

**DRAFT - Minutes from President's Advisory Committee Meeting
at DECHEMA, room Paul-Duden
Theodor-Heuss-Allee 25, Frankfurt
2 July 2018**

Present:

Roman Bender (RB)	Scientific Secretary
Pascale Bridou Buffet (PBB)	Paris Office (PO)
Julija Bugajeva (JB)	Treasurer (London Office)
Damien Féron (DF)	President
Wolfram Fürbeth (WF)	STAC Chairman
Gareth Hinds (GH)	London Office (LO)
Hélène Illaire (HI)	Managing Officer
Willi Meier (WM)	Frankfurt Office (FO)
Arjan Mol (AM)	Vice President
Jörg Vogelsang (JV)	Administrator

Excused

Philippe Marcus (PM)	Paris Office (PO)
Fátima Montemor (FM)	Past President
Ines Honndorf (IH)	Frankfurt Office

Minutes

1 Affiliate Membership program and relation with EFC Member Societies

1.1 Proposal of a loyalty programme for EUROCORN exhibitors

HI presented a draft proposal of a loyalty programme for EUROCORN exhibitors, see **Appendix 1**. The PAC members made the following comments:

- Main sponsors of the congress should have first priority on booth location
- Pre-booking at EUROCORN N-1 should give right to priority access
- Discount of 5% to long-time returning exhibitors should be discarded
- If possible and to keep the procedure simple, points should be added each year to the account of exhibitors, rather than needing to be recalculated each year.

Also, PAC members underlined that the loyalty programme and especially the new proposed discount scheme cannot be imposed to organisers who already signed an agreement.

HI informed that she contacted organisers of EUROCORN 2019 in Seville, who agreed to set up pre-booking for exhibitors during EUROCORN 2018.

Action 1: HI to prepare a draft proposal of a loyalty programme to be presented at the BoA in September 2018, taking into account modifications requested by PAC members.

Action 2: WM to contact local organisers of EUROCORN 2019 and EUROCORN 2018 regarding the organisation of pre-booking during EUROCORN 2018.

1.2 Proposal of a joint membership to Affiliate Membership and EFC Member Society

HI presented a draft proposal of a joint membership to Affiliate Membership and EFC Member Society, see **Appendix 2**. The principle is that Member Societies would propose to their corporate members two possibilities of membership:

- Membership to Member Society only
- Membership package: membership to Member Society and to EFC Affiliate programme, with a discount on the subscription fee to EFC.

HI underlined that there is a risk of competition between the two memberships, especially for Member Societies who have a "high" level of subscription fee.

PAC members confirmed the risk of competition between membership, and WM proposed to rather bundle the Affiliate Membership programme with the location of booths at the EUROCORN exhibition. PAC members asked HI to present to the BoA a list of ideas, including the 2 described above.

Action 3: HI to prepare a list of ideas to improve the visibility and marketing of the Affiliate Membership programme, to be presented to the BoA.

1.3 Benefits of the Affiliate Membership

HI proposed a draft proposal for the revision of the content of the Affiliate Membership programme, see **Appendix 3**.

She proposed that the economic benefits of the Affiliate Membership programme (discount at EUROCORN and on EFC publication) should be suppressed from the programme in countries where there is a EFC Member Societies, in order to reduce competition between the Affiliate Membership and the membership to EFC Member Societies.

Also, she proposed that benefits linked to the visibility of Affiliate Members (booth, visibility on website and in EFC Newsletters) should be improved; in particular, the Task Force on the EFC Digital Strategy could consider improving these benefits.

Action 4: HI to prepare a proposal for the revision of the content of the Affiliate Membership programme, to be presented to the BoA.

1.4 Other

HI underlined the need to meet companies in order to better know their needs and wishes towards the EFC. In particular, face-to-face meetings during EUROCORN are effective. During EUROCORN 2018 HI plans to meet exhibitors at their booths (as done during EUROCORN 2017) and to prepare a meeting proposed to companies,

Action 5: HI to prepare a meeting for companies involved in the activities of EFC during EUROCORN 2018, in order to better know the expectations of companies.

2 Evolution of the Contract of the Managing Officer

The contract of the Managing Officer was discussed and the PAC members agreed on the following main modifications:

- Date of beginning of the contract set to 1st of January, in order to ensure the presence of the Managing Officer at EUROCORN. This implies that the next contract, beginning on 1st September 2018, will cover the period until 31st December 2019.
- The schedule of services and targets for the period were updated.

GH and JV underlined that the targets should be measurable.

Action 6: HI/JB/DF to modify the contract of the Managing Officer by including the comments of the PAC members.

