



**International Partnership  
for Hydrogen and Fuel Cells  
in the Economy**

## **MEETING AGENDA**

Draft

### **22<sup>nd</sup> IPHE Steering Committee (SC) Meeting**

**December 2 – 3, 2014  
Rome, Italy**

**Address:**

Ministry of Environment, Land and Sea  
Via Cristoforo Colombo 44 / Via Capitan Bavastro 174

**Meeting Room:**

Sala Europa  
7th floor, entrance Via Capitan Bavastro 174

## Tuesday, December 2, 2014

<b>Registration</b>		
08:30	Registration	
<ul style="list-style-type: none"> <li>➤ <i>All IPHE delegates are invited to register/take their name badge before the beginning of the meeting. IPHE representatives are invited to attend all sessions of the 22nd IPHE SC meeting. Observers can attend all open sessions. Closed sessions are indicated below.</i></li> </ul>		
<b>1. Welcome and introductions</b>		
09:00	1.1 Welcome by the host and chair 1.2 SC Introductions	
<ul style="list-style-type: none"> <li>➤ <i>Welcome by the host and chair</i></li> <li>➤ <i>Roundtable Introductions</i></li> <li>➤ <i>New Delegates and Observers</i></li> </ul>		
<b>2. SC Meeting outlook, adoption of meeting agenda and minutes 21<sup>st</sup> SC</b>		
09:20	2.1 Outline of meeting topics and objectives 2.2 Adoption of the Meeting Agenda 2.3 Adoption of the Minutes from the 21 <sup>st</sup> SC Meeting	
<ul style="list-style-type: none"> <li>➤ <i>Adoption of the meeting agenda and minutes from the 21st SC</i></li> <li>➤ <i>Objectives: To set the frame for the meeting and outlining the meeting items.</i></li> </ul>		
<b>3. SC Business overview and update</b>		
09:30	3.1 Overview from the 21 <sup>st</sup> IPHE SC Meeting in Oslo, Norway including Action Items and Decisions	<i>Minutes 21<sup>st</sup> IPHE SC Meeting (SC-C-0xx-14)</i>
<ul style="list-style-type: none"> <li>➤ <i>The status of Action Items and Decisions will be reviewed.</i></li> <li>➤ <i>Objectives: To examine the current status of IPHE activities.</i></li> </ul>		

<b>4. Country updates</b>		
<p>➤ <i>Members are invited to present for 5 – 10 minutes (incl. Q&amp; A!) on their significant H2FC related developments and responses to the special topic (information provided below). Information will be posted to the IPHE website after the meeting<sup>1</sup>.</i></p> <ul style="list-style-type: none"> <li>○ <b><i>The special topic for inclusion in each presentation for this meeting is a review of IPHE and recommendations for the future. Please add slides to your presentation with responses to the following:</i></b> <ul style="list-style-type: none"> <li>▪ <b><i>What have been the most valuable aspects or outcomes of IPHE?</i></b></li> <li>▪ <b><i>What is your greatest need that can be addressed through IPHE?</i></b></li> <li>▪ <b><i>List top 3 actions/next steps to be undertaken through IPHE.</i></b></li> <li>▪ <b><i>List at least 1 specific action you would be willing to support.</i></b></li> </ul> </li> <li>○ <i>Members will discuss this content in Session 10 on Day 2.</i></li> </ul>		
09:45	4.1 Country Updates	<i>Presentation</i>
	4.1.1 Austria 4.1.2 Australia - <i>not attending</i> 4.1.3 Brazil – <i>not attending</i> 4.1.4 Canada 4.1.5 China 4.1.6 European Commission	
<b>11:05–11:25</b>	<b>Coffee and tea break</b>	
	4.1.7 France 4.1.8 Germany 4.1.9 Iceland – <i>not attending</i> 4.1.10 India - <i>not attending</i> 4.1.11 Japan 4.1.12 Korea 4.1.13 Norway – <i>not attending</i> 4.1.14 Russia – <i>not attending</i>	
<b>12:45–14:00</b>	<b>Group picture / Lunch</b> <i>(Please note: group picture to be taken before going to lunch)</i>	

<sup>1</sup> Responses to the following questions will be posted to the Members Only website.

