BOARD OF ADMINISTRATORS

Kraków, Poland

September 9, 2018

WORKING PAPERS

WORKING PAPERS

Meeting of the Board of Administrators

of the

European Federation of Corrosion

Kraków, Poland, September 9, 2018

Venue of meeting:	**ICE KRAKÓW Congress Center** 17 Marii Konopnickiej Street Kraków (30-302) – Poland **Room no. 3.7 - Level 3**
Date and time of meeting:	**Sunday 9 September 2018 - 14h00**
Chairman:	**Prof. Damien Féron (EFC President)**
Secretary:	**Mrs. Pascale Bridou Buffet (Paris Office)**

EUROPEAN FEDERATION OF CORROSION
MEETING OF THE BOARD OF ADMINISTRATORS
KRAKÓW, 9 SEPTEMBER 2018, 14h00

PROPOSED AGENDA

Item 1 Opening of the meeting

Item 2 Apologies for absence

Item 3 Approval of the Agenda and Adoption of the Minutes of the last Meeting

Item 4 Report on STAC Activities

- 4-1 Summary of the STAC meeting
- 4-2 Nomination by the BoA of the BoA Jury Members for the Honorary Fellow Award

Item 5 Administrative Matters

- 5-1 EFC Membership
- 5-2 Presidency and Vice-Presidency
- 5-3 EFC Bye-Laws
- 5-4 Young EFC

Item 6 Financial Issues

- 6-1 Current Subscriptions Position
- 6-2 Accounts for 2017 and Budget for 2018
- 6-3 Budget for 2019
- 6-4 EFC Subscription Fees for 2019
- 6-5 Adoption of the Financial Report

Item 7 EFC Activities

- 7-1 Report of the Scientific Secretary
- 7-2 Report of the Managing Officer
- 7-3 Relation with Societies
  - 7-3.1 CSCP (Chinese Society for Corrosion and Protection)
  - 7-3.2 Situation with the establishment of branches (Middle East, Finland, Singapore)
- 7-4 EFC Publications
  - 7-4.1 EFC Book Series
  - 7-4.2 EFC Newsletter
  - 7-4.3 Progress with items/articles for the Publication in the four EFC Journals
- 7-5 EFC Website and Digital Strategy

Item 8 EUROCORR Series: 2017 to 2022

- 8-1 Loyalty Program for EUROCORR Exhibitors
- 8-2 Rules for Complimentary Registrations
- 8-3 Task Force on the Evolution of EUROCORR Organisation
- 8-4 EUROCORR 2018, Krakow (Poland) - Report
- 8-5 EUROCORR 2019, Seville (Spain) - Progress with Arrangements
- 8-6 EUROCORR 2020, Brussels (Belgium) - Report on Preliminary Arrangements
- 8-7 EUROCORR 2021, Budapest (Hungary) - Initial Progress Report
- 8-8 EUROCORR 2022: Call for Bids

Item 09 EFC Events and Calendar of Events

Item 10 Any other Business

Item 11 Date and Place of next BoA

WORKING PAPERS OF THE EFC BOARD OF ADMINISTRATORS (BOA)

Item 1 Opening of the meeting

Prof. Damien Féron, President of the EFC and Chairman of the meeting, will welcome the delegates.

Item 2 Apologies for Absence

Mrs. Pascale Bridou Buffet, Paris Office, will announce apologies received for absence.

Item 3 Approval of the Agenda and Adoption of the Minutes of the last Meeting

3-1 BoA members will be asked to approve the proposed agenda.

3-2 BoA members will be asked to approve the minutes of the Kraków meeting (28 March 2018).

Item 4 Report on STAC Activities

4-1 Summary of the STAC Meeting

Dr. Wolfram Fürbeth, Chairman of STAC, will review the main progress of the STAC.

4-2 Nomination by the BoA of the BoA Jury Members for the Honorary Fellow Award

BoA Members will be invited to nominate the BoA Jury Members for the Honorary Fellow Award.

Item 5 Administrative Matters

5-1 EFC Membership

The Frankfurt Office will report on new application(s) to join the EFC and resignation(s), if any.

5-2 Presidency and Vice-Presidency

The terms of office of the President, as defined in Article 15 of the EFC Statutes, is for a period of two years with the possibility of chairing two successive General Assembly (GA) meetings and the right to re-election for one further term of office of one or two years.

In agreement with the EFC Statutes, Prof. Damien Féron, President of the EFC, will propose to the BoA to appoint the President for the term 2019-2020.

The current Vice-President, Prof. Dr. Arjan Mol, is to be proposed. **Appendix 1** provides the CV of Prof. Dr. Arjan Mol. He will be asked to inform the BoA about his availability for the term 2019-2020.

Subject to the agreement of the BoA and the current Vice-President, the nomination of Prof. Dr. Arjan Mol as new EFC President will be proposed to the GA in Kraków for election the day after.

It is now necessary for the BoA to identify a new Vice-President for appointment by the GA in Kraków.
During the meeting which took place in Frankfurt on 2 July, the President Advisory Committee (PAC) proposed Dr. Jörg Vogelsang to be nominated to this position. **Appendix 2** provides the CV of Dr. Jörg Vogelsang.

Subject to the agreement of the BoA, Dr. Jörg Vogelsang will be presented for election to the GA in Kraków.

5-3 EFC Bye-Laws

The EFC President, Prof. Damien Féron, will report on progress of the Task Force implemented to revise the Bye-Laws.
Appendix 3 provides a revised version of the Bye-Laws. The task Force on the subject will take the comments and the corrections proposed by the BoA members before finalizing the document afterwards.

5-4 Young EFC

During the last Meeting which took place in Kraków on 28 March 2018, the BoA agreed to allocate a budget of € 2,000 in 2018 to the Young EFC for their activities.
Subject to the result of the evaluation of the use of this funding, this budget might be renewed in the following years.

In the same meeting, the BoA members also agreed to invite members of the Young EFC Board to future STAC and/or BoA meetings as observers.

Item 6 Financial Issues

Appendix 4 provides the Financial Report, which will be presented by the Honorary Treasurer, Mrs. Julija Bugajeva.

6-1 Current Subscriptions Position

The status of subscriptions paid by EFC Member Societies (year-to-date) will be presented**.**

6-2 Accounts for 2017 and Budget for 2018

The Honorary Treasurer, Mrs. Julija Bugajeva, will present the accounts for the year 2017 and the budget for the year 2018

The BoA will be requested to agree the accounts for 2017 and the proposed budget for 2018 for recommendation for approval by the GA.

6-3 Budget for 2019

The Honorary Treasurer, Mrs. Julija Bugajeva, will present proposals for the budget for 2019 taking into account the VAT.

6-4 EFC Subscription Fees for 2018

A proposal for the subscription fees for 2019, including branches, will be presented.

The BoA Members will be invited to approve the proposed subscription fees for recommendation to the General Assembly.

6-5 Adoption of the Financial Report

The BoA will be invited to approve the Financial Report presented by Mrs. Julija Bugajeva, the Honorary Treasurer.

Item 7 EFC Activities

7-1 Report of the Scientific Secretary

The report of the Scientific Secretary, Dr. Roman Bender, covering activities since the last March BoA meeting is presented in **Appendix 5**.

The BoA will be invited to approve the Scientific Secretary Report.

7-2 Report of the Managing Officer

The report of the Managing Officer, Dr. Hélène Illaire, covering activities since the last March BoA meeting is presented in **Appendix 6**.

The BoA will be invited to approve the Managing Officer Report.

7-3 Relations with Societies

7-3.1 CSCP (Chinese Society for Corrosion and Protection)

Progress on the relations between EFC and CSCP will be presented, in particular concerning the MoU which was to be signed to establish the basis of the collaboration.

7-3.2 Situation of the establishment of Branches (Middle East, Finland, Singapore)

Progress on the establishment of branches in Middle East, Finland and Singapore will be presented.

7-4 EFC Publications

7-4.1 EFC Book Series

The EFC STAC Chairman, Dr.-Ing. Wolfram Fürbeth, will report on the progress in the preparation of the EFC Book Series.

7-4.2 EFC Newsletter

The BoA Members will be reminded that the EFC President, Prof. Damien Féron, selected a company called "Nouvelle Page Communication" in order to reduce the cost for the production of the EFC Newsletter.
With this company, the production of the printed Newsletter is free of charge for the EFC due to the 6 pages of publicity which are expected to be sold by "Nouvelle Page Communication" to cover the expenses.

The EFC President will report on the experience with this company.

Subject to the results of this first experience, the BoA Members will be asked to renew the contract with this company or to reconsider the manner of the publication of the EFC Newsletter.

7-4.3 Progress with items/articles for the Publication in the four EFC Journals

Dr. Roman Bender will report on progress regarding the publications in the four partner Journals: "***Materials and Corrosion***", "***Corrosion Engineering, Science and Technology (CST)***", "***Matériaux et Techniques***" and "***Ochrona przed Korozją***" ("Corrosion Protection").

7-5 EFC Website and Digital Strategy

The BoA members are kindly reminded of the login and password, which allows them direct access to the restricted area of the website:

Login: **efc-boa** Password: **member2017BoA**

The Scientific Secretary, Dr. Roman Bender, will present the status on the latest improvements to the EFC Website.

During the last BoA Meeting, which took place in Kraków on 28 March 2018, Prof. Dr. Willi Meier presented a proposal of a digital strategy for the EFC.
He underlined the necessity for the EFC to review its communication strategy with the community and to update its digital tools, including especially the website and the digital tools for EUROCORR.

A Task Force has been set up composed with the Scientific Secretary, the Vice-President, the Managing Officer and a representative of the Young EFC.

Prof. Dr. Willi Meier will report on the initial progress of this Task Force including the definition of the content, the timeline and the budget for a digital evolution of the EFC and EUROCORR websites.

Item 8 EUROCORR Series: 2018 to 2022

8-1 Loyalty Program for EUROCORR Exhibitors

The Managing Officer, Dr. Hélène Illaire, will present a loyalty program for EUROCORR exhibitors.

8-2 Rules for Complimentary Registrations

Since many years, EUROCORR Organisers complained regarding the requests of complimentary registration asked from STAC and/or BoA Members.

On the basis of the article 4.5 of the Annex 1 of the EUROCORR Agreement which states that: "*The HOST shall provide complimentary registrations for EUROCORR and the conference dinner to the EFC President and Vice-President, to the EFC Scientific Secretary and Honorary Treasurer, the Managing Officer, representatives of the three EFC General Secretariat offices and to the members of the International Scientific Committee. Any other complimentary registrations will be at the discretion of the HOST.*", the BoA will be asked to validate these rules.

Also, it is reminded that according to Article 14 of the EFC Statutes, all administrators serve without any form of remuneration from the Association.

8-3 Task Force on the Evolution of EUROCORR Organisation

The EFC Vice-President, Prof. Dr. Arjan Mol, participated, in last June 2018, to a workshop organised by Visit Brussels together with Prof. Marjorie Olivier where he met representatives from the International Congress and Convention Association (ICCA, see iccaworld.org).

Prof. Dr. Arjan Mol will present the BoA lessons learned from the ICCA-meeting about the services of this organisation, in particular, the possibility that ICCA review for free the bidding documents and bidding procedures for EUROCORR. This could help to have more professional bids and bid presentations.

Besides, during the meeting of the PAC which took place in Frankfurt on 2 July, it was pointed out that even if the Call for Bids has recently been updated including the new requirements, the EFC Member Societies proposals received are not totally in compliance with the size and the needs of the current EUROCORRs.

The BoA Members will be asked to approve the creation of a Task Force composed with the Current Vice-President, Prof. Arjan Mol, the honorary Treasurer, Mrs. Julija Bugajeva, the Managing Officer, Dr. Hélène Illaire and a representative of each of the Frankfurt and Paris EFC General Secretariats offices, to work on possible evolution(s) of the organisation of the EUROCORRs.