3 Financial matters

3.1 2019 Budget

JB presented the proposal of budget for 2019 (see **Appendix 4**) and informed the planned budget has a surplus. DF expressed that the objective of the EFC is not to make profit and that it is important that budgetary surplus is redistributed to members. In particular, this money may be put to:

- Encourage EFC Member Societies to organise events. In this case, there is a need for criteria (e.g. initiating a new workshop);
- Develop events outside Europe (e.g. event linked to car industry in USA, or event in China)

In the planned budget presented by JB, the funding allocated for the Young EFC is doubled (from €2000 to €4000), in order to encourage this network which has been very active since its creation in 2016.

However, due to the expenses that may occur in 2019 related to the implementation of the EFC Digital Strategy (see item 5 below), the budget needs readjustment.

Action 7: JB to modify the planned budget for 2019 by including expenses related to the implementation of the EFC Digital Strategy.

3.2 VAT matters

JB informed that the management of operations linked to VAT is running fine so far, with the help of a VAT adviser in Belgium. DF thanked JB for the work done to set up VAT operations since the VAT registration of EFC in January 2018.

JB also informed that only 3 EFC Member Societies indicated that they are not registered for VAT, so the impact of the reduced registration fees for these members is limited on EFC. (2 Member Societies did not reply yet, so the number of EFC Member Societies not registered for VAT could be maximum 5.)

4 Next EFC Vice President

DF announced that JV will be proposed as the next EFC Vice President to the BoA in September 2018.

PAC members were reminded that the EFC President and Vice-President are elected by the General Assembly on proposal from the BoA.

5 EFC Digital Strategy

WM presented a project proposal for the Task Force (TF) on EFC Digital Strategy. This TF was approved by the BoA on 28 March 2018. The project includes especially the design and implementation of a new website, a new communication strategy with the community (including e.g. social medias), and tools for the EUROCORR Congress. WM underlined that it is important that the digital strategy takes into account new behaviours at conferences, e.g. networking as the central motivation for participating to events and technical presentations being available online.

The project proposal includes a planning. The cost of the project could amount up to € 30,000 depending on its content.

Action 8: WM / Task Force on EFC Digital Strategy to prepare a project proposal for the Task Force on EFC Digital Strategy, to be presented to the BoA in September 2018.

(See also Action 7: JB to modify the planned budget for 2019 by including expenses related to the implementation of the EFC Digital Strategy.)

6 Impact of the new General Data Protection Regulation (GDPR) on EFC

WM informed about the impact of the new GDPR European regulation that came into force in May 2018, including the following points:

- Sending e-mail is legal in the framework of a business relationship.
- Otherwise, individual should actively agree with receiving information, via a double opt-in procedure; in practice however, many organisations use a simpler passive opt-out procedure. The legal risk is deemed very low.
- Databases of personal information cannot be transmitted to third parties. In the case of the transmission of EUROCORR participant database from EFC to EFC Member Societies and vice-versa, as there is a business relationship, the transmission is legal.

7 Development of EFC Branches / Qatar, Finland etc

7.1 Progress of EFC Branch in Qatar

DF presented the information transmitted by FM regarding the situation of the EFC activities in Qatar. The activities from EFC side are on hold due to the following reasons:

- Several local institutions are fighting to host the new Corrosion Center launched by the Qatari authorities; it is thus better to wait for local stakeholders to organise themselves.
- Fouzia Hannour, who has been approved by the BoA in March 2018 as the official Director of the Middle East Branch, might leave the Qatari organisation QNRF.

7.2 Progress of other EFC Branches: Finland, Singapore

DF reported that there is currently no progress of the EFC Branch in Finland.

Action 9: DF to contact the people in Finland regarding the initiation of an EFC Branch in this country.

HI reported that there is currently no progress of the EFC Branch in Singapore.

Action 10: HI to contact the people in Singapore regarding the initiation of an EFC Branch in this country.

8 Relations with international societies

8.1 CSCP

DF reported on progress on the collaboration between the Chinese Society on Corrosion Protection (CSCP) and EFC.

PAC members agreed on the draft MoU prepared by the CSCP (see **Appendix 5**). The signature will take place during EUROCORR 2018.

Regarding CSCP's proposal for a joint award for young corrosionists (see **Appendix 6**), PAC members agreed on the principle of the joint award, and on the following modifications of the EUROCORR Young Scientist Grant rules:

- 4 grants at a maximum of €1,500 each or 3 grants at a maximum of €2,500 each, at the choice of the Jury;
- the grants are attributed on the basis of the quality of applications (no priority for Chinese applicants).

Action 11: HI to modify the rules for the EUROCORR Young Scientist Grant, to be presented at the STAC and BOA for approval in September 2018.

