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## **EUROPEAN FEDERATION OF FOUNDATION CONTRACTORS**

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**Minutes of a Meeting of the EFFC Executive Committee on Friday 9<sup>th</sup> February at 09:00am in Park Plaza County Hall Hotel, Millennium and Battersea Suite, London**

### **PRESENT:**

In the Chair	José Candela	President (Spain)
Other Officers	Andreas Koerbler	Austria
	Olivier Peter	France
	Hans Bliss	Germany
WG Chairs	Luca Bruni	Carbon Calculator TG (Italy)
	Chris Harnan	Contracts WG (UK)
	Bartho Admiraal	Technical WG (Netherlands)
	David Hard	Technical WG Vice Chair (UK)
Members	Maurice Bottiau	Belgium
	Przemyslaw Nowak	Poland
	Carlos Vasquez	Romania
	Dejan Lukic	Switzerland
	Jaap Estié	The Netherlands
	Peter Vroom	The Netherlands
	Jim De Waele	UK
	Cliff Wren	UK
	Jonathan Morris	UK
In Attendance:	Ciaran Jennings	EFFC Secretary
	Aimee McDermott	EFFC Administrator

<b>1/18 WELCOME</b>  A legal compliance statement was made: the purpose of the meeting is to discuss collaboration to address industry issues and not to in any way to engage in fixing of markets or project pricing.  The President welcomed everyone to his first meeting as the President of the EFFC. He thanked the FPS for their hospitality the night before and their welcome to the UK.	
<b>2/18 APOLOGIES FOR ABSENCE</b>  Peter Ausserlechner (Austria), Martin Sonnberger (Austria), Jindrich Ricica (Czech Republic), Stig Weis (Denmark), Sabine Darson (France), Daniel Perpezat (France), Karsten Beckhaus (Germany), Tamas Kaltenbacher (Hungary), Andrea Acerbi (Italy), Frederik Asklund (Sweden), Pär Land (Sweden), Martin Blower (UK).	
<b>3/18 MINUTES OF THE LAST MEETING</b>	

**a. Executive Meeting (June 23 2017 Paris)**

The minutes for the Executive meeting in Paris were approved.

**b. AGM Minutes (October 6 2017 Madrid)**

It was requested that the location of the meeting was updated to reflect the change required owing to the problems with the original venue. Maurice Bottiau also asked that the attendance be corrected to show that he did not attend the meeting.

**EFFC Secretary**

**ISSUES FOR DISCUSSION**

**4/18 SUPPORT FLUIDS TASK GROUP- UPDATE**

Chris Harnan presented the update for the support fluids task group on behalf of Sabine Darson who was unable to attend. The support fluids task group was formed to create a new support fluids guide. The need for the guide was recognised during the Tremie Guide project, where it was identified that the subject is too large to be covered in the Tremie Guide.

Chris noted that knowledge of polymers within Europe is limited compared to the US, where polymer use outweighs that of bentonite. There is a need to bring together the best practice for the use of these fluids in Tremie operations as this has not been done before and there is a lack of expertise within the industry generally. He gave an overview of the structure of the Support Fluids Guide and how it will be similar to the Tremie Guide.

Regarding the Acceptance Values, Chris reported that there were diverse and conflicting views on this topic as there were no scientific or authoritative basis for the different values used around the world. He added that the values in the 1<sup>st</sup> edition of the guide are from existing practice. He suggested that a second edition of the guide could involve a research exercise to establish empirical values. This exercise will list out all the various parameters and then a large-scale acquisition exercise can be performed including site visits to find out what is being used and give more values to work with. He noted that edition 1 should be out by the end of the year.

Chris also proposed that an EFFC support fluids school could be set up and run by the EFFC and funded by support fluid suppliers. He believed this could be used to raise the level of understanding of the use of bentonite and polymers within the European industry and help reduce quality issues on site.

