

## Draft minutes of the 25<sup>th</sup> Solar Keymark Network meeting

Meeting time:

**Tuesday, October 23<sup>rd</sup>, 2018, 09:00 - 12:00**

**Wednesday, October 24<sup>th</sup>, 2017, 09:00 - 12:00**

Meeting location:

**Webmeeting**



1	<p><b>Opening of the meeting / AB</b></p> <ol style="list-style-type: none"> <li>1. Welcome to the 25th SKN Meeting.</li> <li>2. The SKN competition rules (<a href="#">SKN_N0426R0_NonCompetition.pdf</a>) were distributed in advance (link on the invitation) and they were showed to the attendees at the beginning of the meeting. The attendees were asked to comment in case they would not agree to the document. Nobody expressed any objections.</li> <li>3. The attendees were asked whether if is acceptable to record the meeting. Nobody expressed any objections against that.</li> <li>4. Thanks to Jan Erik Nielsen for professional preparation of the meeting. <ul style="list-style-type: none"> <li>- First invitation and final agenda was send out by Jan Erik in time, which is 2 weeks before the meeting starts.</li> <li>- The agenda for this meeting is the document <a href="#">SKN_N0412R4_Agenda25_SKNmeeting.docx</a> (sent out on Monday 22 October)</li> </ul> </li> <li>5. Thanks to Geoffroy and his team for managing the webmeeting/voting and for answering all questions.</li> <li>6. Explanation of the role of the SKN: The main task of the SKN is to agree on uniform procedures between the different actors (accredited solar thermal test labs, certifiers, inspectors and manufacturers) working according to the Solar Keymark scheme rules as well as the further development of Solar Keymark certification in particular and certification of solar thermal products in general.</li> <li>7. Applicable Internal Regulations for this Solar Keymark Network: <a href="#">SKN_N0102R17_InternalRegulations.pdf</a> from <b>07 March 2018</b></li> <li>8. Reminder: <b>Resolution and Decision</b> <p><b>Resolutions</b> are decisions to be implemented in the Solar Keymark specific scheme rules (document SKN_N0106) and the SKN Internal Regulations (document SKN_N0102).</p> <ul style="list-style-type: none"> <li>- Modifications of the Scheme Rules (incl Annexes) must be approved by the Keymark Management Organisation KMO (DINCERTCO). This may take 2-3 weeks.</li> <li>- Modifications of the Internal Regulations need no external approval and enter into force upon approval of the resolution by the SKN.</li> </ul> <p><b>Decisions</b> concern any other decisions of the SKN (e.g. Formation of a WG, financial issues, elections, etc.).</p> <ul style="list-style-type: none"> <li>- Decisions are included in the latest version of the Solar Keymark decision list (document SKN_N0100) and enter into force upon approval of the decision by the SKN.</li> </ul> </li> <li>9. The webmeeting is a challenge for all of us, but thanks to the webmeeting we have saved in these about 35'000 kg of CO<sub>2</sub> (Staying at home instead of flying to Brussels). (and probably &gt;&gt;35k€ ?). Participants are muted and have to &gt;&gt; raise their hand to speak. Time is short: We have 6 h time but 7.16h content.</li> </ol>
2	<p><b>INTRODUCTION OF PARTICIPANTS</b></p> <ol style="list-style-type: none"> <li>1. According to the Internal Regulations the Certification bodies and testing laboratories are mandatory members of the SKN and have to participate in the SKN meetings. <p>IMPORTANT: This attendance requirement is fulfilled if the organization has voted at least on 75% of the votes.</p> <p>IMPORTANT: The attendance of obligatory members in webmeetings is mandatory and no exceptions are possible.</p> </li> <li>2. To save time: No participants introduction. The list of registered participants was distributed by JEN on Mo. 22.10.2018 11:32</li> <li>3. The list of attendees is found at the end of these minutes.</li> </ol>
3	<p><b>PRECONDITIONS FOR VOTING</b></p> <p>The voting requirement is 50% of obligatory members are present and 3 industry members.</p> <ul style="list-style-type: none"> <li>- There are 20 listed test laboratories/inspection bodies.</li> <li>- There are 12 listed Certification Bodies.</li> <li>- Chairman / Manager and Secretary are present but are not voting in their role</li> <li>- Registered are <b>7</b> persons representing industry and national associations.</li> </ul> <p>For all votes during this SKN meeting it was verified individually that these requirements were fulfilled.</p>