9 EFC Newsletter

DF and HI reported on the status of the collaboration with NPC, the editor of the September issue of the printed EFC Newsletter. NPC experiences difficulties to sell advertisement space for the EFC Newsletter, but informed that they will print the newsletter regardless of the result of sales of advertisement space.

10 EUROCORR matters

10.1 Next EUROCORRs

EUROCORR 2018

WM and RB expressed some concern regarding the organisation of EUROCORR 2018:

- Lack of available suitable rooms in sufficient number to host the scientific sessions.
- The number of exhibitors was unknown at the date of the PAC meeting, and some companies informed about difficulties to register as exhibitor for EUROCORR 2018.
- Concern regarding the size of the Poster Area.

EUROCORR 2019 - 2020

RB informed that the hosts of EUROCORR 2019 in Seville and EUROCORR 2020 in Brussels have not yet paid their due levies to EFC. Also, the host of EUROCORR 2020 expressed that they would prefer not to sign the Agreement 2 years before the event (i.e. in September 2018).

Free registrations

The PAC members reviewed the free admissions to EUROCORR. In particular:

- The chairpersons of scientific Task Force are granted free registration.
- EFC pays for the registration fees of Douglas Mills and Ruth Bingham, in quality of Editor and Assistant Editor, for papers published in the EFC Newsletter and various scientific journals.
- From EUROCORR 2019 and forward, all the members of the International Scientific Committee (ISC) will be granted free admission. The composition of the ISC includes at minima the STAC, additional members are at the discretion of the Host.

Action 12: EUROCORR Congress Secretariat to include the chairpersons of scientific Task Force in the list of participants granted free registration to EUROCORR, in future Agreements.

ICCA

AM informed about the services of the International Congress and Convention Association (ICCA, see iccaworld.org), whom representatives he met during the workshop proposed by Visit Brussels, that he attended together with Prof. Marjorie Olivier in June 2018 (see **Appendix 7**). In particular, ICCA proposes to review the blank bidding documents and bidding procedures for EUROCORR for free. This could help to have more professional bids and bid presentations in the future.

Action 13: AM to present information regarding ICCA and lessons learned from the ICCA-meeting to the BoA in September 2018, for approval of EFC cost-free membership to this association and possibly free review of the EUROCORR bidding documents and procedure by ICCA.

10.2 Proposal for reduced fee for retired people

DF informed the PAC members about the proposal from Mr. Alec Groysman to have a reduced registration fee to EUROCORR for retired people. The PAC members discussed the proposal, with the following comments:

- It is difficult to know the actual status of retired people; some are officially retired but remain professionally active e.g. as consultant.
- The retired fee could be for unemployed people, rather than retired people.
- The issue of the verification of the right to reduced fee was raised. The local organisers of EUROCORR 2017 experienced that a significant percentage of participants paying the reduced fee for EFC members are actually not eligible to this discount, causing a financial loss for organisers. Also discounts for students are difficult to check.

The PAC members discussed the possibility to check the eligibility of participants to reduced fees. This requires resources that up to now were not possible to allocate to this task by local hosts. Some PAC members proposed to check at least a percentage of participants paying reduced fees.

As no agreement was reached on the subject, the PAC members decided to not present a proposal to the BoA in September 2018.

10.3 EUROCORR Congress Secretariat

WM proposed that the core organisation of the EUROCORR Congress would be assumed by EFC in the future. The objective is to ensure the global quality of the congress.

PAC members expressed that this possibility is favourable to small EFC Member Societies who could more easily organise the conference even though they do not have the experience and resources of other Member Societies.

PAC members agreed on initiating a Task Force on the organisation of EUROCORR.

Action 14: WM to prepare a proposal for initiating a Task Force on the organisation of EUROCORR, composed of the following persons: AM, HI, JB, representatives of each EFC Office, to be presented to the BoA in September 2018.

PAC members agreed that bids to host the EUROCORR Congress should be reviewed for approval by a committee, in order to ensure that the criteria for hosting the congress are met. PAC members agreed on this proposal.

11 Revision of the EFC Bye-Laws

DF reported on progress of the Task Force on revision of the Bye-Laws, and informed that 3 items were included into the Bye-Laws:

- the PAC meetings,
- the work of the Managing Officer,
- the Young EFC.

The revised Bye-Laws will be sent to the members of the BoA for comments, before the BoA meeting in September 2018.

Action 15: Task Force on revision of the Bye-Laws to complete their task, PBB to send the proposal of new Bye-Laws to the BoA members.

12 Other business

12.1 *Action list from the PAC meeting in Paris on 12 January 2018*

All actions completed.

12.2 *Missing items*

None.

