



## **MEETING AGENDA**

### **23<sup>rd</sup> IPHE Steering Committee (SC) Meeting**

**May 27 – 28, 2015  
Wuhan, China**

**Venue**

Chutian International Hotel  
181, Eastlake Road, Wuchang District

## Wednesday, May 27, 2015

<b>Registration</b>		
08:30	Registration	
<ul style="list-style-type: none"> <li>➤ <i>All IPHE delegates are invited to register/take their name badge before the beginning of the meeting. IPHE representatives are invited to attend all sessions of the 23rd IPHE SC meeting. Observers can attend all open sessions.</i></li> </ul>		
<b>1. Welcome and Introductions</b>		
09:00	1.1 Welcome by the host and chair 1.2 SC Introductions	<i>Group picture to be taken before the meeting starts</i>
<ul style="list-style-type: none"> <li>➤ <i>Welcome by the host and chair</i></li> <li>➤ <i>Roundtable Introductions</i></li> <li>➤ <i>New Delegates and Observers</i></li> </ul>		
<b>2. SC Meeting outlook, adoption of meeting agenda and minutes 22<sup>nd</sup> SC</b>		
09:20	2.1 Outline of meeting topics and objectives 2.2 Adoption of the Meeting Agenda 2.3 Adoption of the Minutes from the 22 <sup>nd</sup> SC Meeting	
<ul style="list-style-type: none"> <li>➤ <i>Adoption of the meeting agenda and minutes from the 22<sup>nd</sup> SC</i></li> <li>➤ <i>Objectives: To set the frame for the meeting and outlining the meeting items.</i></li> </ul>		
<b>3. SC Business Overview and Update</b>		
09:30	3.1 Overview from the 22nd IPHE SC Meeting in Rome, Italy including Action Items and Decisions	<i>Draft Minutes: 22nd IPHE SC Meeting</i>
<ul style="list-style-type: none"> <li>➤ <i>The status of Action Items and Decisions will be reviewed.</i></li> <li>➤ <i>Objectives: To examine the current status of IPHE activities.</i></li> </ul>		

09:40	3.2 Permanent Secretariat Office Update	
➤ <i>Update on current status and developments.</i>		
<b>4. Partner Updates</b>		
<ul style="list-style-type: none"> <li>➤ <i>Delegates are invited to present for 10-15 minutes (incl. Q&amp;A) and are encouraged to focus on recent policy and deployment trends with illustrative examples, as appropriate.</i></li> <li>➤ <i>The IPHE Secretariat will provide an overall summary of the trends based on the presentations made. In the interest of time, delegates need only present if they feel significant developments have taken place of interest to their fellow IPHE members.</i></li> <li>➤ <i>Presentations will be posted to the IPHE website during the meeting.</i></li> </ul>		
10:00	4.1 Partner Updates	<i>Presentation</i>
10:00	4.1.1 Austria – <i>no update</i>	
10:15	4.1.2 Canada	
10:30	4.1.3 European Commission	
10:45	4.1.4 France	
	4.1.5 Germany	
<b>11:00 – 11:15</b>	<b>Coffee and tea break</b>	
11:15	4.1.6 Italy	
11:30	4.1.7 Japan	
11:45	4.1.8 Korea	
12:00	4.1.9 South Africa	
12:15	4.1.10 United States	
<b>12:30 – 14:00</b>	<b>Lunch</b>	
<b>4. Partner Updates (continued)</b>		
14:00	4.2 Host Country Update – China	<i>Presentation</i>

14:20	4.3 Stakeholder Presentations – China	15 – 20 Min. Each
<ol style="list-style-type: none"> <li>1. <b>Challenges and opportunities in the development of hydrogen and fuel cells in China</b> - Prof. PAN Mu, Wuhan University of Technology</li> <li>2. <b>Fuel Cell for Transportation in China</b> - Dr. HOU Zhongjun, Sunrise Power CO.,LTD. / National Engineering Research Center of Fuel Cell &amp; Hydrogen Technology</li> </ol>		
<b>5. Working Group Updates</b>		
15:00	5.1 Regulation Codes and Standards WG	
➤ <i>Update on the activities of the Regulation, Codes and Standards WG</i>		
15:15	5.2 Education & Training WG	
➤ <i>Short report on the educational event in China the day before. Outlook on the Educational Encounter planned for next SC meeting.</i>		
<b>15:30 – 15:45</b>	<b>Coffee and Tea Break</b>	
<b>6. Working Group COP21 Paris</b>		
15:45	6.1 Work Group COP21 Paris status update and discussion	
➤ <i>A presentation will be offered to provide an update on the planning for IPHE events in Paris. Group discussion will follow.</i>		
16:45	6.2 Update on the IEA H2 Roadmap	
➤ <i>Discussion on the latest developments concerning the IEA's H2 RoadMap.</i>		
17:00	End of Day 1	
18:00	Joint Dinner / Reception at Chutian International Hotel	

