# SCHEDULE

## Wednesday, October 15

<table>
<thead>
<tr>
<th>Time</th>
<th>Event</th>
<th>Location</th>
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<tbody>
<tr>
<td>13.00-15.30</td>
<td>Trade Association Meeting</td>
<td>CNCC – room 209B</td>
<td>For interested ExCo and invited solar thermal trade association representatives (Lex Bosselaar is organizing)</td>
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<tr>
<td>16.00-19.00</td>
<td>New Country Workshop</td>
<td>CNCC – room 209B</td>
<td>For the newest members and other interested ExCo and OAs wanting to discuss ideas for engagement and possible new work (Werner Weiss and Michael Köhl are organizing)</td>
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<tr>
<td>19.30 – 21.00</td>
<td>OA Meeting</td>
<td>CNCC – room 209B</td>
<td>For all OAs and those proposing new work</td>
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## Thursday, October 16

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<th>Time</th>
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<tbody>
<tr>
<td>8.30 – 18.00</td>
<td>ExCo Meeting</td>
<td>CABR</td>
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<tr>
<td>19.00</td>
<td>ExCo Dinner</td>
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## Friday, October 17

<table>
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<th>Time</th>
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<tbody>
<tr>
<td>9.00 – 16.30</td>
<td>ExCo Meeting</td>
<td>CABR</td>
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THURSDAY, October 16th

1. GENERAL BUSINESS (8.30 - 9.00)
   1.1 Welcome – Chairman
   1.2 Apologies and Introductions – Chairman
   1.3 Agenda Confirmation – Chairman
   1.4 Approval of Minutes of the Previous Meeting – Chairman
   1.5 Review of Action Items and Outstanding Reports – Chairman

2. ADMINISTRATIVE REPORTS (9.00 – 10.00)
   2.1 Chairman's Report – Chairman
   2.2 Implementing Agreement Report – Chairman
   2.3* Executive Secretary Report – Pam Murphy
   2.4* IEA Secretariat Report – Anselm Eisentraut
   2.5 Operating Agents Meeting Report – Michael Köhl

   **COFFEE BREAK (10.00 – 10.15)**

3. PROPOSED WORK (10:15 – 11:15)
   (20 minutes plus 10 minute discussion)
   3.1* Increasing the Attractiveness of Solar Thermal Systems
       (Task Definition Phase) – Michael Köhl
       ▪ ExCo vote to approve start of Task(s)
   3.2* Deep Renovation of Historic and Listed Buildings Towards Lowest
       Possible Energy Demand and CO2 Emission (NZEB) (Concept
       Phase) – Fritjof Salvesen
       ▪ ExCo vote to approve start of Task Definition Phase

4. STRATEGIC PLANNING SESSION (11.15 – 14.45)
   4.1 Country Report: South Africa – Thembakazi Mali (20 minutes plus 10
       minutes discussion)
4.2 Country Report: Qatar/GORD – Yousef Alhorr and Esam Elsarrag
(20 minutes plus 10 minutes discussion)

**LUNCH (12.30 – 13.30)**

4.3 New Members Meeting Update – Werner Weiss

4.4* KPI (Key Performance Indicators) Proposal – Daniel Mugnier/
Christophe Brunner

4.5* Sharing the Value of our Work – Doug McClanahan/Lex Bosselaar

4.6* Improving Programme Efficiency – Ken Guthrie

5. **FINAL MANAGEMENT REPORTS**
(14.45 – 16.00)
(Please allot a minimum of 5 minutes for discussion)

5.1* Task 39: Polymeric Materials for Solar Thermal Applications –
Michael Köhl (30 minutes)
- **ExCo vote** on Final Management Report and Task Evaluation
- Publication Review Committee: Donat (chair), Weiss, Sjödin

**COFFEE BREAK (15.15 – 15.30)**

5.2* Task 47: Advanced Renovation in Non-Residential Buildings – Fritjof
Salvesen (30 minutes)
- **ExCo vote** on Final Management Report and Task Evaluation
- Publication Review Committee: Meir (chair), De Herde, Guthrie

6. **TASK STATUS REPORTS**
(16.00 – 18.00)
(Please allot a minimum of 5 minutes for discussion)

6.1* Task 42: Compact Thermal Energy Storage – Matthias Rommel
(20 minutes)
- Participating **ExCo vote** on Task Status Report
- **ExCo approve** Position Paper on Task Phase 1 work
- Publication Review Committee: Bosselaar (chair), Donat, McClanahan

6.2* Task 43: Rating & Certification Procedures – Jan Erik
Nielsen (20 minutes)
- Participating **ExCo vote** on Task Status Report
- Publication Review Committee: Windeleff (chair), Guthrie, McClanahan

6.3* Task 45: Large Systems: Large Solar Heating/Cooling Systems,
Seasonal Storage, Heat Pumps – Jan Erik Nielsen (20 minutes)
- Participating **ExCo vote** on Task Status Report
- Publication Review Committee: Windeleff (chair), Weiss, Enríquez
6.4* Task 46: Solar Resource Assessment and Forecasting – Dave Renné (20 minutes)
  ▪ Participating ExCo vote on Task Status Report
  ▪ Publication Review Committee: Habibzadeh (chair), Donat, Eckmanns

