

PV Global Japan TC Chapter PV Materials Japan TC Chapter Joint Meeting Summary and Minutes

Japan Standards Spring 2016 Meetings
Monday, April 18, 2016, 2:30 p.m. - 4:30 p.m.
SEMI Japan office, Tokyo, Japan

Next Committee Meeting

TBD

Committee Announcements (optional)

None

Table 1 Meeting Attendees

PV Committee/Co-Chairs: Kazuhiko Kashima (Kashima Engineering), Masaaki Yamamichi (AIST), Hiromu Takatsuka (PVTEC)

PV Materials Committee/Co-Chairs: Kazuhiko Kashima (Kashima Engineering), Takashi Ishihara (Mitsubishi Electric), Tetsuo Fukuda (AIST)

SEMI Staff: Chie Yanagisawa

Attendee: 5 + **SEMI:** 1

<i>Company</i>	<i>Last</i>	<i>First</i>	<i>Company</i>	<i>Last</i>	<i>First</i>
AIST	Yamamichi	Masaaki	Kashima Engineering	Kashima	Kazuhiko
AIST	Fukuda	Tetsuo	Mitsubishi Electric	Ishihara	Takashi
Fujifilm	Hayashi	Toshiaki	SEMI Japan	Yanagisawa	Chie

** alphabetical order by company name*

PV Japan TC Chapter

Table 2 Leadership Changes

<i>Group</i>	<i>Previous Leader</i>	<i>New Leader</i>
None		

Table 3 Ballot Results (or move to Section 4, Ballot Review)

<i>Document #</i>	<i>Document Title</i>	<i>Committee Action</i>	<i>A&R Forms for Approved Ballots</i>
None			

Table 4 Authorized Ballots

Listing of documents approved by the committee for letter ballot.

<i>#</i>	<i>When</i>	<i>SC/TF/WG</i>	<i>Details</i>
None			

Table 5 Authorized Activities

New Task Force Activities

<i>#</i>	<i>Type</i>	<i>SC/TF/WG</i>	<i>Details</i>
None			

Table 6 New Action Items (or move to Section 8, Action Item Review)

<i>Item #</i>	<i>Assigned to</i>	<i>Details</i>
None		

Table 7 Previous Meeting Actions Items (or move to Section 8, Action item Review)

<i>Item #</i>	<i>Assigned to</i>	<i>Details</i>
None		

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Table 8 Leadership Changes

<i>Group</i>	<i>Previous Leader</i>	<i>New Leader</i>
None		

Table 9 Ballot Results (or move to Section 4, Ballot Review)

<i>Document #</i>	<i>Document Title</i>	<i>Committee Action</i>	<i>A&R Forms for Approved Ballots</i>
None			

Table 10 Authorized Ballots

Listing of documents approved by the committee for letter ballot.

<i>#</i>	<i>When</i>	<i>SC/TF/WG</i>	<i>Details</i>
None			

Table 11 Authorized Activities

New Task Force Activities

<i>#</i>	<i>Type</i>	<i>SC/TF/WG</i>	<i>Details</i>
6016	SNARF	PV Materials TF	SNARF for New Standard: Test Method for Exposure Durability of PV Cells to Acetic Acid Vapor

Note: SNARFs and TFOFs are available for review on the SEMI Web site at:

<http://downloads.semi.org/web/wstdsbal.nsf/TFOFSNARF>

Table 12 New Action Items (or move to Section 8, Action Item Review)

<i>Item #</i>	<i>Assigned to</i>	<i>Details</i>
None		

Table 13 Previous Meeting Actions Items (or move to Section 8, Action item Review)

<i>Item #</i>	<i>Assigned to</i>	<i>Details</i>
None		

1 Welcome, Reminders, and Introductions

Masaaki Yamamichi (AIST), co-chair, called the meeting to order at 2:30 p.m. The meeting reminders on antitrust issues, intellectual property issues and holding meetings with international attendance were reviewed. Attendees introduced themselves.

2 Review of Previous Meeting Minutes

The committee reviewed the minutes of the previous joint meeting.