4	<p><b>VOTING RULES</b></p> <ol style="list-style-type: none"> <li>1. Additional requirement for DECISIONS: 50% of Majority and Majority of peer groups</li> <li>2. Additional requirement for Changing the Internal Regulations RESOLUTION: 2/3 majority and unanimous decision of peer groups</li> <li>3. Additional requirement for Changing the "Solar Keymark Scheme Rules" (RESOLUTION): 2/3 majority.</li> <li>4. 2/3 of the industrial representatives can postpone a decision to the next meeting</li> <li>5. 2/3 majorities within a peer group can veto any decision.</li> </ol> <p>Abstentions are not counted as vote to define the 2/3 majority</p> <p>Peer Groups as defined in internal regulations: PG-A: Certification bodies, PG-B: Test labs and Inspection bodies, PG-C: Industry.</p>
5	<p><b>Approval of the agenda</b></p> <p>The agenda was approved, without voting. No objections from the Network. <span style="float: right;"><b>Document:</b> <a href="#">SKN_N0412R4_Agenda25_SKNmeeting.docx</a></span></p>
6	<p><b>Final approval of the minutes of the 24<sup>th</sup> SKN meeting</b></p> <p>The minutes of the 24<sup>th</sup> SKNM were approved, without voting. No objections from the Network. <span style="float: right;"><b>Document:</b> <a href="#">SKN_N0395R0_MinutesM24R0.pdf</a></span></p>
7	<p><b>Review of Decision list</b></p> <p>Report from JEN: No open items were identified where action is required. <span style="float: right;"><b>Document</b> <a href="#">SKN_N0100R23_DecisionList.pdf</a></span></p>
8	<p><b>Dates and places of next meeting(s)</b></p> <p>26<sup>th</sup> meeting: 2019 - March 5<sup>th</sup> 13:00 to March 6<sup>th</sup> 14:00 – at RISE, <del>Gothenburg</del> <b>Stockholm</b>, Sweden. Please note that the meeting location was changed to <b>Stockholm</b></p> <p>27<sup>th</sup> meeting: 2019 - October 22<sup>nd</sup>, 09:00 - 12:00 and October 23<sup>rd</sup>, 09:00 - 12:00. Web Meeting</p> <p>28<sup>th</sup> meeting: 2020 - March 10<sup>th</sup> 13:00 to March 11<sup>th</sup> 14:00, <b>Athens</b>, Greece (<b>confirmed</b>)</p> <p>29<sup>th</sup> meeting: 2020 - October 20<sup>th</sup> 09:00-12:00 and October 21<sup>st</sup> 09:00-12:00 Web Meeting</p> <p>Please make the reservations in your calendars! Invitations will come later.</p> <p>Please inform the manager about side events (CEN TC, GSCN, IEA, etc.)</p> <p>No voting required for this point.</p>
9	<p><b>Eternal calendar</b></p> <p>Proposal for an “eternal” calendar, meaning that for the next years, the dates for the meetings are fixed according to the following general rule:</p> <ul style="list-style-type: none"> <li>- Week 11 Tuesday 1300-1800 and Wednesday 0900-1300 Physical (If possible together with other meetings such as IEA, GSCN, CEN/TC 312, etc.</li> <li>- Week 43 Tuesday 0900-1200 and Wednesday 0900-1200 Web</li> </ul> <p>No Voting, nobody was raising the hand to disagree</p> <p>The dates are published on <a href="http://www.estif.org/solarkeymarknew/solar-keymark-network/sknmeetings">http://www.estif.org/solarkeymarknew/solar-keymark-network/sknmeetings</a></p>

### Revision of SK Internal regulation 8.4, so it is clear that e-voting of course can be done on both decisions and resolutions

Background and Discussions: It was not clear whether only decisions or decisions **and** resolutions can be taken by circular. This proposal is to clarify that it is possible for both.

Objection(s): Important matters should be discussed between "real people" and not only by email before being voted. After some discussion, the following resolution was taken:

**M25.R1** The Internal regulations 8.4 are modified as follows:

#### **8.4 Decisions and resolutions by circular (DRC)**

*In between the meetings decisions and resolutions may be taken by circular (i.e. without discussion and by electronic means only). Such decisions and resolutions by circular (DRCs) are possible on every last day of a month, proposals for DRCs must be circulated at least 14 days before the voting ends. A missing vote is counted as abstention.*

*Every DRC consists of three questions, two administrative lead-in questions and the proposal for a decision/resolution itself:*

- 1.) *Do you want to postpone this decision/resolution to the next SKN? (Y/N/A)*
- 2.) *Do you want to veto this decision/resolution? (Y/N/A)*
- 3.) *Proposal (Y/N/A)*

**Voting result:** PG-A: 4 Yes 1 No 4 Abstentions (80%)

PG-B: 13 Yes 0 No 0 Abstention (100%)

PG-C: 2 Yes 4 No 0 Abstention (33%)

Total: 19 Yes 5 No 4 Abstention (85%)

All voting requirements for resolutions are fulfilled: This resolution is approved by the SKN.

-> Because of the objections: The matter will be discussed again in Stockholm if brought to the agenda by members of the SKN

-> Link to the new version of Internal Regulation: [SKN\\_N0102R19\\_InternalRegulations.pdf](#)

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**SKN fees and budget for 2018/2019 and other financial issues****Budget 2019**

The budget for 2019 was presented by Pedro Dias and Jan Erik Nielsen. The budget is slightly higher than last 2018 because of some additional costs due to the transition to the new database. This is considered as an exception. For this reason an amount of 23k€ of the SCF reserves is added to the budget. After some discussion and the explanation by the presenters, the following decision was taken:

**M25.D1** The budget SKN\_N0413R1-budget-2019 is approved by the SKN

**Voting result:** PG-A: 8 Yes 0 No 0 Abstentions (100%)  
 PG-B: 13 Yes 0 No 0 Abstention (100%)  
 PG-C: 6 Yes 0 No 0 Abstention (100%)  
 Total: 27 Yes 0 No 0 Abstention (100%)

11 All voting requirements for decisions are fulfilled: This decision is taken by the SKN.

**Fees 2019**

Following the presentation of the budget, the following resolution on the Solar Keymark License fees was taken:

**M25.R2** The fees for 2019 remain unchanged and SKN\_N0106\_AnnexC\_R20 is approved

**Voting result:** PG-A: 7 Yes 0 No 0 Abstentions (100%)  
 PG-B: 12 Yes 0 No 0 Abstention (100%)  
 PG-C: 6 Yes 0 No 0 Abstention (100%)  
 Total: 25 Yes 0 No 0 Abstention (100%)

All voting requirements for resolutions are fulfilled: This resolution is approved by the SKN.

