



# AIE Council of Delegates

21 September 2018 | Stockholm

Statutory Documents

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**CD 18-01**

## **COUNCIL OF DELEGATES I AGENDA**

**21 September 2018 | Stockholm, Sweden | 9:00 – 12:00**

- 1. Welcome by the President** T. Carlsson | Installatörsföretagen
- 2. Approval of the agenda | CD 18-01** T. Carlsson | Installatörsföretagen
- 3. Verification of the registration of delegates** T. Carlsson | Installatörsföretagen
- 4. Appointment of Secretary General** T. Carlsson | Installatörsföretagen
- 5. Nomination of scrutinisers** T. Carlsson | Installatörsföretagen
- 6. Approval of the minutes of Council of Delegates 2017 | CD 18-02** T. Carlsson | Installatörsföretagen
- 7. Report from the Management Committee** T. Carlsson | Installatörsföretagen  
G. Constantin | VSEI/USIE  
M. Bailey | ECA
- 8. Assessment of AIE's 2015-2018 Strategic Roadmap | CD 18-03** G. Concas | AIE
- 9. Report from Task Forces and Working Groups**
  - a. Technical Task Force T. Hanssen | NELFO
  - b. Energy Task Force A. Delepouille | FFIE
  - c. Value Chain Task Force K.H. Bertram | ZVEH
  - o BIM Working Group Johan Martinsson | Installatörsföretagen
- 10. Presentation of the 2017 financial report**
  - a. Profits and losses accounts 2017 | CD 18-04 G. Gran | NELFO
  - b. Balance Sheet 2017 | CD 18-05
  - c. Explanatory note | CD 18-06
- 11. Report of the auditors | CD 18-07** K. Van Dingenen | Techlink  
P. Rifaux | FFIE
- 12. Approval of the accounts and discharge of the Policy Coordination Committee members** T. Carlsson | Installatörsföretagen

### **COFFEE BREAK**

- 13. Update on the financial situation 30 July 2018 and forecast 31 December 2018 | CD 18-08 | CD 18-09** G. Gran | NELFO
- 14. Presentation of AIE's 2019-2021 Strategic Plan | CD 18-03** G. Concas | AIE



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|------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------|
| <b>15. Presentation of the draft budget 2019, 2020 and 2021   <a href="#">CD 18-10</a></b>                                               | G. Concas   AIE                     |
| <b>16. Approval of the budget 2019</b>                                                                                                   | T. Carlsson   Installatörsföretagen |
| <b>17. Creation of Budget Task Force</b>                                                                                                 | T. Carlsson   Installatörsföretagen |
| <b>18. Announcement of the use of external auditors for 2019</b>                                                                         | G. Concas   AIE                     |
| <b>19. Elections of AIE officers <a href="#">CD I 18-11</a></b>                                                                          | T. Carlsson   Installatörsföretagen |
| <b>20. Any other business</b>                                                                                                            | G. Concas   AIE                     |
| <b>21. Next Council of Delegates in:</b><br>September 2019: Switzerland<br>September 2020: Germany Belgium<br>September 2021: Luxembourg | G. Concas   AIE                     |
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## **EXTRAORDINARY GENERAL ASSEMBLY | AGENDA**

**21 September 2018 | Stockholm, Sweden | 10:00 – 12:00**

- |                                                                               |                           |
|-------------------------------------------------------------------------------|---------------------------|
| <b>1. Verification of presence quorum</b>                                     | G. Constantin   VSEI/USIE |
| <b>2. Proposal of modification to AIE statutes   <a href="#">CD 18-12</a></b> | G. Concas   AIE           |
| <b>3. Vote on the proposed modifications</b>                                  | G. Constantin   VSEI/USIE |



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CD 18-02

## COUNCIL OF DELEGATES

### *Minutes* | 22 September 2017 – Vienna, Austria

#### **1. Welcome by the President**

Thomas Carlsson welcomes all delegates and especially the colleagues of USA and South-Africa to the Council of Delegates in Vienna. Additionally he thanks the organisation of WKO, VHZL and its team for the nice dinner on Thursday and warm hosting within the beautiful city that is Vienna.

#### **2. Approval of the agenda**

After these welcome words, President Thomas Carlsson asks whether there are items to be picked up which are not on the agenda and adds an item himself in n°18 'Any other business'. The PCC group would like approval of the Council to have some extra provision for this year, according to information received yesterday that Evelyne Schellekens is leaving AIE and on decisions to be taken.

**Hereafter, the agenda CD 17-01 is approved.**

#### **3. Verification of the registration of delegates**

Before starting the meeting, the President then asks the number of registered member associations present at the meeting who thus have the voting right. **The Netherlands are missing so this means that out of 13 full members, 12 members (12 full votes) are present.**

#### **4. Nomination of scrutinizers**

The President asks for volunteers to scrutinize the voting. **Christian Atzmüller (BEAK) and Jan Siezing (EIO/Installatörsföretagen)** both raise their hand and are approved by the delegates as scrutinizers. The President thanks them for their availability.

#### **5. Approval of the minutes of last Council of Delegates 2016**

The President goes through the minutes of the Council of Delegates 2016 page by page and asks whether this is a correct record of the meeting. As there are no remarks or comments, **the minutes CD/16-12 are approved.**

#### **6. Report of the President**

Mr. Thomas Carlsson had prepared some issues for his report on the fee model (contributions) and the value of being a member and a possible cost reduction to work together with another organisation. But seen the information given yesterday at the Strategic Forum, the decision was taken to firstly work within a special work group to see what would work for the future or which possible cooperation can be made. It would be too soon now to talk about cost reduction without knowing how we will proceed. So Mr Thomas Carlsson decides to come back to the members later on, when the working group has done its job. He adds that Sweden, even as a small country, is happy to be member of AIE and stating that they get good value for very little money. He insists on raising the budget in the future for this secretariat, if AIE wants to be able to continue the good work and he hopes that everyone can understand this point of view.



## 7. Annual activities report of the AIE and update on the AIE strategic roadmap

The President hands the floor to the General Secretary, Evelyne Schellekens who reports on the AIE activities over the last year in line with AIE's strategic roadmap. Simultaneously, she will highlight the actions for 2017-2018. The full annual activities report has been distributed within the brochure Evolution 2017 and is available on the AIE website, under statutory documents.

Evelyne explains that this little brochure with highlighted topics on AIE's political moves comes in handy as it can be used in Brussels to explain to other stakeholders about AIE. She also suggests that it is very usable for our members themselves – even if it is only in English – to refer to AIE and its evolutionary work for the electrical value chain. Additional copies can be asked via: [info@aie.eu](mailto:info@aie.eu).

For 2017 it isn't a surprise that the most important issue was the **Winter Climate Package** with a lot of impact on different issues and the work of AIE and in particular. **Evelyne warmly thanks Alexis Cintrat (SERCE)**, former chairman of the Energy Task force - who has left SERCE in July - **for his great content contribution and his dynamic approach of the working group**. So today we are **looking for a new ETF chairman** to activate and animate this important Task Force which has still a lot of work to undertake. Evelyne therefore covers the ETF issues within this activities report, since Alexis is not able report on the Task Force.

**This Climate package publication unexpectedly created a lot of alliances** within the Brussels bubble with equal views and actions from different EU associations and stakeholders. Most of this was to write position papers and was content wise a **common reflection on the EPBD**, with new and consolidated associations, but also cooperation in the **field of Electrical Safety was reactivated**.

**All this is very positive for the AIE, since it enhances the visibility in Brussels and strengthens the statements made by our organisation.**

**The European Commission in Brussels did promise in 2016 to deliver a huge legislative package, carrying the European energy consumers at its heart and that's exactly what happened.** Published on the 30<sup>th</sup> November 2016, it contains more than one thousand pages with 8 different legislative proposals on Energy Efficiency, Renewable energy, the whole redesign of the Electrical market, the security of electricity supply, governance rules for the energy union and such...

In the political process that started since the publication, it is worth to know that the Council – which groups all European Member states and the EU Parliament have embarked on different paths in terms of their ambition. There were the EU Parliament have tried increase the package and to reach more ambitious targets, the Council (=national governments) rather tends to reduce these overall ambitions, by introducing significant flexibilities. We also **noticed a disproportional attention paid** towards the different proposals in the package. The EE and the EPBD have seen from the start a significant more progress than the other remaining proposals. Even if the current **Estonian presidency** manages to achieve general approaches on all legislative energy issues, the general feeling in Brussels today is that we do not expect final results before the end of 2018 under the Austrian presidency.

The Council reached a general approach in June on the EE and EPBD Directive and began discussion before the Summer break this year on the revised REDII Directive and this is the reason why the AIE



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and the Energy Task Force (ETF) focused their attention and their work on these Directives. The main measures that have been discussed, weather member states should have a binding target for the energy efficiency, the role, the impact and the contribution of technical building systems, the charging points of electrical vehicles and the use of renewable energy in energy efficient buildings.

AIE has been involved by drafting on 9<sup>th</sup> of March 2017 the following (common) position papers on:

1. Energy Efficiency Directive [EED]
2. Energy Performance of Buildings Directive [EPBD]

With this position in its pocket the AIE contributed to different workshops in the EU Parliament, met with different stakeholders and went to lunches of the EP to state their position.

Common views were shared with **AREA** which is the European association of refrigeration, air conditioning and heat pump contractors and **GCP Europe**, the voice of efficient engineering building services, on inspections, indoor air quality and the E-mobility infrastructure, more particularly in the EPBD.

**A coalition letter on the EPBD was also signed** containing suggestions on the acceleration of renovation of existing buildings, regarding the acceleration of fostering of deployment of building automation controls in buildings and again the enabling of E-mobility infrastructures. The co-signing partners are all visible below the letter and this is dispatched and used to EU officials within the Commission, but mainly to members of Parliament and to member states.

**The Primary Conversion Factor for electricity** is another important topic that we have been dealing with. The **background exists from 2014** and the AIE started to gather some stakeholders and grab their interest on this topic for electrical stakeholders. Further to this meeting of different stakeholders, we convinced the Commission in 2015 to launch a study to review the methodology of calculation of the Primary Energy Conversion Factor. In the current directives this factor is still 2.5 and the final study was released in June last year. Since then, this **'Clean Energy for all consumers in Europe'** or Winter Package has been published and the **PEF factor has been lowered from 2.5 to 2.0**, which is a good step forward but certainly not enough. With additional and consolidated stakeholders we were thinking on how to proceed, since this is politically a difficult – and very technical – topic to understand. So the coalition decided to implement a common explanatory note to clearly explain what this factor is and where it is used in the legislative proposals, and what impact it has and the concrete problems if you would implement it and the recommendations of the coalition for the future: “The PEF made a good step forward but you should revise this again and lower it down to take the whole energy mix into account”.

All these position papers are been presented as a deliverable during the Council and are available on the AIE website under the section Position Papers.

### **The Smartness Indicator**

Smart Readiness Indicator is mentioned in the review of the EPBD and **is an indicator that will reflect the ability of buildings to interact with the occupants, to optimize the operation and maintenance and to respond to the demand of the consumer.**



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This interaction with the occupant is used to adjust the needs of the user and to give the power to the building occupants to give information on the operational energy consumption. It should ensure an efficient and comfortable building operation and with regard to the demand response, it should give information about charging electrical vehicles and energy storage system. **It is not a kind of label, it doesn't have a shape now, but it would give extra information next to the EPBD certificate on the intelligence of the building. We are involved on how to work on this.**

**This indicator is mentioned as a provision in the proposals and many consultants have been appointed to see with which parameters this should be filled in.**

**Evelyne Schellekens participated at the first meeting on this**, organized by the consultant and the Commission and stakeholders on 7<sup>th</sup> of June. Further to that, the Secretary General had individual contact with the consultants, **since the AIE can integrate a lot of parameters for the electrical stakeholders and she made a reference to the AIE Smart tool** that has been developed a couple of years ago by our Norwegian member NELFO and which looks quite similar on what the Commission would like to do. E.g. to include applications, give it a rating and come out with an indication on how smart your building is.

The consultants were happy to hear that and **Terje Hanssen and Evelyne will go to the Commission in November to present and explain the AIE Smart tool.**

**The AIE was by the way quite ahead, seen that this tool was developed around 2010 and we know that this might come up. It will probably not be compulsory to building occupants, but it will certainly be used.**

### **Electrical Vehicle charging station**

The Commission actually had a quite future looking view to integrate this next important article within the EPBD, but we know that the uptake of the Electrical Vehicle has different barriers. One of the first barriers that had been identified by the Commission is the high initial cost of the vehicles, than the low level of acceptance by consumers and last but not least the lack of recharging/refueling stations.

Therefore the current legislative work of the EU and in particular the EPBD could help to address these three barriers and in doing so respond to many consumers' concerns about electrical vehicles and so tackle barrier number two. Meanwhile the increasing uptake of electrical vehicle is also addressing barrier one. Electrical vehicle parity is on the horizon. Not only at the level of total cost of ownership but even with regards to initial purchase price. This topic is causing huge debate in energy council and member states are reluctant to have this provision in the proposal of the Directive – in contrary of the Parliament itself. So we will have to battle to keep this provision within the EPBD.

Our position in this is we **support the obligation to have within the EPBD the pre-cabling or pre-tubing** in existing buildings and/or buildings that undergo major renovation.

This AIE position has been shared with several stakeholders and adjusted in common position.

### **Residential Electrical Safety**





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**Back in 2004, concerned by electrical installation in residential buildings, the FEEDS was set up and stands for *Forum for European Electrical Domestic Safety*.**

Everybody knows that electrical applications have improved our comfort and safety, multiplied the means of entertaining and communication...however all electrical installations can be dangerous if not properly maintained. An estimated 280.000 fires of electrical origin still occur all of Europe every year with an average of 1.000 fatalities and an annual property damage of more over 6 billion euro. Moreover, new challenges lie ahead of us that could increase the situation if no action is taken. One major concern is the rising average age of the electrical installation in Europe and another is the increasing introduction of many new technologies such as solar panels, heat pumps, electric vehicles into the residential environment. A further consideration is that people are living in their homes for longer and using an increasing number of electrically operational devices which enable them to stay longer at home. All this is stated in the white paper Residential Electrical Safety and how to ensure progress, issued in May this year. This report is issued by the European Copper Institute, supported by Fisuel and by AIE. We organize a first meeting with the European Association of Manufacturers of Domestic Electrical Equipment [CECAPI] early in spring this year. Later on EU Copper, Fisuel and AIE organized a broader meeting, inviting a large audience existing out of fire brigades, association of consumers and tenants, manufacturers, electrical safety associations and promotion associations, such as 'Promotelec' in France. It also attended by a representative of the insurance companies, which is quite important from our point of view. This meeting was held on the 5<sup>th</sup> of May and moderated by AIE GS Evelyne Schellekens and tried to have the coordinating role towards all stakeholders before, during and after the meeting. Two working groups were formed: one on data and statistics and one on best practices. The White paper has the goal to raise awareness about the importance of electrical safety in the residential area and emphasizes the importance of compulsory inspections of residential electrical installations and shows how all stakeholders can profit from the financial benefits of the improved electrical safety.