8-4 EUROCORR 2018 - Krakow (Poland) - Report

Appendix 7 provides the EUROCORR 2018 Report Form I.

Dr. Agnieszka Królikowska will report on the preliminary results of **EUROCORR 2018** in **Kraków**.

8-5 EUROCORR 2019 - Sevilla (Spain) - Progress with Arrangements

EUROCORR 2019 will be held from **Monday 9th to Friday 13th of September 2019** in **Sevilla,** Spain, at the Hotel Barceló Sevilla Renacimiento. The general theme will be "**New times, new materials, new corrosion challenges**".

The organisers will report on the progress with arrangements for EUROCORR 2019.

8-6 EUROCORR 2020 - Brussels (Belgium) - Report on Preliminary Arrangements

EUROCORR 2020 will be held on **6th to 10th of September** in **Brussels**, Belgium, at SQUARE (Brussels Meeting Centre). The general theme will be "**Closing the Gap between Industry and Academia in Corrosion Science and Predictions**".

The organisers will report on the preliminary arrangements for EUROCORR 2020.

8-7 EUROCORR 2021 - Budapest (Hungary) - Initial Progress Report

EUROCORR 2021 will be held on **19th to 23rd of September 2021** in **Budapest** Congress Centre, Hungary.
The organisers will be asked to present the general theme and to report on the preliminary initial progress for EUROCORR 2021.

8-8 EUROCORR 2022 - Call for Bids

Members will be reminded that bids to host **EUROCORR 2022** should be submitted in writing to the Frankfurt Office **by mi- January 2019** with a copy to the Scientific Secretary and the Paris Office.

Item 9 EFC Events and Calendar of Events

BoA Members will be reminded that the Calendar of Events is regularly updated on the EFC website by Dechema.

The BoA will also be reminded that EFC Calendar of Events also includes non EFC-sponsored events in an attempt to draw outside interest to the EFC as a central source of information on corrosion events throughout the world.

An application form is available in the restricted area for the BoA Members to apply for an EFC Event Number.

Item 10 Any other Business

Members will be invited to raise any other matters.

Item 11 Date and Place of next BoA

The next BoA meeting will be held in spring 2019, at a time and place to be announced later.

APPENDICES

Appendix 1

Abridged Curriculum Vitae – Prof. dr. J.M.C. (Arjan) Mol

Arjan Mol obtained his MSc-degree at the Faculty of Aerospace Engineering of the Delft University of Technology (DUT) in 1996. His MSc-thesis focused on the post-forming properties (including corrosion properties) of glass fiber-metal laminates (GLARE) after deformation processing.

After this he obtained his PhD-degree in 2000 at the Materials Science and Engineering (MSE) Department of the DUT on the study of the effects of microstructural variations in aluminium alloy surfaces on filiform corrosion properties.

He continued his career as a project- and team leader 'Structural lifetime of building and civil engineering structures' for 6 years at the Dutch Applied Research Organisation TNO.

As from 2006 Arjan Mol returned to DUT-MSE and now is Full Professor 'Corrosion Technology and Electrochemistry'. Furthermore, as from 2017, he is Honorary Professor at the University of Science and Technology Beijing USTB in China.

Besides, Arjan Mol is Working party Chairman 'Physico-chemical methods for Corrosion Research' and in the period of 2014-2016 he was Chairman of the Scientific and Technology Advisory Committee (STAC) of the European Corrosion Federation EFC. In 2016 he was elected to become Vice-President of the EFC for 2017-2018, and as such is Member of the Board of Administrators as from 2017.

Since 2010 Arjan Mol is also the Dutch Representative Member of the International Corrosion Council ICC.

In 2009 Arjan Mol was the Chairman of the International Aluminium Surface Science and Technology Symposium ASST2009 and Member of the Organizing Committee of the following ASST editions, ASST2012 in Sorrento, ASST2015 in Madeira, ASST2018 in Helsingør. Furthermore, he is Member of the International Scientific Committees of the international Symposium on Electrochemical Methods in Corrosion Research EMCR2015 held in Troia Portugal and EMCR2018 in Cambridge UK, The International Aluminium Conference INALCO2016 in Napels Italy and the 4th International Corrosion Engineering Conference ICEC2016 Beijing China. He was also Member of the Organizing Committees of the International Symposium on Electrochemical Micro- & Nanosystem Technologies EMNT2016 Brussels and the International Society of Electrochemistry ISE2016 in The Hague.

Currently, he is Editor-in-Chief of Elsevier's journal "Corrosion Science" and Member of the Editorial Boards of "Corrosion Engineering, Science and Technology", "Transactions of the Institute of Metal Finishing" and "Materials and Corrosion".

The specific research focus areas of Arjan Mol are:
- Local electrochemical analysis of corrosion mechanisms
- Surface treatment and interfacial bonding of organic coatings on metal (oxide) surfaces
- Multifunctional and eco-friendly corrosion inhibitors and evaluation of active protective coatings

Arjan Mol has supervised 14 PhD-students as co-promotor (9 finished, 5 ongoing) out of which 2 cum laude, and 14 postdoctoral researchers (9 finished, 5 ongoing) as principal investigator under funding schemes ranging from fully government funded to mixed governmental-industrial funding to fully industrially funded and includes several EU funded FP7 and H2020 projects. He has supervised 23 MSc graduation projects as main supervisor.

Arjan Mol has published 139 Web of Science listed papers at an h-index of 23 (Scopus: 23; Google Scholar: 26) in international peer refereed scientific journals, 14 book chapters, 1 book as co-editor and over 85 international conference proceeding papers. He has been member of international PhD graduation committees at foreign universities 15 times. Besides, he is a regular peer reviewer of international project proposals and programs.

Appendix 2 - Page 1

CV of Dr. Jörg VOGELSANG

Jörg A. Vogelsang, Dr. rer. nat., Dipl. Chem.

Sika Technology AG	private:
Tüffenwies 16	Lärchenweg 1
CH-8048 Zürich	D-77886 Lauf
Tel: +41-58-436-5443	Tel: +49-7841-508860 (Q)
vogelsang.joerg_a@ch.sika.com	joerg.vogelsang@posteo.de

born 1. 3. 1961 in Lörrach, married, no children, German and Swiss citizen

Education

1981	Abitur at Hans – Thoma – Gymnasium in Lörrach
July 81 – Sept. 82	Military service in Bruchsal and Sigmaringen (Germany)
Oct. 82	Studies in Chemistry at the University of Stuttgart
July 87	Diploma examination
Jan. 88	Diploma thesis in the group of Prof. Dr. M. Hauser at the Institute of Physical Chemistry of the University of Stuttgart
Oct. 91	PhD thesis: „Faltungskinetische Behandlung verschiedener Mechanismen der Excimerbildung mit Berücksichtigung der nichtstationären Diffusion und molekularkinetischer Einflußgrößen“ (“convolution kinetics treatment of various excimer formation mechanisms with respect to non – stationary diffusion and molecular reaction parameters”) in Prof. Dr. M. Hauser’s group, Institute of Physical Chemistry of the University of Stuttgart

Professional Experience

Nov. 1991	Scientific assistant of the Institute of Physical Chemistry, University of Stuttgart, beside of research activities responsible for training of students in seminars and lab exercises
Mai 1992	Lab manager of the basic research lab for corrosion and corrosion protection in the research and development department of SIKA Chemie GmbH Stuttgart, leader of research projects in various topics, as weathering and testing of coatings, electrochemical characterization of steel in various conditions, instrumental analysis, concrete admixtures and inhibitors, evaluation of coating performance using many different techniques
1993	Active member of the Working Party „Coatings“ of the European Federation of Corrosion (EFC)
1995	Member of several national standardizing committees (DIN NAB 7 and 10, including subcommittees)
1997	Head of the basic research and analytical department, additional responsibility for the analytical lab dealing with claims, competitive intelligence, trouble shooting, financial responsibility for the department. German Delegate in ISO/TC 104 SC3 "Electrochemical test methods for assessing the influence of admixtures on reinforcement corrosion"

<u>CV of Dr. Jörg VOGELSANG (Continued)</u>

1998	Election as Chairman of the Working Party “Coatings” of the European Federation of Corrosion (EFC) Appointed as member of the Scientific Committee of the German Corrosion Society (Gesellschaft für Korrosion und Korrosionsschutz GfKORR e.V.)
1999	German Delegate in ISO TC35 SC9 “General test methods for paints and varnishes”
2000	Appointed as member of the scientific committee of the German Chemical Society (GdCh) subgroup “Paints and Pigments”
2000	Chairman of the Working Group “Corrosion Protection by Organic Coatings” of the GfKORR e.V.
2000	German Delegate in ISO TC35 SC14 ”Corrosion protection by organic coatings“, member of the German mirror committees NAB 10
2001	Convenor of the WG29 in ISO TC 35 SC9 “Electrochemical Test Methods” (standardization of Electrochemical Impedance Spectroscopy for high ohmic applications)
2001	Chairman of the Scientific and Technical Advisory Committee (STAC) of the European Federation of Corrosion (EFC)
2001	Appointed member of the scientific board of the “Karl – Winnacker” research – institute of the DECHEMA e.V.
2001	Member of the board of administrators of the German Corrosion Society, GfKORR e.V.
2002	Move to the central research facilities of Sika AG, Zürich, responsible for “Surface Science“ in the position of a senior scientist
2005	Head of the Surface Science Lab of Sika Technology AG, position as “Principle Scientist Surface Science”
2008	Head “Corporate Analytic Service” of Sika Technology AG
2009	Elected as AiF – Evaluator of the German Ministery of Economy Elected as Chairman of ISO TC35 SC9
2012	Corporate Head of “Analytics and Testing” of Sika Technology AG
2013	Elected BoA – member of EFC
2014	Vicepresident of GfKORR e.V

Member of following Scientific Organizations

GfKORR e.V., DECHEMA e.V., GdCh (German Chemical Society) with Subgroups “Construction Chemistry“ and “Coating Chemistry“.

Specially experienced and knowledge in

Weathering and corrosion testing, all major electrochemical techniques, methods of concrete repair, evaluation methods for corrosion of reinforcements in concrete, all major analytical and surface analytical techniques.
Project management, coordination of international research groups, organization of meetings, seminars, workshops and conferences.

Hobbys
Sport (running, skiing, mountain biking), photography (joergvogelsangfoto.com), cooking, winemaking

EFC BYE-LAWS

Proposed revision

The Task Force on Bye-Laws, created after the registration of the new statutes, proposes this revision of the EFC bye-laws.

The task Force is composed with:

Damien Féron, EFC Président,
Arjan Mol, EFC Vice-Presiudent
Wolfram Fürbeth, EFC STAC Chairman
Roman Bender, EFC Scientific Secretary
Julija Bugajeva, EFC Treasurer
Hélène Illaire, EFC Managing Officer

July 2018 V3.1

BYE-LAWS OF THE EUROPEAN FEDERATION OF CORROSION (EFC)

Proposed Revision July 2018

1 THE OBJECTIVE OF THE EFC AND INTENTION OF THE BYE-LAWS

1.1 The Objective of the EFC, given in Article 3 of the Statutes, is as follows:

"The purpose of the Association, registered as an international non-profit organisation in Belgium (AISBL), is primarily to contribute to the general advancement of the science of corrosion and of the protection of materials by promoting cooperation in Europe between scientific and technical societies and organisations devoted significantly to these areas of activity and likewise collaborate with similar scientific and technical societies and organisations throughout the world."

1.2 The Bye-Laws are intended to provide EFC with working rules that conform to the letter and spirit of the Statutes that are lodged in Belgium (decree of 4 July 1983, last modification of the Statutes published in the official Belgian gazette “Moniteur Belge” on 30 November 2017).