Updated Annex C will be submitted to KMO for approval

**Documents:** [SKN\\_N0413R1-budget-2019.pdf](#) / [SKN\\_N0414R0-fee-income.pdf](#) / [SKN\\_N0421R0\\_ESTIF-Account.pdf](#) / [SKN\\_N0106\\_AnnexC\\_R20.pdf](#)

**M25.D2 Proposal for decision: Priority topics for SCF 10th call / JEN**

The following topics will be included in the 10<sup>th</sup> SCF call together with the indicative SCF budget:

- **Rating procedure for thermal stratification in thermal storages. Possibility for future SK certification.**  
SCF Budget 10k€.  
Background: The procedure was already developed and validated at SPF (and is mandatory in Switzerland for combi stores) and could be generalized so that it can be used by anybody.
- **Rating and certification procedure for fire safe inroof collectors. Possibility for future SK certification.**  
SCF Budget 20k€  
Background: There are several reports about building fires caused by solar thermal installations (mainly wooden frame inroof installations). Reports mainly in Germany, Switzerland, Austria etc. where inroof is rather common for aesthetic reasons. If there is no proof for fire safety (self-ignition), indoor collectors are at risk to be banned from some market, which would be a very bad sign for solar thermal.
- **Elaboration of a procedure for the assessment of the reparability of solar thermal collectors**  
SCF Budget 10k€  
Background: Based on initiatives by the European Commission the long term use of products gets more and more important with regard to the minimization of the overall environmental impact. In this context also the reparability of different kinds of products is an important aspect. Hence, the preparation of a corresponding European framework for the assessment of the reparability of products is already on the way. In order to ensure that we can contribute pro-active to this process (and not only react) it is important that we already have a procedure for the assessment of the reparability of solar thermal collectors available.
- **Revision of all datasheets** for the benefit of the actualization, lessons learned during the development of the new database and an improved upload procedure to the new database. SCF Budget: 15 k€  
Background: Explanatory text must be delivered to the SCF management before the publication of the call.
- **Round robin with the SolTherm for EN 12977-2 SK compliance.**  
SCF Budget 15k€  
Background: Explanatory text must be delivered to the SCF management before the publication of the call.
- **Definition of new space heating reference loads including energy neutral buildings and low energy existing buildings for use in EN 12977-2 and SolTherm.**  
SCF Budget 12k€  
Background: Explanatory text must be delivered to the SCF management before the publication of the call.
- **Promotion of the Solar Keymark market values.**  
SCF Budget 15k€  
Background: Explanatory text must be delivered to the SCF management before the publication of the call.
- **Drafting the proposal for CEN TC312\_Standardisation for hybrid heating systems draft on CEN/CENELEC project.**  
SCF Budget 10k€  
Background: Explanatory text must be delivered to the SCF management before the publication of the call.
- **Reference data on climate conditions for DWH demand**  
SCF Budget 5k€  
Background: Explanatory text must be delivered to the SCF management before the publication of the call.
- **Calculation tool allowing for calculation of  $Q_{nonsol}$  according to SOLICS**  
SCF Budget 10k€  
Background: Explanatory text must be delivered to the SCF management before the publication of the call.

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- **Any other good ideas**

SCF Budget: No indicative budget allocated

- **CEN Secretariat / WG convenors / Liaison Officers**

SCF Budget: max 10 k€ each

From SCF rules: "A minor part of the annual SCF funding should be allocated to convenors, liaison officers and secretaries in relevant standardisation committees or other corresponding groups such as e.g. IEA SHC Tasks. This part should not exceed 20% of the total annual SCF budget."

**Voting result:** PG-A: 7 Yes 0 No 1 Abstentions (87.5%)

PG-B: 13 Yes 0 No 0 Abstention (100%)

PG-C: 5 Yes 0 No 0 Abstention (100%)

Total: 25 Yes 0 No 0 Abstention (100%)

All voting requirements for decisions are fulfilled: This decision is taken by the SKN.

Note: In case the total available SCF budget is not sufficient for all activities mentioned above the priorities will be modified by the SCF-SG.

Note: After the Meeting another topic was proposed:

*SCF-EN 12976 evaluation for Solar Water Heater*

*Background: TC 312 WG2 had revised the EN 12976-2 and harmonized it with ErP requirements in the past years. The elaboration of the standard was one important part, but the implementation of the new issues and appropriate evaluation is another important step. As we still use the old "insitu" software, there are several hurdles to take. To harmonize the evaluation procedure under the test laboratories, the proposal shall consist of an initial Training/ Workshop and a final round robin (e.g. on existing test data) to confirm the common evaluation practice. There are no changes in collecting DST test data, so this Round Robin should only focus on evaluation and reporting.*

Chairman comment: For formal reasons this can probably not be included in the priority topics, but for sure it can always be submitted as "any other good idea"

The final decision on how to continue will be taken by the SCF Chair and management.

