daniels	BSkyB
Adriana Mattei	Microsoft
John Heinemann	Viasat
Marc Vautier	Orange
Jean-Yves Moraillon	Technicolor
Richard Cheeseman	Technicolor
Florian Tremblay	Sagemcom
Juan Perez Diez	Liberty Global
Chris Wordley	Echostar Europe
Robert Turner	Pace
Klaus Verschuere	Cisco
David Groves	Amino Communications
Adam Romanowski	DG Energy, European Commission; present only for the first three points (points 3-5 mentioned in the minutes)
Peter Schreitl	Kabel Deutschland
Laura Spengler	Okopol / German Federal Environment Agency (UBA)
Geoff Bellingham	Market Transformation Product (UK)
Miguel Peeters	Broadcom
Hans-Paul Siderius	NL Angency, Ministry of Economic Affairs, Agriculture and Innovation

12. Review of action items

	Actions	Volunteers	Status
1	Email Belgacom asking that, as it is a CoC Signatory, it should also be a VA Signatory	David Daniels	
2	Distribute more detailed breakdown of the proposal for a 3rd party audit	David Daniels	
3	Companies who indicatively signed the VA but who still haven't confirmed their full signature to do so as soon as feasible	All supporting companies	Ongoing
4	Implement agreed changes in VA 3.1		
	a. Delete mentions of standby from VA	David Daniels	Completed
	b. Add the agreed text for VA/CoC alignment in the Introduction	David Daniels	Completed
	c. Adding hard dates to the "Reporting" section, adding the sentence "by the 31st of August of every year"	David Daniels	Completed
	d. Reporting in the VA Doc history	David Daniels	Completed
5	Form a subgroup to discuss Tier 3	David Daniels	
6	Declare Kaon a non-signatory	David Daniels	Completed
7	Form subgroup (led by Rob Turner) to review and update the test procedure for Tier 2	Robert Turner	Completed
	a. Distribute the first draft to SC for comments	David Daniels	