**5/18 WORKING GROUPS & TASK GROUPS CO-ORDINATION**

The President introduced the topic of working group and task group co-ordination, and how co-ordinating the relationship between them is necessary to ensure the Federation is effective. He determined that it is important for working groups to remain involved and that the affiliation of task groups with the relevant working groups is necessary.

The Secretary detailed the outcome of the discussion regarding this co-ordination at the Officers' meeting the day before (8<sup>th</sup> February 2018). It was determined at the Officers meeting that three general principals should be applied to task groups and how they are formed and used:

- 1) Task groups should only be formed for specific issues with a specific goal and time-frame determined from the beginning. They may require input from more than one area of expertise (e.g. technical, HSE, contractual) and from external individuals and groups not necessarily in the working groups such as academics, contractors, suppliers etc.
- 2) Task groups should report to the Executive Committee in the same way as the Tremie Concrete TG and the Support Fluid TG.
- 3) Once a task group has completed its initial goal the issue should go back into the relevant working group which can maintain the product of the task group as necessary and determine when a task group may need reactivating in order to update the work.

Bartho Admiraal agreed with these points and emphasises that working groups have an important role in maintaining the work of the task groups.

Hans Bliss was in favour of task groups, commenting that they are effective in achieving goals and are a good means to help ideas progress faster as they can meet more often than working groups.

Bartho Admiraal mentioned the role of Associate Members, suggesting that the positions they are given are carefully considered and that they are not given a permanent place in WGs. Chris Harnan referred to the Support Fluids TG and that it was necessary to keep their influence in balance so as not to overwhelm the group. Hans agreed and commented that the addition of Associate Members to the EFFC needed to be slowly opened up to manage this issue. Chris Harnan stated that a balance is needed to ensure that the Working Groups are not affected in terms of the quality of their work by moving all the big issues into task groups.

#### **6/18 WORKING PLATFORM CERTIFICATE INITIATIVE**

The President introduced the discussion of the Working Platform Certificate Initiative and proposed that the best way to manage this issue would be to use the format of a Task Group, in co-ordination with the Contracts Working Group and the Health & Safety Working Group. He said that Jim De Waele had volunteered to head this project. Jim commented that he was willing to take this on but it is necessary for the EFFC to be very clear on the objectives and what needs to be achieved to have met these objectives.

Dejan Lukic, questioned the necessity of taking this initiative from the H&S WG. The Secretary stated that the issue of working platform safety is technical and contractual as well as being one of safety. He acknowledged that the willingness to accept working platform initiatives in countries that do not have them may be limited. However he commented on how the DFI are putting together their own working platform initiative and that now is the time to seize the moment and move the industry on regarding this issue.

Dejan commented on the problem of the dissemination of documents and that gaining feedback is often difficult – he referred to his paper educating stakeholders about the need for a safe working platform, a document that was discussed and circulated after the previous meeting (AGM, Madrid, October 5-7<sup>th</sup> 2017).

This was discussed at length as Dejan reported that in his view the EFFC Working Platform Certificate Initiative was going too far and that the view of the H&S WG was that the paper was sufficient to deal with the issue. Hans Bliss disagreed and stated that the paper was not an effective resource for National Federations to use to instruct main contractors what they need in terms of a good working platform. He suggested an EFFC recommended tool was required that National Federations and contractors can use. This should be created with the combined knowledge of EFFC Members and using the schemes implemented in the UK and the Netherlands as an example of what can be achieved.

To conclude Jim De Waele was willing to lead the new task group but acknowledged the need to achieve alignment within the EFFC about the goals and intended achievements.

The President closed the discussion by stating that the Officers will consider the objectives and principles of the proposed task group, as well as the intended time frame. He summarised that the subject would be discussed further in June and that thought would be given to how the work of Dejan and the H&S committee could be involved.