Dates for the 10<sup>th</sup> SCF call

- 16/11/2018 Announcement of 10<sup>th</sup> SCF Call
- 20/12/2018 Deadline for proposals
- 28/01/2019 Evaluator's (SCF SG) meeting (web)
- 11/02/2019 Draft recommendations from SCF SG are sent out to the SKN
- 06/03/2019 Final approval of applications by the SKN

13	<p><b>Elaboration of a procedure for issuing collector test reports based on transferring of data from existing test reports / H. Drück (EK-TSuB)</b></p> <p>Background: Following a resolution taken by the European co-operation for accreditation <i>Resolution 2014 (33) 31 Reissuance of test reports when the trade name / trademark of the tested product has changed (clause 5.10.9 of ISO/IEC 17025)</i> the German speaking exchange circle EK-TSuB proposed to establish a working group to investigate the consequences and solutions for the Solar Keymark certification scheme. Document: <a href="http://www.european-accreditation.org/document/33rd-ea-ga-approved-resolutions">www.european-accreditation.org/document/33rd-ea-ga-approved-resolutions</a></p> <p>Proposal for decision:</p> <p><b>M25.D3</b> A working group is established for the elaboration of a procedure for issuing test reports for not explicitly tested products based on transferring of data from existing test reports. Background: Issuing of test reports for not explicitly tested products might be necessary due to</p> <ul style="list-style-type: none"> <li>• OBL cases, different brands</li> <li>• covering families</li> <li>• change of manufacturer information (e.g. name, address, product name)</li> </ul> <p><b>Voting result:</b> PG-A: 6 Yes 0 No 2 Abstentions (100%)  PG-B: 15 Yes 0 No 0 Abstention (100%)  PG-C: 5 Yes 0 No 0 Abstention (100%)  Total: 26 Yes 0 No 0 Abstention (100%)</p> <p>All voting requirements for decisions are fulfilled: This decision is taken by the SKN.</p> <p>Members of the WG: Sören Scholz (Chair), Stephan Fischer, Pedro Dias, Alberto Garcia de Jalon, Maria del Val Varas Garcia, Uli Fritzsche, Carsten Lampe, Daniele Bernacchioni, Nikos Kanatsoulis, Karim Bakari, Alonso Morlesin</p>
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14	<p><b>M25.R3 Precision of EN ISO 9806:2017; Clause 10 (Exposure and half-exposure test) / H. Drück (EK-TSuB)</b></p> <p>It is decided to amend Annex N1 as follows:</p> <p>The statement in EN ISO 9806:2017; Clause 10 “...,50 % of the initial outdoor exposure” has to be interpreted in that way, that the 50 % is related to the total amount of 30 exposure days. Hence the collector has to be exposed for 15 days in vertical orientation.</p> <p><b>Voting result:</b> PG-A: 5 Yes 0 No 1 Abstentions (100%)  PG-B: 13 Yes 0 No 0 Abstention (100%)  PG-C: 5 Yes 0 No 0 Abstention (100%)  Total: 23 Yes 0 No 0 Abstention (100%)</p> <p>All voting requirements for resolutions are fulfilled: This resolution is approved by the SKN.</p> <p>Revised document: <a href="#">SKN_N0106_AnnexN1_R2.pdf</a></p>
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15	<p><b>M25.R4 Precision of EN ISO 9806:2017; Clause 9.4 (Determining standard stagnation temperature using efficiency parameters)</b>  It is decided to amend Annex N1 with the formula proposed in document <a href="#">SKN_N0416R0_PropForDecisionTstag.docx</a></p> <p><b>Voting result:</b> PG-A: 5 Yes 0 No 2 Abstentions (100%)  PG-B: 13 Yes 0 No 2 Abstention (100%)  PG-C: 6 Yes 0 No 0 Abstention (100%)  Total: 24 Yes 0 No 0 Abstention (100%)</p> <p>All voting requirements for resolutions are fulfilled: This resolution is approved by the SKN.  Revised document: <a href="#">SKN_N0106_AnnexN1_R2.docx</a></p>
16	<p><b>Integration of a comment in the collector data sheets Annex B1 (versions 5.01 or earlier) reflecting the case that tests were performed according to ISO 9806:2017 but the data sheet is still based on ISO 9806:2013 (Proposal for a decision)</b></p> <p>This proposal has become obsolete as the new data sheet was approved.</p>

**M25.R5 New version of ScenoCalc collector data sheet:**

Patrik Ollas presented the revised datasheet which is in conformity with the new standard ISO 9806:2017. Thank you Patrik for this work!

The following concerns were expressed:

- Is the new ScenoCalc properly validated? (i.e. are the results the same when computed with earlier versions and with the new version?)
- What happens if in the old datasheet a IAM at 50° is presented and in the new datasheet the whole series is available?
- On first page a reference to the old standard is still visible. Patrik will correct
- How to interpret “Maximum temperature difference for thermal performance calculations” on the first page.

After some discussions the item was postponed to day 2 of the meeting. The concerns were then answered as follows

- Those who made validation calculations (Thank you!) did not find substantial deviations. Minor deviations are assigned to rounding errors or to entering more digits than visible. The number of valid digits is now clearly defined in the ISO 9806:2017 Table A.6. It is in the responsibility of the test labs to use exactly the indicated number of digits for the new ScenoCalc datasheet. Patrik will adjust the visible number of digits – if allowed y excel.
- For all new tests according to ISO 980:2017 it is clear that all IAM values must be available, measured or computed by the test laboratory.