**LOYALTY PROGRAMME FOR EUROCORN EXHIBITORS
DRAFT PROPOSAL**

Context

Some EUROCORN exhibitors (e.g. TRENTON, BAC Corrosion Control) expressed that they would appreciate some sort of loyalty programme rewarding returning exhibitors. The reward can be e.g. a priority system for choosing the booth location; this is the system applied by NACE.

Required resources to keep track of scheme

The scheme should reward companies in a fair way, and at the same time should be manageable for the organisers (EUROCORN Congress Secretariat and local organisers). A system similar to that of NACE, taking into account the area of the booth and eventual sponsorship paid by each company each year, may imply a significant additional workload for the EUROCORN Congress Secretariat to track data and calculate points.

Although this alternative could be considered in the case a levy is taken on the exhibition to allocate more resources to the organisation of EUROCORN, this is not the solution retained in this document, which proposes a simple scheme.

Scheme of loyalty programme

1. Affiliate Members are given priority. Among Affiliate Members, the rules below are applied to rank priority.

2. The higher the points detained by the company, the higher its priority to choose booth location.

Number of points is calculated as follow:

- participation to EUROCORN N-1 gives 10 points, participation to EUROCORN N-2 gives 9 points, etc. until EUROCORN N-10
- participation is taken for the last 10 years (or since 2009, first year taken into account in database of EUROCORN exhibitions)

3. If several companies have the same number of points, priority is determined from chronological order of registration (date of duly filled order). See planning of practical implementation in the following page.

4. Long-time returning exhibitors, e.g. those who have been present for the last 5 consecutive years, could additionally be granted a discount on the booth (currently: 9 companies fulfilling criteria).

Practical implementation

Planning

A deadline is determined in advance; for the sake of clarity, in the example below, the deadline is supposed to be 15 June.

Registered exhibitors are contacted by the local EUROCORR organisers from this date, in the order determined by the loyalty points (exhibitors with most points are contacted first), in order to choose the booth location.

After all registered exhibitors have chosen their booth location, remaining exhibitors (those registered after 15 June) will be contacted on the basis of their date of registration only.

Articulation with other benefits and discounts

- The advantages of the loyalty programme should be articulated in a simple and coherent way with those of the pre-booking of booths during the exhibition of the EUROCORR N-1.

Proposal: pre-booking gives right to a discount (that may be cumulated with other discounts: Affiliate Members, long-time returning exhibitors), and does not give right to priority points for choosing booth location.

- If a discount is granted to long-time returning exhibitors, it should be articulated with other discounts, and the maximum discount must be sustainable for local organisers.

Proposal of discount scheme on booth (or sponsorship package) rates:

- Affiliate Members: 20%
- Pre-booking during EUROCORR N-1: 10%
- Long-time returning exhibitors: 5%

The maximal total discount with this scheme would thus be 35%.

Responsibilities

- EUROCORR Congress Secretariat:
 - Ask organisers of EUROCORR N-1 for transmission of actualised database of exhibitors
 - Calculate priority points (simple excel sheet)
 - Transmit to organisers of EUROCORR N the list of exhibitors with their priority points
 - maintain webpage on EFC site with information about the loyalty program, that organisers can use when prospecting companies
- Organisers:
 - EUROCORR N-1: transmit actualised database of exhibitors to EUROCORR Congress Secretariat
 - EUROCORR N:
 - Set deadline
 - Inform about loyalty programme and deadline, when marketing companies
 - contact exhibitors in order of priority, to choose booth location

APPENDIX 2

Membership package to Affiliate Membership and EFC Member Society Draft proposal

Principle

European EFC Member Societies (MS) propose to their member companies 2 possibilities of membership:

- Membership to MS only
- Membership package: membership to MS and EFC (as Affiliate Member), with a discount on the subscription fee to EFC.

The advantage is that the EFC Member Societies would advertise the EFC Affiliate Membership to all their members.

For EFC Members, the advantage would be to propose an additional service to their members, and to involve more companies into EFC activities (this is one of the requests emerging from the Questionnaire sent to EFC Member Societies).

Level of membership fee

As a basis for discussion, the proposed level for the Affiliate Membership fee as part of the membership package, is 75% of the Affiliate Membership fee alone. With the current level of Affiliate Members fee, the resulting fees would be the following:

- Affiliate Membership alone: € 1,550 (to date, 2018)
- Affiliate Membership as part of membership package: € 1,162

The membership fee of the package (membership to EFC Member Society + Affiliate Membership) would thus be the sum of the membership to the EFC Member Society and of the reduced Affiliate Membership (€ 1,162).