2 WORKING PRINCIPLES OF THE EFC

The work of the EFC is based on collaboration between its Member Societies as described in Articles 5.1 and 6.1 of the Statutes (and quoted in para. 4 below). Nothing done by or in the name of the EFC shall detract from the autonomy of any Member Society. Thus, all the technical and scientific activities of the EFC are carried out by, or in close cooperation with, the Member Societies or their representatives.

As a general rule, all matters of a financial, constitutional or legal nature are considered by a Board of Administrators (para. 10); all matters of a scientific and technical nature are considered by a Science and Technology Advisory Committee (para. 11), with both bodies being responsible to a General Assembly (para. 9) composed of delegates from Member Societies.

A President, Vice-President and Treasurer (Article 14 of the Statutes) are elected by the General Assembly on a proposal from the Board of Administrators (see para. 10.2).

The EFC President, Vice-President and the STAC Chairman must live and work in Europe and be a member of a European Member Society.

3 WORKING METHODS OF THE EFC

The EFC seeks to achieve its objective by any or all of the following means:

3.1 providing opportunities for the exchange of views on corrosion and corrosion control;

3.2 providing sources of information and education on corrosion and corrosion control;

3.3 promoting the documentation of information and its access on corrosion and corrosion control;

3.4 providing, when appropriate, assistance to Member Societies and Affiliate Members and Branches;

3.5 cooperating with other appropriate organisations or institutions, within or outside Europe;

3.6 establishing Working Parties (para. 12) and, as necessary, Task Forces (para. 13) to survey and report on specific areas of corrosion science and technology;

3.7 encouraging meetings for the discussion of the science and technology of corrosion; normally, meetings of this type will be organised by the national Member Society or Societies: meetings may also be organised on specific topics by an appropriate Working Party, often with the encouragement and support of industry, and in such cases the national society or societies should be informed to ensure that there is no clash of interests;

3.8 preparing a Calendar of Events that lists all corrosion-related events together with meetings organised by, or supported by, Member Societies that will attract an EFC event number (see para. 15);

3.9 preparing Newsletters in printed and/or electronic form and press releases to disseminate information about work in the fields of corrosion and corrosion prevention and the activities of Member Societies and of the EFC generally;

3.10 encouraging Member Societies to issue invitations to members of other EFC Member Societies to attend functions and meetings held by them on favourable terms;

3.11 entering into cooperation agreements with other like-minded bodies (e.g. CCATA, NACE, etc.);

3.12 participating in worldwide corrosion organisations (e.g. WCO);

3.13 establishing branches in and outside Europe, where no societies/organisations in the field of corrosion protection exists;

3.14 maintaining an up-to-date website.

4 FULL RIGHTS OF MEMBERS

The Association is composed of Member Societies (European and International), Members, Honorary Members, Branches and Affiliate Members, defined in the Statutes as follow:

Member Societies (European)[1]

Article 5.1. European scientific and technical societies and organisations located within Europe that are in pursuance of the advancement, best practice and education of the science and technology of corrosion and its control for the socio-economic benefit of mankind and the well being of the environment, may become European Members.

In this context Europe encompasses all full member states of the Council of Europe.

These societies and organisations must be in full compliance with the objectives of Article 3 of these statutes, must be non-profit organisations, and must have legal status**.**

Member Societies (International)[2]

Article 6.1. Subject to the recommendation of three European Member Societies in good standing, scientific and technical societies and organisations located in a country that is not a full member state of the Council of Europe, and that are in pursuance of the advancement, best practice and education of the science and technology of corrosion and its control for the socio-economic benefit of mankind and the well-being of the environment, may become International Members. These societies and organisations must be in full compliance with the objectives of Article 3 of these statutes, must be non-profit organisations, and must have legal status.

Members

Article 7. Individuals belonging to Member Societies (European and International) and Branches are considered as Members of the Association.

Honorary Members

Article 8. The General Assembly may confer the title of Honorary Member on any individual having made, in the opinion of the Board of Administrators, a particular contribution to the achievement of the aims of the Association

Affiliate Members

Article 9.1. Affiliate Membership of the Association is available to organisations that support the purpose of the Association (see Article 3) on payment of an appropriate annual contribution. Two classes of Affiliate Membership exist; one for Companies and the other for Universities and Research Organisations.

Branches

Article 10. Branches are structures, which may gather individuals and/or institutions, in pursuance of the advancement, best practice and education of the science and technology of corrosion and its control for the socio-economic benefit of mankind and the well-being of the environment. The branches must be in compliance with the objectives of **Article 3** of these statutes and must be non-profit organisations.

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[1] European means belonging to one of the full member states of the Council of Europe

[2] In the context of these bye-laws, 'International' means 'non-European' (scientific and technical societies and organisations located in a country that is not a full member state of the Council of Europe)

Branches are admitted by invitation subjected to the Board of Administrators recommendation and General Assembly approval.

Member Societies are entitled to:

4.1 be represented in the General Assembly (see para. 9);

4.2 receive agenda, working papers and minutes of meetings of the General Assembly;

4.3 propose candidates to the Board of Administrators (para. 10) and the Science and Technology Advisory Committee (para. 11) and appoint delegates to EFC Working Parties (para. 12);

4.4 have the benefit of the participation of their individual members in EFC Working Parties as a matter of right;

4.5 provide the Secretariat of a Working Party;

4.6 volunteer to host a EUROCORR event (para. 16) but noting that this event must be held in a European country (European Member Societies only);

4.7 propose the formation of an EFC Working Party (para. 12);

4.8 register meetings as EFC events;

4.9 receive current information via the EFC Newsletters;

4.10 propose nominees for medals awarded by, or in conjunction with, the EFC;

N.B. The rights, as defined in 4.1 - 4.10 of MEMBER SOCIETIES, are maintained for so long as the Member Society is not in arrears in payment of its subscription for more than twelve months from the date of issue of the invoice by the EFC Treasurer (see para. 8.4).

Affiliate Members are entitled to:

4.11 be represented in the General Assembly (see para. 9) without voting rights;

4.12 receive agenda, working papers and minutes of meetings of the General Assembly;

4.13 have the benefit of the participation of their individual members in EFC Working Parties as a matter of right;

4.14 receive current information via the EFC Newsletter;

4.15 propose nominees for medals awarded by, or in conjunction with, the EFC;

4.16 register courses as EFC courses;

4.17 discount on Eurocorr booth.

N.B. The rights, as defined in 4.11 - 4.17, of AFFILIATE MEMBERS, are maintained for so long as the Affiliate Member is not in arrears in payment of its subscription for more than twelve months from the date of issue of the invoice by the EFC Treasurer (see para. 8.4).

Members and Honorary Members are entitled to:

4.18 have the benefit of reduced registration fees for Eurocorr

4.19 have the benefit of the participation in EFC Working Parties as a matter of right;

Branches are entitled to:

4.20 be represented in the General Assembly (see para. 9) without voting rights;

4.21 receive agenda, working papers and minutes of meetings of the General Assembly;

4.22 have the benefit of the participation of their individual members in EFC Working Parties as a matter of right;

4.23 receive current information via the EFC Newsletters;

N.B. The rights, as defined in 4.17 - 4.21, of Members of the BRANCHES, are maintained for so long as the Members of Branches are ~~is~~ not in arrears in payment of its subscription for more than twelve months from the date of issue of the invoice by the EFC Treasurer (see para. 8.4).

4.24 According to Article 11 of the Statutes, any Member Society, individual Member, Honorary Member, Affiliate Member or Branch has the right to resign from the Association. The member must give notice of this decision in writing to one of the three offices of the General Secretariat.

5 DUTIES OF MEMBER SOCIETIES, AFFILIATE MEMBERS and BRANCHES

The duties of Member Societies, Affiliate Members and Branches are:

5.1 to be represented in the General Assembly;

5.2 to inform the Paris Secretariat of the EFC of the intention, or otherwise, to be represented at the General Assembly with, if possible, the name of the delegate;

5.3 to nominate delegates to EFC Working Parties, except for the Affiliate Members and Branches;

5.4 to ensure that their individual members are aware of the activities of the EFC including the opportunities for membership of Working Parties without further payment;

5.5 to make nominations for places on the EFC Board of Administrators and the Science and Technology Advisory Committee, except for the Affiliate Members and Branches;

5.6 to inform EFC, through the Scientific Secretary, of activities such as symposia, special meetings, etc., in their countries, that would be of importance to other Member Societies, Affiliate Members, and Branches (eg through reports for the EFC Newsletters);

5.7 to ensure, wherever possible, that delegates to EFC committees, working parties, etc., receive financial support, in whole or in part, for attendance at these committees;

5.8 to pay to the EFC (London Office (see para. 10.1)) on receipt of the invoice from the EFC Treasurer an annual membership subscription as agreed by the General Assembly (see para. 12.1 and, for non-payment, para. 12.4).

5.9 The Branches, when admitted as members, designate one of their own members who takes part in the meetings.

6 SECRETARIATS

The administration of EFC is carried out by the founding countries: Belgium, Germany, France, UK).

6.1 General Secretariat

The General Secretariat consists of three Offices at the following organisations:

- DECHEMA e.V., (Gesellschaft für Chemische Technik und Biotechnologie e.V.), Frankfurt am Main, GERMANY (referred to as the Frankfurt Office);
- The Institute of Materials, Minerals and Mining, London, UK (referred to as the London Office);
- CEFRACOR, Paris, FRANCE (referred to as the Paris Office).

Administrative tasks are undertaken by these Offices as follows:

- Frankfurt Office: Membership of the EFC and maintenance of membership records of the Board of Administrators, Science and Technology Advisory Committee, and Working Parties, and notification of elections and appointments to these, EFC website, EFC Calendar of Events, Newsletters
- Frankfurt Office: Eurocorr Congress Secretariat
- Paris Office: EFC Awards and arrangements for meetings of the General Assembly and the Board of Administrators (not for the Science and Technology Advisory Committee)
- London Office: Finance

6.2 Registered Office

The Belgian Office, mentioned in the Statutes, has responsibility for maintaining liaison between EFC and the Belgian Administration in the timely manner.

The responsibilities of the Registered Office are:

6.2.1. to register the annual financial statement to the competent Commercial Court in Belgium (see §8.3)

6.2.2. to publish the composition of the Board of Administrators in the official Belgian journal "Moniteur Belge", when the composition of the BoA has changed

6.2.3. to publish the Statutes of the EFC in the official Belgian journal "Moniteur Belge", when the Statutes have been updated

6.2.4. to publish the new registered address of the EFC in the official Belgian journal "Moniteur Belge", when the address of the legal seat has been transferred

6.2.5. to ensure the interface with the Belgian authorities when necessary

6.3 There is provision to change the Secretariats, if need be. This will require the approval of the General Assembly.

7 LANGUAGES

The official languages of the EFC shall be the languages of the Offices of the General Secretariat. The working language of the EFC shall be English

8 FINANCE

8.1 Subscriptions

In accordance with Article 12 of the Statutes, "The amount of the annual subscription for Member Societies, and Affiliate Members and members of the Branches is adopted by the General Assembly on the proposal of the Board of Administrators".

Invoices for annual subscriptions will be issued to the Member Societies,-Affiliate Members and members of the Branches by the Treasurer of the EFC in April each year and should be paid on receipt.

8.2 Budget

A budget will be prepared by the EFC Treasurer, submitted to the Board of Administrators, and submitted to the General Assembly for approval. This budget will be implemented from January 1st of the year following the approval of the General Assembly. The budget will be included in the working papers for the General Assembly meeting and circulated to the Members societies and Affiliate members prior to the meeting.

8.3 Annual Financial Statements

EFC financial year end is 31 December. Annual financial statements are prepared by the EFC Treasurer; Annual financial statements will be submitted to the Board of Administrators and the General Assembly for approval. Financial statements will be included in the working papers of the General Assembly and circulated to the Members Societies and Affiliate Members prior to the meeting. Following the General Assembly approval, annual financial statements are signed by two EFC Administrators and submitted to “Moniteur Belge” by the Belgium office representative.

