

Summary of the ARGE Online Working Meeting on 29th April 2021

Date & time: 29th April 2021, 09:00 – 12:00 CEST

Venue: Online meeting on Zoom

31 participants:

Surname	First name	National Association	Country of Nat. Assoc.	Company Group
ALBANESE	Marco	ASSOFERMA	Italy	-
BROMLEY	Richard	DHF	UK	ASSA ABLOY
BROWNE	Paul	DHF	UK	ASSA ABLOY
CHLÁDEK	Vladimír	MEZA	Czech Rep.	TOKOZ
EHRlich-ADÁM	Stefan	BGSB	Austria	EVVA
EXPÓSITO	Carlos	AFACE	Spain	ASSA ABLOY
GALLAND	Fabrice	UNIQ	France	ASSA ABLOY
GRAÉ	Martin	FVSB	Germany	ROTO FRANK
HAAB	Heinz	VSSB	Switzerland	Hawa
HEDLUND	Håkan	SEM Group	Sweden	ASSA ABLOY
KOOLE	Arjen	VHS	Netherlands	-
KULLMANN	Lea	FVSB	Germany	dormakaba
ŁASOWSKI	Tomasz	ZPOB	Poland	-
LIDÉN	Inge	ARGE	Europe	-
LUOMANPÄÄ	Reeta	FFTl	Finland	-
PAOLIZZI	Marco	ASSOFERMA	Italy	Krona Koblenz
PERRY	Bob	DHF	UK	-
RIESTER	Julian	FVSB	Germany	ASSA ABLOY
ROSEVICH	Bruno	ASSOFERMA	Italy	SAVIO
RULE	Neil	DHF	UK	ACCESS2

SCHELDING	Michael	DHF	UK	-
SCHMIDT	Stephan	FVSB	Germany	-
SCHNEIDER	Annette	FVSB	Germany	-
SCHNÖBELEN	Denis	UNIQ	France	MANTION
TOIVANEN	Jari	FFTI	Finland	ASSA ABLOY
VERSCHELDEN	Claude	ZPOB	Poland	FANA
VEYSSEYRE	Michel	VSSB	Switzerland	dormakaba
VILAIN	Pierre	UNIQ	France	ASSA ABLOY
WEISSENBOCK	Hans	ARGE	Europe	-
WHITWORTH	David	DHF	UK	-
ZINNO	Marcello	ASSOFERMA	Italy	-

Agenda

	#	Time	Duration	Subjects	Speaker(s)
Start		09.00	5'	Welcome of delegates; ARGE Antitrust Guidelines	D. Schnöbelen
	1	09.05	30'	Reissue of current ARGE EPD and issue of new ARGE EPD: <i>Definition of how to proceed</i>	H. Weissenböck, ARGE members
	2	09.35	30'	ARGE Lead (Pb) Reduction Programme: <i>Definition of implementation steps</i>	H. Weissenböck, ARGE members
	3	10.05	15'	ARGE Recommendation concerning SCIP Database: <i>Brief introduction</i>	P. Vilain, H. Weissenböck
		10.20	15'	COFFEE BREAK	
	4	10.35	15'	ARGE Conference 2021: <i>Update</i>	D. Schnöbelen, H. Hedlund
	5	10.50	15'	New ARGE Website and communication with members and stakeholders: <i>Introduction</i>	H. Weissenböck
	6	11.05	10'	Update on some other pending ARGE matters: <i>Brief info</i>	H. Weissenböck
	7	11.15	5'	Amendments of ARGE Constitution: <i>Preliminary information</i>	H. Weissenböck
	8	11.20	30'	Any subjects ARGE members wish to address: <i>Please let us know what is on your mind</i>	ARGE members
		11.50	10'	Conclusions and wrap-up	D. Schnöbelen
End		12.00			

Summary

Welcome of delegates; ARGE Antitrust Guidelines

- ❖ **Denis Schnœbelen (DS) welcomed participants** and expressed his delight that all 12 National Associations being members of ARGE are represented in this online meeting.
 - He stated that for ARGE it is of importance to regularly receive input and feedback from its members, providing guidance for the work of the ARGE Executive Team (ExT).
 - DS pointed out that the main objectives of this online meeting are (i) to discuss and agree upon the project of reissuing the ARGE EPD, and (ii) to discuss and agree upon the ARGE Lead (Pb) Reduction programme. In addition, some other relevant information will be provided.
- ❖ **DS reminded participants of ARGE's antitrust guidelines** as shown below and urged them to fully adhere to these guidelines.