No competition between membership to MS and to EFC

In order for EFC not to compete with its MS, the package membership should be advantageous over the membership to EFC only.

The situation is different depending on the level of membership fee to the MS. For the sake of clarity, below are given 2 examples; it is assumed that the discount on the subscription fee to EFC is 25%. (i.e. € 1,162 instead of € 1.550, that is a discount of € 388).

Case 1: level of membership fee to MS is "low"

Example: membership to association "MS1" costs € 200

- Membership package to "MS1" and EFC costs € 200 + € 1. 162 = € 1362
- Membership to only EFC costs € 1.550

Companies will choose either a single membership to MS1 or the membership package, which is cheaper than single membership to EFC.

⇒ As long as the discount is higher than the cost of membership to MS, there is no risk of competition between membership to MS and to EFC.

Case 2: level of membership fee to MS is "high"

Example: membership to association "MS2" costs €1.700

- Membership package to "MS2" and EFC costs €1.700 + € 1. 162 = € 2.862
- Membership to only EFC costs € 1.550

If this association advertises the membership package, it may induce companies to consider choosing between the 2 memberships, by comparing the cost and advantages of both memberships.

Conclusions

- The higher is the discount to the Affiliate Membership, the higher is the number of associations whose membership is not in competition with the Affiliate Membership.

A table of membership fees to some of EFC Member Societies (based on answers to EFC Questionnaire in 2014-2017) is given in Table A.

- Associations with a high subscription fee may choose not to advertise the membership package.

- In order to reduce competition between memberships and to increase attractiveness of Affiliate Membership, the benefits of the Affiliate Membership programme should be distinct from EFC benefits granted by membership to MS.

Approval of Affiliate Membership applications

Currently, registrations as EFC Affiliate Members are subjected to the vote of the BoA and GA. For registration as Affiliate Membership in the frame of a membership packages, 2 choices are possible:

Option 1: application to Affiliate Membership remains subjected to the approval of the BoA and General Assembly, as is currently the case. In the event of many Affiliate Members, this implies a higher workload on the Frankfurt Office to manage applications.

Option 2: it is assumed that EFC Member Societies accept only members related to material science; therefore, a company already member of a Member Society, is automatically approved as an Affiliate Member. The advantage is a simpler and shorter procedure for registration as Affiliate Member, and a reduced workload for the Frankfurt Office.

Procedure for applications to membership package

Each year, MS proposes 2 memberships: simple membership to MS or joint membership to MS and EFC. When a company opts for the joint membership:

- MS informs EFC and sends relevant information to EFC (contact details etc.)
- MS processes membership and payment to MS
- EFC processes membership and payment to EFC

Other comments

Advertisement of the Affiliate Membership by MS is not enough to recruit new members; the benefits offered by the Affiliate Membership should be attractive enough for companies to consider paying the membership package.

Table A

Notes:

- For confidentiality reasons, names of EFC Member Societies (MS) are not included
- Rows in yellow correspond to MS with “low” level of subscription fee

Subscription Fee for Corporate Members	Number of Corporate members	Mainly corrosion? (1=yes)
€10	2	1
€13	0	1
€50	<i>No data</i>	0
€ 45 - 135	609	0
€90	26	1
€100	650	0
130	8	0
€150	20	0
€200	13	1
260	<i>No data</i>	<i>No data</i>
450	<i>No data</i>	<i>No data</i>
€200 - €500	300	0
250 - 800	32	0
€ 385 - 1125	100	1
€ 400 - 1100	1000	0
€ 500 - € 1500	77	0
€ 550 - 1650	191	1
€ 750 - € 1750	100	0

Affiliate Membership benefits Draft proposal

This proposal (see table next page) applies to the benefits included in the Affiliate Membership for companies (not for research institutes and universities).

The benefits of the Affiliate Membership programme should be sufficiently interesting to motivate companies to pay the membership fee (in 2018: € 1,550). Companies (e.g. exhibitors at EUROCORN) should be consulted in order to better know their wishes and interests for the EFC Affiliate Membership.

Also, in order to reduce competition with membership to national EFC Member Societies and to increase attractiveness of Affiliate Membership, the benefits of the Affiliate Membership programme should be distinct from EFC benefits granted by membership to MS (e.g.: discount on registration fee to EUROCORN).