8.4 Non-Payment of Subscriptions

A Member Society or Affiliate Member or members of the Branch shall be deemed to have left the EFC when the annual subscription is in arrears of more than twelve months from the date of issue of the invoice. However, an enquiry will normally be made to the Member Society/Affiliate Member/Member of the Branch by the Frankfurt Office - as responsible for membership matters - before action is taken to exclude a Member Society/Affiliate Member.

A Member Society/Affiliate Member//Member of the Branch whose membership has lapsed through non-payment of its subscriptions may rejoin the EFC on approval of the Board of Administrators. Rejoining Member Society will not be eligible for any discount on membership fees normally available to the new Member Societies, unless specifically approved by the Board of Administrators.

8.5 Special Funds

The Board of Administrators may authorise the acquisition of funds to carry out special tasks that fall within the remit of the EFC.

8.6 Financial Contributions

The EFC and/or its Working Parties may accept financial contributions from other bodies, including industry, for general support. Such contributions will be recognised in the annual financial statement.

Where contributions are made for specific activities, for example, for a Working Party task or meeting, the publicity or report of this activity shall be described as being of EFC origin with acknowledgement of the contribution from the other party.

8.7 Honorary Service

All members of the General Assembly, the Board of Administrators, and the Science and Technology Advisory Committee, serve in an entirely honorary capacity. The President and the Treasurer of the EFC serve in an honorary capacity, but are entitled to claim travel and subsistence funds for tasks entrusted to them by the General Assembly.

Members of the Board of Administrators and the Chairman of STAC may, in exceptional circumstances (for example, where there are no funds available from a Member Society or employer), apply to the EFC Treasurer for some financial assistance towards the costs of attending a Board meeting.

8.8 Bank accounts

EFC operates two bank accounts, one in the UK and one in Belgium. All payments made from either of the EFC bank accounts must be electronically signed off by two authorized representatives, one of which is the EFC Treasurer.

A good practice is to have 3 signatures for the Belgium account: the EFC Treasurer, the Belgian representative and the Vice-President.

8.9 VAT

EFC is registered for VAT in Belgium. Quarterly VAT reports are prepared by the VAT advisor in Belgium and submitted to Belgian authorities based on the information provided by the VAT accountant and the EFC Treasurer.

9 GENERAL ASSEMBLY

The General Assembly considers the present and future activities of the EFC, provides policy guidance to the Board of Administrators and the General Secretariat, approves the budget for the forthcoming year, and takes decisions on important matters affecting the role of the EFC.

9.1 Composition of the General Assembly

Two groups of people are entitled to attend meetings of the General Assembly, as follows:

9.1.1 Representatives of Member Societies: the representatives shall preferably be specialists in the field of corrosion. Only one nominated member of each Member Society is entitled to vote;

9.1.2 Representatives of the Affiliate Members and of EFC Branches, members of the Board of Administrators, Chairman of the Science and Technology Advisory Committee and of Working Parties, and Honorary Members of the EFC may attend the General Assembly but without voting rights except when present as a nominated representative as described in 1 above.

The Chairman of the General Assembly will be the President of the EFC (see Article 22 of the Statutes).

9.2 Duties of the General Assembly

The duties of the General Assembly are to:

9.2.1 take decisions on all matters of principle concerning the work of the EFC;

9.2.2 consider the long-term development of corrosion research and corrosion control and suggest fields of work to which particular attention should be directed

9.2.3 appoint the members of the Board of Administrators following the results of a call for nominations made to the Member Societies (see para. 10.1);

9.2.4 appoint the members of the Science and Technology Advisory Committee following the results of a call for nominations made to the Member Societies (see para. 11.1);

9.2.5 approve the appointments, if the nominations are considered to be appropriate, of the following officers of the EFC as put forward by the Board of Administrators:

the President;

the Vice-President;

the Treasurer;

the Scientific Secretary;

the Managing officer;

9.2.6 receive and approve reports from the Board of Administrators and the Science and Technology Advisory Committee on their activities and decisions;

9.2.7 approve, on the recommendation of the Board of Administrators, the level of subscriptions of Member Societies;

9.2.8 approve a budget for income and expenditure for the calendar year following the year in which the General Assembly is held;

9.2.9. approve annual financial statements for the year preceding the year in which the General Assembly is held;

9.2.10 discharge administrators of their responsibility

9.2.11 decide on applications for new Member~~s~~ Societies and Affiliate Members and the creation of EFC branches on recommendation of the BoA

9.2.10 decide on modifications to the Statutes and Bye-Laws of the EFC as and when required.

9.3 Working Procedures of the General Assembly

9.3.1 The General Assembly shall meet on the occasion of an EFC event, and preferably at EUROCORR (see para. 16).

9.3.2 If the same representative is appointed by more than one Member Society that representative may exercise each Society's vote on its behalf: the number of votes that the representative may cast is limited to three.

9.3.3 Proxy voting on behalf of any Member Society is acceptable on the basis of a written authority from the Member Society concerned which must be given to the President before the start of the General Assembly meeting.

9.3.4 Voting, when necessary, will be by a show of hands unless the representative of a Member Society requests a secret ballot, in which case it will be held; two scrutineers selected from non-voting delegates should be appointed with the approval of the voting delegates; (matters on which a vote could be requested will normally be emphasised in the working papers for the General Assembly meeting so that Member Societies can instruct their voting representative in advance).

9.3.5 The minutes of the General Assembly meeting will be taken by a member of one of the three Offices of the General Secretariat and will record the discussions leading to recommendations and decisions reached at the meeting; the minutes will be presented in the English language.

9.3.6 Those persons responsible for implementing decisions reached at the General Assembly should be identified in the minutes.

9.3.7 The date and venue for a meeting of the General Assembly will be notified by the Paris Office of the General Secretariat to the Secretaries of Member Societies - or to those appointed by a Society to respond to EFC business - at least three months in advance of the meeting.

9.3.8 The working papers for the General Assembly meeting will be prepared and issued by the Paris Office of the General Secretariat at least one month before the meeting.

9.3.9 Notice of intention to be present at the General Assembly should be sent to the Paris Office not less than two weeks before the meeting (failure to comply with this request will not prevent attendance at the meeting, the purpose is to enable an attendance list to be made available for delegates on arrival at the meeting).

10 THE BOARD OF ADMINISTRATORS

The composition and responsibilities of the Board of Administrators are defined in Articles 14, 15, 16, 17 and 18 of the Statutes.

10.1 Membership of the Board of Administrators

Five groups of people are entitled to attend meetings of the Board of Administrators, as follows:

10.1.1 One member representing each of the General Secretariat offices (France, Germany and UK) and one from the country of registration in law (Belgium) of the EFC, together with eight other elected members, three representing Member Societies drawn from amongst European Members in countries other than the four administrators referred to above and five drawn from amongst the EFC members at large i.e. European and International Members. Only these twelve members are entitled to vote.

For the founding countries (France, Germany, UK, Belgium) and if there is more than one Member Society, the processus of nomination should include a concertation between Member Societies of the country in question before the nomination

10.1.2 The Frankfurt Office will issue a call for nominations at least six months before the date of the General Assembly at which the election will be made. The nominations will be submitted by the Frankfurt Office to the President of the EFC who should ensure that at least seven different countries are represented. The President should seek further nominations from Member Societies, if necessary, to ensure that this requirement is met. The President may not withhold any nomination.

The list of nominations shall be sent by the Frankfurt Office to the Paris Office for inclusion in the working papers for the General Assembly.

10.1.3 The Board of Administrators will nominate and elect the President and Vice-President of the EFC from among its members and those of the Science and Technology Advisory Committee. Members of the Board of Administrators elected to these offices remain members after appointment; these appointments do not result in vacancies on the Board, the membership of which does not normally exceed fifteen persons.

10.1.4 The Chairman of the Science and Technology Advisory Committee, the Scientific Secretary, the Managing Officer, the EFC Treasurer and one representative of the Young EFC are invited to attend meetings of the Board of Administrators in an ex officio capacity without the right to vote.

10.1.5 A representative from each of the three Offices of the General Secretariat shall take part in the meetings of the Board of Administrators without the right to vote.

10.1.6 A minutes secretary (see para. 10.3).

10.1.7 Further members may be co-opted into the Board of Administrators under exceptional circumstances by decision of the elected members and approval of the General Assembly. Co-opted members have no voting rights unless elected to the post of President or Vice-President.

10.1.8. The term of office of members of the Board of Administrators is three years. At the expiry of their term of office, administrators are eligible for re-election for one further term of office (Article ~~13~~ 14 of the Statutes).

10.1.9 On resignation, a member of the Board of Administrators will be replaced by a person nominated by a Member Society in the country of the resigned member and without further approval by the General Assembly to serve for the balance of the term.

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10.2 Duties of the Board of Administrators are to:

10.2.1 prepare proposals for the General Assembly;

10.2.2 ensure that resolutions of the General Assembly are carried out;

10.2.3 take any necessary decision on behalf of the EFC between the meetings of the General Assembly in accordance with the Statutes and Bye-Laws;

10.2.4 supply the General Assembly with a report of its activities and decisions;

10.2.5 liaise with the Science and Technology Advisory Committee on the establishment of new EFC Working Parties;

10.2.6 decide, on the basis of submissions received, on the host country for EUROCORR at least three years in advance of the proposed date and inform the General Assembly;

10.2.7 prepare a budget of income and expenditure and annual financial statement ~~balance sheet~~ for submission to the General Assembly;

10.2.8 approve, in advance, items of expenditure to be incurred by the Scientific Secretary and Honorary Officers of the EFC;

10.2.9 propose from among its members and those of the Science and Technology Advisory Committee a President and a Vice-President of the EFC; the proposal to be forwarded to the General Assembly for approval.

10.3 Working Procedures of the Board of Administrators

10.3.1 The Board of Administrators may be referred to as the BoA.

10.3.2 The BoA shall be chaired by the EFC President.

10.3.3 A meeting of the BoA will be notified to its members at least three months in advance.

10.3.4 A provisional agenda and working papers will be prepared and distributed to members by the Paris Office, preferably not less than one month before the date of the meeting.

10.3.5 A member of the BoA may be represented by a person nominated from the country of the member; the nominee may exercise only one proxy vote.

10.3.6 The chairman and seven other members of the BoA constitute a quorum.

10.3.7 Minutes of the BoA meetings will be taken by a member of the Paris Office, or by some other person at the request of the Paris Office.

10.3.8 The minutes will be circulated only to members of the BoA or their nominated alternates and others present at the meeting and should identify those members of the BoA to be responsible for the actions arising from the meeting.

10.3.9 Generally, the meetings of the BoA will be hosted at the location of the year's EUROCORR. Liaison with the host will be the responsibility of the Paris Office (see also 10.3.4 above).

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10.3.10 The BoA must meet at least once per year. Under normal business arrangements the meetings of BoA will be held twice a year with one of the meetings being held during the annual EUROCORR Congress and the other in conjunction with the STAC meeting and/or EUROCORR paper selection meeting.

11 THE SCIENCE AND TECHNOLOGY ADVISORY COMMITTEE

The Science and Technology Advisory Committee shall advise the EFC on scientific, technological and educational matters and the implementation of decisions concerning these.

11.1 Membership of the Science and Technology Advisory Committee

Four groups of people may attend meetings of the Science and Technology Advisory Committee, as follows:

11.1.1 Elected members

The General Assembly shall elect six members from names submitted by Member Societies having Full Member status. The Frankfurt Office will issue a call for nominations at least six months before the date of the General Assembly at which the election is to be made. The nominations should be submitted by the Frankfurt Office to the BoA who will examine the list of candidates to ensure that at least five countries will be represented in the list for submission to the General Assembly. The BoA may not withold any name from the list but will seek to obtain further nominations from Member Societies if the "five country representation" requirement is not being met. The list of nominations should be included in the working papers for the General Assembly.

The six elected members may exercise a vote in the Science and Technology Advisory Committee.