Antitrust laws regulate – amongst other matters – the conduct of business representatives in connection with association activities. It is important, therefore, from the representative's own perspective and for the good of ARGE as a whole, that representatives recognise that any conduct which is conflicting with or questionable under antitrust laws must not occur at association meetings. Representatives have also to avoid actions which even create the appearance of an unlawful agreement.
- ❖ **Hans Weissenböck apologised that participants had not received documents** for pre-reading in time, due to a crash of the ARGE email server.

1. Reissue of current ARGE EPD and issue of new ARGE EPD: Definition of how to proceed

- ❖ **Hans Weissenböck (HW) presented the state of play and provided input for deciding upon how to proceed.**
 - For details see following documents:
 - 'ARGE EPD - Reissue 2021 - letter to members 2021-03-13.pdf'
 - 'ARGE EPD - Survey 2021-03-13 - results 2021-04-27.xlsx'
 - 'ARGE EPD - Input for ARGE Online meeting on 2021-04-29 - incl. decisions.pptx'
- ❖ **A fruitful discussion yielded the confirmation of ARGE EPD's purpose, namely, to be generic, industry representative EPD covering the main product lines of building hardware.**
 - **Decisions:**

Decisions as shown below are also contained in the document 'ARGE EPD - Input for ARGE Online meeting on 2021-04-29 - incl. decisions.pptx' (see slides 8, 9 and 10).

- **All existing 14 EPD will be reissued under EN 15804+A2:2019.**
 - The EPD for **Electromechanical hardware** will remain to cover all five types of electromechanical hardware (**Electromechanical locks, Electric strikes, Electromechanical cylinders, Electromechanical handles, Electromechanical push button locks**); no splitting of this EPD into several product-specific EPD will be undertaken. The EPD for **Electromechanical hardware** shall be checked whether **Swing door operators** can be included as well. Wording on the front page and in the text – potentially underpinned by the photos selected – should make it easier for users of the EPD to relate the EPD to a specific product line.
 - The two EPD for **Single-axis hinges** and **Door closers** shall be evaluated whether certain comparable products can be included as well, e.g., **Door closers** including **Guide rails** and **Floor springs**, and **Single-axis hinges** having its name changed to include also **Multi-axis hinges** and **Concealed hinges**.
 - In all EPD an amended wording in '**2.6 Base materials / Ancillary material**' should facilitate that the specific EPD covers also products containing similar materials.
 - Text of all EPD shall be checked for potentially requiring amendments (e.g., due a revision of the respective EN standard).
 - From today's perspective reissuing the EPD under the revised (latest) version EN 15804+A2:2019 will be sufficient; no need is felt to reissue EPD under the 'old' EN 15804+A1:2012 as well (note: many building certification schemes operate still with EPD under the 'old' standard).
- **A new EPD** will be established for **Access Control hardware** for which no EPD exists yet.
- **ARGE will not invest and set-up a software solution for 'automated' EPD generation:** ARGE General Secretariat evaluated the option of investing and setting up a software solution for 'automated' EPD generation (LCA calculator / EPD generator), allowing the generation of company- and product-specific EPD. The reasons why this concept is not pursued at this stage are that (i) ARGE does not have the capacity to operate such a software solution as service provider, and (ii) if it were operated by a third party, it would most likely not be as financially attractive for most companies under the 'ARGE umbrella' as the current concept with generic, industry-representative EPD is.
- **Financing:** From today's perspective, to carry out the tasks as defined above **is expected to not require additional fees from the National Associations**. Financing the respective work of ARGE's consultant (Dr Frank Werner) and programme holder (IBU) should be managed by releasing reserves as well as by anticipating future annual licence fee income.
- **Project management: Ad-hoc Teams** for the **reissue of the 14 EPD** and establishing the **EPD for Access Control hardware** will be established. Hans Weissenböck will manage the project.
- **Support of UNIQ and VHS in complying with national EPD requirements in France respectively in the Netherlands:**
 - ARGE has agreed with Dr Frank Werner that he will be available for supporting UNIQ and VHS in complying with national EPD requirements.
 - Frank's respective consultancy will be rendered directly to the UNIQ respectively VHS.