In this proposal:

- Membership to national EFC Member Society allows access to EFC administrative bodies.
- Affiliate Membership allows discounts on events and publications ONLY when there is no EFC Member Society in the country where the affiliated company is located; this reduced the competition between membership to national EFC Member Society and Affiliate Membership.
- Affiliate Membership allows access to international visibility, with new benefits added to the current benefits:
 - Logo on the website with good visibility
 - Inclusion in EFC sustaining member directory: this is a possibility inspired from iCorr's directory, see <https://www.icorr.org/business-directory/> .
 - Reduced rate on advertisement in the EFC Newsletter: in the printed Newsletter and in the e-Newsletter (advertising "buttons")
 - Possibility to publish case studies in the Newsletter: subject to approval of editor for the interest of scientific content. In the printed Newsletter, subject to available space.
 - Affiliate Members listed in the EFC Newsletter: in the printed Newsletter, subject to available space.

	Company Member of EFC Member Society	Current Affiliate Membership	Proposed Affiliate Membership
ACCESS TO SCIENTIFIC NETWORKS			
Access to WP for free is guaranteed	X	X	X
ACCESS TO AWARDS			
Eligibility to the Honorary Fellow Prize	X		
ACCESS TO EFC ADMINISTRATIVE BODIES			
Possibility to be chairman, vice chairman or secretary of a Working Party	X		
Eligibility as EFC President, Vice-President or Treasurer	X		
Possibility to be member of the BoA	X		
Possibility to participate to the GA: - with full voting rights - as non-voting member	X	X	X
DISCOUNTS			
Reduced registration fees at EUROCORN	X	X	X*
Reduced fee to all EFC sponsored events	X		X*
30% discount on EFC publications	X	X	X*
Discount on conferences and publications of other MS (EFC membership card)	X		X*
Access to past EUROCORN proceedings	X	X	X*
<i>* ONLY if there is no EFC Member Society in the country in question</i>			
VISIBILITY (in red: new proposed benefits)			
Exhibition			
Discount on EFC booth at EUROCORN		X	X
Priority for choosing booth location (loyalty programme)			X
EFC Website			
Publication of events on website		X	X
Logo on the website with good visibility			X
? Listed in EFC sustaining member directory			X
EFC Newsletter			
Publication of events in EFC Newsletter		X	X
Free promotional write-up of events in EFC Newsletter		X	X
Reduced rates on advertising in the Newsletter			X
? Possibility to publish case studies in the Newsletter			X
? Listed in the EFC Newsletter			X
Others			
Courses and events with EFC endorsement and logo	X?	X	X

APPENDIX 4

EFC BUDGET 2019

The enclosed budget for 2019 was developed based on the strategic plan approved previously by BOA and GA. The following items should be noted:

- It is proposed not to increase subscription fees in 2019 to give societies time to adjust to VAT registration and BOA and GA more time to debate future changes.
- EUROCORR levy is increasing to 10% in 2019. €45,000 was therefore included in the budget as an estimate. If we achieve same number of registrations as Montpellier, the levy will be about €48,000
- It is unclear whether there is likely to be any sponsorship income and this income item was therefore removed.
- In light of the increased EUROCORR income, a new budget item for development of new conferences and events (eg in the USA) was included at €5,000 to cover expenses like travel and initial meetings.
- EFC visibility/Qatar budget was reduced to €3,000 as we don't expect much more travel at present. Just under €6,000 was spent on Qatar collaboration since 2016.
- Young EFC budget was increased to €4,000 so we could encourage YEFC to have events outside EUROCORR and maybe pay for one or two person's travel if needed
- There were no major changes to other income and expenditure items, bringing expected surplus for 2019 to €1,400.

Julija Bugajeva

18 June 2016

	2017 results		2018 budget		2019 budget	
	<i>draft</i>		<i>agreed at BoA</i>		<i>proposal</i>	
	€	€	€	€	€	€
Income	<i>Inc VAT</i>		<i>Excl VAT</i>		<i>Excl VAT</i>	
Membership subscriptions	54 215		46 500		46 500	
Eurocorr levy	31 308		25 000		45 000	
Publishing income	13 069		8 000		6 000	
Sponsorship	0		500		0	
Total		<u>98 592</u>		<u>80 000</u>		<u>97 500</u>
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	
Medals and awards	6 000		6 000		6 500	
Development of new EFC events	0		0		5 000	
		<u>34 243</u>		<u>31 000</u>		<u>36 500</u>
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	
		<u>2 429</u>		<u>10 500</u>		<u>10 000</u>
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	
		<u>4 820</u>		<u>5 050</u>		<u>5 050</u>
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	
		<u>50 998</u>		<u>42 200</u>		<u>41 000</u>
Other costs						
Miscellaneous expenses	30		100		100	
Bank charges	108		150		150	
		<u>138</u>		<u>250</u>		<u>250</u>
Belgium VAT						
VAT payable on membership fees	0		3 850		3 850	
VAT reclaimable on expenses in Belgium	0		(1 130)		(550)	