Next meeting is scheduled in Brussels on the 5<sup>th</sup> of October.

#### **Euroskills Gothenburg – 1-3 December 2016**

**GS Evelyne Schellekens and Carla Cox attended this event together with the PCC meeting. As AIE we try here to keep the leading role of the practical task and the theoretical test and we try to function as a platform between the education and training experts of each country.** Once a year we organize a meeting for these experts who usually don't meet in between, as we try to keep them from discussions, frustration or stress during the competition. This event is also used to distribute information during the competition and to be visible and promote the sector. We participate at the Worldskills Europe General Assembly – being a associated member – and to the marketing and communication working group to position the electrical installation sector, there were it should be.

**AIE President Thomas Carlsson handed over the award to the winners of Electrical Installations 18 competition.**

**Apart from promoting the sector, we try to use social media as much as we can and Carla blogs and twitters all over the place. Some figures for social media can be found in the '2017: Evolution' booklet.**



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**This good work of promotion could be increased if you do the same back at national level and distribute or connect the given information through your own media channels.**

### **EU Funded Project Smartel**

The AIE is partner in a project called SMARTEL, launched in September 2016 and running until December 2018. The project is about setting up training modules for installers on smart meters and home automation technologies. As we need experience in training and education, this is closely followed up by our Belgian electro-technical training institute VOLTA ([www.volta-org.be](http://www.volta-org.be)). The outcomes will be available for all our members.

Furthermore the AIE of course sends out regularly **infoflashes and newsletters** and keeps you posted on the networking area as well. **AIE Vice-President Gérard Constantin and GS Evelyne Schellekens attended the 62<sup>nd</sup> annual Convention of the EUEW, the European Union of the Wholesalers in Cracow.**

**Finally AIE tries to keep close contact with their overseas corresponding members, allies and partnerships.**

**GS Evelyne Schellekens tried to network as much as possible with the group of associations in Brussels, who are part of or important for the electrical value chain:** European Electricity Producers, Heat pump association, Wholesalers, Photovoltaic association, Lighting and lighting designers, Construction Forum, Build-Up, KNX etc.

### **Future initiatives 2018-2019**

- 1. The negotiations on the whole Climate Package** will go on and between the ambitions of the EU Parliament and the low ambitions of the member states, it will be interesting to see in what direction it will go. The Commission even said at a certain time that if the ambition is too low, they would withdraw the whole proposal package...but that has to be seen.
- 2. The study on the smartness indicator** will go on until July next year, so to be followed-up closely by AIE in the future.
- 3. The electrical safety work within FEEDS** will be activated and is very important as well and might be arriving at the right time, politically wise.

### **Upcoming issues 2018-2019**

- 1. Lighting system design requirements asked by the lighting industry have been in the pipeline for a couple of years by now.** There is again a preliminary study where lighting systems are considered as a product, with all the potential obligations it might put with regards to labelling. We have to keep up with this so that the installers will not remain with the whole burden of labelling of lighting systems, when putting it into place.
- 2. BIM: Building Information Modelling is the other topic and even if we don't yet understand everything on 'Blockchain', we see more and more articles arising on this item around BIM. Something to be monitored and watched as well.**



3. Renewable, PV and self-consumption, has been promoted by Solarpower Europe in which AIE can also have its contribution.

**Evelyne concludes in an emotional way that after the message of yesterday, that she will be leaving the AIE in 2018, she really wants to level the AIE secretariat and its content issues into safe waters, since it has been a very important job for more than 15 years in her life.**

AIE President warmly thanks her for the good annual report.

## **8. Report of:**

### **a. Technical Task Force**

The President is giving the floor to Terje Hanssen chairing the Technical Task Force composed of 19 members coming from 13 countries. Not all members are active members, some are 'monitoring' the activities.

Terje Hanssen first of all **expresses his appreciation for Evelynes help for technical issues during all these years** that the Technical Task force exists. He says that without her, the TTF wouldn't be such a success.

He also **stresses that the most important fact to be in this Task Force is to meet European Colleagues** and talk on the same technical issues and he invites other AIE colleagues from other countries to join this task force in the next years.

The scope of this task force is to identify topics in the technical standardisation field which could have an impact on electrical installations; to exchange and share on technical developments and to be an advisory group for standardisation subjects dealt with in IEC and CENELEC standards.

As the members of the task force group are also attending the national standardisation committees, they discuss these issues at a AIE (European) level, bring back the topics and arguments to their national committees to be included in reports and implementation. The trend is that manufacturers show more and more interest in standardisation issues, so we have to take care of the installers' interest.

**In a normal situation the meeting consists out of 10 to 12 active people.** Usually the task force is holding two meetings a year and phone conferences on ad hoc topics when necessary.

At these meetings, the task force members always discuss and share:

- The technical developments at national level
- Electrical Safety is and remains one of the hot topics and examples are often given by each country during the TF meetings
- The first meeting was in London, warmly hosted by ECA England, W & I and the second one was held in Zürich by VSEI, our Swiss association.
- A third meeting will be held in Nice, France, hosted by FFIE/SERCE on 26-27 October 2017.

## **Trends:**



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- Communication on Web
  - Mobility
  - Big Data
  - Internet of Things - IoT – we can influence this, since more standardization will be needed here.
  - The Sky

Apart from these trends we can conclude that the world is drastically changing and that data flow has increased, from 1 Giga in the 1980's (analogue way) to an explosion of 5 G in the 2020's (digitally) and hackers are nowadays not far away.

**Key issues that are discussed generally:**

- Technical standards generally
- Electric vehicles and – ships
- Smart grid / smart meters / smart homes
- Energy policy
- Internet of things- IoT
- PoE
- Lighting /LED
- Electrical safety and regular inspection

**Items on the London meeting 28.10.16:**

- Overview of UK regulations and safety
- Development of the PV market and storage
  - Thomas Döring of Solar Power Europe
- Uberisation & impact on electrical contractors' businesses
- EV charging
- Energy efficient measures
- Sharing technical developments at national level

**Zürich meeting 20 -21 January 2017:**

- Overview of Swiss regulations and safety
- The charging of E-vehicles / batteries- state-of-play and safety aspects
- Check-list of arguments to call for professionals for PV installations
- BIM - basic AIE presentation (for members) to be made (this issue was seen for the first time in Cod Heidelberg in 2006)
- Check-list of energy efficient measures
- Smart solutions for energy savings
- Sharing technical developments at a national level

**Next meeting in Nice 27 October:**

**3 main themes:**



- **Smart grid:**
  - ✓ Visit of ValEnergies, who has its own pilot project on smart grid and smart buildings
- **Residential electrical safety:**
  - ✓ We will be welcomed by Marc MASLOWSKI, Regional Director of CONSUEL who will give the state-of-play of inspections of electrical installations in France, the inspection points, the validation process and the latest developments regarding their domestic diagnosis for existing buildings in case of rent/sale.
  - ✓ State-of-play of the works of FEEDS White paper and see what role AIE has
  - ✓ Ppt by Schneider electric on AFDD (arc default detection device)
- **Standardisation:**
  - ✓ The latest activities/ developments within CLC TC 64 relevant for our members

#### **Ongoing work in IEC/TC64**

The President warmly thanks the chairman Terje Hanssen and the members of the task force which represents a very important active part of the association work.

#### **b. Energy Task Force**

Alexis Cintrat has left SERCE begin July and has been warmly thanked by Evelyne for his very professional and active performance during his chairing of the Energy Task Force. The report for this Task Force can be found in the annual activities report of Evelyne, summarized in the brochure 2017: Evolution.

#### **c. External relationships of AIE with sector stakeholders**

Mr Karl-Heinz Bertram (ZVEH) warmly thanks AIE Vice-President Gérard Constantin who represented AIE at the 62th convention of the EUEW (European Union of Electrical Wholesalers) in Cracow and spoke of a good atmosphere and positive conversations. Mr. Bertram reports that – as on national level – the AIE also ministers good contacts with the different stakeholders of the electrical value chain. The relations, not only to wholesalers, but also industry are uninterruptedly good and it is of utmost importance to keep these contacts on a positive level to go along with the upcoming changes.

The ruling subject for this year will be therefore again digitalisation and its effect on the distribution chain. Karl-Heinz indicated that we all know that digitalisation will be the ‘game changer’ within all our companies’ structures. **The question is however – to say it with a sport metaphor – will we co-design this new structure or will we be overrun by our adversaries?**

To really use the opportunities of digitalisation, we have to know what is happening and being able ‘to read’ the game. **In his view the following significant developments are therefore to be identified:**

1. On the distribution level meanwhile, **we are already dealing with ‘heavyweight’ adversaries who digitally offer a huge number of products. ...**



2. In addition to these further developments through sales from the Far East, **we also deal with the developments on the US American market by e.g. Amazon** and their further aggressive expansion policy. ... **Business models are built on services.**
3. Due to the high **scalability of internet platforms**, the so-called 'platform-economy', clients are 'collected' by their own achievements through **provided 'service gifts' and bound to their brand.** ...
4. Developments in trade and technical innovation can no longer be separated. The aforementioned companies, **Google and Amazon**, are among the so-called '**GAF**A' actors. In addition to Google and Amazon, this includes **Facebook and Apple**. Their activities are closely monitored in our industry. The 'GAFA' are considered as competitors, but meanwhile also as cooperation partners. ...
5. Allow me to name another technology development as an example. With the **key words Virtual Reality, Augmented Reality and Mixed Reality**, we finally know about technologies that connect the digital world and the real world in one way or another.
6. We have **identified some important positions in Germany** which we will emphasize and claim over and over again in order to protect the opportunities for us as an operational level. First of all:
  - a. **To further develop the value chain.**
  - b. **Secondly, to demand optimal support for the electrical trades.**
  - c. **Third, 'copy' but do preserve independence. It will be always important - in my opinion - to keep the independence and visibility.**
  - d. **Fourth, be a service provider.**
  - e. **Fifth: Qualification is a key. Therefore, let me also say to the European Commission: 'More and more qualifications are needed now, not less.'**

Mr Karl-Heinz Bertram wraps his speech with the words that **'we indeed stand for great challenges, but have to see the big opportunities in this digital evolution'**. In this, the dialogue to partners will remain very important to hold and remain the pulse on every development.

> The full speech is downloadable within the AIE intranet/Council docs or can be requested via <mailto:info@aie.eu>

## **9. Presentation of the financial report of 2016**

As responsible person for the finances within the PCC, Gunnar Gran is presenting the figures of 2016. The detailed explanatory note **CD-17-06** explains both the Profits & losses accounts 2016 (**CD/17-03**) and the Balance sheet 2016 (**CD/17-04**).

Further to the decision made at the Council of Delegates in 2016, the PCC presents the profit and losses accounts 2017 in an accurate way i.e. showing the exact situation on the 31<sup>st</sup> of December 2016.



Everyone has been able to review the detailed explanatory note and Gunnar Gran explains the conclusion and the difference in the balance sheet, due to the liabilities:

**Conclusion Profit and losses:**

<b>TOTAL EXPENSES:</b>	<b>€ 194.930.25</b>	<b>/ BUDGET 2016:</b>	<b>€ 170.000</b>
<b>TOTAL INCOMES:</b>	<b>€ 160.041,44</b>	<b>/ BUDGET 2016:</b>	<b>€</b>
<b>174.995</b>			
<b>OVERDUE 2016:</b>	<b>€ 17.588,00</b>		
<b>RESULT:</b>	<b>€ - 17.300,84</b>	<b>/ BUDGET 2016:</b>	<b>€ 4.995</b>

Regarding the own equity, the result for 2016 is a deficit of -17.300,84€. However, this amount is reduced with an amount of 16.312,63€, representing a regularisation in profit/loss between 2011-2015 transferred in the accumulated profits.

The difference is – 998€ to be taken into account in 2017.

The debts of AIE are suppliers who invoiced the AIE end of 2016 and were paid in 2017.

However, on 31.12.2016 the result for 2016 is - 17.300,84€ because of the overdue of the suppliers of the AIE (17.588€).

**10. Report of the auditors**

The reports of both auditors, José Carabin of FEDELEC and Emmanuel Gravier (FFIE) have been distributed on beforehand ([CD/17-06](#)).

**Kris Van Dingenen is reading the report on behalf of the auditors.**

**11. Approval of the accounts 2016 and discharge of the board members**

The President Ad interim, Thomas Carlsson then asks for the approval of the accounts 2016. **The accounts 2016 are approved by the Council of Delegates.**

**12. Update of the financial situation 30.06.2017**

[CD/17-07](#)

At the end of June, Gunnar Gran concludes that the result is quite well within the budget.

Evelyne comments extra that in the profit and losses of last year and the intermediary financial report, we decided last year to take the losses of the contributions of Spain and Italy into account as you can see in new item 15 and this of course has a huge impact on the result. So in the budget of 2016 and 2017 this item 15 will be visible, but won't be implemented in 2018.

**13. Presentation of the draft budget 2018**

[CD/17-08](#)

Due to the fact that the AIE secretariat may look differently in 2018, Gunnar Gran asks the Council to accept the current presented draft budget of 2018 and to approve the extra costs for the coming 6 months (preparing the next future steps for AIE).

**14. Presentation of the draft contributions 2018**

[CD/17-09](#)

The contributions have been slightly increased and after questioning approval, everybody agrees.

**15. Approval of the budget 2018**



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**The Council approves the draft budget 2018.**

### **16. Appointment of auditors**

FEDELEC – BELGIUM – officially represented by José Carabin and FRANCE officially represented by Mr. Emmanuel GRAVIER, President of FFIE, are willing to continue and their appointment is endorsed by the delegates.

### **17. Elections of AIE officers:**

**CD/17-10**

- ✓ Expert (PCC) Financial Affairs: G. Gran (NELFO-N) – elected **12.09.2014**
- ✓ Expert (PCC) Energy questions J. Skogberg (STUL-FI) – elected **12.09.2014**
- ✓ Authorized person under Article 8.04 (PCC): K.-H. Bertram (ZVEH-D) – elected **12.09.2014**

Thomas explains the re-elections of the AIE in short and introduces the candidates for the coming 3 years, and asks for approval by the Council.

### **18. Any other business:**

- ✓ **Thomas Carlsson asks the Council to give approval to the PCC to look for solutions for the future AIE secretariat, when Evelyne Schellekens will be leaving next year and to grant the PCC to provide some extra budget accordingly from the reserves.** The sum is not clear at the moment, but Thomas Carlsson promises to come back to the members as soon as we have results from the future meetings. The Council approves.
- ✓ Secondly, Thomas asks **Evelyne to inform on the Extraordinary General Assembly** to be able to modify article 3 and 13 in the AIE articles. Evelyne explains that there is a difference in the presence quorum for a normal Council of Delegates and an Extraordinary GA, and that is why we have sent the extra agenda attached to the CoD2017 agenda.

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## EXTRA ORDINARY GENERAL ASSEMBLY

### **1. Verification of presence quorum**

Evelyne points out that we are complete in the presence quorum today and thus complete in the voting rights.

