CIPAC

COLLABORATIVE INTERNATIONAL PESTICIDES ANALYTICAL   
COUNCIL LIMITED

Commission Internationale des Méthodes d'Analyse des Pesticides (CIMAP)

### MINUTES OF THE

**50TH MANAGEMENT COMMITTEE MEETING AND THE 55TH COUNCIL MEETING**

held on

Tuesday, 15th June 2021 using on-line communication tools

**Present:**

Mr W Bergermayer

Mr L. Bura (secretary)

Mrs M.C. Cardeal de Oliveira

Mr T. Chen

Mrs F. Ciotea

Mr J. Garvey

Mr R. Hänel (chairman)

Mr B.E. Hocken (treasurer)

Mrs E. Jacobsen

Mrs H. Karassali

Mrs O. Nováková

Mr B. Patrian

Mr O. Pigeon

Mr A. Plumb

Mr T. de Rijk (Assistant Secretary)

Ms A. Santilio

Ms J. Thongyord

Mr T. Watanabe

The chairman, Mr R. Hänel welcomed the participants and thanked everyone for attending the meeting. No amendments to the agenda were proposed.

**1. To receive apologies for absence**

Apologies were received from: Mrs E. de Aguila, Mrs V. Kmecl.

**2. Minutes of the last meeting (CM/263)**

The minutes of the last meeting, held on Thursday, 20th June 2019 at the BVL, Messeweg 11-12, 38104 Braunschweig, Germany, were accepted as true and fair report.

**3. Matters arising from the minutes**

There weren’t matters arising from the minutes of the previous meeting.

**4. Secretary's report (CM/266)**

The secretary, Mr Bura, presented the Report, a copy of which had been e-mailed to the members.

The time period covered by the report was a special one, as no physical meeting was held, however a total number of 11 collaborative trials were carried out, including small scale and full scale studies and also a peer validation for the determination of a relevant impurity. The results were presented on the technical on-line meeting.

Ordering of Handbooks, CD ROM and pre-published methods were done via the webpage, by downloading the respective forms with only a few cases of complaints. The most important event was the publication of Handbook P.

The CIPAC web site has been continuously updated with the available new information, including errata, announcements of new trials, new pre-published methods, information concerning the next meeting.

Mr Patrian was acknowledged for all his good work and Mr Hänel added that Mrs N. Hoefakker (assistant of Mr Patrian) was also acknowledged.

No comments were received from the meeting.

**5. Treasurer's report (CM/265)**

Mr B.E. Hocken presented the Report and Statement of Accounts, a copy of which had previously been sent to the Members.

The Covid-19 pandemic has continued to impact on CIPAC’s financial performance. Sales of Handbooks, CD Roms and publications has reduced 9% during the year to £31,615.

Gross margins reduced to 60.6% reflecting the writing down of CIPAC stock values over a five-year period in accordance with our normal practice.

Overall CIPAC showed an operating profit of £8,707. The main contribution to increased operating profit was the absence of travel expenses in the year.

No sponsorship was received during the year. After adding Bank interests the surplus for the year was £10,035. This amount has been carried forward to our Reserves increasing Capital Resources to £381,483 of which 96% is held in cash. The majority of cash is held on HSBC Term deposits. Interest rates continue to fall and are currently at 0.01%! Our Capital investments are AAA rated and as such are very safe.

CIPAC continues to operate under the stringent controls of the UK Charity Commissioners concerning the level of our Reserves. This matter I have continually before me on a day-to-day basis.

There are sufficient stocks of Handbooks and CD Roms to meet immediate future orders.

Mr B.E. Hocken reported that CIPAC finances currently remain in good order.

**6. Publications**

**6.1 Future CIPAC publications**

Mr Hänel thanked Mr Garvey and Mr Patrian for their great contribution in the preparation of Handbook P, published in 2021, as this is completely voluntary work which was done during free time.

**6.2 Form of publications**

A question was received as why the handbooks were not available as downloads (e.g. from the website). From the meeting the remark came that the actual printed books are still very popular and useful. It was mentioned that the difficulties with the download might be the way of paying, the format of the download and if it is based on individual methods or handbooks. Electronically the Handbooks are available as CD-ROM which allows for easy searching. The CD ROM contains the Handbooks E to P in the usual form. Proposal was made to have the CD ROM as a download and after paying, a link will be sent for the document to be downloaded. Mr Garvey remarked that the CDs are not used anymore. It was proposed that the best way would be Marston to offer this service, not available at the moment. In this case there wouldn’t be a need to produce CDs. It was proposed that in special, exceptional cases Mr Patrian can send them by ftp.

Mr Hänel mentioned that besides the activity of Ms Santilio to revise the method guidance, DAPA started to review all CIPAC guidance documents to put them in one single document.

**6.3 Review of CIPAC handbooks**

DAPA and ESPAC agreed to continue the revision of handbooks, however no activities were done this year.

**7. Future CIPAC meetings**

**7.1 Meeting in the year 2022**

A possibility was to have the meeting in Rome, however FAO cannot make any decision at this moment due to the virus situation. An alternative to Rome might be Braunschweig.

**7.2 Proposal for the 2023 meeting**

A possibility might be Thailand, Mr Hänel will send an official letter to Ms J. Thongyord..

**8. Payment to the host country**

No payment was madelast year, this year the hotel fee for the on-line meeting was covered by CIPAC.

**9. Resignations from CIPAC**

There weren’t resignations from CIPAC.

**10. Withdrawal of membership**

Mrs Anna Kouppari hasn’t participated to any meetings for a decade. Mr Hänel will contact her to clarify the situation.

**11. Elections**

**11.1 Election of correspondents**

Mr Garvey proposed Mr Denis Carr from Ireland to be elected as correspondent, being a member of ESPAC and doing all the collaborative trials. Mr Hänel seconded. Ms Carr was unanimously elected as correspondent CIPAC member.

Mr Pigeon proposed Ms Marie Baes from Belgium, being a member of ESPAC and doing all the collaborative trials. Mr Bura seconded. Ms Baes was unanimously elected as correspondent CIPAC member.

Mr Hänel proposed dr Shahabuddin from India, Mr Bura seconded. Dr Shahabuddin was unanimously elected as correspondent CIPAC member.

Mr Hänel proposed Ms Sasima Mungnimitr from Thailand. Mr De Rijk seconded. Ms Mungnimitr was unanimously elected as correspondent CIPAC member.

Mr Hänel proposed Mr Dirk Wolfram from Germany, Mr Garvey seconded. Mr Wolfram was unanimously elected as correspondent CIPAC member.

**11.2 Election of members**

There weren’t any proposals.

**11.3 Election of a Treasurer**

The election of the treasurer was postponed for the next year.

**11.4 Any other elections**

As Mr Bura has retired from EFSA, Mr Hänel proposed to elect Mr Bura as honorary life member of CIPAC. Mr Garvey and Mr Hocken seconded. Mr Bura was unanimously elected as honorary life member of CIPAC.

**12. Any other business**

There weren’t any other business.

**13. Closure**

Mr Hänel expressed his gratitude to all colleagues for their contributions to the meeting. Mr Bura thanked Mr Hänel chairing meeting. Mr Hänel also expressed his gratitude to Mr Bura, Mr Hocken, and Mr De Rijk for their continuing hard work as secretary, treasurer and assistant secretary.

László Bura

Secretary