## Thursday, May 28, 2015

<b>09:00</b>	<b>Welcome to the 2<sup>nd</sup> Day – Coffee and Tea Available</b>	
<b>7. Summary of SC Progress and Introduction to the Themes of the Day</b>		
09:10	7.1 Outline of objectives of the Second day	
<b>8. Communications and Narrative</b>		
09:15	8.1 Update of Communications for Decision-Makers	<i>Break-Out Groups</i>
<p>Given that the IPHE is moving into a new phase of operation, this agenda item will review the focus of the IPHE including the Communique agreed to more than 5 years ago. Please be prepared to discuss the following:</p> <ul style="list-style-type: none"> <li>➤ Why should Governments be considering Hydrogen and Fuel Cells in their energy and transportation systems (e.g., jobs, energy security, commercialization of innovation)?</li> <li>➤ What information do policy decision-makers need and what can the IPHE provide?</li> </ul> <p>Note: up to four break-out groups will be formed to discuss and table views. Results of this agenda item will help guide work items in subsequent meetings.</p>		
<b>10:30 - 10:45</b>	<b>Coffee and Tea Break</b>	
10:45	8.2 Summary Results of Communications for Decision-Makers Discussion	<i>Plenary</i>
<ul style="list-style-type: none"> <li>➤ A Summary of the discussions of the Break-out groups will be tabled for consideration.</li> <li>➤ Results of this discussion will lead to Action Items.</li> </ul>		

11:15	8.3 Use of Workshop Results	<i>Plenary</i>
<ul style="list-style-type: none"> <li>➤ The IPHE has held a number of Workshops including the one to be held in Wuhan on Back-up Power systems.</li> <li>➤ Has the information from the workshops been captured and used effectively?</li> <li>➤ What practices need to be put in place to facilitate the use and communication of the resulting information from the workshops?</li> </ul>		
<b>12:00 - 13:00</b>	<b>Lunch</b>	
<b>9. IPHE Links with Key Hydrogen and Fuel Cell Events</b>		
13:00	9.1 Events and Opportunities for the IPHE	<i>Plenary</i>
<p>Delegates are asked to identify upcoming events that relate to hydrogen and fuel cells with a view for the IPHE to:</p> <ul style="list-style-type: none"> <li>➤ Engage in the energy and transportation policy conversation; and/or,</li> <li>➤ Work with other organizations in holding workshops and/or events of mutual interest.</li> </ul> <p>The Result of this agenda item will be a list of key events, with which an engagement strategy for the IPHE can be developed.</p>		
<b>10. Hydrogen and/or Fuel Cells in the Energy System</b>		
13:45	10.1 Current and Proposed Use of HFC in Energy Systems	<i>Plenary</i>
<ul style="list-style-type: none"> <li>➤ Delegates are to highlight the role that hydrogen and fuel cells are and can play within their national energy system. Issues to consider as part of the interventions include: <ul style="list-style-type: none"> <li>○ The specific focus of policy initiatives related to the energy system;</li> <li>○ What regulatory, economic and policy work has been done or is underway and why;</li> <li>○ The results of policy initiatives and lessons learned. Delegates are encouraged to note commonalities with others and identify where there may be an opportunity for collaborative work.</li> </ul> </li> <li>➤ Delegates are not expected to present material but are encouraged to table a one page Summary with the Secretariat.</li> </ul>		

- This summary of information will be included as an Annex to the Minutes of the Meeting. You are encouraged to include information and background insight, as appropriate.
- Links and detailed references to publically available information are welcome.

Expected Results:

- A Better understanding of the focus of efforts in member countries on integration of hydrogen in their energy system;
- Identification of potential collaborative work tasks across member countries; and,
- A reference list of R&D, Demonstrations, Economic Analysis and Policy work currently underway in member countries.

<b>15:00 – 15:15</b>	<b>Coffee and Tea Break</b>
----------------------	-----------------------------

**11. Upcoming SC Meetings**

15:15	11.1 SC Meeting in autumn 2015 11.2 SC Meeting in spring 2016
-------	--

- Discussing locations and narrow down dates for upcoming SC meetings in fall 2015 and spring 2016.

**12. Wrap Up**

15:30	Wrap up of action items and decisions
-------	---------------------------------------

16:00	Adjourn Meeting
-------	-----------------

**Site Visit**

16:00 – 18:00	Campus / Lab Tour Wuhan University of Technology	Guided Tour
---------------	---	-------------

- Bus is leaving at 16:10 in front of the Hotel.