The calculation of the IAM values in previous versions of the ScenoCalc is described in the user manual

<https://www.sp.se/sv/index/services/solar/ScenoCalc/Documents/Description%20of%20ScenoCalc%20v5.01.pdf>

In the new version of the ScenoCalc only the option “user defined” (see page 18 of the user manual) is implemented, and all calculations are made according to this procedure (i.e. Biaxial list of IAMs). For this reason it is evident, that – depending on how the IAM was entered earlier - there will be some differences between evaluations using the previous or the current version of ScenoCalc. This cannot be avoided, but the new version is more correct. In general the computed Annual output will be the same or higher than before.

- The “Maximum temperature difference for thermal performance calculations” will be renamed to “Maximum measured temperature difference during testing”. For the power output per collector the maximum temperature for calculations is then equal to the Maximum measured temperature difference during testing”+30°C.

It was proposed to approve the new Datasheet as new Annex B1 with the corrections mentioned above.

It is decided that the version 6.0 ([SKN\\_N0420R0-DRAFT-ScenoCalc v6.0.zip](#)) of ScenoCalc with the corrections mentioned above is approved as new Annex B1 to the Scheme Rules.

**Voting result:** PG-A: 4 Yes 0 No 2 Abstentions (100%)  
 PG-B: 12 Yes 0 No 0 Abstention (100%)  
 PG-C: 5 Yes 0 No 1 Abstention (100%)  
 Total: 21 Yes 0 No 3 Abstention (100%)

All voting requirements for resolutions are fulfilled: This resolution is approved by the SKN.

New version with corrections: [SKN\\_N0420R1\\_ScenoCalc v6.0.zip](#).

Will be sent to KMO for approval.

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**M25.R6 Integrated Collector Storage (ICS) / Ch. Travaros**

Background: The revised Annex D including ICS systems was brought to vote earlier this year and found positive response. However, the manufacturer peer group asked to postpone the decision to the next SKN meeting. Mr. Ch. Travaros included the comments which were made on the proposed document and asked for more participation in a working group to have this revised Annex D as soon as possible, but only Mr. C. Travaros offered to work in such a working group.

There are currently requests for testing ICS families which are on hold as it is not yet clear whether a family concept will be approved or not.

Knowing that Annex D needs a deep revision and that for technical reasons the ICS are best suited for building families, it was proposed to accept the revised Annex D as it is, but to add some sentences to explain why not the parameters for collector loop losses and for stratification shall not be used for the testing and the building of families.

Proposal to decide that the revised Annex D - as submitted by Mr. Ch. Travaros ([SKN\\_N0106\\_AnnexD\\_R8.docx](#)) - including rules for the certification of ICS families will replace the current Annex D (SKN\_N0106\_Annex D\_R6)

**Voting result:** PG-A: 6 Yes 0 No 1 Abstentions (100%)  
 PG-B: 11 Yes 0 No 4 Abstention (100%)  
 PG-C: 3 Yes 1 No 2 Abstention (66%)  
 Total: 20 Yes 1 No 7 Abstention (100%)

All voting requirements for resolutions are fulfilled: This resolution is approved by the SKN.

Document [SKN\\_N0106\\_AnnexD\\_R8.docx](#) will be sent to KMO for approval

**M25.D4 Establishing a WG for the revision of Annex D / Ch. Travaros**

Proposal to establish a working group to revise Annex D including rules for ICS families for approval in the spring meeting 2019

**Voting result:** PG-A: 3 Yes 0 No 2 Abstentions (100%)  
 PG-B: 11 Yes 0 No 2 Abstention (100%)  
 PG-C: 6 Yes 0 No 0 Abstention (100%)  
 Total: 20 Yes 0 No 4Abstention (100%)

All voting requirements for decisions are fulfilled: This decision is taken by the SKN.

Members of the WG: Ozan Türk (chair), Daniele Bernacchioni, Stephan Fischer, Harald Poscharnig, Stefan Mehnert, Ulrich Fritzsche, Maria de Val Varas Garcia, Chris Travaros.

**M25.D5 Proposal for the Revision of the Solar Keymark Scheme Rules (SKN-SR) /AB**

Background: The SK Scheme Rules need major revision due to the developments of the standards and to the historic growing of the SK system.

The aim of such a revision is

- Update to the current versions of the standards
- Reduce/delete double content, ambiguities
- Rearrange content for a more logical structure (will simplify future maintenance)
- Move informal/explanatory content out of the SK Scheme Rules

Keep only mandatory content in the Scheme Rules as all changes require approval by the KMO (-> "Resolutions")

- Identify (and fill) gaps in the SK Scheme rules
- Most content is focussed on collectors, should be generalized

A draft of the new SK Scheme rules including Annexes has been distributed for the 25th SKN meeting including new/revised annexes with the following general structure – see

[SKN\\_N0418R0\\_NewSKSchemeRules.zip](#)

- Main part Solar Keymark Scheme Rules
- Annex A1 Factory inspection report (Template)
- Annex A2 Physical inspection report (Template)
- Annex B1 Datasheet Template Collectors 12975 (Template)
- Annex B2 Datasheet Template Systems 12976 (Template)
- Annex B3 Datasheet Template Systems Store 12977 (Template)
- Annex B4 Datasheet Template Systems Controllers 12977 (Template)
- Annex C Fees
- Annex G OEM/OBL
- Annex I Complaint Procedures
- Annex P - Collectors EN 12975
  - P1 Specific Technical Content
  - P2 Technical Documentation Requirements
  - P3 Correction Files
- Annex Q - Systems EN 12976
  - Q1 Specific Technical Content
  - Q2 Technical Documentation Requirements
  - Q3 Correction Files
- Annex R - Systems EN 12977
  - R1 Specific Technical Content
  - R2 Technical Documentation Requirements
  - R3 Correction Files (empty)

**M25.D6 Revision of SK Scheme Rules by chair and manager**

It is decided to leave the work on the revision of the new SK Scheme rules to the SKN chairman and management. The general structure is accepted. Fine tuning is possible.