### **2. Proposal of modification of AIE articles:**

- ✓ Modification of article 3
- ✓ Modification of article 13

**CD/17-11**

### **ARTICLE 3**

#### **Article 3 – REGISTERED OFFICE**

The registered office of The Association is in Paris 3070 Kortenbergh, J. Chantraineplantsoen 1. ~~but~~ It may be transferred to any other location or a branch office may be established by decision of the Council of Delegates taken in accordance with article 24 at a meeting duly





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convened by notice to all full members which notice shall include intimation of the proposed transfer. ~~The Association is registered in France according to French law 1st July 1901. According to the Belgian law, a branch office is registered in the Moniteur belge and is located in 3070 Kortenberg, J. Chantraineplantsoen 1.~~

**Conclusion:** The AIE secretariat needs a specific address - due to Belgian law, any modification should be approved by the Council of Delegates – we can say that we are possibly moving towards another address and skip the French official Registered Office : rue Hamelin 5, F-75116 PARIS. In case the AIE secretariat would move from Kortenberg, the PCC asks the Council to give them the mandate to change.

**Comments made by:**

**Alexander Neuhäuser (ZVEH, Germany) asks:** Is it really necessary to make that decision this year, since now we are figuring out how to proceed with the secretariat and can't we postpone it to next year as we will have a clearer picture and don't need to lose/change anything now.

**Olli-Heikki Kyllönen (STUL, Finland):** Moving the address in Belgium should be easily decided by PCC, as this is no change of country, we stay in Belgium.

**Martin Bailey (ECA, England, Wales, NI):** We should transfer the registered address from France to Belgium, because we will have an address in Belgium in the future. Offices do move and we don't have to have a year to wait about that. It would be an unpractical way of operating.

**Evelyne clarifies** that the current Belgian address is mentioned as a BRANCH office, not as the official address of AIE, so it wouldn't change that much, such as it is in the articles mentioned in the statutory documents. The only thing that is asked is that we can move the office by decision of the PCC (e.g. in May 2018)

**Anne Valachs (SERCE, France):** We decided last year already to change this double situation and what we can do – like in the GA in France – is **to endorse the new situation during the next Council of Delegates in Stockholm, Sweden.**

**ARTICLE 13**

**Article 13 – VOTING**

13.01 – Each full member shall have the right to exercise one vote at any meeting of the Council of Delegates at which it is represented. This rule shall apply irrespective of the number of delegates it may send to the meeting and the single vote shall not be transferable.

~~– Any member whose contributions have been declared by the Council of Delegates to be unpaid and overdue shall forfeit all voting rights.~~ **Members which will not have paid their**



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contributions **before end of June** will be forfeit of voting rights at the next Council of Delegates.

Further to the debate if a member would be paying its contribution or not – deadline before the end of June of the year – will be forfeit of voting rights at the next coming Council of Delegates. Actually in practice that was already the case, but further to the problems that we have had with a couple of countries, the PCC decided to be very clear on that and to state this officially within the AIE articles.

**3. Vote on the proposed modifications of:**

- ✓ **Article 3** - All agree on the change in the article 3 and with a special exceptional endorsement next year in Stockholm by the CoD on the decision taken by the PCC in case of change of location.
- ✓ **Article 13** – The changes are accepted by the Council.

**19. Council of Delegates in**

- ✓ **September 2018:** Sweden – a short enthusiastic welcome clip to Sweden is shown.
- ✓ **September 2019:** ~~Germany~~
- ✓ **September 2020:** ~~Germany~~
- ✓ **September 2021:** Luxembourg is proposing to host the next Council in Luxembourg for AIE and GCP!



CD 18-03

# AIE Strategic Plan 2019-2021

## Shifting up a gear





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## **Contents:**

### **Strategic Roadmap 2015-2018: what have we achieved?**

- 1. Content and policy**
- 2. Representation and external communications**
- 3. Communication with members**
- 4. Finances, membership**

### **Looking forward: Strategic Plan 2019-2021**

- 1. AIE: the EU association representing all electrical contractors across Europe**
- 2. AIE: the authority for the EU electrical contracting sector**

### **2019: let's get the ball rolling**

- 1. Lay the groundwork for membership and budget growth**
- 2. Reach a turning point in terms of visibility and influence**



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## Strategic Roadmap 2015-2018: what have we achieved?

### 1. Content and policy

The 2015-2018 Roadmap was content-and-policy focused. It listed all relevant trends and policy areas for the electrical contracting sector and defined related AIE actions.

#### Energy Union legislation

The most important recently launched EU project for our sector is the “Energy Union”, announced by the new EU Commission in 2014. The Energy Union involves the organized and coordinated pursuit by all EU countries of a sustainable, affordable and secure European energy system. To achieve the Energy Union, EU policy makers have recently revised existing EU legislation, setting new targets for the year 2030 and introducing new measures to achieve them. From the electrical contracting point of view, the most important pieces of legislation whose revision was negotiated between 2016 and 2018 are **the Energy Performance of Buildings Directive (EPBD), the Energy Efficiency Directive (EED) and the Renewable Energy Directive (RED)**.

AIE has actively followed the review process from the beginning to the end. We have influenced the drafting of the legislative proposals by replying to public consultations. We have reacted on the legislative proposals by issuing position papers. We have then monitored the negotiations and we have influenced them, especially in the framework of the “Electrification Alliance” and the “Small Is Beautiful” campaign.

To maximize the impact of our advocacy work, we have joined forces with the other installers’ organizations – GCP Europe and AREA – on the EPBD, with other electricity stakeholder organizations on the EED and with small-scale energy stakeholders on the RED.

The Sec Gen has engaged AIE members by involving them in the drafting of positions and has regularly informed them about the legislative process during internal meetings and via mailings.

These are some of our policy wins:

- Agreement on indicative **PEF for electricity** of 2.1 within the new EED – this value applies to all relevant pieces of EU legislation and is to be reviewed every 4 years
  - The PEF for electricity is a topic AIE has lobbied hard on, together with a group of other stakeholders from the electricity sector, as its value has tremendous impact on the possible electrification of our society to reach efficiencies and decarbonization. Via several meetings, public statements and letters, we advocated for a PEF of 2.0, for consistent application across EU laws and for regular revisions and we obtained all this, except a 0,1 higher PEF value.
- Agreement on an **EU enabling framework for small-scale, innovative building technologies**
  - The EU Commission decided a few years ago to place the consumer at the core of energy policies. Thanks to the promotion we have made of our Smart Tool and to our



engagement with other stakeholders in the “Small is Beautiful” campaign, the provisions introduced into the new RED, EED and EPBD will support consumers’ empowerment and adoption of new small-scale innovative technologies, such as solar PV, heat pumps, smart meters and energy management devices. For instance, the new Directives introduce simple notification procedures for new small-scale renewable energy projects, the right for consumers to become individual and “collective” self-consumers and the right for utilities to consider self-consumed renewable electricity as saved electricity. They also introduce the obligation on national authorities to make sure that new and renovated buildings are equipped with automation and control systems. Finally, they foresee the introduction of an EU-wide scheme to assess the smart readiness of buildings, whose design is very similar to the Smart Tool AIE developed some years ago and presented to the EU Commission in 2017. This all brightens the future of electrical contractors, as they will be key in advising the costumers and bringing all new technologies to them.



### Energy products policy and standardization

To achieve efficiencies, the EU Commission can introduce eco-design as well as energy labelling requirements for products. The electrical contracting market can be impacted by requirements placed on electricity consuming or producing equipment, especially if measures cover systems rather than system components. This is why in the last 3 years, the AIE sec gen and/or some volunteering AIE members have consistently monitored the EU debate on the revamping of the energy labelling system in general, as well as specific eco-design and energy labelling measures for **lighting products, building automation and control systems**, and more recently, **PV systems**. We have organized regular information sessions within the Technical Task Force meetings and kept the members up to date via info-flashes. Furthermore, we have offered regular intelligence sharing sessions within Technical Task Force meetings on international and European standards for products and processes.



## Digitalization

Digitalization is disrupting all sectors and electrical contracting is no exception. To contribute to the understanding of the impact of digitalization on our sector, in recent years AIE has organized several meetings on the topic. Our Technical and Energy Task Forces have discussed several times, including with the support from external experts, the impact of the Internet of Things and Digital Platforms on the installers' business. Digitalization has also been



the topic chosen for the **annual conferences in Oslo, Vienna and Stockholm** in 2016, 2017 and 2018. It is not by coincidence that the two last events have been held jointly with GCP Europe – the EU association of heating, cooling and ventilation contractors: indeed, digitalization is blurring the borders between sectors and technologies and is the perfect subject for enhanced cooperation between AIE and other stakeholder organizations along the value chain. With GCP Europe, we have established a **BIM Working Group**, looking into the experience from different countries and the installers' needs, especially in terms of standardization. We have discussed digitalization also with the broader **building sector**, signing a joint **manifesto**, which asks EU policy makers to invest in the EU construction sector digital skills and leadership, and to have a proper data policy for this sector.

## Electromobility

AIE has certainly met its objective to position itself in the electromobility debate. With the so-called **“Electrification Alliance”**, which AIE joined in 2017, AIE issued a paper explaining how EU transport legislation should support the uptake of electromobility. At the time of writing, AIE is in the process of applying for membership in the **EU Platform for Electromobility** – this is a group of companies and associations promoting the electrification of transport. AIE will greatly benefit from membership within this forum, as we will gather intelligence on ongoing EU initiatives, we will gain visibility from exposure to a network of > 30 stakeholders and we will raise the voice of those who design, install and maintain the e-mobility network. To influence the upcoming growth in private, slow charging infrastructure foreseen by the new EPBD, we have also circulated a **position paper**, building on the experience of members from Norway and France.



## Health & safety

The main action to promote the safety of electrical installations in the last 3 years has been AIE Sec Gen chairmanship of the **FEEDS – Forum for Electrical Domestic Safety**. While the focus of the forum has historically been the collection of data about electrical fires and information on best practices to prevent them, some activities have recently aimed also to increase EU awareness about this issue. AIE is evaluating the possibility to be involved in an EU campaign beyond FEEDS on several aspects of fire safety.

In the past three years, our Task Force has exchanged information about safety of installations and inspections, as well as best practices in terms of installation of specific pieces of equipment, such as PV, storage and electrical vehicles.

## Qualification and skills

With the emergence of new and innovative technologies, it becomes more and more important for installers to upgrade their knowledge and skills. This is why, AIE has been active on the subject over the past 3 years. We have monitored and informed members about relevant EU legislation, e.g. Posting of Workers Directive, Proportionality of testing for regulated professions Directive, etc; we have participated in an EU project called “SMARTEL”, delivering on-line training material on smart meters and home automation for installers, and finally, we have kept our involvement in the







WorldSkills Young Electricians Competition, the quality of which is ensured by our Swiss member Adrian Sommer.

## 2. Representation and external communications

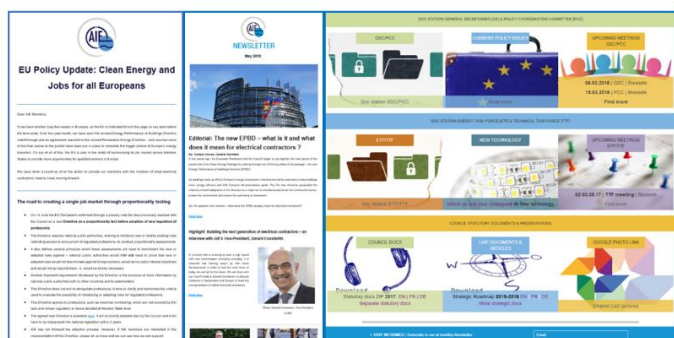
Thanks also to the opportunity offered by the revision of several EU laws, in the years 2015-2018 AIE has increased cooperation with relevant stakeholder organizations in Brussels, enhancing its visibility and influence.

- We have held our annual conference in cooperation with **GCP Europe** for 2 consecutive years and we have set up a BIM Working Group with them
- Our Board members and/or our Sec Gen have attended all annual conferences of the EU electrical wholesalers' organization (**EUEW**)
- Through our participation in the Electrification Alliance, we have strengthened our engagement on electrification topics with representatives of **electrical utilities, grid operators, electricity technologies providers**, etc (Eurelectric, ENTSO-E, EuropaCables, EUROBAT, etc)
- Through the signing of a Digitalisation manifesto, we confirmed our cooperation with the building sector, including with **construction contracting and construction product manufacturer associations**, such as EBC, FIEC, CECE, EURIMA, etc
- By joining the Electromobility Platform, we have started cooperation with other organizations promoting **electromobility, including technology providers, charging point operators and car manufacturers**, such as ABB, Alstom, Siemens, ChargePoint, Renault Nissan, Tesla, etc
- With **SolarPower Europe**, not only we signed a service agreement, but we also advocated for the end of EU trade protection measures for PV cells and panels.

On the top of this, we have used the biennial **EU Young Electricians Competitions** to increase our visibility vis-à-vis the sector, by doing dedicated communication, e.g. via a blog and press releases.

## 3. Communication with members

In the years 2015-2018, AIE has continued to be the **network hub** for its member associations, organizing annual events and at least biannual Task Force and General Secretaries' Committee meetings. Through these meetings, and through **info-flashes/policy updates and bimonthly newsletters**, we have facilitated exchange of information and of best practices, we have informed our members about EU





policy initiatives and we have positioned ourselves on key EU topics. Our **website**, albeit basic and static, has been a useful database for our members, as the member area contains all relevant material from PCC, GSC and CoD meetings.

#### 4. Finances, membership

The current plan did not contain clear objectives related to financial resources and membership acquisition for our association.

Unfortunately, AIE has had **difficulties in keeping its budget in balance due to unstable membership**. To date, 14 member associations from 12 countries finance the activities of the association and benefit from its services.





## Looking forward: Strategic Plan 2019-2021

The Strategic Plan 2019-2021 is a 360° strategy, setting straight-forward objectives covering all key areas for our association.

With the decarbonization, digitalization and electrification of the EU economy, the electrical contracting sector is gaining in importance and this trend is set to continue for many years to come. The sector is at the forefront of new technological and business trends and it offers growing employment opportunities. EU and national policies are leading or at least accompanying the evolution that our sector is going through. For these reasons, **AIE – the only EU representative organization of the electrical contracting sector – needs to grow and make the voice of electricians better heard in Brussels.**

The overarching theme of this three-year strategic plan is “shifting up a gear” and the objective to move to the next level is two-fold:

1. **Enhance AIE representativity and credibility**
2. **Make AIE the authoritative sector representation both for the sector itself and for policy makers**

Shooting the target requires efforts on many fronts. The AIE team will work hard, counting on members’ support and engagement at all levels, from the Board/PCC, to the General Secretaries Committee and Working Groups and Task Forces.

### 1. **AIE: the EU association representing all electrical contractors across Europe**

Today, AIE has 14 paying members from 12 western and northern European countries (including Norway and Switzerland). However, to be a credible interlocutor for EU policy makers, we need to represent the interests of electrical contractors from all over Europe. This means that **associations from southern and/or eastern Europe** should join the AIE and actively and lastly contribute to the work of our association. As the needs and perspectives of electricians from different EU regions may be dissimilar, having more associations onboard will be both a challenge for discussions and positions within the association and an opportunity to enrich our debates and policy asks.