- **Support of VHS and any other National Association in generating additional EPD:**
 - Frank will also be available for supporting VHS and any other National Association in establishing new industry representative (generic) EPD for product lines not covered by ARGE EPD. Also, for this, Frank's respective consultancy will be rendered directly to the respective National Association.
- ❖ **Post-meeting note on the prolongation of the validity of the existing EPD by 1 year:**
 - This post-meeting note is also contained in the document '*ARGE EPD - Input for ARGE Online meeting on 2021-04-29 - incl. decisions.pptx*' (see slide 11).
 - **Background:**
 - The validity of the 14 existing ARGE EPD was scheduled to end 5 years after publication date, which is between 4th September 2021 (EPD for Locks) and 15th December 2021 (Electromechanical hardware). The expiry dates of the other EPD were between these two dates.
 - Many of the building certification schemes operate still under the 'old' EN 15804 (as outlined above).
 - ARGE will address potential amendments of the EPD for Electromechanical hardware, for Single-axis hinges, and for Door closers. Any potential changes have to be well-considered and feasible.
 - **Validity of existing EPD has been prolonged by 1 year:**
 - Against the background as stated above, ARGE asked its programme holder, IBU (Berlin, Germany), to prolong the validity of the ARGE EPD.
 - **IBU kindly agreed to extend the validity of each of the 14 ARGE EPD by 1 year. Consequently, the validity of the ARGE EPD will end on 4th September 2022 (EPD for Locks) and 15th December 2022 (Electromechanical hardware).** The expiry dates of the other EPD are between these two dates. For the process of implementing this prolongation on the individual customised EPD documents see the covering email to this summary.

2. ARGE Lead (Pb) Reduction Programme: *Definition of implementation steps*

- ❖ **HW presented the state of play and provided input for deciding upon how to proceed.**
 - For details see following documents:
 - '*ARGE Lead (Pb) Reduction Programme - letter to members 2021-04-02.pdf*'
 - '*ARGE Lead (Pb) Reduction Programme - Input for ARGE Online meeting on 2021-04-29 - incl. decisions.pptx*'
- ❖ **Participants reflected on the suggestions as outlined in the two documents, and subsequently gave their approval.**

■ Decisions:

Decisions as shown below are contained in the document '*ARGE Lead (Pb) Reduction Programme - Input for ARGE Online meeting on 2021-04-29 - incl. decisions.pptx*'.

– Further procedure concerning Work Package 1 (Lead (Pb) migration of keys):

The following suggestions were presented, discussed, and subsequently approved (see slides 6 and 9 of document '*ARGE Lead (Pb) Reduction Programme - Input for ARGE Online meeting on 2021-04-29 - incl. decisions.pptx*'):

- Define test design.
- Define which test lab shall be appointed to carry out tests according to EN 12472:2020 ('Method for the simulation of accelerated wear and corrosion for the detection of nickel release from coated items').
- All participating companies should provide their keys to be tested directly to the test lab and will receive their respective test results; ARGE will receive copies of the test results and anonymise, consolidate, and disseminate all results.
- Migration test will be done not only in relation to lead (Pb) but also for nickel (Ni).
- Test costs (approx. € 90.- per test) shall be borne by the companies supplying their keys for testing.

– Further procedure concerning Work Package 2 (Lead (Pb) reduction in keys) and Work Package 3 (Lead (Pb) reduction in lock cylinders and padlocks):

The following suggestions were presented, discussed, and subsequently approved (see slides 7 and 9 of document '*ARGE Lead (Pb) Reduction Programme - Input for ARGE Online meeting on 2021-04-29 - incl. decisions.pptx*'):

- Define test design.
- Define financing (as ARGE will have to be contractual partner of the research institute(s) due to antitrust regulations, ARGE could either pass on the respective cost to National Associations or to the participating companies).
- Define which research institute(s) shall be appointed.

– Further procedure concerning Work Package 4 (Lead (Pb) reduction in all other building hardware products):

The following suggestions were presented, discussed, and subsequently approved (see slides 8 and 9 of document '*ARGE Lead (Pb) Reduction Programme - Input for ARGE Online meeting on 2021-04-29 - incl. decisions.pptx*'):

- Define for which products information shall be compiled and disseminated

– Question whether ARGE should offer a webinar providing an overview on the regulatory ecosystem in relation to lead (Pb):

- Participants did not see the need for such webinar at present.
- ARGE's offer to support members – also individually – in this matter remains valid.

3. ARGE Recommendation concerning SCIP Database: *Brief introduction*

❖ Info on obligation to provide information to ECHA (SCIP database)

- Pierre Vilain (PV) briefly informed, respectively updated participants on the current situation concerning the SCIP database (see document '[ARGE SCIP Recommendation - Brief intro during ARGE Online meeting on 2021-04-29.pptx](#)').
- PV pointed out that ARGE will provide a recommendation on how to comply with the obligation by creating dossiers in the SCIP database efficiently.
- HW added that – even though this obligation has become legally binding on 5th January 2021 – it does not seem to be a serious problem if a company has not yet submitted the required notification(s).