It is desirable that elected members include representation from industrial organisations, including consultants.

The elected members of STAC shall hold office for three years and may be reappointed.

11.1.2 Chairmen of EFC Working Parties are full members with the same voting rights as elected members. The Scientific Secretary and the Chairmen of the STAC Task Forces are invited to attend meetings of STAC in an ex officio capacity without the right to vote.

11.1.3 The President and Vice-President of the EFC, a representative of the Young EFC as well as representatives of the EFC Secretariat may attend meetings but without voting rights.

11.1.4 Others who can contribute to the work of the EFC may attend meetings of the Science and Technology Advisory Committee by invitation of the STAC Chairman but without voting rights.

11.2 Duties of the Science and Technology Advisory Committee

11.2.1 To establish Working Parties (see para. 13) in accord with the Objective of the EFC (para. 1).

11.2.2 To receive and discuss reports from the Working Parties and STAC Task Forces, and to encourage cooperation between Working Parties.

11.2.3 To encourage Working Parties to publish their reports, guidelines and collections of scientific papers, preferably, in the EFC book series.

11.2.4 To participate in the arrangements for the technical sessions at EUROCORR as members of the International Scientific Committee.

11.2.5 To elect from among its members the juries for the European Corrosion Medal, the Cavallaro Medal, the Kurt Schwabe Prize, EUROCORR poster prize and part of the jury members for the EFC Honorary Fellow Award.

11.2.6 To give its agreement for any new EFC Award

11.2.7 To select and prepare scientific and technical items for the Agenda of the General Assembly.

11.2.8 To report to the General Assembly, via the Scientific Secretary, on the activities of the STAC.

11.2.9 To report to the BoA, via the STAC Chairman, on activities of the STAC and on any matters falling within the responsibility of the BoA.

11.3 Working Procedures of the Science and Technology Advisory Committee

11.3.1 The Science and Technology Advisory Committee may be referred to as the STAC.

11.3.2 The STAC shall meet at least once a year and preferably on the occasion of a EUROCORR meeting one day in advance. In all cases, the venue and local arrangements for the meeting will be the responsibility of a Member Society. The Member Society will bear any costs associated with the local arrangements for a STAC meeting.

11.3.3 The Chairman of the STAC will be nominated by and elected from among its voting members and will retain voting rights. The term of office of the Chairman shall be three years with the option of re-election for one further term.

11.3.4 The STAC will be assisted by a Scientific Secretary (para. 14) to be appointed by the BoA taking into account the wishes of the STAC. (Appointment by the BoA is necessary as the Scientific Secretary is a paid official of the EFC and the BoA is responsible for expenditures associated with the work of the Scientific Secretary (para 10.2)).

11.3.5 At least three months before a meeting of the STAC the Scientific Secretary will issue the invitation to those entitled to attend, i.e. as described in para. 11.1, with the date and venue as agreed at the previous meeting. Liaison with the hosting Member Society will be the responsibility of the Scientific Secretary.

11.3.6 The Scientific Secretary in consultation with the STAC Chairman will prepare a draft Agenda and circulate this to those invited to attend. Working papers will be issued not later than three weeks before the meeting.

11.3.7 The Scientific Secretary will be responsible for taking the minutes of the meeting and for their subsequent distribution. In addition to circulation to all members of the STAC, one copy of the minutes shall be lodged with each of the three Offices of the General Secretariat.

11.3.8 The Chairman, or appointed deputy, and 50 % of the elected members constitute a quorum

11.3.9 In the case of the resignation of an elected member of the STAC a replacement will be sought from the resigned member's Member Society. If no nomination is offered, the STAC may co-opt a new member.

12 PRESIDENT’S ADVISORY COMMITTEE (PAC)

The President’s Advisory Committee may be referred to as the PAC

12.1 Membership of the President’s Advisory Committee

The following persons are entitled to attend PAC meetings:

12.2.1. The President, Vice President and immediate Past President

12.1.2. One member of the each of the General Secretariat Offices (France, Germany and the UK) and one from the country of representation in law (Belgium).

12.1.3. The Chairman of the Science and Technology Advisory Committee, the Scientific Secretary, the EFC Treasurer and the EFC Managing Officer.

12.4.4. Other persons may be invited by the President to attend.

12.2 Duties of the President’s Advisory Committee are to:

12.2.1. Prepare proposals for the BoA;

12.2.2. Ensure that resolutions of the BoA and GA are carried out;

12.2.3. Review day to day running of EFC, including and not limited to financial matters, issues arising with member societies, Working Parties, EFC Branches and interface with Belgium authorities…;

12.2.4. Prepare a budget of income and expenditure and annual financial statements for the submission to the BoA;

12.2.5. Propose level of membership subscription fees, EUROCORR levy and other fees for the submission to the BoA;

12.2.6 Prepare and propose the EFC strategy.

12.3 Working Procedures of the President’s Advisory Committee

12.3.1 The PAC shall be chaired by the EFC President or by an EFC Officer proposed by the President.

13.3.2. A meeting of the PAC will be notified to its members at least one month in advance.

13.3.3. A provisional agenda and working papers will be prepared and distributed to members by the EFC Managing Officer, not less than one week before the meeting.

13.3.4 Minutes of the PAC meeting will be taken by the EFC Managing Officer or by some other person at the request of the Managing Officer or of the President.

13.3.5. The minutes will be circulated only to the members of PAC within 2 months, or their nominated alternatives and others present at the meeting and should identify those members of the PAC responsible for the actions arising from the meeting.

13.3.6 Generally, the meetings of the PAC will be hosted by one of the offices of the General Secretariat or at the alternative location chosen by the EFC President. Liaison with the host will be the responsibility of the Managing Officer.

13.3.7 Under normal business arrangements, the meetings of the PAC will be held twice a year approximately two months before the BoA meeting.

14 WORKING PARTIES

14.1 Principles

14.1.1 Working Parties are formed with the object of achieving collaboration on any aspect of corrosion or corrosion control.

14.1.2 WPs are the principal means of conducting the technical and scientific work of the EFC.

14.1.3 Member Societies have an automatic right to appoint delegates to WPs.

14.2.4 WP may be established to work in the following areas, although the list is not exclusive:

- Study and critical assessment of the literature in the field of interest of the WP with a view to updating and publication;
- Preparation of State of the Art reports;
- Preparation of Guidelines documents as a basis for recommendations for good practice and for submission to Standards writing bodies;
- Drawing up recommendations for the education and training of corrosion experts at various levels;
- Preparation of training courses;
- Preparation of symposia on subjects of importance to the WP;
- Conducting field surveys on corrosion topics or laboratory corrosion tests across various European countries;
- Providing technical support to standardisation bodies and to CEN, in particular.

14.2 Formation of a Working Party

14.2.1 A Working Party may be formed on the proposal of the General Assembly, the BoA, the STAC, a member society or industry. WPs should not be started in topic areas where similar activities have already been well established on a European basis by a Member Society. A WP should be proposed only where the topic has significance in a European context. Topics associated with a particular country should, in general, be the responsibility of a Member Society in that country. That Member Society may, however, invite the EFC to establish an EFC WP. Alternatively, the topic, if of clearly defined objectives, could be investigated by a Task Force of the EFC (see para. 13 of the Bye-Laws).

14.2.2 A proposal for the formation of a Working Party must receive, on enquiry from the proposer or from the EFC Scientific Secretary, the written support of at least four Member Societies in good standing. This requirement is essential since Member Societies provide the major financial input for the operation of the EFC. It will apply even in cases where the initial proposal for formation of a Working Party comes from industry.

14.2.3 Proposals for the formation of a Working Party should be directed, in the first instance, to the Scientific Secretary who will, after making the appropriate enquiries, bring the proposal to the attention of the STAC. In summary, the following steps are required to establish an EFC Working Party. These steps should be taken in the order shown, but with the possibility of varying this as described below:

- A proposal, including scope and purpose;
- Approval of Member Societies;
- Approval by STAC;
- Inaugural meeting;
- Final approval by the General Assembly.

14.2.4 A proposal for establishing a new EFC Working Party should be submitted to the Scientific Secretary not later than three months before the date of a STAC meeting. The proposal should contain the following information:

- The status of the proposer, i.e. one of the bodies mentioned in para. 12.1;
- The name, address, telephone, Fax and e-mail details of the contact person;
- The name of the EFC Member Society of which the person mentioned in (2) is a member;
- A short statement, of up to 100 words, of the suggested scope and objectives of the WP;
- An indication of interest already expressed (this could mention Member Societies, industry, other European Institutions, etc.);
- A proposal for the time, venue and convenor for an inaugural meeting of the WP.

2

14.2.5 For approval of member societies the Scientific Secretary will take the following actions:

- Inform all Member Societies by letter of the proposal with a request for a reply within six weeks indicating approval or objection; the letter should also invite Member Societies to nominate up to two delegates to attend the inaugural meeting of the Working Party;
- Include the proposal, together with any replies from Member Societies, in the working papers for the next STAC meeting at which the STAC will be invited to approve the establishment of the new WP. The convenor of the proposed WP should be invited to attend the STAC meeting and introduce the proposal.

14.2.6 The STAC will examine the proposal taking particular care to ensure that the proposed field of activities fits into the technical and scientific scope of the EFC and that cooperation in the fields covered by other EFC WP and Member Societies or by any existing international working group is encouraged.

14.2.7 Following agreement by the STAC, the convenor of the proposed WP will be invited to proceed with the inaugural meeting; invitations to this meeting must include Member Society delegates as nominated in 3.2.2 above. EXCEPTIONALLY, where the above timetable would incur a delay of several months before the inaugural meeting could be held, and where there is a pressing demand for work to start, the inaugural meeting may be held before the STAC meeting. In this case, it will be necessary for the proposer in conjunction with the EFC Scientific Secretary to make the enquiries set out in 3.2.2 so that Member Societies may have their views made known at the inaugural meeting.

14.2.8 At the inaugural meeting:

- ➢ A Chairman will be appointed from among those present. The Chairman must be a member of an EFC Member Society having Full Membership status;
- ➢ A Vice-Chairman and/or a Secretary may be appointed at the request of the Chairman (if a Secretary is not appointed, it will be the responsibility of the Chairman or Vice-Chairman to carry out the tasks normally to be expected from a Secretary (see 4.2)). The Vice-Chairman and the Secretary must also be members of an EFC Member Society;
- ➢ Terms of Reference and Objectives of the WP should be prepared;
- ➢ A provisional membership list should be prepared which should indicate the EFC Member Society to which each WP delegate belongs. It is the duty of the Chairman to encourage WP delegates to join an EFC Member Society;

- The Chairman should inform delegates to the WP that membership is free for all who belong to an EFC Member Society; other delegates, not belonging to an EFC Member Society, may, on the decision of the Chairman, be charged an annual fee to defray some of the administrative costs of the WP.
- The Chairman is responsible for ensuring that a written record (minutes) is kept by the Secretary or other appointed person, of proceedings of the inaugural and subsequent meetings of the WP and that these minutes are sent to all members of the WP and to the EFC Scientific Secretary;
- The requirements for a quorum at meetings of the WP should be decided by those present at the inaugural meeting.

14.2.9 The minutes of the inaugural meeting should then be included in the working papers for the next STAC meeting when the STAC will be invited to recommend the establishment of the WP to the General Assembly, taking into account any contrary views from Member Societies made at the inaugural meeting or to STAC.

14.2.10 On receipt of the minutes of the inaugural meeting of the WP, the Scientific Secretary will prepare a summary indicating the names of the officers, the Member Society nominations and all other proposed members for inclusion in the working papers of the next General Assembly which will be asked to approve the establishment of the new WP.

14.2.11 The Scientific Secretary will keep the STAC Chairman informed of progress in establishing the new WP and the STAC Chairman will, in turn, inform the BoA of progress.

