



## **MEETING AGENDA**

### **14th IPHE Steering Committee (SC) Meeting**

**September 23-24, 2010  
Shanghai, China**

Galaxy Hotel

**Meeting Room: Multifunction Room**

**Draft**

## Thursday, September 23, 2010 – Day 1

### 14<sup>th</sup> IPHE SC Meeting

<b>Registration</b>		
08.30	Registration	
<ul style="list-style-type: none"> <li>➤ <i>All IPHE delegates are invited to register before the beginning of the meeting. IPHE representatives are invited to attend <u>all</u> sessions of the 14<sup>th</sup> IPHE SC meeting.</i></li> <li>➤ <i>Galaxy Hotel</i></li> </ul>		
<b>1. SC Welcome</b>		
09.00	1.1 Welcome 1.1.1 Introductions 1.1.2 New Delegates and Observers 1.2 Adoption of the Meeting Agenda and Objectives 1.3 Adoption of the Minutes from the 13th Joint Meeting in Essen	
<ul style="list-style-type: none"> <li>➤ <i>Welcome and introduction by the host country China</i></li> <li>➤ <i><u>Objectives:</u> To share relevant information and examine the current status of IPHE activities.</i></li> </ul>		
<b>2. SC Business Overview and Update</b>		
09.30	2.1 Overview and Update from Joint 13th IPHE ILC & SC Meeting in Essen, Germany including Action Items and Decisions	<i>Minutes Joint 13<sup>th</sup> IPHE Meeting</i>
<ul style="list-style-type: none"> <li>➤ <i>SC Chair will provide an update from the Joint 13<sup>th</sup> IPHE Meeting</i></li> <li>➤ <i>The status of Action Items and Decisions will be reviewed</i></li> </ul>		
10.00	2.2 IPHE Secretariat Update	
<ul style="list-style-type: none"> <li>➤ <i>IPHE Secretariat to provide an update of recent activities</i></li> </ul>		
10.10	<i>Coffee/Tea Break</i>	

<b>3. Countries Updates</b>		
10.30	3.1 Member Country Updates	
	3.1.1 Australia 3.1.2 Brazil 3.1.3 Canada 3.1.4 EU 3.1.5 Korea – <i>left out, not attending</i> 3.1.6 New Zealand 3.1.7 Russian Federation 3.1.8 United Kingdom 3.1.9. India – <i>left out, not attending</i>	<i>Presentations will be circulated and posted to the website after the meeting</i>
<ul style="list-style-type: none"> <li>➤ <i>Member countries will present an update on their Hydrogen and Fuel Cell technology related activities.(max. 10 min each)</i></li> <li>➤ <i>The following countries presented at the last meeting: Italy, Japan, China, U.S., Norway, Germany, France, Iceland, Republic of South Africa</i></li> </ul>		
12.00	<i>Lunch Break</i>	
<b>4. IPHE Business and Actions</b>		
13.15	4.1 Work Plans and Activities of Standing Working Groups	
	4.1.1 Education Working Group 4.1.2 RCS Working Group	
<ul style="list-style-type: none"> <li>➤ <i>The Education WG and Regulation, Codes &amp; Standards WG will present their Work Plan as stated in <u>Action Item 16</u></i></li> <li>➤ <i>The Regulation, Codes &amp; Standards WG will report back on Hydrogen Purity, 700 bar storage and 700 bar dispensing nozzle</i></li> </ul>		
14.00	4.2 Workshops – Review and Future Topics	<i>Workshop Report Ulm</i>
	4.2.1 Governmental Programmes on E-Mobility 4.2.2 International Hydrogen and Fuel Cell Technology and Vehicle Development Forum 4.2.3 Future Workshop Topics 4.2.4 Work Shop Report Template	
<ul style="list-style-type: none"> <li>➤ <i>Presentation on IPHE Workshop “Governmental Programmes on E-Mobility by Nilguen Parker</i></li> <li>➤ <i>Report on recently held “International Hydrogen and Fuel Cell Technology and Vehicle Development Forum” by Nilguen Parker</i></li> <li>➤ <i>Discussion on topics for future workshops including</i> <ul style="list-style-type: none"> <li>○ <i>“Stationary Applications”</i></li> </ul> </li> </ul>		