Everybody is welcome to provide input until 15. December 2018 by email to [andreas.bohren@spf.ch](mailto:andreas.bohren@spf.ch).

	<p>A working group with Stephan Fischer, Sören Scholz, Henry Rosik, Pedro Dias, Gerard van Amerongen is established to support and advice.  A web meeting will be held on <i>17.January 2019 to discuss the content.</i>  The final documents must be submitted to the SKN Manager 12. February 2019.  The new package will be brought to vote in Stockholm, 26<sup>th</sup> SKN meeting</p> <p><b>Voting result:</b> PG-A: 6 Yes 0 No 0 Abstentions (100%)  PG-B: 13 Yes 0 No 2 Abstention (100%)  PG-C: 5 Yes 0 No 0 Abstention (100%)  Total: 24 Yes 0 No 0 Abstention (100%)</p> <p>All voting requirements for decisions are fulfilled: This decision is taken by the SKN.</p>
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20	<p><b>M25.D7 Report on Update on 10 % Rules WG /S. Fischer</b>  Document: <a href="#">SKN_N0427R0_SpecialTest.pdf</a>  Basis for this item is the wish to have better limits than the currently applicable 10% rules in case of complaints.</p> <p>Stephan Fischer presented the proposal for an updated 10 % Rule.  There were intense discussion and the item was shifted to day 2 of the meeting so that people had the time to further investigate the consequences of the proposal. There were two main arguments against the proposal:</p> <ol style="list-style-type: none"> <li>1.) The presented acceptance limits of 98% at 25°C etc. were considered as too narrow as the uncertainties induced by raw product tolerances, production tolerances and differences between the test labs are already clearly higher than the presented limits.</li> <li>2.) The distribution of testing costs is not satisfactory.</li> </ol> <p>On the other side it must be mentioned that the application of this rules was never necessary in the history of the Solar Keymark.  As the document was handed in just before the meeting <b>no voting was possible</b>. Based on the different feedbacks it was still decided to have another round in the working group to discuss the objections and to come up with a revised document/solution in the next SKNM in Stockholm.</p> <p>The WG was re-formed and consists of the following members: Harald Drück / Stephan Fischer (Chair), Ulrich Fritzsche, Harald Poscharnig, Christian Stadler, Costas Travasaros, Katharina Vehring, Sophie Bocquillon, Pedro Dias, Korbinian Kramer, Gerard van Amerongen, Andreas Bohren, Thomas Althaus</p>
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21	<p><b>Report from WG on thermodynamic collectors / S. Scholz</b>  The WG on so-called ‘thermodynamic’ collectors and systems:</p> <ol style="list-style-type: none"> <li>A. Define so-called “Thermodynamic” systems and collectors.</li> <li>B. Make a proposal for a resolution to amend the SK Scheme Rules on how to deal with these so-called “Thermodynamic” systems and collectors as defined in 1.)</li> <li>C. How to do technical testing / inspection / performance rating. Recommendation for subsidisers.</li> </ol> <p>did not yet meet. As the matter is considered important it would be highly appreciated if the WG could come up with information and proposals during the next SKN Meeting in Stockholm. Sören Scholz will initiate the work very soon. Thank you.</p> <p>WG: Sören Scholz (chair), Harald Drück, Harald P, Guillaume Clec’h, Stephan Fischer, Stefan Mehnert, Oscar Mogro, Maria Del Val Varas Garcia, Pedro, Kostas Travasaros.</p>
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22	<p><b>M25.R7 Proposal for a resolution on how to include the SolTherm method in the SK Scheme Rules /Gerard van Amerongen (Related with M23.D19)</b> It is decided to include to adopt the SolTherm method as a valid option (<a href="#">SKN_N0106_AnnexP_R1_Soltherm.pdf</a>) and to update the Solar Keymark Annexes accordingly.</p> <p><b>Voting result:</b> PG-A: 2 Yes 0 No 2 Abstentions (100%) PG-B: 9 Yes 0 No 3 Abstention (100%) PG-C: 4 Yes 0 No 2 Abstention (100%) Total: 15 Yes 0 No 7 Abstention (100%)</p> <p>All voting requirements for resolutions are fulfilled: This resolution is approved by the SKN. <a href="#">SKN_N0106_AnnexP_R1_Soltherm.pdf</a> will be sent to KMO for approval.</p>
23	<p><b>M25.D8 Proposal for decision concerning inspection bodies / AB</b> It is decided that the CBs shall list their freelance inspectors who are not already registered in the Solar Keymark information loop as a CB or as a TL. The inspectors will be listed on the SK webpage similar to CBs and TLs.</p> <p><b>Voting result:</b> PG-A: 5 Yes 1 No 2 Abstentions (83.3%) PG-B: 11 Yes 1 No 2 Abstention (91.7%) PG-C: 6 Yes 0 No 0 Abstention (100%) Total: 22 Yes 2 No 4 Abstention (100%)</p> <p>All voting requirements for decisions are fulfilled: This decision is taken by the SKN.</p>
24	<p><b>Call for industry participation in the SKN / AB</b> It was proposed to ask the CBs to send out a letter to their Solar Keymark certificate holders in order to motivate them to participate in the Solar Keymark Network based on the draft letter <a href="#">SKN_N0415R1_PropForDecisionIndustryParticipation_VAS.docx</a> .</p> <p>In addition the letter shall include the call to participate in the ISO/TC 180 and CEN/TC 312 as well as the GSCN.</p> <p>Furthermore it was proposed to hold a webinar early in 2019 to explain the different possibilities to participate in all these committees.</p> <p>In addition ESTIF/SHE will also send out such a motivation letter to their members to complement the mailing of the CBs. The CB mailing is important as they reach also all non-members of ESTIF/SHE. So please: CBs make this mailing to your customers.</p> <p>The item will also be published in the new Solar Keymark newsletter.</p> <p>As there were no objections at all it was not necessary to vote on that proposal.</p>
25	<p><b>New equivalent absorber coatings?</b> No New Equivalent Absorber Coating.</p>
26	<p><b>New equivalent glazing?</b> No New Equivalent Glazings.</p>