14.2.12 The WP may begin its work following the inaugural meeting but will be recognised as an official Working Party of the EFC only after the EFC General Assembly has approved its establishment.

14.3 Duties of the Working Parties

14.3.1To offer technical sessions as well as joint sessions with other working parties at EUROCORR and arrange their programm.

14.3.2 To publish their reports, guidelines and collections of scientific papers, preferably in an EFC series.

14.3.3 To organize workshops, symposia, summer schools, training courses or other events in their field of corrosion science and technology.

14.4 Duties of chairman, secretary and delegates of working parties

14.4.1 Principles

In the distribution of tasks between the Chairman, Vice-Chairman and Secretary, it should be borne in mind that there are Working Parties in which the Chairman and/or Vice-Chairman and Secretary have at their disposal a well organised secretariat either in one of the Member Societies or in the office of the company or enterprise to which they belong, and others in which the Chairman or Vice-Chairman and Secretary manage their own Secretariat (see also para 3.2.4).

In both cases, the office of the Scientific Secretary can, as a support service provided from EFC funding, offer facilities for the copying of minutes and other WP documents and for the posting of these to WP members.

A final distribution of tasks between Chairman, Vice-Chairman and Secretary of a WP on the basis of the following suggestions should therefore be decided in each WP.

14.4.2 Duties of the Chairman

The Chairman is responsible for ensuring that the stated objectives of the Working Party are achieved in a timely and effective manner.

The Chairman participates in the meetings of the STAC and provides, on request in advance from the Scientific Secretary, a written progress report on the activities of the WP for inclusion in the working papers. The Chairman may also, from time to time, be requested by the Scientific Secretary, to provide a summary of activities for inclusion in the EFC Newsletter.

The Chairman calls the meetings of the WP on his own initiative or on the request of WP members; in general it should not be necessary for the WP to meet more than twice each year although sub-groups of the WP charged with particular tasks may meet on other occasions.

The Chairman prepares and issues an Agenda for meetings and ensures that a suitable venue is available.

The Chairman is responsible for ensuring that minutes of WP meetings are taken and that copies are sent to WP members and to the EFC Scientific Secretary.

The Chairman is responsible for drawing up the programme for a session at EUROCORR in his work area when requested to do so by the Scientific Committee for the event.

14.4.3 Duties of the Secretary

The Secretary, together with the Chairman, is at the disposal of the WP for the clerical and administrative tasks involved; in such work advantage should be taken of the facilities afforded by the EFC Scientific Secretary (see 4.0 PRINCIPLES, above);

The Secretary conducts the correspondence with WP members on behalf of the Chairman, and produces the minutes of each meeting.

14.4.4 Duties of the Vice-Chairman

The Vice-Chairman represents the Chairman at the Chairman's request (particularly for STAC or paper selection meetings where the Chairman is not available);

The duties of the Vice-Chairman include the duties of the Secretary when no Secretary is appointed.

14.4.5 Duties of Members

Members are expected to attend meetings of the WP on notification from the Chairman or Secretary;

Members should participate in the technical and scientific activities of the WP by providing reports and, wherever possible, by participating in collaborative experimental work;

Members are required to give full support, notably by submission of high quality papers, to the annual EUROCORR conference of the EFC.

14.4.6 Voting at WP meetings

A vote may be taken at a WP meeting on any matter except of a scientific or technical nature.

A simple majority is sufficient to approve a resolution. However, a secret ballot may be taken if requested by any member.

14.4.7 Replacement of Chairman

In the event of the resignation or dismissal of a WP Chairman (for example at the request of STAC because of inactivity), a new Chairman shall be proposed by the WP members and the decision communicated to the STAC Chairman. If a new Chairman is not proposed by the WP, the matter shall be referred to the STAC Chairman who will:

- appoint a temporary chairman;
- bring the matter to the attention of the STAC for resolution at its next meeting;
- refer the matter to the BoA if (1) and (2) produce no satisfactory result.

14.4.8 Review and dissolution of a Working Party

The activities of WP are to be thoroughly reviewed by the STAC. It is the duty of STAC to advise the BoA and the General Assembly of the results of this review, i.e. whether the WP should continue or be dissolved.

Reasons for the dissolution of a WP will be the following:

- achievement of the objective of the WP;
- no activity on the part of the WP for two successive years.

The final decision on whether to wind up a WP is taken by the General Assembly on a proposal of the BoA made on the recommendation of the STAC.

15 TASK FORCES

15.1 Task Forces may be established to carry out specific tasks that are not normally the responsibility of existing Working Parties or that have implications for the work of the EFC generally.

15.2 Task Forces may be set up by the BoA, STAC, or Working Parties (to be referred to as the Parent Body). A Chairman will be appointed by the Parent Body, and the members of the Task Force will be selected by that Chairman. Neither the Chairman nor the members of the Task Force are required to be members of the Parent Body.

15.3 The Chairman of the Task Force will report to the Parent Body, as required.

15.4 A Task Force will be disbanded on completion of its work. For example, a STAC Task Force set up for the establishment of a new Working Party will be disbanded if the working Party is not established

16 THE SCIENTIFIC SECRETARY

Duties of the Scientific Secretary are:

16.1 The development and coordination of the activities of STAC in cooperation with the STAC Chairman, Member Societies, Branches, the BoA, and the General Secretariat.

16.2 The liaison with the Member Societies hosting the STAC meetings and the issuing of the invitation (para 11.3).

16.3 The preparation and issuing of the Agenda and working papers for the STAC meetings and the preparation and distribution of their minutes.

16.4 The preparation of papers and reports for the dissemination of corrosion information across national boundaries, notably, but not exclusively, through the publication in an EFC series of reports, guidelines, etc. (Detailed editing of manuscripts for publication in the EFC series is the responsibility of the series publisher).

16.5 The reinforcement, where desirable, of scientific and technical links with other bodies having interests similar to those of the EFC.

16.6 Maintaining an awareness of, and collaborating, whenever possible, with National, European, and International Standardization bodies.

16.7 Maintaining close contact with EFC Working Parties through their chairmen.

16.8 Presenting a report on the work of the Scientific Secretary to the STAC and the BoA at their meetings.

16.9 Reporting to the General Assembly on the scientific and technical work of the EFC.

16.10 Maintaining a Calendar of EFC and other important corrosion events.

16.11 Approving and issuing EFC event/course numbers.

16.12 Supporting the regular update of the EFC Working Party web pages and the pages on EFC events and courses based on the content received.

17 MANAGING OFFICER

Duties of the managing officer are detailed in the contract of the Managing Officer and are decided by the PAC and approved by the BoA.

Mandates of the Managing Officer: the EFC gives the power to the Managing Officer to represent the association for signing a contract with a third party with the agreement of the President and the Vice-President.

18 YOUNG EFC

18.1. The objective of the Young EFC

The *Young EFC* is an initiative created in 2016 by the European Federation of Corrosion (EFC) that aims to support young researchers and engineers in the field of corrosion and protection of materials.

18.2. Working principles of the Young EFC

18.2.1 The work of the Young EFC is based on collaboration between young researchers and engineers, senior advisors, and the support of the board of the EFC.

18.2.2 The young EFC is organized by a board constituted by members affiliated to one of the Member Societies that collaborates with the EFC.

18.3. Working methods of the Young EFC - Rights and Duties of Young EFC

18.3.1 The Young EFC Board members are invited as observers to STAC and/or BoA meetings of the EFC (applicable from March 2018).

18.3.2 One member of the Young EFC board forms part of the jury of the EFC Poster Prize during EUROCORR.

18.3.3Proposal and organization of activities during EUROCORR are carried out in direct contact with the local Congress organizers and the president of the EFC.

18.4. Young EFC membership

18.4.1 The membership to the Young EFC is open to all scientists and professionals linked to corrosion science and engineering topics. Nevertheless the main target of the Young EFC of activities is young researchers and professionals (under 35 years old, or with less than 10 years of professional experience). The Young EFC accept members from all over the world.

18.4.2 No fees are applied

18.5 Finance Young EFC

The BoA approves the annual budget of the Young EFC.

19 EFC EVENTS

A meeting, conference, symposium, educational course or other similar event may be described as a numbered EFC event/course providing the following requirements are met

19.1 Applications to have an event accepted as an EFC event/course must be addressed to the EFC Scientific Secretary;

19.2 The event must be concerned with a topic or topics that fall within the interests of the EFC;

18.3 The event must be organised by a Member Society or Working Party of the EFC: in the latter case, the agreement of the national Member Society or Societies must be obtained (see also para. 3.7); A course may be organised by an Affiliate Member;

19.4 Events meeting the above requirements, but organised by other bodies, including industry, may be registered as an EFC event/course if written agreement is obtained from a Member Society in the country in which the event is to be held. In such cases, the Member Society must be invited to nominate a representative to the organising committee;

19.5 There should be no *unnecessary* restriction on the announcement of the event or on the attendance; there should be no *unnecessary* restriction on the subsequent reporting of the event although any requests from the organiser for speakers' anonymity should be agreed in advance and respected;

19.7 Details of the event, dates, venue, language, organisers, publication route (if any), availability of abstracts or preprints, etc., should be entered on a form supplied by, and returned on completion to, the EFC Scientific Secretary;

19.8 Acceptance as an EFC event/course will ensure inclusion in the EFC Calendar of Events, publicity, and reporting in the EFC Newsletter.

19.9. Member Societies or Working Parties applying for EFC Event Numbers for meetings where there is an attendance charge may voluntary to offer a small discount to EFC members attending the event upon presentation of their EFC Membership Card (or equivalent membership card of their national EFC Member Society incorporating the EFC logo).

19.10. EFC Event Numbers should not be granted to events taking place within four weeks before or after EUROCORR.

NOTE: EFC event numbers are allocated in the order in which applications are received and are not related to the chronology of the events.

20 EUROCORR

EUROCORR (for which upper case letters should be used) is the title of the annual EFC corrosion conference.

The requirements for the venue, hosting and organisation of EUROCORR are as follows:

20.1 EUROCORR must be held in a European country and organised by an EFC Member Society or Societies. Where there is more than one Member Society in the country, it is desirable that all the Societies should be involved;

20.2 Bids for hosting EUROCORR must be submitted to the Frankfurt Office three years before the beginning of the year in which the event is to be held and not later than January 15. The BoA makes the final decision on the organiser of EUROCORR after consideration of all of the bids that have been received. Bids for hosting EUROCORR can only be accepted from Member Societies in good financial standing;

20.3 A bid to host EUROCORR should indicate the willingness of the organiser to enter into a form of agreement with the EFC via the EFC Congress Secretariat.

20.4 EUROCORR should ideally commence at a date between September 1st and October 15th and the scientific programme should have a duration of 3, 4 or 5 days and efforts should be made to avoid clashes with other major corrosion conferences.

20.5 EFC Member Societies are requested not to hold conferences on any topic related to corrosion and its prevention between these dates; where long standing commitments exist the matter should be discussed by the STAC with a view to reaching an acceptable compromise (also see para. 15, item 10).

20.6 All Working Party Chairmen shall be invited to join the Scientific Committee of EUROCORR.

20.7 The broad outlines of the technical programme should be discussed in the STAC which will make appropriate recommendations to the organiser. A representative of the organising Member Society should be present at the STAC meeting.

20.8 The first announcement from the host society shall be made as soon as the date and venue have been established but preferably not more than two years before the event.

20.9 The second announcement of EUROCORR should not take place until the discussions (8 above) have taken place.

20.10 Publication of the proceedings of EUROCORR provided to delegates at the time of the conference is essential. Selected proceedings may be made generally available in the EFC Series or in some other special volume or in a corrosion journal published in Europe.

Appendix 4 - Page 1

HONORARY TREASURER'S REPORT TO BOA

The enclosed finance report covers results for 2017, proposed 2019 budget and membership subscriptions fees.

Annex 1 – Results for 2017

As shown in Annex 1 page 1, EFC ended 2017 with a surplus of €7,160, compared to a budgeted deficit of €25,025. This is a significant turnaround for EFC and there are a number of reasons for this, especially on the income side.