**EFFC Officers**

#### **7/18 MUTUAL RECOGNITION OF RIG OPERATOR QUALIFICATIONS**

The Past President, Hans Bliss reported on the status of his efforts regarding the Mutual Recognition of Rig Operator Qualifications. Hans remarked on his past attempts to get funding and permissions via the EU and FIEC to implement this, and how recently he has been coordinating with Martin Sonnberger to push this issue forward. He commented that achieving this goal will be complicated but the results will be beneficial as workers will have the ability to work across borders.

Hans stated that he has given the lead of this task to Martin Sonnberger, who was absent from today's meeting, and will support or lead the project as required. He stated that he believed the EFFC should implement Peter Arz' suggestion for an EFFC European driving license for Rig Operators. Hans stated that he will coordinate with Martin and have a clear roadmap of activity for June.

**H Bliss/  
M Sonnberger**

Chris Harnan mentioned that Jaap Estié advised during the CWG meeting that the European Crane Drivers Association is working to implement a similar system and that it may be worth contacting

them. Jaap confirmed that this was spoken about during H&S with Martin and that he was meeting with the crane association in the Netherlands soon.

#### **8/18 RIG SAFETY STANDARD – EN16228**

Daniel Perpezat was not in attendance to give his report owing to the weather problems in Paris. The Secretary relayed an email that Daniel had sent that explained that the work on the Rig Standard was continuing and that some objections to proposed amendments to it had been raised by the UK representatives on the CEN working group. The Secretary explained that these related to the height of guards which CEN/TC 151 WG3 were proposing to lower. This is problematic to contractors in the UK, who believe that the height of guards in the standard is already too low compared to the established practice in the UK. In their view reducing them further shall create further problems with the UK authorities and will potentially put operators at greater risk – this may ultimately create a problem with the Machinery Directive if there is not adequate protection to workers from the moving parts.

Daniel's email also reported there had been constructive constructions in the WG regarding external loaders, tag based systems and special requirements for inclined drilling.

The WG has agreed to submit the proposed amendments to start the formal procedure for adoption.

#### **9/18 EFFC/DFI CONFERENCE**

The President opened the discussion on the DFI and EFFC's International Conference on Deep Foundations and Ground Improvement which is taking place on 6<sup>th</sup> – 8<sup>th</sup> June 2018 at Sapienza University in Rome. The theme of the conference is Urbanisation and Infrastructure Development: Future Challenges.

The President commented on the change in scope of this year's conference with the introduction of a section where clients can provide presentations on the geotechnical challenges faced in mega-projects underway in their own countries. Three projects- the Fehmarnbelt Tunnel from Germany to Denmark, the extension of the Roma Metro in Italy, and the extension of the Grand Paris in France- had been proposed. Olivier Peter reported that the Grand Paris project's budget had been exceeded and that this project may be postponed or cancelled and therefore it was unlikely they would attend the conference. Discussion regarding an alternative was held and the President requested a project from the UK, possibly Crossrail, be approached.

Jim De Waele suggested HS2, however Ciaran Jennings noted that there had been some resistance from the Federation of Piling Specialists executives regarding this. He advised that HS2 were unlikely to participate as they were not engaging with contractors currently. He supported the proposal for someone from Crossrail 2 to attend and detail the lessons learnt from Crossrail 1 regarding the design process and Early Contractor Involvement. Cliff Wren proposed contacting Roger Bailey at Thames Tideway, a mega project currently under construction in the UK creating a major new sewer that will work to fix the problem of sewage overflow into the River Thames. It was agreed that this would be a good alternative, Ciaran agreed to follow up on this with the FPS.

José Candela stated that there was also a possibility to include an Italian High Speed rail link in the southern part of Italy. He reported that the DFI intended to include a project on the Chennai Metro. Olivier Peter queried this given the project is nearly complete. Maurice believed this was not in itself a problem provided there was interesting challenges within the project.