To make sure national associations join and remain within AIE, we need to:

- **Reform our membership fee structure**, so that AIE membership becomes affordable for national associations with limited financial resources
- **Diversify our revenue streams**, so that in spite of limited membership fee income, we can increase and improve our activities and services

AIE and national Sec Gens members gathered in a “Budget Task Force” will explore the possibility of adapting the current membership fee structure and will investigate possible new revenue stream opportunities.



It is absolutely important that any possible new membership fee rule sticks to the principles of fairness and proportionality. New revenue streams may include corporate membership and sponsorship and EU projects. As regards enhanced corporate engagement with AIE, we will make sure that AIE will not appear as tied to certain corporates and will continue to properly represent the balance between small and large businesses. Participation in new projects should be assessed carefully, to make sure that any new project would finance important activities and would not prevent the AIE team from fulfilling key and necessary tasks.

Increasing our revenues, possibly via new streams, will allow AIE to return to a balanced budget and to finance new activities and services, as well as to finance the staff that is needed to deliver these activities and services. AIE must enter a virtuous circle, whereby increased revenues help AIE become stronger and have a better value proposition for new members, who with their contributions again support the growth in AIE profits.

Objectives	June 2018	By end of 2021
<b>Number of member associations</b>	14 member associations from western and northern Europe	18 member associations, incl from southern and eastern Europe
<b>Total revenue / year</b>	Avg 180,000 EUR	Avg 230,000 EUR
<b>Sponsorship/partnership income / year</b>	5,000 EUR	Avg 30,000 / year
<b>Participation in EU projects</b>	1 (ending in Dec 2018, no profits)	1 profitable project
<b>Number of FTE</b>	1.5	2-2.5

## 2. AIE: the authority for the EU electrical contracting sector

The many transformations and evolutions, which our sector is going through, are leading on the one hand to an increasing number of policy areas and initiatives impacting our electricians, and on the other hand to a growing need for cooperation with neighboring sectors.

Electrical contractors in Europe are impacted at least by the following EU policy areas:

1. Energy (renewable energy, energy efficiency...)
2. Electricity (AC/DC debate, electrification, ...)
3. Safety, incl fire safety (inspections, renovation, ...)
4. Buildings (renovation, new technologies)
5. Products regulation (energy labelling, eco-design,...)
6. Standardization (of products, processes,...)
7. Transport (electromobility)
8. Digitalization (along the electrical and the construction value chains)
9. Public procurement (environmental sustainability, digitalisation requirements, SMEs participation,...)
10. SMEs (protection and support)



11. Fiscal rules (e.g. VAT Directive)
12. Education and employment (skilling and up-skilling, education and training)
13. Competition/internal market (posting of workers, regulated professions, ...)

AIE should monitor and pass on information about developments happening in all these areas. We should also position ourselves on and influence some of these key areas. Only this way, we will have a clear value proposition, and we will be able to retain our members and have new associations join.

To be able to do so, in 2019-2021 we will:

- **Sharpen our involvement in EU stakeholders fora/groups/associations**, in order to easily obtain information about relevant debates at EU level that we can pass on to our members, and in order to more effectively influence relevant discussions. Today we are members of WorldSkills Europe, we participate in the Electrification Alliance, in the Small Is Beautiful Campaign, in FEEDS and we are in the process of joining the Electromobility Platform. In the future, provided that benefits outweigh the costs, we may join i.a. the Renovate Europe campaign and EUAPME – the EU Association of SMEs. These or other organizations, which we may decide to be members of in the future, should allow us to be abreast of topics such as building renovation, safety, electromobility, SMEs, employment, public procurement, fiscal and competition policies, etc



- **Organize workshops or webinars with specialists and policy makers on specific policy areas which we cannot actively follow** but which our members are interested in, as an additional member service
- **Facilitate contacts between our member associations and EU policy makers** from the same country, esp. Members of the EU Parliament; for instance, AIE could organize short lunch or evening debates on national issues which are relevant for EU-level discussions or vice-versa
- **Strengthen cooperation with the electrical and construction value chains**, delivering common positions and advocacy strategies on topics of common interest e.g. digitalization and BIM
- **Maximize efficiency and productivity of the existing and upcoming Working Groups and Task Forces**, for these groups to continue to be valuable information exchange hubs, but also to more strongly help AIE increase visibility and influence
- Increase relevance and frequency of **policy updates/info-flashes** for members, to provide them with timely, high-quality and complete information and intelligence.

In parallel, we should first, be on the frontline on topics which are very important for us, and secondly, we should improve our visibility and reputation, by working on our “brand recognition”.



In the next three years, AIE will **lead at least one successful campaign**, which will benefit our sector and make our association and electrical contractors more known in Brussels at the same time.

Even if the name “AIE” is associated with a strong and long history and legacy, a more explicit name for our association would be beneficial in terms of recognition, image and reputation. We need **a name, which relates to the sector we represent**, and which sticks to people’s mind. This is important in Brussels, where thousands of associations try to be out there and make contact with the EU institutions.

Alongside a new name, we need **a fresher logo and a more modern website**. Besides allowing quicker and easier updates from the AIE team, our future website will show that we are a dynamic association, active on all relevant issues. This will make us more attractive for other stakeholders and for policy makers.

The sec gen will **speak in more events** and **AIE will organize at least one flagship event per year in Brussels**, to enhance our visibility and reputation.

Finally, as Twitter and Politico become the most consulted media by EU policy makers, we will **strengthen our social media activity and media outreach** so as to increase our chances that our messages reach politicians in Brussels. We will try and place posts, quotes and articles on the most relevant social media and media whenever we reach a milestone and we will build a strong network with the communication advisors within our member organizations, to spread our messages down to the national level.

Objectives	June 2018	By end of 2021
<b>New visual identity (name, logo, website)</b>	//	Process completed, positive feedback received
<b>Number of info-sessions/webinars/events for members</b>	0	2/year
<b>Frequency of policy updates for members</b>	Bimonthly	At least monthly
<b>Number of AIE events in Brussels</b>	0	At least 1/year
<b>Number of sec gen public speeches</b>	2/year	6/year
<b>Number of campaigns led by AIE</b>	0	At least 1
<b>Social media activity</b>	60 Followers/ Retweet Avg. 1	1,000 Followers/ Retweets Avg. 10
<b>Media coverage, number of articles mentioning AIE</b>	0	1/month
<b>Number of press releases</b>	2/year	6/year



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## 2019: let's get the ball rolling

2019 will be a calm year from a policy perspective, because in spring there will be elections of the Members of the EU Parliament and of new EU Commissioners. The relatively low need for policy engagement in the first half of the year will allow us to focus on internal reforms and strategy:

- We will discuss and decide on financial contributions from our association members and from possible associated corporates
- We will devise a business development strategy, to attract funding from corporates
- We will discuss and make important decisions about how we profile ourselves in Brussels, via our new name, visual identity, website, rebranding event and 2020 Brussels CoD / annual general meeting and conference
- We will take strategic decisions on cooperation with other associations across the electricity and construction value chains
- We will strengthen our Working Groups, positioning ourselves on key topics
- We will devise and introduce new member services.

Our 2019 objectives and activities are as follows:

### 1. Lay the groundwork for membership and budget growth

- **Make sure that the CoD 2019 votes through the membership reforms** suggested by our Budget Task Force:
  - these reforms will make the membership fees more affordable for associations with limited resources, allowing us to gain at least 1 new member by the end of the year and putting us on the right track towards Europe-wide representation
  - the reforms will also allow us to offer the possibility to corporates to participate in the association activities in return for a financial contribution – such financing, which we will raise in 2020, will enable us to start new activities, improving our value proposition for other new member associations
- **Raise funding from sponsorship** of the CoD / annual general meeting in Switzerland and from sponsorship of our rebranding event; this will be key if we want to have a sustainable budget situation, while not raising the membership fees, risking to lose some of our member associations
- **Become involved in 1 new valuable EU project**, making sure that benefits largely outweigh the costs, and that the project finances necessary or useful activities.

### 2. Reach a turning point in terms of visibility and influence

- **Optimize participation in stakeholders' fora and organizations**, to maximize our intelligence gathering, visibility and influence; our decisions will also be influenced by the policy priorities set by the new EU Commission



- Participate, possibly in a leading position, in **at least 1 campaign** together with one or more stakeholders' fora and organisations and have the AIE sec gen participate as a **speaker in at least 3 events**
- **Deliver monthly policy updates to members and issue monthly newsletters for the outside world**, promoting the electrical contracting sector and profiling AIE as the leading organization for the sector
- **Deliver 1 or 2 extra-services to our members**, such as info-sessions/webinars with policy makers and specialists on topics of interest, or small events to network with new EU policy makers
- **Give a clear direction to the Value Chain Working Group**: have this Group deliver at least 1 report and plan with this Group a "Value Chain Conference" for the following year
- **Make sure that the Policy and Technical Working Groups achieve at least 1 or 2 tangible results**, such as the positioning of AIE on specific topics
- **Implement a successful rebranding**:
  - prepare the transition to a new name, logo and website, keeping the members involved, making sure that they fully endorse the new AIE identity at the CoD 2019
  - organize a successful event in fall 2019 to unveil and celebrate the new identity; make sure that this event will allow our members to network with corporates from across the electrical and construction value chain and with policy makers
  - make sure that costs are fully or almost fully covered by sponsorship
- **Communicate promptly about any relevant deliverables**, using social media and press releases, increase the number of Twitter followers and of media mentions.

Objectives	By the end of 2019
<b>Membership and budget</b>	
Membership reform results	<ul style="list-style-type: none"> <li>• At least 1 new member association</li> <li>• Possible for corporates to be involved in AIE activities</li> </ul>
Sponsorship	20,000 EUR for CoD and rebranding event on top of KNX sponsorship (5,000)
EU projects	1 project with small profit margin
Overall budget	Deficit of no more than 20,000 EUR
<b>Visibility and influence</b>	
Campaigns	Participation (leading role) in at least 1 campaign
Events participation	Sec gen to speak in at least 3 events
Policy updates and newsletters	Monthly
Extra-services for members	1-2 info-sessions/webinars/small events
Value Chain Working Group	1 tangible deliverable, e.g. report
Energy and Technical Working Groups	1-2 tangible deliverables from each of them
Rebranding	Completed successfully





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Media and social media	At least 3 media mentions, 3 press releases, 350 followers on Twitter
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CD 18-04

FINANCIAL REPORT 2017										
	BUDGET 2016	EXPENSES 2016	REVISED BUDGET 2017	SITUATION 31.12.2017		BUDGET 2016	RECEIPTS 2016	OVERDUE 2016	BUDGET 2017	SITUATION 31.12.2017
European Association of Electrical Contractors										
1. Rent, insurance, phone, internet	€ 14,000.00	€ 7,685.77	€ 15,000.00	€ 9,445.13	Contributions (full + associate)	€ 169,995.00	€ 151,407.00	€ 117,588.00	€ 171,376.86	€ 161,560.69
Accountancy	€ 3,166.25	€ 3,166.25		€ 4,537.50	1 Full members:	€ 8,602.00	€ 8,602.00	€ 0.00	€ 9,047.79	€ 9,047.79
Publicity	€ 3,763.10	€ 3,763.10		€ 6,912.73	Austria	€ 9,140.00	€ 9,140.00	€ 0.00	€ 9,677.54	€ 9,677.54
2. Staff expenses	€ 122,000.00	€ 120,330.91	€ 115,000.00	€ 134,067.54	Belgium	€ 8,029.00	€ 8,029.00	€ 0.00	€ 8,361.64	€ 8,361.64
3. Office Expenses + catering	€ 3,200.00	€ 3,107.61	€ 3,000.00	€ 4,773.44	Denmark	€ 18,651.00	€ 18,651.00	€ 0.00	€ 20,893.18	€ 20,893.18
4. Amortisation of equipment	€ 1,500.00	€ 3,581.60	€ 3,500.00	€ 4,773.44	England	€ 7,995.00	€ 7,995.00	€ 0.00	€ 8,319.35	€ 8,319.35
5. AIE representation at EU meetings	€ 1,000.00	€ 859.82	€ 800.00	€ 672.43	Finland	€ 11,737.00	€ 11,737.00	€ 0.00	€ 13,078.55	€ 13,078.55
6. General Secretary travel expenses	€ 4,000.00	€ 2,307.54	€ 3,000.00	€ 1,149.03	France FRIE	€ 11,737.00	€ 11,737.00	€ 0.00	€ 13,078.55	€ 13,078.55
7. Council of Delegates meetings + GS expenses	€ 3,000.00	€ 3,221.13	€ 3,000.00	€ 2,548.33	France SERCE	€ 11,737.00	€ 11,737.00	€ 0.00	€ 13,078.55	€ 13,078.55
Simultaneous translation	€ 6,000.00	€ 0.00	€ 6,000.00	€ 2,548.33	Germany	€ 22,990.00	€ 22,990.00	€ 0.00	€ 26,112.11	€ 26,112.11
8. AIE Meetings - travels	€ 4,000.00	€ 5,572.01	€ 2,000.00	€ 2,760.15	Luxemburg	€ 7,017.00	€ 7,017.00	€ 0.00	€ 7,165.59	€ 7,165.59
AIE Meetings - catering	€ 1,500.00	€ 1,419.48	€ 1,500.00	€ 624.37	Norway	€ 7,925.00	€ 7,925.00	€ 0.00	€ 8,246.50	€ 8,246.50
9. Translation expenses	€ 1,500.00	€ 817.53	€ 1,000.00	€ 868.77	Scotland	€ 7,969.00	€ 7,969.00	€ 0.00	€ 8,284.10	€ 8,284.10
10. Contributions, conferences and training	€ 2,500.00	€ 755.25	€ 1,000.00	€ 1,482.00	Sweden	€ 8,829.00	€ 8,829.00	€ 0.00	€ 9,322.72	€ 9,322.72
11. Website & IT	€ 2,000.00	€ 4,047.16	€ 2,500.00	€ 6,243.37	Switzerland	€ 8,528.00	€ 8,528.00	€ 0.00	€ 8,967.89	€ 8,967.89
12. Promotion and communication	€ 1,000.00	€ 510.51	€ 1,500.00	€ 1,292.35	The Netherlands	€ 10,258.00	€ 10,258.00	€ 0.00	€ 11,005.18	€ 11,005.18
13. Eur. Comp. of Young Electricians ( Euroskills)	€ 3,000.00	€ 5,538.12	€ 3,300.00	€ 3,305.01	2 *Associate members:					
14. Miscellaneous	€ 500.00	€ 227.81	€ 500.00	€ 902.23	Italy	€ 9,505.00	€ 0.00	€ 9,505.00	€ 0.00	€ 0.00
15. Impair losses of members (Italy and Spain)	€ 0.00	€ 24,384.75	€ 24,384.75	€ 24,384.75	Spain	€ 8,083.00	€ 0.00	€ 8,083.00	€ 0.00	€ 0.00
16. Bank charges	€ 400.00	€ 152.03	€ 200.00	€ 235.07	Hungary	€ 1,000.00	€ 1,000.00	€ 0.00	€ 5,817.96	€ 0.00
17. Taxes	€ 400.00	€ 403.77	€ 450.00	€ 598.88	Slovenia	€ 1,000.00	€ 1,000.00	€ 0.00	€ 3,998.21	€ 0.00
18. European Projects	€ 0.00	€ 3,078.00	€ 11,582.40	€ 4,300.20	Portugal	€ 1,000.00	€ 0.00	€ 0.00	€ 0.00	€ 0.00
19. Provision for activities	€ 0.00	€ 0.00	€ 0.00	€ 0.00	3 Sponsorship	€ 3,000.00	€ 3,000.00	€ 0.00	€ 5,000.00	€ 5,000.00
TOTAL	€ 170,000.00	€ 194,930.25	€ 199,217.15	€ 208,441.51	4 Capital gains & interests	€ 2,000.00	€ 750.82	€ 0.00	€ 300.00	€ 83.12
					5 Regularisation	€ 0.00	€ -0.23	€ 0.00	€ 0.00	€ 0.00
					6 European project	€ 0.00	€ 3,863.71	€ 0.00	€ 11,582.40	€ 6,954.69
					7 Reimbursement costs	€ 0.00	€ 1,520.11	€ 0.00	€ 0.00	€ 0.00
					SUBTOTAL	€ 176,995.00	€ 160,041.41	€ 117,588.00	€ 188,259.26	€ 171,096.50
					TOTAL	€ 170,000.00	€ 194,930.25	€ 199,217.15	€ 199,217.15	€ 208,441.51
					RESULT	€ 6,995.00	€ 17,306.84	€ 17,558.00	€ -10,957.89	€ 38,843.91



