

Global Tape Forum (GTF) Meeting Minutes

Date: 12 June 2018

Time: 9.00 – 12.30

Venue: Sheraton Munich
Arabellapark Hotel in Munich,
Germany

Present: See attached Delegation Attendee List (**Attachment: Participants List GTF-GTMC Meetings 12 June 2018**)

Chairman: Michael Yang, Secretary General of CATIA
Secretary: Astrid Lejeune, Secretary General of Afera
Date of Next Meeting: **16-19 November 2020 in Osaka, Japan, hosted by JATMA**

Agenda

1. Welcome (Chairman: Michael Yang, CATIA)
2. Review and accept minutes of the Beijing 2016 Meeting
3. Review the objectives of the GTF as published on the website
4. Review action items of the Beijing 2016 Meeting
5. Membership: Review potential for more members
6. Organisational structure
7. Budget
8. Guidelines for the GTMC: Input on types of tests needed for different markets
9. Demand increase initiatives
10. Discussion on the harmonised classification terminology
11. GTF awareness
12. GTF 2020, 16-19 November in Osaka, Japan, hosted by JATMA
13. Conclusion

1. Welcome (Chairman: Michael Yang, CATIA)

- 1.1 Mr. Michael Yang, CATIA Secretary General, welcomed the group of nearly 30 international delegates. He thanked Kiran Malhotra of the PSTC, the outgoing GTF Chairman (in Beijing in 2016) and Product Development Director at Berry Specialty Tapes, for his excellent work. Mr. Yang also thanked Astrid Lejeune, Afera Secretary General, for her continuing role as GTF Secretary. A short round of introductions took place.
- 1.2 Ms. Lejeune reviewed the meeting agenda.

2. Review and accept minutes of the Beijing 2016 Meeting

- 2.1 The Minutes of the GTF 2016 Meeting held on 17 May 2016 in Beijing were approved and signed as a true record of proceedings. **(Attachment: GTF Meeting Minutes 17 May 2016)**

Outstanding action items (which Ms. Lejeune highlighted on the overhead) include:

- **All GTF members** should review the official GTF website, www.globaltapeforum.com, and determine their individual input. **All GTF members** should send their meeting, event and environmental information to **Ms. Lejeune** to publish on the GTF website (and then possibly to association members through other media channels) by **25 December 2018**. In appropriate cases, online links can be sent instead of content.
- **Ms. Lejeune** will make links from the website to the GTF test methods, which will be discussed in the Global Test Methods Committee (GTMC) meeting this afternoon.
- **Bathsheba Fulton**, Afera Editor, will write an article on this meeting that will be [posted on the website](#).

Any other action points which were briefly discussed are included in the agenda items below.

3. Review the objectives of the GTF as published on the website

- 3.1 Ms. Lejeune conducted a review of the GTF's objectives as stated on the website:



- The group agreed that the objectives should be reviewed routinely and that more content should be attached to them. More information, referring to objectives 1-4 above, should be available on the website. **Ms. Lejeune** will look into adding filters to the website.
- Further to item 2.1 above, **all GTF members** will send online links to their country or region's regulatory information, preferably that available in English, to Ms. Lejeune on a yearly basis, as developments in legislation occur quickly. **Ms. Lejeune** will publish the links with a short introduction.
 - **Michel Merckx**, PSTC Chairman and Corporate Vice President and General Manager at American Biltrite Inc., will contact Michelle Miller, PSTC Executive Vice-President, to ensure that any open information is

- made available to Ms. Lejeune.
- **CATIA**, **TAAT** and **JATMA** will provide links to their national legislation and standards, about which, if not available in English, they will draft short summaries.
- **All GTF members** will share their newsletters with each other. After receiving the links, **Ms. Lejeune** will send them to the group as well as publish the URLs on the GTF website.

4. Review action items of the Beijing 2016 Meeting

- 4.1 This was covered in item 2.1.

5. Membership: Review potential for more members

- 5.1 The group discussed the status of the Indian, Brazilian, Mexican, Korean, Vietnamese and Bangladeshi markets.
- Ms. Lejeune explained that she has been in brief contact with Gurjeet Singh Kohli, the President of newly formed ICATA, The Indian Coating Adhesive Tape Association. Her request for further information, such as a member list and bylaws, has gone unanswered. **Mr. Merx** will take the initiative in following up with the organisation to determine their GTF eligibility status. If they are established and functioning properly, they will be invited to join the next GTF and GTMC meetings in 2020 in Osaka, Japan.
 - **Mr. Malhotra** will follow up with Brazil.

6. Organisational structure

- 6.1 Nominate and install the Chairman and Vice-Chairman for the following 2-year term:
- Ms. Lejeune noted the job description/guidelines (**Attachment: Position Guide for GTF Chairman and Vice Chairman**) which had come out of the GTF 2016 meeting in Beijing.
 - The GTF members decided that both office terms will extend from 2 to 4 years. So every Chairman and Vice Chairman will preside at 2 physical meetings, which will continue to be held every 2 years.
 - Mr. Yang appointed Mr. Merx as Vice Chairman.