There were some concerns about the time scale of the conference and how last minute changes will affect this. Maurice Bottiau commented on the need for clarity in respect to which mega projects will be attending so the conference can be advertised effectively. He also was concerned there would not be enough time for the presentations to be reviewed to ensure they are covering the areas of content expected. He suggested given the tightness of timeframes that consideration should be given to running a panel discussion with these clients. It was agreed that this method could work well to ensure that the EFFC can direct the conversation to relevant topics such as ECI.

The Secretary commented that the changes to the conference had meant that the selection of projects was a political process rather than the academic process followed for choosing papers. The President said that it was important that the EFFC Members involved with each client own the relationship with the client. This was to ensure there were no demands were made of the clients

**EFFC Secretary**

that might adversely affect their relationship with Members or their Member companies.

The President moved discussion on to the pre-conference workshops scheduled to take place on Tuesday 5 June. It was reported that currently there is a session planned in the morning on Working Platforms. Ciaran Jennings informed that he had spoken to Mary-Ellen Large from the DFI about this and that they felt it would be beneficial to talk about the need for working platforms and the barriers faced in other countries regarding the Working Platform Initiative Scheme. A workshop is also planned on the Tremie Guide and also on CFA piles.

In discussion it was determined that there should not be a workshop on Working Platforms as the EFFC was not yet ready to present on this topic. Maurice Bottiau agreed to inform Mary Ellen of this decision and the reasons for it.

All members were reminded the conference relies on the success of the DFI, EFFC and its National Federations to raise the profile of the event through marketing and that Members were committed to doing so under the contract between both organisations - a list of supportive activities can be found below:

**LinkedIn:** Place regular updates on LinkedIn, if applicable. The EFFC can provide topic suggestions and copy, if necessary.

**Twitter:** Regular conference update on Twitter, or other social media channels. The EFFC can provide topic suggestions and copy, if necessary.

**Email Campaigns:** The EFFC requests that Federations email details of the conference to potential clients, trade press, members and university contacts. Designed literature will be provided.

**Email Signature:** The EFFC will produce a banner which could be placed on Federation or Secretariat email signatures.

**Website:** The EFFC will draft a series of news stories regarding the conference which can be uploaded to Federation websites.

**Newsletter:** The EFFC requests that details of the conference are included in Federation newsletters, if applicable.

**Meetings:** Federations should the conference to relevant meeting agendas, to raise awareness within Member companies.

Maurice Bottiau reported on the proposed plans for the Young Professional Programme, commenting that it is important to get young people to attend the conference and offering a plan to incentivise this. Maurice explained that via advertising at universities, six young people would be given the opportunity to talk about their experiences and communicate with one another at the conference and in return will get the chance to take part in a 1-3-month unpaid internship at a member company of the EFFC/ DFI. Maurice noted that member companies will be expected to offer these opportunities if feasible. Emails regarding this scheme will be circulated through the EFFC in due course and will go into more detail with regards to the internship and what it will entail.

The President closed discussion about the EFFC/ DFI conference, deciding to wait for comment from the DFI about working platforms and requesting that a third mega project is found for the conference by the end of the next week (week commencing 12/02/18).

## **10/18 SUSTAINABILTY WORK OF THE FEDERATION**

Luca Bruni announced his departure from the EFFC, and consequently his withdrawal from the Carbon Calculator Task Group, due to new work commitments. The group thanked Luca for his hard work and efforts made as Chair of the Carbon Calculator TG and for his contributions to the EFFC.

Olivier Peter reported that in light of Luca's need to step down from the Carbon Calculator group, the Officers believe the scope of the group should be enlarged to become a permanent Sustainability Working Group.

The President suggested Chris Harnan take on this role of Chairing the sustainability group. Chris Harnan agreed he would lead on the condition that he be permitted to step down as Chair of the CWG. Chris emphasised his interest in sustainability and that he was happy to take on the responsibility of bringing the subject back up the EFFC's agenda for the next two years before handing the topic over to a younger person in the group.