<b>BALANCE SHEET ON DECEMBER 31st 2017</b>	
<b>European Association of Electrical Contractors</b>	
<b>ASSETS</b>	<b>LIABILITIES</b>
<b>FIXED ASSETS</b>	<b>STOCKHOLDERS' EQUITY</b>
	<b>€ 308,480.22</b>
<b>Intangible assets</b>	
Film (Being an Electrician)	€ 12,524.71
Depreciations	€ -12,524.71
Website	€ 25,155.90
Depreciations	€ -17,992.70
	<b>Result 2017</b>
	<b>€ -34,843.01</b>
<b>Tangible assets</b>	
Office supplies	€ 15,004.89
Depreciations	€ -15,004.89
	<b>DEBITS</b>
	<b>€ 318,721.58</b>
<b>CURRENT ASSETS</b>	
	<b>€ 718.20</b>
<b>Trade debtors</b>	
Debt ( Evelynne)	€ 718.20
Doubtful debtors	€ 24,384.75
Impairment losses clients (ASSISTAL & FEN)	€ -24,384.75
	<b>DEBITS</b>
	<b>€ 17,404.56</b>
<b>Treasury</b>	
Shares	€ 217,291.12
Rental guarantee (088-2517311-59)	€ 990.25
Savings (088-2322579-06)	€ 95,102.37
Portfolio Van Lanschot	€ 1,077.83
	<b>Deferred charges and accrued income</b>
	Salaries
	€ 0.00
	deferred charge
	€ 12,375.30
	Accrual Holiday pay vacation
	European project Smartel
<b>Cash at bank</b>	<b>€ 3,541.81</b>
Bank account (068-2337263-75)	€ 3,541.81
<b>TOTAL ASSETS</b>	<b>€ 325,884.78</b>
	<b>TOTAL LIABILITIES</b>
	<b>€ 325,884.78</b>



## EXPLANATORY NOTE ON AIE FINANCES

### 2017 results

AIE closed the year with a budget deficit of around 35,000 EUR.

This deficit is mainly due to unpaid membership fees.

In 2016, it was decided to spread the cancellation of several unpaid membership fees, from the Italian association ASSISTAL and the Spanish association FENIE, equally on the years 2016 and 2017. In the year 2017, these unpaid fees amounted to 24,384.75 EUR (expenses line 15).

Membership fees from the Hungarian association EMOSZ and the Slovenian association EZS were included in the 2017 budget but not collected. The sum of these fees is: 9,816.17 EUR.

In the absence of credits with non-paying members, the budget deficit would have been of 10-11,000 EUR.

Besides membership fee issues, on the expenses side, staff expenses in 2017 were higher than foreseen because the holiday pay and the end of the year bonus 2017 for the former secretary general and the communication advisor had wrongly not been accrued in the 2017 budget and now appear in the end of the year results (expenses line 2).

The 2017 services from the former AIE accountant had not been accrued either and now appear on the end of the year results (expenses line 1). However, this expenditure is compensated by lower than foreseen other expenses.

There is a mismatch between real revenues and expenditures related to EU projects compared to the forecasts. However, the ratio between revenues and expenditures remained more or less balanced.

### 2018 budget

The 2018 budget looks a bit different from last years' budget, as the AIE secretariat has been outsourced to a service provider with a contract entering into force on 1 March 2018. However, we did not change the way how the budget was presented in the past - i.e. we continued to use the past naming and categorization for expenses and revenues.

#### Expenses

Rent, insurance, phone, internet, accountancy (expenses line 1), staff (line 2) and office (line 3) expenses will be considerably lower than foreseen, because they were incurred only between 1



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January and 31 March. Since 1 March, all these expenses have been covered by the contract with SolarPower Europe. There is 1 month overlap between the past and the new regime.

Line 1: costs for rent, insurance, phone, internet and accountancy are lower than foreseen due the contract with Solarpower Europe. Subscription to Politico news has not been renewed, here we saved 7,500 EUR.

Line 2: staff costs are composed of former Secretary General's and Communication Advisor's salaries for the months January to March 2018, as well as their 2018 holiday pay and end of the year bonus.

Line 3: offices expenses are covered by the SolarPower Europe contract.

Line 4: amortization of equipment is the wording used by the old secretary general to refer to the amortization of the current AIE website. Amortization amounts to 3,600 EUR. The last amortization year is 2019.

Lines 5, 6 and 8: cover participation from AIE staff in meetings in Brussels and abroad. We think we will be in line with foreseen costs.

Lines 7 and 9: we plan to spend more or less as foreseen to attend the CoD in Stockholm, provide translation of all documents and interpretation into French and German.

Line 11: website and email account hosting costs remain the same as last year; however, general IT support costs go down as, except for website changes, we rely on SolarPower Europe's IT manager.

Line 12: promotion and communication were budgeted for 1,000 EUR but we do not plan on designing and printing any material this year, nor on posting any paying advertisement on media etc.

Line 13: we will soon pay the membership fee for EuroSkills and the Secretary Geneneral and the Communication Advisor will travel to Budapest to attend the competition.

Line 14: other costs involve some administrative and transaction costs incurred for the transition from the old to the new regime, e.g. updates on the Belgian official gazette.

Line 15: we cancelled, as planned, all the unpaid membership fees in 2017, so there are no overdues to be reported this year on this front.

Line 18: the EU project we are currently involved in will require some work especially in the second half of this year. Costs and revenues will more or less balance each other out.

Line 19: at last year's CoD, it was decided to set aside 20,000 EUR for the transition from the old to the new AIE regime. Some of this money is being used to cover some cost overlaps in the transition from the old to the new regime.

Lines 21 and 22: SolarPower Europe contract costs have been broken down into two expenses lines – staff and other services.



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## Income

### Membership fees:

We expect to collect 2018 membership fees from all 14 AIE full members. We have not invoiced associated members. We invoiced our 14 full members in January 2018 and at the end of May we had collected the fees from all members, except from ZVEH and FFIE.

Following the obtention of a VAT number, AIE needs to re-issue all membership fee invoices 2018. AIE members who do not have a VAT number need to pay the membership fee + the VAT on top, which in Belgium amounts to 21%. Some of these members have expressed concerns with this. As an interim solution, we have accepted to make a discount on their membership fees to compensate for the VAT on top, but this will result in a membership fees income reduction of approximately 15,000 (expenses line 20) for AIE.

Line 15: we currently have one sponsorship contract with KNX yielding 5,000 EUR / year. We had budgeted a new sponsorship contract worth another 5,000 EUR this year, but in light of the very busy transition, we do not expect to be able to work on a deal within the next few months.

### Information about AIE reserves

AIE funds used to be in two Belfius bank accounts (a debit and a savings account) and in two investment accounts managed by a private investment company (Van Lanschot). The PCC recently decided to close the accounts with Van Lanschot and move all the money (approx. 230,00 EUR) from there to the Belfius savings account.

### Conclusions

We expect to close this year with a deficit of 33,500 EUR, against a budgeted deficit of 17,300 EUR.

So, if we did not have this VAT issue, we would end the year with results that are aligned with expectations.

Expectations were that we would lose 17,300 EUR, eating up the reserves, as we did in the previous 2 years at least. This situation is not sustainable. Without making any change, AIE has consistently lost traction and income.

## 2019 budget

Next year should be a tipping point. We should invest with the objective to grow and break even the following year. We should considerably improve our association's visibility and reputation, to attract new members and new financing.

Compared to past budgets, next year's budget displays expenses and receipts a bit differently from before.



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First, the contract with SolarPower Europe covers many of the past types of expenses that AIE had, so next year's budget will be simpler than past ones. Second, we have renamed and grouped some expenses that belong to the same category, e.g. all travels are together and all meetings are together, except CoD.

### **Expenses**

Line 1: SolarPower Europe services will probably cost 3 to 5,000 EUR more than this year, as there will be an adaptation to the cost of living. Provided that the association is on a positive trend, the PCC will evaluate the option of contracting more services, which would cost approximately 10,000 EUR, to cover increased AIE activities.

Line 3: AIE staff and office insurances are covered by SolarPower Europe; however, we have been advised to sign two insurances outside of the service contract envelope. They cover AIE liability and AIE board liability. This will cost approximately 2,500 EUR.

Line 4: as of next year, we will externalize the auditing of our association's books, as we want to take the weight off our members' shoulders, and we want the audit to be reliable and professional.

Line 6: we have merged some of past expenses lines into a line covering all AIE staff travels around Europe.

Line 7: this line covers catering ordered when AIE hosts meetings in their offices.

Line 8: we have merged some of past expenses lines into a line covering the AIE staff participation in meetings and conferences in Brussels as well as some trainings, as the need arises.

Line 9: next year's CoD will be in Switzerland. We have grouped all AIE staff incurred costs related to this event. They relate to travel, translation and interpretation.

Lines 2 and 10: we plan on changing our website next year, to buy a more dynamic and modern one. This will happen more or less in fall 2019. So, we will still pay some costs related to the hosting of the current website. We will finish amortizing the current website (3,600) and start amortizing the new one (3,000 / 15,000 EUR in total, spread across 5 years).

Line 11: we plan to rebrand next year, moving to a more telling name and a more modern visual identity, celebrating this with a rebrand launch event in Brussels. We foresee that all this could cost around 15,000 EUR – this covers the costs incurred by a designer to prepare the new logo and templates, and by AIE staff to rent location and equipment and order catering for the event. As explained below, we plan on almost fully covering the rebranding costs via corporate sponsorship.

Line 12: we may want to design and print material next year and spend max 1,000 EUR.

Line 13: together with our members, we will evaluate the possibility to optimize our membership in EU organisations, in order to maximise information and intelligence gathering and influence on all



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relevant EU policy areas. We however do not plan to spend much more than what we currently spend on membership (from 5,000 in 2018 to 6,000 EUR in 2019).

Line 14: the EU project we are currently involved in is ending in December this year. However, we plan on looking into new possible projects, provided they bring multiple benefits to our associations and would not deviate AIE staff from their core and necessary activities. We have taken reasonable assumptions for costs and revenues, making a little margin of 2,000 EUR.

## **Income**

Line 1:

A budget Task Force, composed of AIE Secretary General and the Secretary Generals from the 14 AIE member associations, will be established in fall this year to identify the most appropriate membership fee reform which will make sure that next year's fees are proportionate and affordable for all existing and possible new members, including the ones without a VAT number. We hope that this reform will allow us to collect as much money as we had planned for this year, i.e. 170,000 EUR. However, to be on the safe side, we have taken the pessimistic assumption that in 2019 we will be able to collect as much as we will eventually collect at the end of this year, i.e. 155,000 EUR.

As we wait for the recommendations from the budget TF, we suggest that, contrary to the usual practice, at this year's CoD we agree on the total AIE membership fees income but do not vote on the membership fees from each individual AIE member.

Line 2: we foresee that, as a result of the membership fee reform and of improved services and value proposition, membership will become affordable and attractive for more associations and we will make at least 5,000 EUR more from new membership.

Line 4: we do not plan on having additional packages of medium-term sponsorship, in addition to the contract we have with KNX. This is because some of our members are not comfortable with the idea of AIE being perceived as tied to some specific corporates.

Line 5: our rebranding event will be sponsored. We are confident that we will be able to collect 15,000 EUR. The event will be held in Brussels shortly after the elections of new Members of the EU Parliament and the appointment of new Commissioners and their staff. So, the event will be a perfect occasion for corporates to come and meet new policy makers. The event will also offer the perfect networking platform for corporates from manufacturing and wholesaling with our national associations representing these corporates' customers.

Line 6: in addition to sponsorship for our rebranding event, with the support of the budget task force, next year we will try and grasp other income opportunities. We aim to collect 15,000 EUR from other sponsorship and/or services.

Line 7: as mentioned above, we plan on looking into new possible projects, provided they bring multiple benefits to our associations and would not deviate AIE staff from their core and necessary





activities. We have taken reasonable assumptions for costs and revenues, making a little margin of 2,000 EUR.

### **Conclusions**

In spite of an increase in activities, we plan on closing next year with a deficit that is similar to the one we have closed the recent few years, if we had not had unpaid membership fees and a VAT issue: approximately 23,000 EUR.

We are aware that it is not sustainable to continue using up the reserves. We are confident that next year will be a tipping point. We will ramp-up our activities and invest to improve our visibility and reputation, so as to attract new members and funding. Our objective is to break even in 2020.

### **2020 budget**

The main differences between the planned 2019 and 2020 budgets are as follows:

- In 2020 AIE will break even, notably due to increased income from new members and sponsors
- The CoD will be held in Brussels, and not in Germany as foreseen; the overall CoD cost, including interpretation and translation, will be of almost 60,000 EUR, which is much lower than the cost of past CoDs. Indeed, we will either shorten the programme of the event and/or share the costs for its organization with other associations along the electrical value chain, with whom we will enhance cooperation. The costs will be fully covered by entrance fees (40,000 EUR) and sponsorship (20,000 EUR)
- The conference associated with the CoD will be our flagship 2020 event in Brussels, while in 2019 our event in Brussels will have been the rebranding celebration
- Thanks to a new reform of AIE articles, suggested by the Budget TF and voted through at the 2019 CoD, in 2020 we will be able to open up participation in the associations' activities to corporates in return for a financial contribution of approximately 10,000 EUR
- The service contract with SolarPower Europe will become more expensive because the AIE secretariat will ramp up activities, notably to organize a CoD in Brussels and to collect sponsorship financing to cover the costs.

### **2021 budget**

- In 2021 the AIE will become profitable, closing the year with a surplus of 7,500 EUR
- As the CoD will be hosted by our Luxembourgish member, we will not bear the organizational costs for the event, but we will work with APEL to bring in sponsorship income for both of our associations.