7. Budget

- 7.1 Treasurer's report:
- Joyce Lee, GTF Treasurer and TAAT Secretary General, reviewed the GTF's finances (**Attachments: GTF Fund Income 2018, Record of Conversion 1 and Record of Conversion 2**). The costs incurred mainly consist of Afera's GTF website building, hosting, registration and domain fees. Net income currently stands at \$13, 324.86.
- 7.2 Decision on additional funding:
- The GTF members agreed that the organisation remains financially sound and that no additional funding is required at this time. If in the future the group decides to develop and expand the website (e.g. add more technical functionalities), this might cost a few thousand dollars. This will be

discussed as it becomes necessary. First, **all GTF members** must submit their information and links to **Ms. Lejeune**. She will then determine with her IT contact what site facilities are needed.

8. Guidelines for the GTMC: Input on types of tests needed for different markets

8.1 This item was not discussed.

9. Demand increase initiatives

- 9.1 Afera and PSTC programmes for increased use of tape; Afera: “Why Tape?”; PSTC: “Think Tape”:
- Mr. Merckx explained the PSTC’s outbound initiative to “grow the pie”, to stimulate the demand for adhesive tapes in new application areas. They endeavoured to change their awareness message from internal to external by focussing on the current specification and usage of different bonding solutions in the building & construction market to identify where the opportunities for converting usage of other bondage solutions to PSA tape lie. See slides 7-18 in his presentation (**Attachment: Presentation Michel Merckx – PSTC**).
 - Evert Smit, Afera Technical Committee Chairman and Global Head of R&D at Lohmann GmbH & Co. KG, described Afera’s goal to grow the market for adhesive tape solutions by targeting engineers and designers through online content (such as [Why tape?](#)) and social linking via Twitter. Afera is also engaged in a pilot project in the U.K. to infuse tape technologies into the curricula of European mechanical engineering and product design higher education programmes. See slides 9-15 of his presentation (**Attachment: Presentation Evert Smit – Afera**).
- 9.2 Discussion on global initiatives of promoting demand increase:
- CATIA reported that they have a WeChat account.
 - TAAT reported that they identify and contact potential users of tape directly.
 - **The GTF members** agreed to send the links of their initiatives to Ms. Lejeune, along with the rest of the information they are gathering to submit to her, by **25 December 2018**.
- 9.3 Presentation of production volume data by each association:
- Each organisation discussed and reviewed the data they were to make available to the Global Adhesive Tape Summit through their presentations during Session 1 of the following day’s working programme (**Attachment: Presentation Michael Yang – CATIA, Presentation SK Wang – TAAT and Presentation Kensei Takahashi – JATMA**).
 - Mr. Smit explained that Afera’s contribution to production data would be covered in Corey Reardon’s presentation, which mainly covers the specialty tape market. (**Attachment: Presentation Corey Reardon – AWA**). Even though his figures may not match those of our Asian counterparts, the companies interested in the study use it as a benchmark. For commodity tape figures, Afera presents a summary of Freedonia’s biennial study, the latest of which can be found [here](#).
 - As confidentiality is a problem, **Mr. Smit** said that he would make an appeal to Afera’s membership at its upcoming Athens Conference to share their data. CATIA and the PSTC indicated that they have similar challenges. Mr. Yang suggested that if every counterpart contributed the proper market information to the Secretary every 4 years, the GTF could publish an

international market data report.

10. Discussion on the harmonised classification terminology

10.1 This item was not discussed.

11. GTF Awareness

11.1 GTF brand and messaging: This item was not discussed.

11.2 Promote brand identifier for harmonised test methods (TMs): This item was not discussed.

12. GTF 2020, 16-19 November in Osaka, Japan, hosted by JATMA

12.1 Discussion on beyond 2020 venue and term (CATIA's suggestion: every 3 years, i.e. 2023, 2026):

- The GTF members agreed to continue holding the GTF meeting every 2 years; thus the sitting Chairman and Vice Chairman will preside over 2 meetings during their term of 4 years.
- **Each GTF counterpart** will again prepare between 3 and 5 presentations for the Osaka Conference.
- **Ms. Lejeune** and **Mr. Yang** will support JATMA in planning the event. Mr. Kensei Takahashi, JATMA Secretary General, was advised to count on 110-120 international participants in his conference, so the total count will be 220-250. CATIA indicated that the Chinese require 3 official letters just to travel to Japan. **Mr. Kensei** said that he would ask large companies to support him in organising the Osaka event.

13. Conclusion

13.1 The next GTF meeting will take place on 16-19 November 2020 in Osaka, Japan, hosted by JATMA.

13.2 Mr. Yang thanked everyone for making the journey to Munich, for their attention, and for their valuable contributions and closed the meeting (**Attachments: GTF Active Meeting Photos 1-3**).

Astrid Lejeune
The Hague, 21 June 2018

Disclaimer

Afera operates within the regulatory framework of competition law as set out by the European Union and national legal systems and respects all rules thereof. Afera actively raises awareness about competition law among its members and encourages its members to comply with these rules. The purpose of discussions within Afera is to identify general trends and market developments without identifying individual company data. Afera does not accept responsibility or liability for any type of restrictive agreements concluded by its individual members during Afera meetings or within the context of Afera events, in spite of the aforementioned precautionary measures.