Motion:	Approve the previous meeting minutes as written.
By / 2nd:	Tetsuo Fukuda (AIST) / Kazuhiko Kashima (Kashima Engineering)
Discussion:	None
Vote:	2 in favor and 0 opposed. Motion passed.

3 Liaison Reports

3.1 *China PV TC Chapter*

Chie Yanagisawa (SEMI Japan) reported for the China PV TC Chapter as attached.

Attachment: [01_China Photovoltaic Committee Chapter Liaison Report20160322](#)

3.2 *Europe PV Materials TC Chapter*

Chie Yanagisawa (SEMI Japan) reported for the Europe PV Materials TC Chapter as attached.

Attachment: [02_Europe PV Standard Committee Liaison Report Mar 2016](#)

3.3 *North America PV Materials TC Chapter*

Chie Yanagisawa (SEMI Japan) reported for the North America PV Materials TC Chapter as attached.

Attachment: [03_PVMaterials NA TC Chapter Liaison Report April 2016](#)

3.4 *Taiwan Photovoltaic TC Chapter*

Chie Yanagisawa (SEMI Japan) reported for the Taiwan Photovoltaic TC Chapter as attached.

Attachment: [04_Taiwan PV Standard Committee Liaison Report Mar 2016](#)

3.5 *SEMI Staff Report*

Chie Yanagisawa (SEMI Japan) gave the SEMI Staff Report as attached.

Attachment: [05_SEMI Staff Report 20160415_v1.1](#)

PV Japan TC Chapter

4 Ballot Review

None

5 Subcommittee & Task Force Reports

None

6 Old Business

None

7 New Business

None

8 Action Item Review

8.1 Open Action Items

There is no open action item.

8.2 New Action Items

There is no new action item.

PV Materials Japan TC Chapter

9 Ballot Review

None

10 Subcommittee & Task Force Reports

10.1 Japan PV Materials Task Force

Tetsuo Fukuda (AIST), co-leader, reported that the TF meeting was held on February 15, 2016 and agreed to propose a new SNARF for Test Method for Exposure Durability of PV Cells to Acetic Acid Vapor at “New Business section” of this meeting .

11 Old Business

None

12 New Business

12.1 Proposal of a new SNARF for Test Method for Exposure Durability of PV Cells to Acetic Acid Vapor

Tetsuo Fukuda (AIST), co-leader of Japan PV Materials Task force, explained that the SNARF draft was distributed to TC Members of both PV and PV Materials for two weeks review on March 22, 2016 and the content of the SNARF draft to the committee. He made a proposal as following.

Motion:	Approve the new SNARF for Test Method for Exposure Durability of PV Cells to Acetic Acid Vapor
By / 2nd:	Tetsuo Fukuda (AIST) / Kazuhiko Kashima (Kashima Engineering)
Discussion:	None
Vote:	3 in favor and 0 opposed. Motion passed.

13 Action Item Review

13.1 *Open Action Items*

There is no open action item.

13.2 *New Action Items*

There is no new action item.

14 Next Meeting and Adjournment

The next joint meeting of the Japan PV TC Chapter and the Japan PV Materials TC Chapter to be decided.

Respectfully submitted by:
 Chie Yanagisawa
 Manager
 SEMI Japan
 Phone: +81.3.3222.5863
 Email: cyanagisawa@semi.org

Minutes approved by:

Masaaki Yamamichi (AIST), Co-chair / PV	June 14, 2016
Takashi Ishihara (Mitsubishi Electric), Co-chair / PV Materials	June 14, 2016
Tetsuo Fukuda (AIST), Co-chair / PV Materials	June 14, 2016

Table 14 Index of Available Attachments #1

#	<i>Title</i>	#	<i>Title</i>
01	China Photovoltaic Committee Chapter Liaison Report 20160322	04	Taiwan PV Standard Committee Liaison Report Mar 2016
02	Europe PV Standard Committee Liaison Report Mar 2016	05	SEMI Staff Report 20160415_v1.1
03	PV Materials NA TC Chapter Liaison Report April 2016		

#1 Due to file size and delivery issues, attachments must be downloaded separately. A .zip file containing all attachments for these minutes is available at www.semi.org. For additional information or to obtain individual attachments, please contact [SEMI Staff Name] at the contact information above.