14:00	4.1.15 South Africa 4.1.16 United Kingdom 4.1.17 United States	
15:00	4.2 Host Update – Italy	<i>Presentation</i>
<b>5. Working Group Updates</b>		
15:30	5.1 Regulation Codes and Standards WG	
➤ <i>Update on the activities of the Regulation, Codes and Standards WG</i>		
15:50	5.2 Education WG	
➤ <i>Short report on the educational event in Italy. Outlook on the Educational Encounter planned for next SC meeting. More detailed proposal for the Educational Award concept.</i>		
<b>16:10 - 16:30</b>	<b>Coffee and tea break</b>	
<b>6. Potential New IPHE Members</b>		
16:30	6.1 Denmark	<i>Presentation</i>
➤ <i>Aksel Mortensgaard, Managing Director, Danish Partnership for H2FC and Lennart Andersen, Programme Manager, Danish Energy Agency</i>		
16:50	6.2 The Netherlands	<i>Presentation</i>
➤ <i>Alexander Hablé, Dutch Ministry of Infrastructure and Environment</i>		
<b>7. Activities of the European Government Support Group (GSG)</b>		
17:10	7.1 Update on the work status	
➤ <i>Alexander Hablé, Dutch Ministry of Infrastructure and Environment</i>		
17:30	End of Day 1	
20:00	Joint Dinner/Reception at Ristorante Roof Garden Forum	

## Wednesday, December 3, 2014

09:00	<b>Welcome to the 2<sup>nd</sup> Meeting Day – Coffee and Tea Available</b>	
<b>8. IEA Update</b>		
9:10	8.1 Update on the IEA H2 Roadmap	
➤ <i>Presentation from IEA (Hanno Butsch)</i>		
<b>9. Stakeholder Engagement</b>		
9:30 – 11:15	9.1 Hydrogen Infrastructure Update and Discussion	
➤ <i>Presentations from industry stakeholders to update the IPHE on the status of their hydrogen infrastructure activities and provide insights on accelerating infrastructure development. Each presenter will speak for 20 minutes and 10 minutes will be available for open discussion.</i> <ul style="list-style-type: none"> <li>○ <i>Mr. Oliver Bishop, General Manager, Shell Hydrogen</i></li> <li>○ <i>Mr. Nicolas Brahy Program Officer, FCH-JU</i></li> </ul>		
11:15 - 11:30	<b>Coffee and Tea Break</b>	
<b>10. Permanent Secretariat Office</b>		<b>Session is closed to the Public</b>
11:30	10.1 Establishment of a Permanent Secretariat Office to be operational by 2015	<i>Presentation</i>
➤ <i>Update from Mike Mills (U.S.) then discussion on the status of the formation of an IPHE PSO.</i> ➤ <i>Review of operations and guidelines for the Executive Secretariat</i> ➤ <i>Welcome Tim Karlsson as Executive Director</i>		
13:00 - 14:00	<b>Lunch break</b>	
<b>11. IPHE Work Plan</b>		
14:00	11.1 Phase 2 Workplan Update and Overview	<i>Presentation</i>
➤ <i>Presentations from U.S.</i> <ul style="list-style-type: none"> <li>○ <i>IPHE Peer Reviewed Article</i></li> <li>○ <i>2014 IPHE Global Commercialization Update</i></li> <li>○ <i>Rollout of Wikipedia Site</i></li> <li>○ <i>TF Olympic Games</i></li> <li>○ <i>Lessons learned / best practices from demonstration</i></li> <li>○ <i>Partnership model matrix</i></li> </ul>		

<ul style="list-style-type: none"> <li>○ <i>Workplan Overview and Next Steps (including input from Member Updates)</i></li> <li>➤ <i>Breakout sessions and discussion on Item 4 from Day 1 (responses on IPHE priorities and country responses to questions), facilitated by the U.S.</i></li> </ul>		
15:30	11.2 IPHE HRS Operation Database	<i>Presentation</i>
➤ <i>Presentation from Japan (TBC) and discussion on possible implementation</i>		
15:45	11.3 IPHE HFC Incentives Proposal	<i>Presentation</i>
➤ <i>Italy, South Africa and U.S. will lead a discussion on options for an IPHE HFC Incentives Analysis.</i>		
<b>16:00 - 16:15</b>	<b>Coffee and tea break</b>	
<b>12. IPHE Chair Selection</b>		
16:15	12.1 Review Nominations Submitted to the Secretariat and Determine Next IPHE Chair	<b><i>Session is closed to the Public</i></b>
<ul style="list-style-type: none"> <li>➤ <i>Members will discuss all nominations received and select the next Chair by consensus. Nominees include (As of November 14, 2014):</i> <ul style="list-style-type: none"> <li>○ <i>Bernard Frois, France</i></li> </ul> </li> <li>➤ <i>Welcome new IPHE Chair</i></li> </ul>		
<b>13. Upcoming SC meetings</b>		
16:30	13.1 SC Meeting in May 2015 – China 13.2 SC Meeting in November 2015 – TBD	
➤ <i>Discussing locations and narrow down dates for upcoming SC meetings in 2015</i>		
<b>14. Wrap up</b>		
16:45 – 17:00	Wrap up of action items and decisions	
17:00	Adjourn Meeting	

\* Please note that some of the sessions are closed to the public since they are dealing with sensitive internal IPHE business. Only official IPHE delegates may attend.