27	<p><b>Labelpack A+: the package label, SKN and energy labelling /PD</b>          Pedro Dias presented the status of the Labelpack A+ project. <b>Thank you</b>          Invitation to all the attendees: Visit the webpage! <a href="http://www.label-pack-a-plus.eu/">http://www.label-pack-a-plus.eu/</a>          Presentation in: <a href="#">SKN_N0431R0_SKN25-LPAplus-Energy_labelling.pdf</a></p>
28	<p><b>Report from SK Database WG on Database and IT infrastructure / G.v. Amerongen</b>          GvA presented the status of the new SK Database (<a href="#">SKN_N0419R0-NewDB-GvA.pdf</a>)          Invitation to all the attendees: Visit the webpage! <a href="http://www.duurzaamloket.nl/SK2/index.php">http://www.duurzaamloket.nl/SK2/index.php</a> and give feedback to Gerard          Existing WG: Gerard van Amerongen (chair), Andreas Bohren, Jan Erik Nielsen, Sören Scholz, Somebody from RISE, Harald Poscharnig, Pedro Dias</p>
29	<p><b>Report/update on “Inter-laboratory Comparison - ILC on Data Analysis”, SCF7 Project / AB (Sorry for the delay of the project!)</b>          After the first season of testing under the new ISO 9806 the participants/members the ILC shall be re-initiated.          The Solar Keymark test labs receive instructions to participate the ILC2016 relaunch until 9<sup>th</sup> of November latest how to participate. The procedure must be slightly modified compared to the initial approach.          Presentation in 26<sup>th</sup> SKN</p>
30	<p><b>Report/update from WG on “In-Situ Certification / S. Mehnert</b>          Documents: <a href="#">SKN_N0106_AnnexO_R0_InSituCertification.docx</a>          Presentation of the last version by Stefan Mehnert. The document must be considered as draft version and input is welcome from everybody.          A project is ongoing at Fraunhofer ise and will help to fill some of the gaps in the document until next spring.          Please submit input to Stefan until end of the year. Stefan will make a proposal for resolution for Stockholm.</p>
31	<p><b>Information from CEN Keymark Management Organization / Sören Scholz</b>          Presentation of the new Keymark Webpage, to be online in a few weeks (will be announced by the KMO): <a href="http://www.keymark.eu">www.keymark.eu</a>          The preliminary version of the page can be visited under <a href="http://projekte.djuml.de/keymark/en/">http://projekte.djuml.de/keymark/en/</a> For internal use only: Please don't distribute this link for the time being..</p>
32	<p><b>Update on complaints / S. Scholz</b>          There are no pending complaints.</p>
33	<p><b>Update on Action Plan working groups:</b></p> <p>AP1 Strategy WG (?) -&gt; Point skipped due to a lack of time          AP2 Marketing and Communication:          Mr. G. Cazenave presented the revised Solar Keymark homepage. A lot of content was revised and re-arranged. Thank you very much!          If you find errors/inconsistencies and anything else that should be changed, please inform Geoffroy Cazenave <a href="mailto:Geoffroy.cazenave@solarheateurope.eu">Geoffroy.cazenave@solarheateurope.eu</a>          There will be a new Solar Keymark Newsletter. First edition is expected towards the end of 2018. The members of the SKN will have the possibility to edit articles.          AP3 Installers WG (K. Vehring) -&gt; Point skipped due to a lack of time          AP6 Legal Requirements (G. v Amerongen) -&gt; Point skipped due to a lack of time</p>

