At the end of the year under review, the CTPA Board of Directors comprised:

**Dr Gerald (Ged) O’Shea**
Chairman, CTPA
Global Innovation Director, Walgreens Boots Alliance

**Massimiliano (Max) Costantini**
Vice-chairman, CTPA
Chief Executive Officer, Mibelle Group

**Aimee Goldsmith**
Vice-chairman, CTPA
Associate Director Communications – UK, Ireland & Nordics, Procter & Gamble UK

**Dionne Anderson**
Managing Director, H Bronnley & Co UK

**Mark Bleathman**
VP Brand Building Personal Care UKI, Unilever UK

**Michel Brousset** (31 Mar 2015)
Country Managing Director UK and Ireland, L’Oréal (UK)

**Jacqueline Burchell**
Global Marketing and Product Development Director, PZ Cussons Beauty

**Paul Gaff** (8 Sept 2015)
General Counsel, Chanel

**Lee Gelder**
Managing Director, Godrej Consumer Products (UK)

**Christopher (Chris) How**
Chief Executive Officer, Swallowfield plc

**Edward (Ed) Hughes** (23 Jun 2015)
Senior UK Counsel, Estée Lauder Cosmetics

**Dr Marie Kennedy**
Director International Compliance, Elizabeth Arden New York

**Joanna (Jo) Leonard**
Director Regulatory Affairs – Consumer Healthcare GB & Ireland, GlaxoSmithKline Consumer Healthcare

**Dr Amanda Long**
Director Regulatory Affairs EMEA, Avon Cosmetics

**Massimo Poli**
Vice-President & General Manager, Colgate-Palmolive (UK)

**Brian Riddick**
Vice President UK & Ireland, Coty UK

**Debbie Rix***
UK General Manager, Mass, Kao Corporation

**Alan Ross** (1 Dec 2015)
Marketing Director Skincare & CHC, Northern Europe, Johnson & Johnson

Where Directors were appointed during the year, the date of appointment is given in brackets.
Resignations from the Board during 2015

Eleonore Droulers (23 Oct 2015)
Marketing Director Skincare, Northern Europe,
Johnson & Johnson

Chris Good (23 Jun 2015)
President UK & Ireland, Estée Lauder Companies UK

Martin Hamilton (1 Sep 2015)
Legal Director/Company Secretary, Chanel

Jean-Jacques Lebel (10 Mar 2015)
Non-Executive Chairman, L’Oréal (UK)

Anke Menkhorst (1 Sep 2015)
President, Kao (UK)

Executive Staff

Dr Christopher (Chris) Flower
Director-General

Deborah (Debbie) A Hunter
Director of Commercial Affairs

Dr Emma Meredith
Director of Science

Olivia Santoni
Head of Regulatory & International Services

Honorary Treasurer

John Harold

Company Secretary

Joyce Traylen

Solicitors
Norton Rose Fulbright LLP

Auditors
Crowe Clark Whitehill LLP

Bankers
Barclays Bank Plc
One of the roles of an effective trade association is to provide strong leadership in times of change and uncertainty. This must go beyond simple consistency in explaining the responsibilities a company must shoulder in placing cosmetic products onto the market but should look ahead to the challenges the industry might face in future, to explore options for meeting those challenges and to propose and enact those things necessary so to do. In this respect, the second Members’ Event, held in 2015, generated a wealth of ideas to stimulate such a review.

During the year, myself and the CTPA Vice-chairs along with the Association management have begun the job of a wide-ranging strategic review over the roles and responsibilities of CTPA now and in the future. This is not to say anything is broken, but the time to check the roof is when the sun is shining, not when the rain is coming through.

This is not a simple task but has to be carried out in the light of many uncertainties including the growth of e-commerce in its various guises, the wider access of the global citizen to products from other markets, the greater collaboration between cosmetic associations globally and the phenomenal growth in online communications. Now that anyone can be their own publisher, the context within which CTPA has developed its communications operation is changing rapidly and we must ensure we are part of those conversations where they happen and not waiting for potential readers to come to us.