CD 18-07



## RAPPORT DU AUDITEUR

### EXERCICE 2017

Je soussigné, Monsieur Kris VAN DINGENEN, désigné par le Conseil des Délégués de l'AIE du 22 Septembre 2017 à Vienne comme auditeur, ai procédé le 26 juin 2018 à la mission qui m'a été confiée.

J'ai pris connaissance et vérifié les comptes de bilan et de résultat arrêtés au 31 décembre 2017.

J'ai contrôlé les inscriptions comptables d'une manière approfondie, vérifié la concordance entre les ordres de paiement et les pièces justificatives, et obtenu de la part du Secrétaire Général de l'AIE les explications et informations demandées.

**Par conséquent, je peux certifier que toutes les transactions ont été effectuées correctement et reflètent consciencieusement l'état du patrimoine, de la situation financière et des résultats de l'AIE.**

Sur base de ce qui précède, je conclus ce rapport avec la mention explicite que je n'ai aucune réserve ni objection à formuler.

En foi de quoi, je demande au présent Conseil des Délégués de l'AIE d'approuver les comptes de bilan et de résultat au 31/12/2017 tels qu'ils ont été arrêtés.

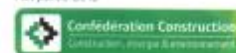
Fait à Kortenberg, le 26 juin 2018

Kris VAN DINGENEN



Techlink asbl - J. Chantraineplantsoen 1, 3070 Kortenberg  
T +32 2 896 96 10 - BE 0682.796.163 - [info@techlink.be](mailto:info@techlink.be)

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**Philippe RIFAUX**  
Délégué Général

Je soussigné, Monsieur Philippe RIFAUX, désigné par le Conseil des Délégués de l'AIE du 22 septembre 2017 à Vienne comme auditeur, ai procédé le 26 juin 2018 à la mission qui m'a été confiée.

J'ai pris connaissance des livres et documents comptables au titre de l'exercice 2017.

Sur la base de ce qui précède, je conclus ce rapport avec la mention explicite que je n'ai aucune réserve ni objection à formuler, et que tout est en ordre.

Fait à Paris, le 26 juin 2018


Philippe RIFAUX

Membre adhérent de la :





CD 18-08

<b>BUDGET 2018</b>					
	BUDGET 2018	ACTUALS YTD 31 May 2018		BUDGET 2018	ACTUALS YTD 31 May 2018
European Association of Electrical Contractors					
1. Rent, insurance, phone, internet Accountancy Publicity	€ 11,500.00 € 3,800.00 € 7,500.00	€ 2,618.33 € 0.00 € 0.00	Contributions (full + associate) *Full members:	€ 170,006.01	€ 129,349.14
2. Staff expenses	€ 118,000.00	€ 33,760.87	1 Austria	€ 9,619.27	€ 9,619.27
3. Office Expenses + catering	€ 3,300.00	€ 0.00	2 Belgium	€ 10,241.34	€ 10,241.34
4. Amortisation of equipment	€ 3,600.00	€ 3,600.00	3 Denmark	€ 8,909.35	€ 8,909.35
5. AIE representation at EU meetings	€ 900.00	€ 0.00	4 England	€ 21,804.18	€ 21,804.18
6. General Secretary travel expenses	€ 3,000.00	€ 1,490.35	5 Finland	€ 8,857.12	€ 8,857.12
7. Council of Delegates meetings + GS expenses Simultaneous translation	€ 3,500.00 € 6,000.00	€ 0.00 € 6,500.00	6 France FFIE	€ 13,591.23	€ 0.00
8. AIE Meetings - travels AIE Meetings - catering	€ 3,000.00 € 1,500.00	€ 176.40 € 264.33	7 France SERCE	€ 13,591.23	€ 13,591.23
9. Translation expenses	€ 1,000.00	€ 882.20	8 Germany	€ 27,065.64	€ 0.00
10. Contributions, conferences and training	€ 1,000.00	€ 336.25	9 Luxembourg	€ 7,691.34	€ 7,691.34
11. Website & IT	€ 3,000.00	€ 765.00	10 Norway	€ 8,793.01	€ 8,793.01
12. Promotion and communication	€ 1,000.00	€ 0.00	11 Scotland	€ 8,831.00	€ 8,831.00
13. Eur. Comp. of Young Electricians (Euroskills)	€ 5,000.00	€ 0.00	12 Sweden	€ 9,894.69	€ 9,894.69
14. Miscellaneous	€ 500.00	€ 131.10	13 Switzerland	€ 9,531.42	€ 9,531.42
15. Impair losses of members	€ 0.00	€ 0.00	14 The Netherlands	€ 11,585.19	€ 11,585.19
16. Bank charges	€ 200.00	€ 43.53	*Associate members:		
17. Taxes	€ 450.00	€ 0.00	Italy	€ 0.00	€ 0.00
18. European Projects	€ 11,591.14	€ 492.40	Spain	€ 0.00	€ 0.00
19. Provision for activities	€ 20,000.00	€ 0.00	Hungary	?	€ 0.00
TOTAL	€ 209,341.14	€ 51,060.76	Slovenia	?	€ 0.00
			Portugal	€ 0.00	€ 0.00
			15 Sponsorship	€ 10,000.00	€ 0.00
			16 Capital gains & interests	€ 400.00	€ 52.59
			17 Regularisation	€ 0.00	€ 0.00
			18 European project	€ 11,591.14	€ 10,818.40
			19 Reimbursement costs	€ 0.00	€ 0.00
			TOTAL	€ 191,997.15	€ 140,220.13
			RESULT	€ 17,343.99	€ 89,159.37



CD 18-08

<b>BUDGET 2018</b>					
	BUDGET 2018	31-Dec 2018		BUDGET 2018	31-Dec 2018
European Association of Electrical Contractors					
1. Rent, insurance, phone, internet	€ 11,500.00	€ 2,618.33	Contributions (full + associate)	€ 170,000.01	€ 170,000.01
Accountancy	€ 3,800.00	€ 0.00	*Full members:	€ 9,619.27	€ 9,619.27
Politics	€ 7,500.00	€ 0.00	1 Austria	€ 10,241.34	€ 10,241.34
2. Staff expenses	€ 118,000.00	€ 33,760.87	2 Belgium	€ 8,909.35	€ 8,909.35
3. Office Expenses + catering	€ 3,300.00	€ 0.00	3 Denmark	€ 21,804.18	€ 21,804.18
4. Amortisation of equipment	€ 3,600.00	€ 0.00	4 England	€ 8,857.12	€ 8,857.12
5. AIE representation at EU meetings	€ 900.00	€ 900.00	5 Finland	€ 13,591.23	€ 13,591.23
6. General Secretary travel expenses	€ 3,000.00	€ 3,000.00	6 France FFIE	€ 27,065.64	€ 27,065.64
7. Council of Delegates meetings + GS expenses	€ 3,500.00	€ 3,500.00	7 France SERCE	€ 7,691.34	€ 7,691.34
Simultaneous translation	€ 6,000.00	€ 6,500.00	8 Germany	€ 8,793.01	€ 8,793.01
8. AIE Meetings - travels	€ 3,000.00	€ 3,000.00	9 Luxembourg	€ 8,831.00	€ 8,831.00
AIE Meetings - catering	€ 1,500.00	€ 1,500.00	10 Norway	€ 9,894.69	€ 9,894.69
9. Translation expenses	€ 1,000.00	€ 2,000.00	11 Scotland	€ 9,531.42	€ 9,531.42
10. Contributions, conferences and training	€ 1,000.00	€ 1,000.00	12 Sweden	€ 11,585.19	€ 11,585.19
11. Website & IT	€ 3,000.00	€ 1,200.00	13 Switzerland	€ 0.00	€ 0.00
12. Promotion and communication	€ 1,000.00	€ 0.00	14 The Netherlands	€ 0.00	€ 0.00
13. Eur. Comp. of Young Electricians ( Euroskills)	€ 5,000.00	€ 5,000.00	*Associate members:	€ 0.00	€ 5,000.00
14. Miscellaneous	€ 500.00	€ 350.00	Italy	€ 0.00	€ 52.59
15. Impair losses of members	€ 0.00	€ 0.00	Spain	€ 0.00	€ 0.00
16. Bank charges	€ 200.00	€ 100.00	Hungary	€ 0.00	€ 0.00
17. Taxes	€ 450.00	€ 0.00	Slovenia	€ 0.00	€ 0.00
18. European Projects	€ 11,591.14	€ 11,292.40	Portugal	€ 0.00	€ 10,818.40
19. Provision for activities	€ 20,000.00	€ 0.00	25 Sponsorship	€ 10,000.00	€ 10,000.00
20. DISCOUNT ON MEMBERSHIP FEES (AT, FR, DE, LU)		€ 15,027.35	16 Capital gains & interests	€ 400.00	€ 0.00
21. SPE STAFF		€ 119,203.00	17 Regularisation	€ 0.00	€ 0.00
22. SPE OTHER SERVICES		€ 5,836.00	18 European project	€ 11,591.14	€ 10,818.40
TOTAL	€ 209,341.14	€ 219,369.95	19 Reimbursement costs	€ 0.00	€ 0.00
			TOTAL	€ 191,997.15	€ 185,877.00
			RESULT	-€ 17,348.99	-€ 33,493.95



## NOTE FOR AIE MEMBERS ABOUT VAT

### Why has AIE applied for a VAT number?

1. For AIE, it is convenient to have a VAT number for any services and goods we purchase in Belgium, including membership in other organizations, designing and printing of reports etc. Until some months ago, when buying services and goods in Belgium, we were paying VAT on top of the price of these services and goods. Now that we have a VAT number, we are able to minimise our costs, paying the price of services and goods from Belgium without VAT. This is because, according to EU law, entities with a VAT number can retrieve the VAT on services and goods purchased from suppliers within the country.
2. Services and goods that we buy therefore also covers the contract we have with a third party (SolarPower Europe) for the running of our secretariat. Although the need to obtain a VAT number was identified some years ago, the decision to go down this path was taken in 2017, when it became clear that we could afford externalizing our secretariat to a third party only if we were able to retrieve the 21% VAT charged on top of the price for this service.
3. For AIE, it is convenient to have a VAT number also for possible future services purchased from abroad, such as interpretation during the annual meetings when the meetings are not held in Belgium. If we did not have a VAT number, we would not pay VAT to the foreign service providers, but we would have to make a declaration and pay the VAT on the services to the Belgian tax authorities. This is because, according to EU law, associations with no VAT number buying services from abroad have to pay the VAT on such services to their national authorities.

### Fiscal aspects related to AIE membership fee invoices regardless of whether AIE has or has not a VAT number:

As mentioned above, according to EU law, associations with no VAT number buying services from abroad have to pay the VAT on such services to their national authorities. AIE membership fees are paid by AIE members across Europe in return for some services delivered by AIE in Belgium. Hence, irrespectively of whether AIE has or has not a VAT number, AIE members should declare to their national authorities the payment of AIE membership fees and pay to their national authorities the VAT on top of the membership fees.

### Implications of AIE's VAT number for AIE members:

1. AIE obtained a VAT number this year, and the decision applies retrospectively to all AIE transactions made since January 2018. Hence, AIE membership fees, which we issued in January 2018, must be re-invoiced.



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2. AIE members with a VAT number will pay the membership fee with no VAT on top, because this is a B2B transaction between two entities with VAT numbers.
  3. AIE members without a VAT number will pay the membership fee with VAT on top. Alternatively, AIE membership fee invoices may be issued without VAT on top, but national associations should declare the transaction to their fiscal authorities and pay the VAT to them. This means that there is no way around the payment of the VAT on top of membership fees for national associations which have no VAT number.



CD 18-10

BUDGET 2019			BUDGET 2019	BUDGET 2019	
European Association of Electrical Contractors	EXPENSE				
				INCOME	
1	SPE services	€ 154,000.00	1	Contributions from current members (14)	€ 155,000.00
	SPE additional services (?)	€ 10,000.00	2	Contributions from new members	€ 5,000.00
2	Website and email hosting	€ 1,200.00			
3	AIE and AIE board insurances	€ 2,500.00			
4	External audit	€ 2,500.00	3	Capital gains and interests	€ 400.00
5	Bank and other charges	€ 700.00			
6	Travel	€ 6,000.00			
7	Hosting of meetings	€ 1,500.00			
8	Brussels conferences and trainings	€ 2,000.00			
9	Participation in CoD (Switzerland)	€ 3,500.00			
	CoD simultaneous interpretation	€ 6,000.00			
	CoD documents translation	€ 2,000.00			
10	Website amortisation (old and new)	€ 6,600.00			
11	Rebranding (visual identity and event)	€ 15,000.00	4	KNX sponsorship	€ 5,000.00
			5	Rebranding event sponsorship	€ 15,000.00
			6	Other sponsorship and/or extra-contributions	€ 15,000.00
12	Promotion and communication	€ 1,000.00			
13	Euroskills and/or other memberships	€ 6,000.00			
14	EU projects	€ 5,000.00	7	EU projects	€ 7,000.00
	TOTAL	€ 225,500.00		TOTAL	€ 202,400.00
				RESULT	-€ 23,100.00





CD 18-10

BUDGET 2020			
EXPENSE	BUDGET 2020		BUDGET 2020
European Association of Electrical Contractors			
		INCOME	
1 SPE services	€ 158,000.00	1 Contributions from current members (14)	€ 160,000.00
SPE additional services	€ 20,000.00	2 Contributions from new members	€ 15,000.00
2 Website and email hosting	€ 1,200.00	3 Contribution from associated corporates	€ 10,000.00
3 AIE and AIE board insurances	€ 2,500.00		
4 External audit	€ 2,500.00		
5 Bank and other charges	€ 700.00	4 Capital gains and interests	€ 400.00
6 Travel	€ 6,000.00		
7 Hosting of meetings	€ 1,500.00		
8 Brussels conferences and trainings	€ 2,000.00		
9 CoD organisation (Brussels)	€ 50,000.00	5 CoD entrance fees	€ 40,000.00
CoD simultaneous interpretation	€ 6,000.00	CoD sponsorship	€ 20,000.00
CoD documents translation	€ 2,000.00	6 KNX sponsorship	€ 5,000.00
10 Website amortisation	€ 3,000.00	7 Other sponsorship and/or extra-contributions	€ 10,000.00
11 Promotion and communication	€ 1,000.00		
12 Euroskills and/or other memberships	€ 6,000.00		
13 EU projects	€ 5,000.00	8 EU projects	€ 7,000.00
<b>TOTAL</b>	<b>€ 267,400.00</b>	<b>TOTAL</b>	<b>€ 267,400.00</b>
		<b>RESULT</b>	<b>€ 0.00</b>



CD 18-10

<b>BUDGET 2021</b>			
	<b>BUDGET 2021</b>		<b>BUDGET 2021</b>
European Association of Electrical Contractors			
<i>EXPENSE</i>		<i>INCOME</i>	
1 SPE services	€ 162,000.00	1 Contributions from current members (14)	€ 165,000.00
SPE additional services	€ 20,000.00	2 Contributions from new members	€ 15,000.00
2 Website and email hosting	€ 1,200.00	3 Contribution from associated corporates	€ 10,000.00
3 AIE and AIE board insurances	€ 2,500.00		
4 External audit	€ 2,500.00		
5 Bank and other charges	€ 700.00	4 Capital gains and interests	€ 400.00
6 Travel	€ 6,000.00		
7 Hosting of meetings	€ 1,500.00		
8 Brussels conferences and trainings	2,000.00		
9 CoD participation (Luxembourg)	€ 3,500.00	CoD sponsorship	€ 30,000.00
CoD simultaneous interpretation	€ 6,000.00		
CoD documents translation	€ 2,000.00		
10 Website amortisation	€ 3,000.00		
11 Promotion and communication	€ 1,000.00	KNX sponsorship	€ 5,000.00
12 Events/campaign in Brussels	€ 10,000.00	Brussels event(s)/campaign sponsorship	€ 10,000.00
13 Euroskills and/or other memberships	€ 6,000.00		
14 EU projects	€ 5,000.00	7 EU projects	€ 7,000.00
<b>TOTAL</b>	<b>€ 234,900.00</b>	<b>TOTAL</b>	<b>€ 242,400.00</b>
		<b>RESULT</b>	<b>€ 7,500.00</b>



## PROPOSED NOMINATIONS FOR ELECTION AS OFFICERS OF THE AIE

According to Article 14 of the AIE Articles, the Council of Delegates (**General Assembly**) shall elect every 3 years the members of the Policy Coordination Committee (**Board of Directors**) chosen from the representatives of the Council of Delegates (**General Assembly**). You will find the nominations proposed by the Policy Coordination Committee (**Board of Directors**) for the respective mandates.