<p>○ “Hydrogen as a storage medium for renewable energy”</p> <p>➤ <i>Discussion of Work Shop Report Template</i></p>		
14.40	<p>4.3 Exchange of Knowledge</p> <p>4.3.1 Policy Response to Infrastructure Workshop</p> <p>4.3.2 Hydrogen Storage Technology</p>	<p><i>Presentation Japan, binder doc. 4; Scoping Paper on Hydrogen Storage</i></p>
<p>➤ <i>Presentation of Japans draft of policy response to Infrastructure Workshop</i></p> <p>➤ <i>Discussion on Scoping Paper on Hydrogen Storage</i></p>		
15.00	<p><i>Coffee/Tea Break</i></p>	
<p><b>5. Strategic Discussion</b></p>		
15.20	<p>5.1 IPHE’s Profile, Future Work Plan and Focus towards Ministerial Meeting</p>	<p><i>Draft Work Plan; Strategic Discussion Paper</i></p>
<p>➤ <i>Brief outline on the Strategic Discussion Paper and Draft Work Plan provided by the Secretariat</i></p> <p>➤ <i>Discussion on IPHE’s profile; defining a clear vision for IPHE and actions – please see Strategic Discussion Paper here</i></p> <p>➤ <i>Review and discussion of IPHE’s Future Work Plan including the role and tasks of future Working Groups and Task Forces</i></p>		
16.45	<p>5.2 Preparation of Ministerial Meeting</p>	<p><i>Presentation at the meeting</i></p>
<p>➤ <i>The Ministerial Meeting Preparation Task Force will present its discussion Paper and outline options of having a MM</i></p> <p>➤ <i>Discussion on preparation of a Ministerial Meeting</i></p>		
18.00	<p>Adjourn Day 1</p>	
18.30	<p><i>Evening Dinner at Seagull Palace</i></p>	

## Friday, September 24, 2010 – Day 2 14<sup>th</sup> IPHE SC Meeting

09.00	Welcome by the Chair and Introduction	
<b>6. External Presentations on Hydrogen and Fuel Cell Deployment</b>		
9.05	6.1 Presentation on <i>Evaluation and Commercialization of Hydrogen Fuel Cell Vehicles – Overview of Industry Activities</i>	
➤ <i>Presentations of McKinsey’s study “EU Coalition” by Dr. Martin Linder, McKinsey &amp; Company, Inc.</i>		
<b>7. IPHE’s Outreach</b>		
09.40	7.1 IPHE’s Outreach activities and tools 7.1.1 SON Brochure 7.1.2 Report on Funding 7.1.3 IPHE Student Competition and Awards	<i>Discussion Paper: Outreach and Communication Strategy Development; Draft “SON Brochure”, binder doc. 9</i>
<ul style="list-style-type: none"> <li>➤ <i>Short outline by the Secretariat, referring to IPHE’s work plan and Discussion Paper</i></li> <li>➤ <i>Brief discussion of IPHE’s outreach activities, website, newsletter and profile</i></li> <li>➤ <i>Decision on Communication Task Force and further steps</i></li> <li>➤ <i>Discussion of Content and suggestion for further use of SON brochure</i></li> <li>➤ <i>Discussion of “open” communication items as stated in the Work Plan</i></li> </ul>		
10.50	<i>Coffee/Tea Break</i>	
11.10	7.2 Collaboration and Interlinking IPHE’s Activities with other organizations	<i>Presentation on Collaboration prepared by France</i>
<ul style="list-style-type: none"> <li>➤ <i>Discussing the options of collaboration and possible steps enforcing it</i></li> <li>➤ <i>Reviewing complementary organization</i></li> </ul>		
<b>8. IPHE’s Structure</b>		
11.30	8.1 IPHE Terms of Reference	<i>ToR</i>
➤ <i>The IPHE Terms of Reference need to be modified and approved according to the decisions made at this meeting, point 7.2</i>		
11.45	8.2 IPHE Chairs	
<ul style="list-style-type: none"> <li>➤ <i>Discussion on IPHE Vice Chairs</i></li> <li>➤ <i>Discussion on Chairs of the Award Committee, if IPHE continues on IPHE Awards</i></li> <li>➤ <i>Chairs of Working Groups</i></li> </ul>		

<b>9. Others</b>		
12.10	8.1. Short information on further topics	
➤ <i>Membership Interests</i> ➤ <i>Next Meetings – dates and location</i>		
<b>9. Wrap up Action Items and Decisions</b>		
12.20	Wrap up Action Items, decisions and next steps	
13.15	Adjourn	
13.30	<i>Lunch</i>	
15.00	Tour of FCV demo facilities of the World Expo	
➤ <i>Information on tour logistics</i>		

\*All meetings will take place at the Galaxy Hotel:

**Galaxy Hotel**  
No.888 Zhongshan West Road  
Changning District  
Shanghai 200051  
China