4. ARGE Conference 2021: *Update*

❖ The ARGE Conference 2021 planned to take place in Stockholm will not be held.

- DS and HW reported as follows:
 - The ARGE Conference 2021 was planned to take place in Stockholm on 9th & 10th September, hosted by SEM Group, the Swedish ARGE member.
 - Due to the still uncertain, Covid-19 impacted situation in relation to further planning the event and inviting ARGE representatives from all over Europe, the ARGE Executive Team together with Urban Doverholt (Chairman of SEM Group) and Henrik Kolga (General Manager of SEM Group) decided not to hold an ARGE Conference in 2021. It was felt that the Conference attendance this year would most likely be poor and that it would be a pity to 'waste' the attractive venue for only some tens of participants coming to Stockholm.
 - In place of an ARGE Conference 2021 ARGE will organise an ARGE Online Members' Meeting 2021 – with the same or similar format as last year. The date for this ARGE Members Meeting will be end-September / beginning of October 2021. A Doodle poll will be run for setting the date.

❖ ARGE Conferences 2022, 2023, and 2024

- Håkan Hedlund (Board Member of SEM Group) informed that SEM Group considers to be the host of the ARGE Conference 2022, with Stockholm as venue. DS, speaking for the ARGE ExT responded that this would be highly appreciated by ARGE.
 - The hotel at which the Conference would be held as well as the programme would remain as originally planned already for 2020 and then postponed to 2021.
 - A final decision will be made by SEM Group in June 2021.
- Vladimír Chladék, Chairman of MEZA (ARGE's Czech member), and Marco Paolizzi, Chairman of ASSOFERMA (ARGE's Italian member) kindly confirmed that their National Associations stand by as hosts of the ARGE Conference 2023 and 2024. DS and HW expressed ARGE's gratitude for MEZA's and ASSOFERMA's flexibility and for keeping up their highly valued offer.

5. New ARGE Website and communication with members and stakeholders:

Introduction

- ❖ **HW gave a brief preview on the new ARGE website.**
 - The main improvements versus the current website are (for details see document '*New ARGE Website - Input for ARGE Online meeting on 2021-04-29.pptx*'):
 - The new website will reflect all areas of ARGE's scope of work (current website does not).
 - It will be a prime source of information for members of the ARGE 'family', including being the storage place for ARGE Working Group documents.
 - As the website will be running on the CMS WordPress, creating new content and managing the website will be much less effort compared with the current one, allowing more frequent posts and updates.
- ❖ **Two questions were raised by HW and discussed subsequently:**
 - Shall access to the members-only section (internal) in which e.g., the Working Group documents will be stored, be broken down to a company's level?
 - Under this system ARGE's members, the National Associations, will receive separate usernames and passwords for each individual company that is a member of the respective National Association. Advantage of this system is that if a company resigns from being a member access rights for this specific company will be deleted.
 - Alternatively, ARGE could continue with the current system under which there is one username and password for each National Association. This means that in case a company terminates its membership of a National Association this company can still access the internal section of the ARGE website and thus benefit from ARGE.
 - Shall the list of companies which are members of National Associations still include the option of filtering these companies by product category (e.g., door closers, locks, etc)? Such filtering option is cumbersome to maintain for both, the National Associations as well as for ARGE.
- **Decisions:**
 - **Access to members-only section (internal section):** National Associations have a clear preference for creating separate usernames and passwords for each individual company. Consequently, ARGE will set up access rights accordingly.
 - **Filtering of companies by product category:** National Associations declared that for them the benefit of having the option to filter companies by product category falls short compared with the required efforts to set it up and to maintain it. Consequently, this option will not be available on the new website anymore.

6. Update on some other pending ARGE matters: *Brief info*

- ❖ **HW provided a brief intro into the EU Sustainable Products Initiative.**

- Presently, the European Commission runs a Public Consultation on the Sustainable Products Initiative (SPI), ending 9th June 2021. ARGE will participate in this consultation. HW outlined the background of this EU initiative (see slide 2 of document '*Update on other pending ARGE matters - Brief intro during ARGE Online meeting on 2021-04-29.pptx*').

❖ **PV briefly presented the subject of BREXIT impacting CE marking**

- CE mark will cease to be recognised in Great Britain on 1st January 2022. PV gave an overview on the changes which have been implemented already and which will kick-in as of next year (see slide 3 of document '*Update on other pending ARGE matters - Brief intro during ARGE Online meeting on 2021-04-29.pptx*').
- PV also informed about the webinar on this subject which will be held by ARGE's WG *Standardisation TG Information & Education* on 28th May 2021, 11.00 – 12.00 CEST.