- Despite several resignations form membership, a number of outstanding payments were collected in 2017, resulting in total fees received of €54,215, a significant increase on €46,874 received in 2016.
- Prague EUROCORR was very successful, resulting in a record levy of €31,308.
- Additional royalties of approx. €7,000 were received from Elsevier. This is due to the fact that two cheques went missing in respect of 2015/16 royalties. We have now agreed with Elsevier that all royalties will be paid directly to EFC bank account.

A saving of €13,500 was made against the budgeted expenditure and is detailed below:

- No funds were spent on support for working parties, publicity and international visibility (a total saving of €14,000 against budget).
- Newsletter production costs of €13,368 were similar to those incurred in 2016 but higher than originally budgeted of €10,000. A different and more cost-efficient way of newsletter production is being trialled in 2018.
- Overall administrative costs incurred in 2017 were €1,500 lower than budgeted, primarily as a result of reduction in travel and meeting costs of EFC administrators. This is due to the change in frequency and location of meetings compared to prior years. On the other hand, at €17,499 legal fees incurred in Belgium were €2,500 higher than originally budgeted. The increase in costs is due to additional work carried out by two firms of lawyers when registering EFC for VAT and updating records with Moniteur Belge.

Annex 2 – Budget for 2019

Budget for 2019 is shown in Annex 2 and major differences compared to prior years are explained below.

Income

Firstly, following EFC registration for VAT in Belgium, it was agreed that EFC will pay VAT on behalf of European societies not registered for VAT in their home countries. It has now been confirmed that only 5 societies are not registered for VAT and the cost to EFC is therefore only €1,467. Given the above, it should be possible to achieve membership subscriptions budget of €50,000 in 2019.

Secondly, EUROCORR levy is being increased to 10% in 2019. If EUROCORR in Seville attracts same number of participants as Montpelier, a levy of approx. €48,000 should be generated. A conservative estimate of €45,000 was therefore included in the budget.

HONORARY TREASURER'S REPORT TO BOA (Continued)

It is unclear whether any sponsorship income will be generated and this item was therefore removed from the budget. Equally, level of publishing income depends on €/$ exchange rate and an estimate of €6,000 was included in the budget.

Expenditure

Most of the expenditure items are expected to remain at the 2017/18 level and only a small number of changes are proposed in 2019 as detailed below:

- Newsletter production contract is currently being trialled with French publisher and the costs and quality will be reviewed after Krakow EUROCORR. Budget for newsletter production has therefore been kept at €8,000.

- BOA members may have noticed that EFC website is not compatible with mobile phones and tablets. A one off expenditure for EFC website redevelopment of €12,000 has been budgeted in 2019, with Dechema leading the project.

- As Qatar collaboration progress is rather slow, EFC international visibility budget is reduced to €3,000. Just under €6,000 was spent on Qatar collaboration since 2016.

- Young EFC have been very active in the recent years and to encourage greater number and variety of Young EFC events outside EUROCORR, it is proposed their expenditure budget is increased to €4,000. Additional funds could pay either for the event venue and materials, or fund travel costs of the attendees. Young EFC will be asked to provide a report on their activities and spending.

As a result of the changes described above, it is expected that a very small surplus of €250 will be generated in 2019. BOA members are asked to vote on 2019 budget and its proposal to the General Assembly.

Annex 3 – Membership subscriptions

Status of 2018 subscriptions is shown in Annex 3. 2018 membership subscription invoices were sent to member societies at the end of June and an update on subscription collection will be provided at the meeting. Societies are reminded that 2018 fees need to be paid in order for the society's representative to be eligible to vote at the General Assembly.

During the recent review of EFC statues, it was highlighted that statue 8.4 states that "member society [is] deemed to have left EFC when the annual subscription is in arrears of more than 12 months". As it can be seen in Annex 3, there are four such societies and whilst we continue trying to collect outstanding fees from these societies, it is proposed that all EFC member benefits for these societies are withdrawn.

Given the increased income arising from EUROCORR levy, we propose to keep membership fees at the same level in 2019. This will be the 4th year of stable membership fees for all societies. We propose that membership subscription fees for members of the branches are set at €100 inc VAT.

Julija Bugajeva
EFC Honorary Treasurer
13 July 2018

HONORARY TREASURER’S REPORT

EUROPEAN FEDERATION OF CORROSION
Income and expenditure account for the year ended 31 December 2017

Treasurer’s report
Annex 1 - Page 1

	2017 budget		2017 results		2016 results	
	€	€	€	€	€	€
Income						
Net subscriptions receivable		50 000		54 215		46 874
Eurocorr levy		25 000		31 308		25 000
Publishing income		5 000		13 069		8 024
Total		80 000		98 592		79 898
Expenditure						
Membership services						
Science secretary costs	8 925		8 925		8 925	
Support for working parties	2 000		0		0	
Newsletter	10 000		13 368		12 732	
Website	5 000		5 950		5 950	
Medals and awards	7 500		4 803		5 929	
		33 425		33 047		33 536
Membership/product development growth						
Publicity	2 000		0		0	
Young EFC expenses	0		100		147	
EFC visibility (inc Qatar)	10 000		0		5 676	
President's dinner at Eurocorr	2 000		2 329		1 519	
		14 000		2 429		7 342
International visibility						
NACE participation costs	2 000		1 670		2 040	
World Corrosion Organisation	3 000		3 069		(6 398)	
International Union of Chemistry			82			
		5 000		4 820		(4 358)
Administrative costs						
Paris secretariat fee & travel costs	7 000		7 298		8 566	
Advisory committee meeting costs	2 500		254		3 003	
Honorary Treasurer travel costs	1 500		1 405		2 509	
Managing officer fee & travel costs	25 000		22 973		24 703	
PO Box in Brussels	1 500		1 569		1 433	
Legal & professional fees re EFC status	15 000		17 499		198	
		52 500		50 998		40 412

EUROPEAN FEDERATION OF CORROSION Treasurer's report

Income and expenditure account for the year ended 31 December 2017

Annex 1 -Page 1 (Continued)

	2017 budget		**2017 results**		**2016 results**	
	€	**€**	**€**	**€**	**€**	**€**
Other costs						
Sundry expenses	0		30		173	
Bank charges	100		108		237	
		100		138		409
Total		105 025		91 432		77 342
Surplus for the year		**(25 025)**		**7 160**		**2 556**
Surplus brought forward		271 899		271 899		269 343
Surplus carried forward		246 874		279 059		271 899

EUROPEAN FEDERATION OF CORROSION
Balance sheet as at 31 December 2017 and 2016

Treasurer's report
Annex 1 - Page 2

	Note	Balance at 31/12/17 €	Balance at 31/12/16 €
Current assets			
Outstanding subscriptions	(1)	0	2 113
Other debtors	(2)	291	23 872
UK bank balance		298 587	268 100
Belgium bank balance		1 979	1 998
		300 856	296 083
Current liabilities			
Creditors and accruals	(3)	17 773	20 159
Net assets		283 084	275 924
General fund		279 059	271 899
Education fund		4 025	4 025
Total funds		283 084	275 924

EUROPEAN FEDERATION OF CORROSION Treasurer’s report
Notes to the financial statements for the year ended 31 December 2016 Annex 1 - Page 3

		2017	2016
		€	€
1)	**Subscriptions outstanding**		
	This represents subscriptions due prior to 31 December 2017 that have been received by June 2018.	0	2 113
2)	**Other debtors**		
	Publication royalties	0	3 872
	Eurocorr levy		20 000
	Prepayment for 2017 expenses	291	
		291	23 872
3)	**Creditors and accruals**		
	Managing officer fees and expenses	1 833	1 814
	2018 subscriptions received in advance	1 550	
	Grants & prizes awarded - to be claimed	3 850	4 929
	Young EFC expenses	100	
	Paris secretariat fees and expenses	7 551	8 566
	Legal fees in Belgium re Statues	2 806	
	International Union of Chemistry	82	
	Presindent's dinner at EuroCorr		1 519
	NACE participation costs		2 040
	Qatar travel & meeting costs		1 176
	PO Box fee December		115
		17 773	20 159

EUROPEAN FEDERATION OF CORROSION
Budget for 2019

Treasurer's report
Annex 2 - Page 1

	2017 results		2018 budget		2019 budget	
			agreed at BoA		*proposal*	
	€	**€**	**€**	**€**	**€**	**€**
Income	*Inc VAT*		*Excl VAT*		*Excl VAT*	
Membership subscriptions	54 215		46 500		50 000	
Eurocorr levy	31 308		25 000		45 000	
Publishing income	13 069		8 000		6 000	
Sponsorship	0		500		0	
Total		98 592		80 000		101 000
Expenditure						
Membership services						
Science secretary fee & travel costs	8 925		10 000		10 000	
Support for working parties	0		2 000		2 000	
Newsletter (inc Editor's travel costs)	13 368		8 000		8 000	
Website	5 950		5 000		5 000	
Website redevelopment					12 000	
Medals and awards	4 803		6 000		6 500	
		33 046		31 000		43 500
Membership/product development growth						
Publicity costs	0		500		500	
EFC visibility (inc Qatar)	100		6 000		3 000	
Young EFC activities	0		2 000		4 000	
President's dinner at Eurocorr	2 329		2 000		2 500	
		2 429		10 500		10 000
International visibility						
NACE participation costs	1 670		2 000		2 000	
World Corrosion Organisation	3 069		3 000		3 000	
International Union of Chemistry	82		50		50	
		4 820		5 050		5 050
Administrative costs						
Paris secretariat fee & travel costs	7 298		7 800		7 800	
Advisory committee meeting costs	254		2 500		2 500	
Honorary Treasurer travel costs	1 405		1 500		1 500	
Managing officer fee & travel costs	22 973		25 000		25 500	
PO Box in Brussels	1 569		1 200		1 200	
Legal & professional fees in Belgium	17 499		4 200		2 500	
		50 998		42 200		41 000

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EUROPEAN FEDERATION OF CORROSION
Budget for the year ending 31 December 2017

Treasurer’s report
Annex 2 (Continued)

	2017 results		**2018 budget** *agreed at BoA*		**2019 budget** *proposal*	
	€	**€**	**€**	**€**	**€**	**€**
Other costs						
Miscellaneous expenses	30		100		100	
Bank charges	108		150		150	
		138		250		250
Belgium VAT						
VAT payable on membership fees	0		3 850		1 500	
VAT reclaimable on expenses in Belgium	0		(1 130)		(550)	
		0		2 720		950
Total		91 431		91 720		100 750
Surplus/(deficit) for the year		**7 160**		**(11 720)**		**250**
Surplus brought forward		271 899		279 059		267 339
Surplus carried forward		279 059		267 339		267 589