6.5* Task 48: Quality Assurance and Support Measures for Solar Cooling – Daniel Mugnier (20 minutes plus 10 minute for more in depth technical update)
  ▪ Participating ExCo vote on Task Status Report
  ▪ Publication Review Committee: Kaaijk (chair), Puglisi, Guthrie

FRIDAY, October 17th

7. CHINESE PRESENTATIONS (9.00 – 9.30)

7.1 Intertek China (10 minutes plus 5 minute Q&A)

7.2 SUNRAIN (10 minutes plus 5 minute Q&A)

8. TASK STATUS REPORTS - continued (9.30 – 11.30)
(Please allot a minimum of 5 minutes for discussion)

8.1* Task 49: Solar Heat Integration in Industrial Processes – Christoph Brunner (20 minutes)
  ▪ Participating ExCo vote on Task Status Report
  ▪ Publication Review Committee: Weiss (chair), Mendes, Enriquez

8.2* Task 50: Advanced Lighting Solutions for Retrofitting Buildings – Jan de Boer (20 minutes plus 10 minutes for Mid-term evaluation)
  ▪ Participating ExCo vote on Task Status Report and Mid-term Evaluation
  ▪ Task/Publication Review Committee: Heinze (chair), Puglisi, Weiss

8.3* Task 51: Solar Energy and Urban Planning – Maria Wall (10 minutes)
  ▪ Participating ExCo vote on Task Status Report
  ▪ Task/Publication Review Committee: Sjödin (chair), Heinze, Zinzi

COFFEE BREAK (10.30 – 10.45)

8.4* Task 52: Solar Heat & Energy Economics – Sebastian Herkel (20 minutes)
  ▪ Participating ExCo vote on Task Status Report
  ▪ Task/Publication Review Committee: Donat (chair), Weiss, Windeleff
8.5* Task 53: New Generation Solar Cooling and Heating Systems – Daniel Mugnier (20 minutes)
  ▪ Participating ExCo vote on Task Status Report
  ▪ Task/Publication Review Committee: Kaaijk (chair), Puglisi, Weiss

9. PROGRAMME ACTIVITIES (11.30 – 15.00)
(5 minutes unless noted differently below)

9.1* ISES Collaboration – Dave Renné/Ken Guthrie (30 minutes)

9.2 SHC 2014 & 2015 – Stefanie Hermann/Beatrice Feuerbach
(15 minutes plus 15 minute discussion)
  ▪ Committee: Bosselaar, Donat, Guthrie, He Tao (Scientific Chair), Köhl, McClenahan, Murphy, Weiss, Industry chair TBD

LUNCH (12:30 – 13:30)

9.3 SHC Information Centre – Chairman (20 minutes)
  ▪ Steering Committee: Bosselaar, Guthrie, Heinze, He Tao, Köhl, Martin, Mugnier, Murphy

9.4* SHC Website – Randy Martin (20 minutes)
  ▪ Committee: Bosselaar, Mugnier, Wall and Murphy

9.5 Trade Association Meeting – Lex Bosselaar (20 minutes)
  ▪ Committee: Bosselaar (chair), Donat, McClenahan, Guthrie, Weiss, Mugnier

9.6 2014 & 2015 Solar Award – Doug McClenahan
  ▪ Committee: McClenahan (chair), He Tao, Guthrie, Köhl, Weiss

9.7 IEA Building Coordination Group – Lex Bosselaar

9.8 Eurostat – Lex Bosselaar

9.9 Chinese Roadmap – Jens Windeleff

COFFEE BREAK (15.00 – 15.15)

10. VICE CHAIR ELECTION (15.15 – 15.30)

11. FINANCIAL MATTERS (15.30 – 16.00)

11.1* 2014 Final Financial Report – Chairman

11.2* 2015 Proposed Budget – Chairman
12. NEXT MEETINGS

12.1 2015 Meeting
- 77th meeting: 15-17 June (Netherlands offered to host)
- 78th meeting: October, Istanbul, Turkey in conjunction with SHC 2015

12.2 2016 Meetings
- 79th meeting: May
- 80th meeting: November

Countries in queue to host a meeting: Mexico, Portugal, Australia, Spain, Netherlands, Sweden

Discussion papers/reports noted with a (*) send out at least 2 weeks in advance – no later than Wednesday, October 1

Tasks with September Experts Meetings send out by Monday, October 6
Tasks with October Experts Meetings send out by Monday, October 13
OUTSTANDING PUBLICATIONS & POSITION PAPERS

Task 39
1. Position Paper – to be completed by December 31, 2014

Task 40
1. Position Paper – to be completed by December 31, 2014

Task 42
1. Position Paper (Phase 1 work) – to be completed by October 1, 2014
3. B3.2: State of the art on numerical modelling of high temperature Thermal Energy Storage applications – Data base on materials engineering and processing
4. B3.3: Laboratory scale application of process heat at 200 °C
5. B3.5: Life Cycle Analysis for Concentrated Solar Power storage
6. B3.6: Final Report WG B3 on High Temperature Applications

Task 44

Task 47
1. Position Paper – to be completed by December 31, 2014