



## CAB Expert Group meeting, 17 August 2020

Teams meeting

### Participants

- Tuomo Toivanen, Liikennevakuutuskeskus (LVK)
- Jouko Sohlberg, Autoalan keskusliitto (AKL)
- Markus Markkanen, Autotuoajat ja -teollisuus (AT)
- CAB Group:
  - Kristian Révay, Manager Time Standards and BI
  - Timo Ristiniemi, Time Study Technician
  - Johanna Tudeer, Country Manager CAB Group Finland Oy (group's coordinator and secretary)

### Meeting agenda

- Acceptance of the agenda
- Presentation of the participants
- The objectives of the Expert Group meetings
- Members of the meetings
- Meeting practices and setting the agenda for the meetings
- Discussion on how to communicate about the meetings and sharing of the documentation
- Discussion on the Finnish needs and prioritization of the needs
- Dates for the next meetings

### Opening of the meeting

Johanna Tudeer opened the first meeting of the Finnish Expert Group in Teams.

### Discussion and decision topics

In addition to the topics listed in the meeting agenda, the Group had the task to discuss and decide on the following topics:

1. Setting the agenda for the meetings
2. Frequency for the next meetings
3. Discussion on the Finnish needs and prioritization of the needs
4. How to communicate about the meetings and sharing of the documentation
5. Signing of the annex to the framework agreement
6. Date of the next meeting.

These will be described in more details in the next chapters.



## Setting the agenda for the meetings

A standard agenda for the two main meetings held twice a year is:

- Presentations of the participants (if new members or visitors)
- Last meeting's minutes and possible open issues from the last meeting
- Latest news and trends on the market: Insurance & Motor give a short presentation
- Status on the vehicle analysis (CAB)
- Short summary on the latest CABAS news (CABAS Release notes will be attached to the meeting agenda)
- Status of the time studies and next steps
- Status of the priorities
- Communication (what will be communicated and how)
- Other issues
- Next meeting.

In other possible meetings, the list of topics will be shorter and focus on the matter in question.

The meeting agenda will be sent to the participants the latest 14 prior to the meeting.

## Frequency of the next meetings

There will be two main meetings a year with the above described agenda.

In addition to that, shorter meetings focusing on separately agreed topic(s) will be arranged, as needed.

## Communication

As a general rule, the material and minutes of the meetings should be transparent and not contain any confidential information, thus available for all stakeholders.

The group decided to agree after each meeting how best to distribute the material.

Access to the material would be via CABAS to ensure a safe storage. For group members the material will also be shared via e-mail.

## Market needs and prioritization

To ensure a good representation of the relevant market needs, AKL, LVK and AT will have a common meeting to discuss these issues. Based on this, they will present the priority list in the next Expert Group meeting on 13 October 2020.

For reference, they will use the current Swedish priority list which is described below.

CAB Time Study team has currently prioritized the following study areas:



- Sheet metal and aluminium alignment, with the target of Introducing a new surface alignment time standard for both materials.
- Software:
  - Handling error codes (subject to re-consideration due to large differences between difference makes and good availability of OEM times)
  - Calibration
- Headlamp adjustment
- Emptying/filling the AC
- Wheel alignment
- Tyre change.

In addition to the above, CAB plans to make a control study for paint, to check if there are any relevant changes in the processes or paint materials in comparison to the last paint study.

### **Signing of the annex to the framework agreement**

As stated in the framework agreement, all participants to the Expert Group, also visitors, will commit to comply with the requirements of the competition law, as described in the Annex to the agreement.

CAB will send the Annex for signing via a digital signing tool to all participants before the next meeting.

### **Next meeting**

The next meeting will focus on the Finnish needs and priorities as well as the status of CAB Time studies.

Date and time: Tuesday 13 October at 10.00-11.30.

### **Attachments:**

- Presentation material