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EUROPEAN FEDERATION OF CORROSION
STATUS OF 2018 SUBSCRIPTIONS

Treasurer's report to BoA
Annex 3 - Page 1

INVOICE	SOCIETY	COUNTRY	Fees 2018 inc VAT	Arrears b/fwd	Received 2018	Write off	Owing	Type of member	Comments
			€	€	€	€	€		
EFC/17/1	The Austrian Society of Metallurgy & Materials	Austria	1 690,00				1 690,00	Regular	
EFC/17/6	CEFRACOR	France	1 690,00				1 690,00	Regular	
EFC/17/8	GfKORR	Germany	1 690,00				1 690,00	Regular	
EFC/17/9	DECHEMA eV	Germany	1 690,00		1 690,00		0,00	Regular	
EFC/17/10	Associazione Italiana di Metallurgia AIM	Italy	1 690,00				1 690,00	Regular	
EFC/17/15	Norsk Korrosjonsteknisk Forening	Norway	1 690,00		1 690,00		0,00	Regular	
EFC/17/17	Sociedade Portuguesa de Materiais	Portugal	1 690,00		1 690,00		0,00	Regular	
EFC/17/19	Swedish Corrosion Institute	Sweden	1 690,00		1 690,00		0,00	Regular	
EFC/17/21	SGO	Switzerland	1 690,00				1 690,00	Regular	
EFC/17/22	Institute of Corrosion	UK	1 690,00		1 690,00		0,00	Regular	
EFC/17/23	The Institute of Materials, Minerals and Mining	UK	1 690,00		1 690,00		0,00	Regular	
EFC/17/25	Croatian Society for Materials Protection	Croatia	1 690,00				1 690,00	Regular	
EFC/17/26	Czech Association of Corrosion Engineers	Czech Republic	1 690,00				1 690,00	Regular	
EFC/17/28	Hungarian Corrosion Society	Hungary	1 690,00				1 690,00	Regular	
EFC/17/30	Polskie Stowarzyszenie Korozyjne	Poland	1 690,00		1 690,00		0,00	Regular	
EFC/17/32	Institute of Metals and Technologies	Slovenia	1 690,00				1 690,00	Regular	
EFC/17/37	ANTIKOR – Int. Sci. & Educ. Corr. Centre	Russia	1 690,00				1 690,00	Regular	
EFC/17/38	The Corrosion Association	Turkey	1 690,00				1 690,00	Regular	
EFC/17/43	Gdansk University of Technology	Poland	1 030,00		1 030,00		0,00	Affil U/RO	
EFC/17/44	NACE Europe	Europe	1 690,00				1 690,00	Regular	
EFC/17/47	Oerlikon Metco Europe GmbH	Germany	1 550,00				1 550,00	Affil Company	

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EUROPEAN FEDERATION OF CORROSION
STATUS OF 2018 SUBSCRIPTIONS

Treasurer's report to BoA
Annex 3 - Page 2

INVOICE	SOCIETY	COUNTRY	Fees 2018 inc VAT	Arrears b/fwd	Received 2018	Write off	Owing	Type of member	Comments
			€	€	€	€	€		
EFC/17/49	Stopaq BV	The Netherlands	1 550,00				1 550,00	Affil Company	
EFC/17/50	VIAM	Russia	0,00	2 060,00			2 060,00	Affil U/RO	to be removed from membership
EFC/17/51	Bond voor Materialenkennis	The Netherlands	1 690,00				1 690,00	Regular	
EFC/17/54	ATV-SEMAPP	Denmark	1 690,00		1 690,00		0,00	Regular	
EFC/17/55	The Australasian Corrosion Association Inc	Australia	1 690,00				1 690,00	Regular	
EFC/17/56	ABRACO	Brazil	0,00	5 070,00			5 070,00	Regular	to be removed from membership
EFC/17/57	APCE	Italy	1 690,00		1 690,00		0,00	Regular	
EFC/17/58	Serbian Society of Corrosion & Materials Protection	Serbia	0,00				0,00	Regular	suspended membership until 2020
EFC/17/59	VOM vzw	Belgium	1 690,00				1 690,00	Regular	
EFC/17/60	SOCIEMAT	Spain	1 690,00				1 690,00	Regular	
EFC/17/62	Water Technologies Laboratory Ltd	Russia	1 550,00		1 550,00		0,00	Affil Company	
EFC/17/63	National Institute for Nuclear Science and Technology	France	1 030,00				1 030,00	Affil U/RO	
EFC/17/64	Chinese Society for Corrosion and Protection (CSCP)	China	1 690,00				1 690,00	Regular	
EFC/17/65	fkks-Fachverband Kathodischer Korrosionsschutz e.V	Germany	1 690,00				1 690,00	Regular	
EFC/17/66	Magna International Pte Ltd	Singapore	0,00	1 550,00			1 550,00	Affil Company	to be removed from membership
EFC/17/67	Egyptian Petroleum Research Institute	Egypt	0,00	1 030,00			1 030,00	Affil U/RO	to be removed from membership
EFC/17/68	Exartech BVBA	Belgium / USA	1 550,00		1 550,00		0,00	Affil Company	
			53 890,00	**9 710,00**	**19 340,00**	**0,00**	**44 260,00**		

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Report of the Scientific Secretary to the General Assembly
(Period March 2018 - July 2018)

As Scientific Secretary of the EFC, I am traditionally also Secretary of the WCO. In this function I organised a workshop on the topic "Impact of Corrosion on Potable Water Supplies", which took place on the first day of EUROCORR in Prague. During the workshop, around 50 visitors learned about the current problems in water supply caused by corrosion. The lectures were given by colleagues from Russia, China, Israel and Germany.
The EUROCORR 2017 took place from 3rd to 7th September 2017 in Prague, Czech Republic. During this conference, I took the minutes of the meeting of the STAC on 3rd September with the help of Rick Durham (Frankfurt Office). Later on the same day I participated in the meeting of the EFC Board of Administrators and the EFC General Assembly on 4th September. I chaired the programme meeting of the International Scientific Committee planning the EUROCORR 2018 on 5th September. I took part in the EFC-NACE as well as the EFC-CSCP meetings and the meeting of the Board of Administrators of the WCO. For the rest of the week I spent some time meeting representatives of upcoming EUROCORR conferences to have a look at the workflow related to the collaboration between the local organisers and the EUROCORR Congress Secretariat at DECHEMA.

After the decision of the BoA of the EFC to shut down all inactive pages of the EFC Working Parties, I informed all WP Chairs about this decision during the EUROCORR and reminded them several times by e-mail. Most colleagues updated the content of their working party homepage on time. Only two did not respond even after repeated requests, so that their homepages were shut down until further notice.

During the meeting of the BoA it was further decided to include a fourth journal in the official list of EFC journals. This journal “Ochrona przed Korozja” is the voice of the Polish Corrosion Society (PSK). After the EUROCORR I contacted the editor in chief and informed her of this decision. At the same time, I provided her with up-to-date information that has been published in the upcoming issues.

On Friday the 12th January 2018 I participated in the Presidents Advisory Meeting in Paris, France.

In early-February I composed the first draft of the scientific programme of the upcoming EUROCORR 2018, which was circulated by the DECHEMA conference office mid-February.
I was also involved in the arrangements to host the meeting of the EUROCORR 2018 Paper Selection meeting in Krakow on 27th March, which I chaired.

In December I started organisation for the EFC booth at the NACE CORROSION 2018 Conference and Exhibition in Phoenix, Arizona. I contacted Jackie Hune, NACE Manager, Exhibits. EFC received a complimentary booth including furniture, according to the EFC-NACE MoU. In mid-December I started to collect promotional material advertising the upcoming EUROCORRs in Krakow (2018) and Sevilla (2019).

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Report of the Scientific Secretary to the General Assembly (Continued)
(Period March - July 2018)

During the NACE CORROSION 2018 Conference and Exhibition in Phoenix, Arizona, I took part in the EFC-NACE and the WCO Board of Administrators meeting. During the WCO BoA meeting I took the minutes and circulated them after the conference.
For the first time a Global Partner Meeting was organised. Representatives from various corrosion societies were invited to this meeting to find out to what extent they can support each other. The possibilities of planning joint events were also discussed. Together with Damien Feron I represented the EFC. Other participants included representatives from ABRACO, ACA, CorrISA, CSPC, IOM, NACE etc.
The rest of the time I manned the EFC booth in the exhibition area. During the exhibition hours I put promotional material advertising the upcoming EUROCORRs in Krakow (2018) and Seville (2018) on display. Furthermore, leaflets containing information announcing the new EFC 'Green Books' published by Woodhead and Maney were also prepared.
Together with Ines Honndorf I composed an advertising banner that contained information about the work and objectives of the EFC. It was the main eye catcher at the EFC booth during the conference and will be used during the upcoming EUROCORRs as well. EFC received a complimentary booth including furniture, according to the EFC-NACE MoU.

I was also involved in the arrangements to host the meeting of the EUROCORR 2018 Paper Selection meeting in Krakow on 27th March, which I chaired.

In mid-June I contacted the Working Party Chairs announcing the upcoming STAC Meeting during the EUROCORR in Krakow. In this e-mail the respective WP Activity Reports from 2017 were included with the request to update these for the time period from September 2018 until August 2020.

On 2nd July I attended the President's Advisory Committee meeting in Frankfurt.

I drew up an initial agenda and the Working Papers for the upcoming STAC Meeting. After the STAC Chairman Wolfram Fürbeth agreed upon the content, the documents were circulated to all Working Party Chairs, the elected STAC members and guests.

Throughout the whole period from March 2018 I have been in continuous contact with different colleagues from EFC and other corrosion related organisations. The day-to-day work has been occupied with administrative matters including the allocation of EFC Event numbers, maintaining and updating the EFC homepage including the EFC Calendar of Events, the Working Party pages and the restricted areas. I also tried to encourage the people who had applied for an EFC Event number to deliver a report of the event to be included in the EFC Newsletter.

Roman Bender
EFC Scientific Secretary July 2018

Appendix 6

Report of the Managing Officer to the General Assembly (Period March 2018 to August 2018

During the period March - September 2018, I focused my work on the services proposed by EFC to companies and the improvement and visibility of the Affiliate Membership.

I developed proposals for the visibility of the Affiliate Members, including a joint membership with EFC Member Societies and a bundle with the rent of booths at the EUROCORR exhibition. Also, I proposed improvement of the content of the Affiliate Membership programme, e.g. priority for affiliated exhibitors to choose the location of their booth at the EUROCORR exhibition, see below.

Following the feedback of exhibitors met during EUROCORR 2017 regarding possible improvements to the exhibition, I developed a proposal for a loyalty programme, including especially the possibility for returning exhibitors and affiliated companies to have priority for the choice of the location of their booth at the EUROCORR exhibition.

I ensured the interface with the publisher of the EFC Newsletter that will be issued in September 2018, and supported its activities e.g. by writing the documents needed to prospect potential advertisers.

Together with my colleagues of the dedicated Task Force, I contributed to the revision of the EFC Bye-Laws.

A significant part of my work is related to the EFC official meetings. I contribute to the preparation of the documents (agenda, working papers, minutes) of the BoA and GA meetings in support of Mrs. Pascale Bridou Buffet. Also, I am responsible for the logistics and documents of the President's Advisory Committee (PAC) meetings.

Other tasks included for example the interface with the Young EFC network, the implementation of the EUROCORR Young Scientist Grant award, and the daily work with the EFC offices: support to the EUROCORR organisers, design and printing of EFC business cards, etc.

Hélène Illaire
11 July 2018

Appendix 7

EUROCORR 2018 REPORT FORM 1 (To be completed before the Event)

DATES OF EVENT 9-13.09.2018 **VENUE** Cracow, Poland, Ice Kraków Congress Centre

OVERALL THEME OF THE CONFERENCE:

Applied Science with constant Awareness

ANTICIPATED NUMBERS OF DELEGATES: 800

CATEGORY	**REGISTRATION FEES** (including VAT)		**TARGET NUMBERS**
Early / late registration:	Early	Late	
Committee Members, etc. (Invited)	0	0	54
Invited Speakers	0	0	4
Member Delegates	690	790	300
Non-Member Delegates	780	880	200
Students	280	330	200
Day tickets (and others)	300	380	50
Exhibitors	0	0	90
		Total:	898

ITEMS INCLUDED IN THE FEES:

The full registration fee includes:

- Admission to all scientific sessions and to the exhibition area,
- Welcome Drink on Sunday, September 9, 2018,
- Exhibition Party on Monday, September 10, 2018,
- Poster Party on Tuesday, September 11, 2018,
- Choir Concert in Church on Tuesday, September 11, 2018,
- Congress materials,
- Refreshments during coffee breaks and lunch breaks.

NUMBERS OF PAPERS:

ORAL PRESENTATIONS: **629**
POSTERS: **221**
TOTAL **850**

TOTAL NUMBER OF TOPICS **35**

NUMBER OF PARALLEL SESSIONS **14**