**M Bottiau**

It was agreed that a Sustainability Working Group would be beneficial to the EFFC and Olivier Peter and Luca Bruni suggested members of the Carbon Calculator TG be consulted about this due to their extensive knowledge and enthusiasm. Chris Harnan reiterated that he wanted to focus on all four pillars of sustainability, not just environmentalism.

It was agreed to set up a Sustainability Working Group with the intention of developing a work programme for approval at the next meeting.

**C Harnan/  
EFFC Secretary**

## **11/18 REPORTS OF THE WORKING GROUPS**

### **A) HEALTH AND SAFETY WORKING GROUP**

No members of the Health & Safety Working Group were present and therefore report on this was postponed until the next meeting.

### **B) TECHNICAL WORKING GROUP – See presentation**

Bartho Admiraal reported that the group shall be looking at the execution codes for sheet piles and grouting over the course of the year.

Bartho reported that there was a proposal to establish an ad hoc discussion group on execution methods to ensure that a contractor viewpoint is being considered by CEN/TC 250. Also the Technical WG are seeking to have liaison with CEN/TC 288 in respect of geotechnical standards. He also indicated that he would like to have CEN/TC 104 take notice of the Tremie Guide so that it can be incorporated into the execution standards for concrete.

Bartho also indicated that work should start on Self-drilling anchors and he would be seeking to establish what the EFFC Members experience of them was with a view to establishing an EFFC position. He also thought Dewatering was an area that may need some technical guidance.

The President asked why the Technical WG met once a year when it had large amount of work to cover. Bartho indicated that the group will meet in May and form sub groups that may meet more often in order to progress their topics.

José also asked that the TWG took an active role in disseminating the Tremie Guide and promoting it within the group's own Federation and companies. Bartho commented that training on the Guide is an internal company issue in the main. Hans Bliss commented that it would be useful to have the TWG to feedback in 12 months' time.

Jim De Waele asked when the EN 206 standard on concrete would be redrafted. Bartho replied that the revision should start in 2018.

### **C) TREMIE CONCRETE TASK GROUP – See presentation**

Chris Harnan presented the key changes from the 1st Edition of the EFFC/DFI Tremie Concrete Guide to the 2<sup>nd</sup> Edition; he advised it would shortly be issued for comment before its launch which is anticipated for the DFI Conference in Rome taking place in June 2018.

Chris reported the second edition of the Guide shall include both red and blue branding colours, rather than having a red DFI version and a blue EFFC version. This was as some people had become confused and thought there was different content in the different version.

Chris explained the guide is an addition to existing codes, not a substitute, and that existing codes take precedent. There is a group known as the "*Euro fighters*" within the task group who do not accept anything that deviates from the Euronorms.

The structure of the Guide has remained the same, but with the following amendments to content:

The key message in the first edition was understanding the rheology, which is the yield stress and the viscosity. The research in the second edition has concluded the slump flow and slump flow velocity tests are the two that determine the acceptability of concrete.

The acceptance criteria in table 5.1 sets the range of values recommended to target.

From all the work that has been done on taking piles out of the ground it is an established understanding that there are two types of flow; volcano flow and plug flow. Plug flow is generally believed to be how concrete behaves in a pile. However the numerical modelling analysis has shown that it is the volcano flow that commonly occurs in piles. Everything is driven by slump flow and slump flow velocity. Chris stated this is a major step forward in our understanding of concrete and will hopefully improve works in the industry.

Chris advised there is an issue on bleed; an ASTM bleed test will give values that may be misleading as they do not model concrete under pressure in the ground. The Bauer filtration test is much better at modelling this. The guide gives a value of 22 for this but has a traffic light system.

Jim De Waele commented that 22 is a very precise number and that perhaps an interval system should be introduced. Chris replied to accept it as it is, and advised that the value needs to be considered alongside the notes given in the guide.

There is a new chapter on numerical modelling. The previous appendix B has now been incorporated into table 5.1 and 5.2; an appendix F has been added detailing a selection of factors and effects on concrete flow. Chris commented that although numerical modelling is time consuming, it is a useful and powerful tool for sensitivity analysis.