	0	2 720	3 300
Total	92 628	91 720	96 100
Surplus/(deficit) for the year	5 963	(11 720)	1 400
Surplus brought forward	271 899	277 862	266 142
Surplus carried forward	<u>277 862</u>	<u>266 142</u>	<u>267 542</u>

Memorandum of Understanding

1. Intent

- 1.1 The intent of this Memorandum of Understanding between Chinese Society for Corrosion and Protection (here in after referred to as CSCP) and European Federation of Corrosion (here in after referred to as EFC) is to outline the way in which CSCP and EFC will cooperate in programs as stipulated hereunder. This Cooperative Agreement supersedes any and all previous agreements and understanding between the two parties, whether verbal or written unless specifically identified below.
- 1.2 CSCP and EFC wish to formalize a cooperative relationship that is mutually beneficial to their respective members and will help to promote scientific and technological advances in corrosion and protection.

2. Collaboration on Meetings

- 2.1 At EUROCORR, Biennial CSCP Congress or other events, a meeting shall be organized each year between CSCP and EFC representatives to explore current and future collaboration opportunities between the two organizations.
- 2.2 Recognizing that CSCP and EFC share a common goal of promoting corrosion research and education, the two organizations agree to explore the development of cooperative corrosion symposiums and workshops.

3. Cooperation on Scientific and Technical Activities

- 3.1 The two organizations agree to explore the opportunities of developing joint Working Parties or Task Forces.
- 3.2 The two organizations agree to identify common interests in scientific and technical areas and promote the collaborations between respective Working Parties or Task Forces in these areas.
- 3.3 The two organization agree to promote the academic visits and exchanges of scholars between European countries and China.

4. Promotional Support

- 4.1 CSCP and EFC agree to provide a reasonable amount of publicity and coverage of events and activities in their respective publications and websites, including but not limited to, conference and meeting programs and schedules, new product announcements, appointments and awards.

5. Agreements Term

- 5.1 This MOU is non-exclusive and will begin on the date on which all parties have signed it and continue for five years from that date.
- 5.2 This agreement can be terminated with or without cause, by either party upon sixty (60) days advance written notice.

6. Recognized Agents

- 6.1 The recognized agents and contacts for this agreement and all aforementioned collaborative activities shall be the currently serving Secretary General of CSCP and [REDACTED] of EFC or representatives directly appointed by them. The individuals currently occupying those positions are listed below. It is the responsibility of each organization to inform the other should their recognized agent change.

7. Parties Responsibilities

- 7.1 Each party agrees to faithfully carry out its obligations for the success of the programs listed above. Each party also agrees to be responsible for all of its own expenses incurred respective to the execution of this agreement, unless stipulated by a separate

agreement.

7.1.1 Any communications in connections with this agreement shall be in writing in English and addressed to the parties of this agreement at the following addresses:

If to CSCP:

Haidian District, 30 Xueyuan Rd.,
Fushi Building, Rm. 513,
University of Science and Technology Beijing,
Beijing, China 100083
Attention: Secretary General

If to EFC:

Address:

Attention:

The Parties hereto have caused this Cooperative Agreement to be duly executed.

Chinese Society for Corrosion and Protection:

_____	_____
Date:	Date:
President	Secretary General

European Federation of Corrosion:

_____	_____
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APPENDIX 6

Joint Award between EFC and CSCP for young corrosionists Draft proposal

Context: *excerpt from minutes of the EFC-CSCP meeting during EUROCORR 2017 in Prague, Item “Joint activities between Young EFC and CSCP committee for young scientists and engineers”:*

“A possible collaboration was discussed between the Young EFC, a network launched in 2016, and the CSCP committee for young scientists and engineers, which is gathering about 40 people.

The EUROCORR Young Scientist Grant does not cover the cost of an international flight plus accommodation for exchanges between China and Europe. Therefore, the possibility of a joint award between the EFC and the CSCP was discussed. The CSCP will make a proposal for this joint award, that will be discussed during the next Board of Administrators and STAC meetings at the EFC.

The Young EFC and the CSCP committee for young scientists and engineers could possibly hold a joint meeting during EUROCORR 2018. “

Mail from Prof. Dawei Zhang, 21 May 2018
Subject: Re: EFC-CSCP collaboration

[...]

For the joint award, here is what we proposed.

Instead of a joint award, maybe it's better just to keep the name still as the EFC Young Scientist Grant/Award and stick to its current standard and rules.