7. Amendments of ARGE Constitution: *Preliminary information*

❖ **HW informed about ARGE Executive Team's suggestion to amend the ARGE Constitution by a formal vote in writing.**

- Elimination of the necessity to have auditors auditing ARGE's books of accounts:
 - ARGE has its accounting done by a chartered accountant firm. This firm has a state-of-the-art accounting software in use and – in addition to the accounting activities – carries out also plausibility checks when preparing the annual accounts. The annual accounts report is comprehensive (it usually has between 25 – 30 pages).
 - Against this background ARGE is not able anymore to find persons who are willing to perform the task of an auditor on a voluntary basis. ARGE's previous auditors stated that for them auditing has become too time-consuming and would require a higher accounting competency as they have.
 - An external professional auditor would charge some thousands of Euros for the audit.
 - ARGE is registered in Germany under German law and is legally not required to have auditors auditing the accounts. The only reason why ARGE has had auditors in the past is that ARGE's Constitution states as one of the duties of the General Meeting "to appoint Auditors to examine the books of accounts".
 - As a consequence of the above stated the ARGE Executive Team will suggest eliminating the necessity of having auditors examining the books of accounts.
- Limitation of personal liability of ARGE Officers:
 - According to German law applicable for ARGE, ARGE Officers are personally liable for damages resulting from ARGE actions. The law foresees the possibility of limiting the liability of Officers in the articles of association (in terms of ARGE, the ARGE Constitution).
 - As all ARGE Officers, with the exception of the General Secretary, work on an honorary basis, the ARGE Executive Team believes that limiting the personal liability of the Officers would be fair.

- HW stated that the ExT will prepare a proposal to amend the ARGE Constitution by a formal vote in writing, reflecting both, the elimination of necessity of auditors and the limitation of personal liability of ARGE Officers.

8. Any subjects ARGE members wish to address

- ❖ **No additional subjects were addressed by ARGE members.**
- ❖ **Shall such an 'Online Working Meeting' be held again?**
 - DS asked the representatives of the ARGE members whether they experienced this meeting as having been beneficial for further intensifying the collaboration between ARGE members and the ARGE ExT.
 - The feed-back meeting participants gave in replying to DS's question was clearly positive. The opportunity to thoroughly discuss subjects and make substantiated decisions was appreciated and regarded as valuable.
 - **Decision:**
 - ARGE Online Working Meetings will be held also in future. From today's perspective such meeting should be a regular event taking place in spring. Obviously, if necessary, it can be held at any time of the year whenever feasible.
- ❖ **Paul Browne retires but will remain Director of DHF (ARGE's member in UK).**
 - Bob Perry, CFO of DHF, informed that Paul Browne, Chief Technology Officer & Business Development Director of ASSA ABLOY Opening Solutions UK & Ireland and ARGE Board member for 9 years retires end-April. He thanked Paul for his dedication and expertise in representing DHF at the ARGE Board and added that it is comforting to know that Paul will remain in his position as Director at DHF.
 - On this note, also DS as Chairman of ARGE expressed his gratitude to Paul for his tireless commitment and professional contribution in further developing ARGE. He went on to say that a personal thank you will be given at the next ARGE Conference.
 - In this context HW informed that Richard Bromley, who succeeds Paul in his position at ASSA ABLOY Opening Solutions UK & Ireland, had been nominated by DHF for succeeding Paul also on the ARGE Board. Hence, at the latest meeting of the ARGE ExT, the ARGE Board co-opted Richard as Board Member. According the ARGE Constitution, Richard has to stand for election at the next ARGE General Meeting. (October 2021).

Conclusions and wrap-up

- ❖ **In wrapping up, DS in his role as ARGE Chairman drew the following conclusions:**

- Such an ARGE Online Working Meeting was held for the first time. It turned out as appropriate format for addressing and deciding upon specific subjects for which input of ARGE's members, the National Associations, is needed for coming to a well-considered decision.
- For the ARGE ExT such a meeting is an ideal opportunity to directly communicate with representatives and experts from the National Associations. Hence, it is positive that not only all 12 National Associations but also all members of the ARGE ExT participated.
- As the feed-back given on this meeting was encouraging (see agenda item 8.), such Online Working Meetings will be incorporated in ARGE's operational governance, fostering a tight collaboration between ARGE's members and the ARGE ExT.
- DS thanked all participants for their participation and their contributions and closed the meeting.

Hans Weissenböck

17th May 2021