Jim De Waele inquired as to whether any videos of numerical modelling were available. Chris Harnan suggested they be put onto the EFFC website and Bartho Admiraal confirmed they were uploaded to drop box. Ciaran Jennings agreed to look into adding the videos to the website.

The Numerical Modelling departments at the Universities of Oxford (UK) and Swansea (Wales) were brought in to explore Tremie flow and concrete behaviour with the intention to experiment with Bentonite following their findings. Chris stated there have been some interesting results, which he added points the way ahead for where the EFFC should be going.

Maurice Bottiau commented it was important the guide is used on sites and its importance promoted to general contractors. Maurice noted that this needs to occur on a larger scale and not just at the conference and in working groups - perhaps using training in Federations. He mentioned that the guide is still not widespread in Belgium and other European countries like France and the Netherlands.

Hans Bliss explained that in Germany the guide is a practiced tool and is used and accepted on sites. He felt that it was up to the national federations to ensure the guide is used.

The President agreed that it is important to disseminate the guide and ensure that clients are aware of the process, allowing them to leave room in the budget for this.

Chris Harnan expanded on Maurice Bottiau's comment and added that there are a lot more comments in the second edition of the guide that would alarm consultants. He felt that advice from consultants was needed but that the section about legal liability should ensure they take note of the guide.

Maurice Bottiau emphasised the need to distribute that guide outside of working groups and inquired as to how this could be done. Olivier Peter suggested training suppliers as they need to be part of the process and understand what is required and why. Bartho Admiraal agreed with Olivier but stated that disseminating the guide needs to stem from the EFFC first.

Ciaran Jennings suggested that once comments have been received then federations can put some common strategies in place to implement this.

Chris Harnan informed that comments have been received from the European federation of concrete suppliers. He has an upcoming meeting with suppliers which can highlight what they think of the guide. The Secretary noted that the comments that had come back from concrete suppliers had been directed towards requiring contractors to specify the concrete. He reminded the group that the Guide's purpose is to provide acceptability criteria and not to specify the mix as this was not something a contractor can have a reasonable understanding of.

Ciaran Jennings remarked that there may be some push back in other countries. Maurice Bottiau added to this, stating that requesting a personal concrete mix would not be conforming to the norm

**EFFC Secretary**

and may meet resistance from suppliers.

There was a general agreement for the need to affirm a common guide for the mix values for concrete and that this would help bring understanding to suppliers.

#### **D) CONTRACTS WORKING GROUP/ SUSTAINABILITY WG**

Chris Harnan reported that 8 individuals from 6 member countries attended the Contracts WG meeting the day before (08/02/18). He stated that this was less attendance than usual.

One of the main discussions of the meeting was FIEC. Chris personally felt negative about FIEC, however after discussion in the CWG meeting he agreed that the small fee charged by FIEC to the EFFC – €5300 a year – was worth paying to ensure the EFFC was represented at EU level.

Chris stated that it was important for the EFFC to have strong representation in FIEC to make this fee worthwhile and felt that members could have a big influence within FIEC due to their passion and expertise. He mentioned that FIEC have three main Commissions – Technical (TEC), Economic (ECO) and Social (SOC) – with several subdivisions in each, which meet three times a year. Chris felt that getting involved with these would be a good way for the EFFC to have an influence within FIEC.

There was some discussion about the groups and their relevance and Maurice Bottiau suggested a list of the groups and what each one does would be helpful for deciding which members could attend the meetings. Ciaran Jennings agreed that a list could be compiled and made available to help with this.

Carlos Vázquez commented for the need to determine what the EFFC wants from FIEC and that the achievements aimed for by the working groups may need input from this.

Chris mentioned that FIEC was also looking at BIM, a topic discussed briefly in the CWG meeting. There was also discussion of ECCREDI- the European Council for Construction Research, Development and Innovation- and how Sue Arundale, head of TEC, is the president of this. FIEC's interest in ECCREDI and the EFFC's links to this group could help the EFFC to influence policy made by these committees within the EU. Chris concluded this by stating there is more to look in to for this.