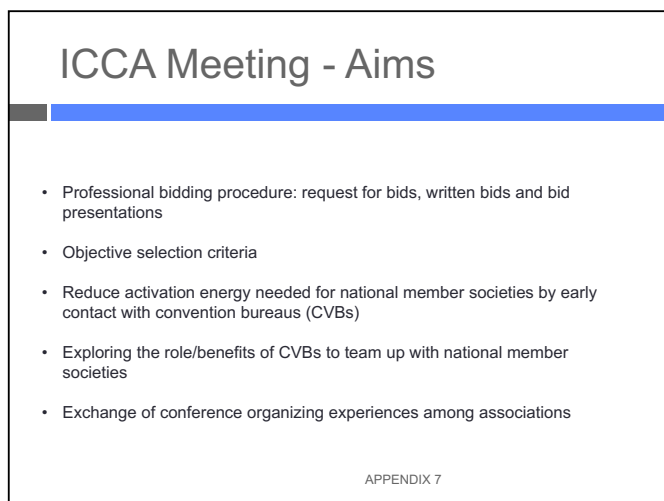
CSCP will provide to EFC an amount of 1,500 euros each year. It is at the discretion of EFC that to divide the money for the 3 recipients or add 1 more award recipient.

Also, CSCP will provide another 3,000 euros each year for one recipient (out of 3 or 4 EFC Young Scientist Grant Recipient) if he/she is interested in visiting from China to Europe or the other way around for short term exchange.

For these 3,000 euros, I think it will be easier for CSCP to directly give to the recipient.

Please let me know what you and your colleagues think.

Cheers,
Dawei Zhang



ICCA Meeting

- 17 Supplier – Client Meetings (teams: Visit Brussels – EFC)
- Wide variety of Clients (World and European Associations: Medical and else)
- Wide variety of Suppliers (CVBs across Europe: Brussels, Barcelona, Salzburg, Belgrade, Dusseldorf, Basel, Geneva, Rotterdam, Copenhagen, Gothenburg, Helsinki, Prague, Glasgow, Edinburgh, Granada, Monte Carlo)
- Also Client-Client meetings and brainstorming sessions: exchange of Association experiences with organizing a conference: bidding process, PCOs, VAT, e-posters, use of social media, outsourcing of sponsorships, insurances, GDPR compliance (opt in/out),...



ICCA Meeting Take home messages EFC (1/2)

- ICCA: Overview of items needed in request for bids
- ICCA: Free review of bidding procedure and request for proposals
- ICCA: Information on objective selection criteria
- ICCA: All further info on CVBs/PCOs through ICCA-portal (Hélène/Arjan)
- Suppliers: social legacy (e.g. charity run, sponsor run (developing country support), public lectures/workshops): local flavour to Eurocorr editions
- Suppliers: eager to team up with national member societies (e.g. Salzburg-ASMET) and organize national Masterclasses CVBs
- Suppliers: range of benefits offered (professional bid book/presentation, welcome reception sponsoring, signages (airport, city, venue), advertisement, promotion, free public transport, venue negotiations, social legacy activities, contacts with authorities, welcome desks, etc.)

APPENDIX 7

ICCA Meeting

Take home messages EFC (2/2)

- Clients: experiences with core-PCO (clear and consistent organisational format, simplifying year-to-year (de)briefing, 2-4yr contracts, etc)
- Clients: very open for further exchange of venue / location / organisational / PCO / ... details and experiences
- Clients: Exchange of association experiences with organizing a conference
 - bidding process
 - PCOs
 - VAT-rules
 - e-posters/paperless conference
 - use of social media
 - outsourcing of sponsorships
 - Insurances
 - personal and data privacy compliance (opt in/out – GDPR General Data Protection Regulation)
 - conference special topics 'meet the professor'/'meet the editor'/'meet the industry'...
 - ...
- Some clients: professional in-house organization; investment in the beginning, but clear financial benefits later (flipping the levy)

APPENDIX 7

Key learning for the congress in Brussels for Visit.Brussels

SQUARE (Other client experiences)

- Difficult infrastructure => Foreseen enough signage and hostesses to help delegates
- Be careful with hidden costs => make good arrangements in advance
- Long waiting lines at the electronic stairs => foresee the traffic
- Bad catering experience => to plan tasting upfront
- Plan enough networking opportunities

Brussels Booking Desk (Other client experiences)

- Good rates and possibility to cancel bookings close to the date

Destination (Other supplier experiences/tips)

- Good experience with mobility
- Good signage at the airport and in the city
- Visit.brussels support programme: promotional movie / aftermovie Local OC
- Check the VAT rates for registration delegates
- Check availabilities for reception at Town Hall
- Include students as volunteers (contest and award)
- Do a social legacy activity: involve countries in development or Brussels (charity run, open public session)
- Do promotion in Sevilla (sept. 2019)
- Plan a lighter session: using a Magician/ stand up comedian/inspirational speaker

APPENDIX 7