34	<p><b>Solar Certification Fund Projects – General Status Reports / PD</b></p> <p>Mr. P. Dias presented in brief the current status of the open and closed SCF projects as well about eth financial situation of the fund. Presentation: <a href="#">SKN_N0432R0_SKN25_SCF_Status_projects.pdf</a></p>
35	<p><b>Update on Global Solar Certification Network</b></p> <p>Jan Erik Nielsen gave an update on the status of the GSCN. The Network is starting to thrive as there are more and more members becoming active. Presentation: <a href="#">SKN_N0428R0_StatusForGSCN.pdf</a></p>
36	<p><b>Updates from liaison officers:</b></p> <p>IEC/TC117 “Solar thermal electric plants”, Liaison officer S. Fischer. Presentation: <a href="#">SKN_N0429R0_LiasTC117reportTC180Okt2018.pdf</a></p> <p>CEN/TC 128 “Roof covering products for discontinuous laying and products for wall cladding” Liaison officer K. Kramer. There were no important new developments to report.</p> <p>CEN/TC164 “Water supply” Liaison officer: J-M. Suter. Presentation: <a href="#">SKN_N0430R0_LiaisonTC164-WG2-UpdateOct.2017-Suter.pdf</a> <u>Please make sure that somebody in your country is taking care about Legionella and Solar thermal systems. Not because they are the main problem, but because they are most probably not an important part of the problem!</u></p> <p>CEN/TC 228 “Heating systems and water based cooling systems in buildings” Liaison officer: G.v. Amerongen. -&gt; Point skipped due to a lack of time.</p> <p>CEN/TC371 “Energy Performance of Buildings project group” Liaison officer: G.v. Amerongen. -&gt; Point skipped due to a lack of time.</p>
37	<p><b>Important updates / other important information:</b> -&gt; Points skipped due to a lack of time.</p> <ol style="list-style-type: none"> <li>1. Standing WGs / CB S. Scholz.</li> <li>2. CEN Standardisation / V. Drosou (TC 312)</li> <li>3. Update on solar heating and cooling market /PD</li> </ol>
38	<p><b>Any other business</b></p> <p>This was the last meeting of Jan Erik Nielsen as a manager of the Solar Keymark Network. Thank you Jan Erik for all the work in the last 17-years for the Solar Keymark and the solar thermal Energy. We will always be happy to meet you somewhere sometime. The Solar Keymark Network wishes you all the best.</p>



39 The meeting was closed on Wednesday, October 24<sup>th</sup>, 12:01. Thank you all for being here and for supporting solar thermal technologies.

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JEN: Jan Erik Nielsen, Solarkey Int., Manager of Solar Keymark Network, [jen@solarkey.dk](mailto:jen@solarkey.dk)  
PD: Pedro Dias, ESTIF Secretary General, Administrative Secretary of Solar Keymark Network, [pedro.dias@estif.org](mailto:pedro.dias@estif.org)  
VD: Vassiliki Drosou, CRES, Manager of Solar Keymark Network, [drosou@cres.gr](mailto:drosou@cres.gr)

## List of participants

Mr / Ms	First name	Second name	Company	Category	Country
Ms	Maria del Val	Varas Garcia	AENOR	CB	Spain
Mr	João	Santos	CERTF - Associação para a Certificação	CB	Portugal
Mr	Sören	Scholz	DIN CERTCO GmbH	CB	Germany
Ms	Ina	Förster	DIN CERTCO GmbH	CB	Germany
Ms	Sophie	Bocquillon	EUROVENT CERTITA CERTIFICATION	CB	France
Mr	Matteo	Sartori	Kiwa Cermet Italia S.p.A.	CB	Italy
Mr	Nikos	Kanatsoulis	MIRTEC S.A.	CB	Greece
Ms	Charlotte	Ehn	RISE Research Institutes of Sweden	CB	Sweden
Mr	Andreas	Bohren	SPF	CHAIR	Switzerland
Mr	JOSE	Hernandez	AENOR	IN	SPAIN
Mr	Markus	Barek	Sunlumo	IN	Austria
Mr	Robert	Buchinger	Sunlumo	IN	Austria
Mr	Christian	Stadler	Arcon-Sunmark GmbH	IR	Germany
Mr	Oscar	Mogro	BDR Thermea BV	IR	Spain (The Netherlands)
Mr	Hanspeter	Weiss	Ernst Schweizer AG	IR	Switzerland
Mr	Harald	Poscharnig	GREENoneTEC Solarindustrie GmbH	IR	Austria
Mr	Costas	Travasaros	Prime Laser Technology	IR	Greece
Mr	Thomas	Althaus	Ritter Energie- und Umwelttechnik GmbH & Co. KG	IR	Germany
Mr	Jan Erik	Nielsen	SolarKey Int.	MAN	Denmark
Ms	Vassiliki	Drosou	ELOT/NQIS_CRES	OBS	GREECE
Mr	Karim	BAKARI	IMANOR	OBS	Morocco
Mr	Stefan	Mehnert	ISE	OBS	Germany
Mr	Konstantin	Geimer	ISE	OBS	Germany
Mr	Bilel	Benmoussa	INNORPI	OBS	Tunisia
Mr	Christos	Travasaros	Prime Laser Technology	OBS	Greece
Mr	Geoffroy	Cazenave	Solar Heat Europe / ESTIF	OBS	EU
Mr	Leopoldo	Micò	Solar Heat Europe / ESTIF	OBS	EU
Mr	Jean-Marc	Suter	Suter Consulting	OBS	Switzerland
Mr	Pedro	Dias	Solar Heat Europe / ESTIF	SEK	EU
Mr	Paris	Kyriakou	Applied Energy Laboratory	TL	Cyprus
Mr	Emmanuel	Leger	CETIAT	TL	France

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Mr	Daniele	Bernacchioni	ICIM S.p.A.	CB	Italy