Chris also reported that the Mutual Recognition of Rig Driver Qualifications was passed onto the Health and Safety WG during the CWG meeting. He also added that Andy West had agreed to keep the group updated regarding Early Contractor Involvement.

Chris ended the report of the CWG by speaking about the recent liquidation of Carillion, a large contractor in the UK – and cautioning the group about working with big companies that use Private Finance Initiatives (PFI), a system where private firms are contracted to complete and manage public projects. He also warned that Carillion ran an early payment system whereby a contractor could get paid in 30 days provided they paid a charge, equivalent to the amount earned from interest on the money if it had been paid on their usual 120 day terms. However it transpired that the early payment was treated by banks as a loan and that there were rumours that banks were recovering funds directly from sub contractor bank accounts.

#### **E) CARBON CALCULATOR TASK GROUP**

##### **12/18 FINANCE**

###### **a. Financial Statement and 2018 Budget and Subscriptions**

##### **13/18 ANY OTHER BUSINESS**

There was some discussion about the future of the EFFC and the current structure to meetings.

Peter Vroom commented that after discussion with Chris Harnan they were concerned that the EFFC may lose too many people in the short term. They felt it was important to attract more individuals to meetings and that thinking of ways to incentivise this may help improve attendance.

**EFFC Secretary**



Hans Bliss noted that the EFFC needs individuals who will speak up and have good ideas to help guide the federation forward into the future. He stated that it is important for the EFFC to deliver results in order for it to be worthwhile.

The President mentioned the lack of representation at the meeting for some member countries and advised that more participation was needed to ensure each country's views were presented and heard.

Luca Bruni gave view on his expectations of EFFC for the future, commenting on how the EFFC gives small companies a voice but that he felt extending the interest of the federation and enlarging the number of members could be beneficial. He particularly specified that a lot of young people are waiting to give their efforts to the federation and that they are the future.

Przemysław Nowak commented on the problem of the relationship between big international companies and small local ones. He suggested that this was an important issue to solve and that more discussion regarding this is needed.

Jim De Waele proposed changing the structure of how authorisation to speakers is given. He advised that this may widen the attendance at meetings and provide a greater appeal.

#### 14/18 DATES AND PLACE OF NEXT MEETINGS:

- Friday 22<sup>nd</sup> June 2018 – Copenhagen, Denmark
- Friday 5<sup>th</sup> October 2018 – Belgium

## SUMMARY OF ACTIONS

Issue/Project	Task	Responsibility
AGM Minutes	Update to reflect changes regarding venue. Update attendance to show Maurice Bottiau did not attend.	EFFC Secretary
Working Platform Certificate Initiative	Discuss the objectives and principles for forming a Working Platform Certificate Initiative Task Group. Give thought to how Dejan and H&S committee can be involved.	EFFC Officers
Mutual Recognition of Rig Operator Qualifications	Co-ordinate to have a clear plan of activity by June for implementing an EFFC European Driving License for Rig Operators.	H Bliss/ M Sonnberger
EFFC/DFI Conference	Follow up on contacting Thames Tideway with the FPS as a potential mega project to attend the conference.	EFFC Secretary
EFFC/ DFI Conference	Inform Mary Ellen that the workshop on Working Platforms should be removed from the conference as the EFFC are not yet ready to present on this.	M Bottiau
Sustainability Work of the Federation	Set up a Sustainability Working Group with intention of developing a work programme for approval at the next meeting.	C Harnan/ EFFC Secretary
Tremie Concrete Task Group	Add videos of numerical modelling to the EFFC website.	EFFC Secretary
Contracts Working Group	Compile a list of the groups currently operating within the three main commissions- TEC, ECO and SOC- of FIEC, including what each group does.	EFFC Secretary