Position:	Current person:	Proposed Nomination:	Elected on:
President (MC)	T. Carlsson (Installatörsföretagen-SE)	G. Constantin (VSEI-CH)	
Vice President (MC)	G. Constantin (VSEI-CH)	M. Bailey (ECA-UK)	
<b>(Director,)</b> Member of Management Committee	M. Bailey (ECA-UK)	A. Delepouille (FFIE-FR)	
Expert (PCC) – Financial Affairs <b>(Director)</b>	G. Gran (NELFO-N)		22.09.2017
Expert (PCC) – Energy questions <b>(Director)</b>	J. Skogberg (STUL-FI)	T. Carlsson (Installatörsföretagen-SE)	
Authorized person under Article 8.04 (PCC)* <b>(Director)</b>	K.-H. Bertram (ZVEH)		22.09.2017

\* Art. 8.04. The Policy Coordination Committee may authorise a person to carry out a defined task (e.g. responsibility for relations with external organisations) when such decision cannot wait until the next meeting of the Council of Delegates. The Council of Delegates will be asked to ratify such decisions retrospectively at its next following meeting. Such a mandate shall be limited in extent and/or time.

RED = new wording, if suggested Articles changes are voted through.



CD 18-11

## BIOGRAPHIES OF THE CANDIDATES

### PRESIDENT



#### **Gérard Constantin | VSEI/USIE | Switzerland**

At the age of 16, Gérard Constantin began his apprenticeship as an electrician and has continued to be very involved in the sector ever since. After receiving his advanced diploma as a federal electrical installer in 1986, Constantin founded his own electrician's company that is to this day active in the building, industry, automation and telecommunication sectors.

In 2008, Constantin became a member of the Central Committee as well as manager of professional training, both initial and higher education, within the Union of Swiss Electrical Installers (VSEI/USIE). Within this organisation, Constantin participates regularly in national projects as a chief expert. In 2012, he was also named co-President of the Commission of Higher Education (Bachelor and Master degrees).

In addition to his work with VSEI/USIE, Constantin has also worked for many years as an expert for Swiss Skills, the Swiss national professional skills competition, for which he has served as Vice-President since 2012. At AIE, Constantin has been the vice-president of the PCC and the Management Committee since 2016, helping the association make key decisions, such as overseeing the service agreement with SolarPower Europe.

### VICE-PRESIDENT



#### **Martin Bailey | ECA | England, Wales, Northern Ireland**

Martin Bailey is a Chartered Engineer having graduated from Durham University and is a fellow of IET and CIBSE. He undertook an electrical apprenticeship during his time at university, and began his career as an electrician on construction sites across the UK as well as an electrical technician offshore on North Sea platforms.

Bailey soon began taking on management roles, starting as a project engineer, progressing through contract management to regional director, and ultimately becoming Managing Director of N.G.Bailey Limited and Chief Innovation Officer of N.G.Bailey Group, which has a turnover of over 500 million euros and employs 3,000 people.

Throughout his career, he has been actively involved with electrical and mechanical trade associations. In 2009-10, he was ECA President and continues to be active in the association as ECA



Chairman. On top of this, Bailey sits on the SELECT Board and has been a member of the AIE PCC and Management Committee for two years.

Bailey believes that AIE can be a key influencer in the future as electrical contractors respond to the opportunities of digitalisation and are recognised as being major employers, contributing significantly to many Small and Medium Enterprises. He believes that the current relationship with SolarPower Europe will help to realise AIE's full potential as it will increase the visibility and activities of the association significantly.

#### **MEMBER (DIRECTOR)**



**Alexis Delepouille | FFIE | France**

After graduating with a Master of Science in Electrical and Computer Science, Alexis Delepouille started his career in 1994 working for Schneider Electric in France, South America, and Taiwan. In 1998, he joined his family company in France as an electrical contractor, where he acted as Technical & Sales Director and eventually becoming General Director. Since 2017, Delepouille has stood as strategic adviser for the company. During this time, he also founded the Energic start-up, a solution dedicated to energy efficiency for buildings, for which he is the acting president.

Delepouille has been an administrator of FFIE for 10 years, and has now grown into the role of Vice-President of the FFIE Northern French region. On top of this role, he is regional president of the French electrical qualification organization (Qualifelec). Through his work with FFIE, he has also been very active in AIE's activities over the years in the Technical Task Force.

Delepouille has extensive experience and expertise in all aspects of the energy & efficiency sector, such as building automation, electrical & safety distribution, EV charging stations, PV production, and many more. This technical expertise combined with international professional experience gave him the ability to thrive in a dynamic and multinational platform such as AIE.

Delepouille's goal as the new Chairman of the Energy Task Force and as a member of the Policy Coordination Committee, is to enhance, to defend, and to promote the key role of EU electrical contractors in Europe's new energy policy.

#### **MEMBER (DIRECTOR)**



**Thomas Carlsson | Installatörsföretagen | Sweden**

Thomas Carlsson has many years of management and business experience under his belt from the electrical contracting sector and beyond. Starting from managing very small installation companies of 5 employees, Carlsson quickly worked his way up to managing much bigger companies of over 600 employees.

As CEO and business development consultant for major installation companies in Sweden, Carlsson was a major force in growing their business despite a recession,



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overseeing many important acquisitions and business remodelling projects. In addition to these activities, Carlsson is also very active in other sectors, managing commercial real estate as well as being a partner in nine other companies working in the real estate sector and industrial automation. Carlsson has been Chairman of ETU, which supports industrial development projects financially in Sweden, Chairman on the Board of Swedish Enterprises, Member and eventually Vice-Chairman of a Swedish Standing Savings Bank's Board, and has been part of an exclusive Integrated Leadership program.

On top of all these commitments and activities, Carlsson has been AIE's President since 2015 and has been a major support to help AIE navigate through its secretarial transition. As a Director of AIE's Board, Carlsson hopes to bring his deep knowledge of the association and the sector as well as his business expertise to help the association grow and reach its full potential.



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**CD 18-12**

## **AIE ARTICLES OF THE ASSOCIATION**

**To be approved by the General Assembly the  
21 September 2018 in Stockholm**



## Article 1

The European Association of Electrical Contractors (A.I.E.) - hereinafter described as "The Association" – is composed of national associations representing electrical installation contractors, who carry out electrical installations relating to high, medium and low voltage and the equipment associated therewith and provide all kinds of current consuming devices and appliances including electrical, electronic, communication and similar systems.

## Article 2 – OBJECTS

The object of The Association is to act on behalf of its members in accordance with the principle of subsidiarity:

- 2.01 – To co-ordinate and promote the common interests of European electrical contractors.
- 2.02 – To monitor and influence the legislative and consultative process of the European Union relevant to the businesses of European electrical contractors.
- 2.03 – To facilitate the exchange of relevant information between members.

## Article 3 – REGISTERED OFFICE

The registered office of The Association is in ~~3070 Kortenberg, J. Chantraineplantsoen 1~~ **rue d’Arlon 69-71, 1040 Brussels**. It may be transferred to any other location or a branch office may be established by decision of the ~~Council of Delegates~~ **General Assembly**<sup>1</sup> taken in accordance with article 24 at a meeting duly convened by notice to all full members which notice shall include intimation of the proposed transfer.

## Article 4 – MEMBERSHIP

- 4.01 – Membership of The Association consists of:
  - 1° Full members as described in article 1;
  - 2° Associate members consisting of national associations or organisations whose resources prevent full participation in the work of The Association.
  - 3° Corresponding members consisting of non- European national associations or organisations of electrical contractors whose geographical situation prevent full participation in the work of The Association. Their admission can be pronounced provisionally.
- 4.02 – Applications for membership shall be addressed to the secretariat of The Association.

If a request of membership comes from an association from a European country, which is already represented within the Association as full member, the positive opinion of the association who is a full member will be required before any decision of admission is taken.
- 4.03 – The ~~Council of Delegates~~ **General Assembly** of The Association has all powers to determine on all matters relating to membership and the conditions of membership of The Association.

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<sup>1</sup> General Assembly is a more common way of calling the meetings of the entire membership of organisations in Brussels





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4.04 – All members newly admitted to The Association are supplied with a copy of the Articles of The Association on admittance and shall thereafter be bound thereby.

#### **Article 5 – RESIGNATION**

A member of The Association may resign by ~~at anytime~~ **30 June of each year<sup>2</sup>** by giving ~~six months~~ notice in writing to the secretariat, which shall forthwith notify the members. Such notice of resignation shall be without prejudice to the right of The Association to claim such subscription as may be due by the resigning member.

#### **Article 6 – EXPULSION**

6.01 – The Management Committee may propose to the ~~Council of Delegates~~ **General Assembly** the expulsion of a member from The Association for any of the following reasons:

- Non-payment of the contributions duly levied on the member after repeated formal notification,
- Failure to conform to the Articles of Association of The Association,
- Acting in a manner detrimental to The Association or consistent failure to contribute to the cooperation which must exist among the members within The Association.

6.02 – A member in respect of whom an intention for expulsion has been proposed shall be given three months' notice of the intention to expel, with the Management Committee's reason for the proposed action. Within that period the member in receipt of the notice shall have the right to appeal to the ~~Council of Delegates~~ **General Assembly**. The ~~Council of Delegates~~ **General Assembly** may ask for any information it may require and representatives of the appealing member may have the opportunity to give the appropriate answers or explanations. The decision of the ~~Council of Delegates~~ **General Assembly** on the appeal is taken by secret ballot, a two-thirds majority of qualified votes being required to determine the matter. Representatives of the appellant member shall not be qualified to participate in the ballot.

6.03 – A member expelled shall, from the date of the expulsion decision, cease to be a member and shall not be entitled to receive a return of any subscription or contribution for the current financial year or any share of the accrued funds of The Association.

#### **Article 7 – ORGANISATION AND MANAGEMENT**

7.01 – The policy of The Association shall be determined by the ~~Council of Delegates~~ **General Assembly** and its business shall be administered by the Management Committee.

7.02 – There shall be ~~two Standing Committees:~~ a ~~Policy Coordination Committee~~ **Board of**

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<sup>2</sup> This deadline is added in order to facilitate the forecasting of revenues for the following year.



**Directors**<sup>3</sup>, responsible for the implementation of the general policy of The Association, ~~and a General Secretaries Committee, which shall contribute to the achievement of the objects of The Association.~~

~~Standing Committees shall report to the Council of Delegates.~~

**7.03 – There shall be a General Secretaries’ Committee, which shall contribute to the achievement of the objects of The Association.**

7.04 - The ~~Policy Coordination Committee~~ **Board of Directors** and the Management Committee shall be chaired by the President. The General Secretaries’ Committee shall be chaired by the ~~General Secretary~~ **Secretary General** of The Association.

7.05 – The ~~Council of Delegates~~ **General Assembly** shall establish working groups or task forces as may be required and these may be granted powers to act on behalf of The Association where appropriate. The ~~Council of Delegates~~ **General Assembly** shall establish the terms of reference, time scales and life of all working groups and task forces.

7.06 – The ~~Policy Coordination Committee~~ **Board of Directors** may establish **working groups** or task forces and may modify the terms of reference of those **working groups** or task forces already existing, when such decision cannot wait until the next meeting of the ~~Council of Delegates~~ **General Assembly**. The ~~Council of Delegates~~ **General Assembly** will be asked to ratify such decisions retrospectively at its next following meeting.

7.07 – Each **working group** or task force shall be chaired by a person appointed by the ~~Policy Coordination Committee~~ **Board of Directors**, to which it shall report at regular intervals.

## **Article 8 – EXERCISE OF POWERS**

8.01 – The ~~Council of Delegates~~ **General Assembly** shall, subject to the provisions of these Articles, exercise all the powers of The Association and shall act in its name.

8.02 – The Management Committee shall administer the business affairs of The Association in accordance with the guidelines defined by the ~~Council of Delegates~~ **General Assembly** and do all that is necessary to carry out the day-to-day functioning of The Association.

8.03 – The President of The Association is its legal representative and acts in its name.

~~<sup>4</sup>8.04 – The Policy Coordination Committee may authorise a person to carry out a defined task (e.g. responsibility for relations with external organisations) when such decision cannot wait until the next~~

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<sup>3</sup> Board of directors is a quite common way of calling the group of members managing associations in Brussels. PCC and GSC during the meetings on 14/5 and 2/5 discussed other options such as steering committee and executive committee – PCC identified board of directors as their preferred choice

<sup>4</sup> The PCC feels that this provision is unnecessary – there are 6 board members, which is a sufficient number of people to lead our small organisation. These members should be ready to dedicate some time to the association, accepting to carry out specific tasks as the need arises.



~~meeting of the Council of Delegates. The Council of Delegates will be asked to ratify such decisions retrospectively at its next following meeting. Such a mandate shall be limited in extent and/or time.~~

#### **Article 9 – MEETINGS OF THE GENERAL ASSEMBLY**

9.01 – The ~~Council of Delegates~~ **General Assembly** meets each year.

9.02 – Extraordinary meetings may be called at the request of the ~~Policy Coordination Committee~~ **Board of Directors** or by request in writing of a majority of the full members of The Association.

#### **Article 10 – ORGANISATION OF MEETINGS**

10.01 – Notices of meetings of the ~~Council of Delegates~~ **General Assembly** shall be issued by the Secretary General of The Association to the members. Such notices shall contain particulars of the business to be dealt with at such meetings together with such available reports, papers or other information to be transmitted to the members of the ~~Council of Delegates~~ **General Assembly**.

10.02 – Notices of the ordinary annual meetings of the ~~Council of Delegates~~ **General Assembly** are issued at least one month in advance of the date of the meetings but such time of notice may be reduced in the case of an extraordinary meeting, to two weeks.

10.03 – Meetings of the ~~Council of Delegates~~ **General Assembly** are presided by the President of The Association, or failing him/her, by the Vice-President. Another ~~Council of Delegates~~ **General Assembly** member may be appointed by the meeting, if the aforesaid conditions cannot be fulfilled.

10.04 – Any item, to be registered on the agenda of the ~~Council of Delegates~~ **General Assembly**, shall be received, in writing, by the Secretary General four weeks before the meeting. Such items must be voted according to the conditions of article 13; members of The Association shall be informed of such items prior to the meeting. Any other item put forward at a meeting of the ~~Council of Delegates~~ **General Assembly** shall only be accepted for inclusion in the agenda provided two thirds of those present and eligible to vote are in agreement.

#### **Article 11 – OTHER MEETINGS**

<sup>5</sup>The ~~Management Committee and the Policy Coordination Committee~~ **Board of Directors** shall meet ~~regularly~~ **at least three times per year. The Management Committee shall have at least two-monthly contacts with the Secretary General of The Association.**

~~<sup>6</sup>The agenda of the Management and Policy Coordination Committees and all other meetings shall be sent to all Members two weeks before the meeting accompanied by the relevant~~

<sup>5</sup> These amendments are intended to make sure that the board and the management committee play an active role in the well-functioning of the association

<sup>6</sup> This is dealt with by the internal regulations



~~documents.~~

## Article 12 – REPRESENTATION AT MEETINGS

Representation of members at meetings is as under:

### 12.01 – ~~Council of Delegates~~ General Assembly

Each member country is represented at meetings of the ~~Council of Delegates~~ **General Assembly** by one delegate with the right of vote, **ideally the President of the national association or, alternatively, another contractor**<sup>7</sup>. This delegate may be accompanied by other representatives of his or her association. All participants will be authorised to participate in the debates. The delegate of each full member, having the right of vote, shall ~~lay at the secretariat, before each meeting, a written mandate from his/her member country~~ **sign a presence register giving him or her the mandate to vote**<sup>8</sup>.

### 12.02 – Management Committee

The Management Committee shall consist of:

- The President
- ~~The A~~ Vice-President
- **An elected Director**<sup>9</sup>
- The ~~General Secretary~~ **Secretary General** (without right to vote).

At the President's discretion, any person of his/her choice may be invited from time to time. The immediate Past President ~~is~~ **may be** invited to the meetings (without right to vote).

### 12.03 – ~~Policy Coordination Committee~~ Board of Directors

The ~~Policy Coordination Committee~~ **Board of Directors** shall consist of:

- The members of the Management Committee **elected by the General Assembly under Articles 14.01, 14.02 and 14.03**,<sup>10</sup>
- ~~Two Experts~~ **Three Directors** elected by the ~~Council of Delegates~~ **General Assembly** under Article 14.04,<sup>11 12</sup>
- The Secretary General (without right to vote).

The immediate Past President ~~is~~ **as well as Working Group or Task Force Chairmen, may be** invited to the meetings (without right to vote).

<sup>7</sup> The PCC feels that ideally it should be contractors who vote at the AIE general assembly meetings. Articles should however be open and flexible, as the presidents or other board members of the AIE member associations may not always be available

<sup>8</sup> This amendment aims to bring the articles in line with common practice

<sup>9</sup> The third management committee member should be called director rather than just member of the management committee

<sup>10</sup> This is added just for the sake of clarity – all board members are elected by the general assembly

<sup>11</sup> It is suggested to replace the title of “expert” and the title of “person appointed to carry out a specific task” with the title of “director” for the sake of simplicity

<sup>12</sup> It is suggested to no longer have chairmen of the different working groups or task forces as board members, as board members should all be elected by the general assembly and should be electrical contractors – chairmen will however continue to be invited to board meetings – see below



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At the President's discretion, any other person of his choice may be invited. <sup>13</sup>~~This committee shall be responsible for matters of policy.~~

The ~~Policy Coordination Committee~~ **Board of Directors** is responsible to the ~~Council of Delegates~~ **General Assembly**, to which it shall present an annual report, which shall be submitted in advance together with the documents covered in article 10.01.

#### 12.04 – **General Secretaries' Committee**

The General Secretaries' Committee shall consist of:

- The General Secretaries, General Delegates or Directors of Members.

Its remit shall be to contribute to the implementation of the objects of The Association by:

- Strategic monitoring;
- Exchanging information between members and/or providing information to the ~~Policy Coordination Committee~~ **Board of Directors**;
- Any other task, which may be entrusted to it by the ~~Council of Delegates~~ **General Assembly** or by the ~~Policy Coordination Committee~~ **Board of Directors**.

### Article 13 – VOTING

13.01 – Each full member shall have the right to exercise one vote at any meeting of the ~~Council of Delegates~~ **General Assembly** at which it is represented. This rule shall apply irrespective of the number of delegates it may send to the meeting and the single vote shall not be transferable.

13.02 – Members which will not have paid their contributions before end of June will be forfeit of voting rights at the next ~~Council of Delegates~~ **General Assembly**.

13.03 – All voting at meetings shall be by show of hands unless one full member or the President requires a roll-call vote or a vote by ballot.

13.04 – Any proposal of resolution, related to one point of the agenda, shall be submitted to vote.

13.05 – Except as provided in articles 6.02, 24 and 26.01 any resolution or matter to be decided at any meeting is decided by a simple majority of the votes cast. The President or other chairman shall not be entitled to exercise a casting vote. In the event of an equal number of votes being cast for and against the resolution or question the same is regarded as rejected.

13.06 – The quorum of all meetings of the ~~Council of Delegates~~ **General Assembly** is any number of

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<sup>13</sup> This sentence is redundant. It repeats what said already in article 7.02



votes (one per member country) representing more than 50 % of the current full membership of The Association entitled to vote.

13.07 – In the ~~Policy Coordination Committee~~ **Board of Directors**, each national member-association shall only have one vote, whatever number of representatives that it may have present.

#### **Article 14 – ELECTION OF BOARD MEMBERS**

14.01 – The ~~Council of Delegates~~ **General Assembly** shall elect, every three years, a President chosen from the representatives of the ~~Council of Delegates~~ **General Assembly** for a three years mandate. In the case where there is no new candidate for the office of President, the ~~Council of Delegates~~ **General Assembly** may re-elect the existing President for one extra year.

The President shall not be eligible for re-election until a period of two years at least has elapsed since his/her previous service as President. Only electrical contractors ~~in-activity~~ **active in the industry** may be elected as ~~President~~ **Board members**.<sup>14</sup>

14.02 – The ~~Council of Delegates~~ **General Assembly** shall elect, every three years, a Vice President chosen from the representatives on the ~~Council of Delegates~~ **General Assembly** for a **three years mandate**<sup>15</sup>.

14.03 – The ~~Council of Delegates~~ **General Assembly** shall elect, every three years, a **Director**, Member of the Management Committee, chosen from the representatives on the ~~Council of Delegates~~ **General Assembly** for a **three years mandate**.

14.04 - The ~~Council of Delegates~~ **General Assembly** shall also elect every three years, ~~two~~ **three** members among the representatives of the ~~Council of Delegates~~ **General Assembly** as ~~experts~~ **Directors** within the ~~Policy Coordination Committee~~ **Board of Directors** for a **three years mandate**.

~~14.05 – The Council of Delegates shall also elect, every three years, any person(s) authorised by the Policy Coordination Committee to carry out specific task(s) under article 8.04.~~

~~14.06 – In event of the President being unable to fulfil the duties of his/her office for any reason, or resigning or being disqualified from holding the office of President, the duties of President are carried out by the Vice President.~~

14.075 – In the event of ~~vacancy arising in the office of President or Vice President~~ **one or more Board Members not being able to fulfil their functions**, the ~~Policy Coordination~~

<sup>14</sup> For the board to provide valuable input and strategic direction to the association, all its members, and not just the president, should be well rooted in the industry that is represented by the association; however, it is preferable to use more open wording such as “active in the industry” to cover situations in which board members may no longer have a full-time job as contractors, but may e.g. only be in the board of directors of contracting companies

<sup>15</sup> This is just a clarification – three years mandates for all board members



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~~Committee~~ **Board of Directors** may adopt interim solutions until the next meeting of the ~~Council of Delegates~~ **General Assembly**<sup>16</sup>.

#### **Article 15 – SECRETARY GENERAL**

15.01 – The ~~Council of Delegates~~ **General Assembly** shall have power to appoint a Secretary General of The Association at such remuneration and upon such conditions as it thinks fit and may remove and replace any person so appointed.

15.02 – The ~~Council of Delegates~~ **General Assembly** may enter into such arrangements as it may consider requisite for secretarial staff or services for the conduct of the business of The Association.

15.03 – The Secretary General is responsible for the carrying out of the **executive and** secretarial work of The Association under the general supervision of the President and subject to the direction of the Management Committee.

15.04 – The Secretary General is responsible for the maintenance and safe custody of the minutes, reports, records, accounts and other documents of The Association and shall make these available for production to the ~~Council of Delegates~~ **General Assembly** when so required.

#### **Article 16 – INTERNAL REGULATIONS**

16.01 – Any procedure of internal work, not specified in the present Articles of Association, may be stated precisely by internal regulations.

16.02 – These internal regulations, and successive modifications, are drawn up by the Management Committee and approved by the ~~Policy Coordination Committee~~ **Board of Directors**.

#### **Article 17 – MEMBERSHIP SUBSCRIPTION**

17.01 – The ~~Council of Delegates~~ **General Assembly** shall determine annually the subscription and or levies payable by the classes of membership (referred to in article 4). Subscriptions or levies may be in such form as the ~~Council of Delegates~~ **General Assembly** shall consider appropriate. They may consist of a fixed part or a proportionate part or both.

17.02 – The subscription and or levies hereinbefore referred to may only be amended at the annual general meeting of the ~~Council of Delegates~~ **General Assembly**.

17.03 – The Secretary General shall notify all members within one month of any decision made to amend the subscriptions and or levies as hereinbefore provided.

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<sup>16</sup> This amendment aims to make the text more open regarding the need for interim reshuffling or restructuring within the board until the next general assembly meeting



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## Article 18 – FINANCE AND ACCOUNTS

- 18.01 – The financial year of The Association shall commence on the 1st January in each year and terminate on the 31st December in the same year. The Secretary General, subject to the direction and control of the ~~Council of Delegates~~ **General Assembly**, shall keep proper accounts of the income and expenditure of The Association. The Secretary General shall provide periodic reports on the state of the finances of The Association to the Management Committee.
- 18.02 – Annual accounts shall be submitted for the approval of the ~~Council of Delegates~~ **General Assembly**. Such annual accounts are certified by the person or persons appointed to audit them as hereinafter provided.
- 18.03 – The ~~Council of Delegates~~ **General Assembly** shall appoint a suitable person or more persons to audit the accounts of The Association and such auditor or auditors shall have power to call for the production of such information, papers, bank and other certificates as may be required to enable the certification of The Association's annual accounts to be made.
- 18.04 – Two calendar months, at least, before each annual meeting of the ~~Council of Delegates~~ **General Assembly** the Secretary General shall make out and deliver to the auditor or auditors a statement of the receipts and expenditure and balance sheet up to the 31st December in each year. Audited copies of the accounts and balance sheet are sent to each member (as defined in article 4.01) at least one month before the date of the meeting of the ~~Council of Delegates~~ **General Assembly** at which the accounts and balance sheet are to be considered.
- 18.05 – For each ~~Council of Delegates~~ **General Assembly**, after consultation with the Management Committee and where necessary any delegates of members, the Secretary General shall prepare estimates of the income and expenditure for the twelve months commencing on the first day of January next following. These estimates are issued to all members.
- 18.06 – The ~~Council of Delegates~~ **General Assembly** may invest and employ any funds of The Association which are not for the time being required for the usual business of the Association in such securities as it may think fit and may at the Management Committee's discretion leave the funds at The Association's bankers unemployed. When funds are invested they are invested in the name of The Association.

## Article 19 – SIGNATURES

The signatures for financial affairs on behalf of The Association are that of the President or a Vice-President or the Secretary General. Above five thousands Euros, a written agreement from the President is necessary.

## Article 20 – POSTAL BALLOT





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In urgent matters a postal ballot may be held by a decision of the ~~Policy Coordination Committee~~ **Board of Directors**. Such vote is exercised by the person authorised by each member to exercise it. In the event of an equal number of votes being cast for and against the resolution of question, the same is regarded as rejected.

#### **Article 21 – MINUTES**

The Secretary General is responsible for the issue and preservation of the minutes of meetings. Every entry in the minute of the proceedings when approved at the next meeting and signed by the chairman shall, in the absence of proof of the contrary, be deemed to be a correct record.

#### **Article 22 – LANGUAGE INTERPRETATION AND TRANSLATION**

The ~~Council of Delegates~~ **General Assembly** shall have power to determine, from time to time, the arrangements for language interpretation at meetings and for translations, where appropriate, of proceedings of The Association. The Council may nominate official languages to be used for interpretation and translation and may vary these from time to time as may be considered desirable.

#### **Article 23 – INDEMNITY**

If any prosecution, action or proceeding at law be commenced or carried on against any person appointed in the business of The Association for proceedings or acts done by him/her in the proper discharge of his/her or their properly authorised duty towards The Association, such person or persons shall be defended in and indemnified from and against all expenses of such prosecution, action, proceeding at law out of the funds of The Association.

#### **Article 24 – ALTERATION TO ARTICLES**

Alteration to these Articles are made only at a meeting of the ~~Council of Delegates~~ **General Assembly** held in accordance with a notice issued in terms of the Articles to all members setting forth the terms of the proposed alteration. Such alteration shall only become effective if approved by not less than two-thirds of the votes cast at any such meeting.

#### **Article 25 – HONORARY MEMBERSHIP**

The ~~Council of Delegates~~ **General Assembly** may grant honorary membership or any other honorary membership or any other honorary title for exceptional services rendered to The Association by former Presidents or Vice-Presidents or by any other person.

#### **Article 26 – DISSOLUTION**



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- 26.01 – The Association may be dissolved by the vote of not less than two-thirds of the votes of the full members represented at a special meeting of the ~~Council of Delegates~~ **General Assembly** called for the purpose. Not less than two months clear notice of such meeting is given as referred in article 9 to all members and the notice shall set forth the reasons for the proposed dissolution of The Association.
- 26.02 – A special meeting of the ~~Council of Delegates~~ **General Assembly** may be called only upon the resolution of the ~~Policy Coordination Committee~~ **Board of Directors** or upon the written requisition of not less than half of the members qualified to vote in terms of these Articles.
- 26.03 – Upon the resolution for dissolution being approved at such special **General Assembly** meeting ~~of delegates~~, the meeting shall forthwith resolve upon the disbursement of the funds and assets of The Association and any and every resolution dealing or purposing to deal with such disbursement or with the parties amongst whom or the proportions in which the funds and assets is disbursed, or the manner or time of such disbursement is effective if approved by a simple majority of the votes cast at such meeting.