Another element of the mix is that of enforcement of the legislation under which manufacturers operate. It is only fair that the law is enforced to avoid the consumer being exposed to unsafe, ineffective or poor quality cosmetics, including counterfeits. Unless there is effective enforcement, reputable companies and the trust the consumer places in their brands could be undermined.

I am therefore especially glad that our sector has a lead officer within Trading Standards (TS) with whom we have a very good relationship, along with officials within the Department of Business, Innovation and Skills (BIS). The lead officer has attended many of our seminars during the year and often discusses the practical aspects of interpretation and enforcement with us, promoting best practices and ensuring companies have access to consistent advice. The role of Trading Standards is key to protecting the consumer and CTPA hopes both TS and BIS will continue to receive the necessary level of government support.

The relationship CTPA has with BIS and TS has also expanded into contact with the Home Office, which has taken a lead in expanding understanding of alternatives to animal testing and their use in product safety assessment to major non-European markets. The success, knowledge and experience of the cosmetics industry in this field have been pivotal in underpinning work at senior government level to promote globally the European approach to cosmetic product safety where animal testing is no longer any part of the programme and hasn’t been for many years.

So, for the year ahead, CTPA will be building upon the work of 2015 to prepare the Association to move with the times, to be ahead of the crowd and to demonstrate leadership in re-thinking how and where an association engages with its many audiences in a world that is so very different to that in which the Association was founded in 1945.

In particular, I would like to thank the CTPA staff for their continued dedication and hard work in supporting the Association and the industry. My thanks also to the Board members for their support and to all our members who devote time and effort to the Association’s work.
Executive Summary

To me, the highlights of 2015 were the CTPA Members’ Event in June and the 70th Anniversary celebratory lunch in November. The former built upon the ground that we broke in 2014 with the first of such events. However, this time we went further and challenged members with alternative views of the world and the major changes that are happening around us. We challenged members with alternative views of how to prepare for and manage that future. Our members responded in style and provided a rich fund of ideas and reactions of their own that will shape CTPA in the years ahead.

We heard, for example, that the phenomenal growth of the internet, of social media and of accessible online platforms has led to the re-wiring of the brain circuits of vast swathes of the population. People reach their conclusions on the basis of small snippets glimpsed through a sea of fast-moving information. Those conclusions are likely to be based on a superficial reading of lots of similarly superficial material; and, once they are formed, it may prove difficult to shift those opinions. In essence, people are losing the ability to gather and weigh large amounts of complex material and reach a balanced judgement in which the value of each contribution is judged on its merits. Instead, the ‘truth’ of a position is being judged on the number of ‘likes’ a statement has on a social media site.

This will have profound implications for the way we communicate, not just with the public at large but also with regulatory authorities. Carefully argued cases for one sector may fail to succeed because of politics and government policies but I would hope never to see those policies based on, for example, crowd-sourced data as a measure of public opinion. However, the future is nothing if not unpredictable.

By way of contrast, the 70th Anniversary Luncheon was a wonderful opportunity to celebrate the long and successful history of the CTPA with many members and staff from the past and the present. We reflected upon the journey CTPA has been on from those early times campaigning against taxes on luxury goods, through the increasing complexity of legislation both in the UK and more widely across Europe to the present day. Of course, science and technology have moved forwards in leaps and bounds; today’s consumers have access to a variety of products quite unimaginable to the consumer of seventy years ago; quality, efficacy and safety have never been higher; and yet the challenges have also grown. Today’s speed of communication and the sheer volume now being processed would have been inconceivable to someone who once had to pre-book a telephone call to mainland Europe. Now anyone can talk to the world, instantly, from their mobile telephone, anywhere.

Taken together, these two highlights provide the reasoning why CTPA will have to review its communications constantly; not just what we say and how and when we say it but where we say it too. Given all our investment in establishing CTPA as the authoritative public voice of a vibrant and responsible industry, we must remain visible if we are to retain trust in our actions toward the consumer. Visibility today means much more than just writing a carefully crafted letter to one of the broadsheet newspapers, but creating a space that others want to come to because of what you say and for what you stand.

Executive Comment

The Association has continued to build upon its programme of demonstrating trustworthiness to members and stakeholders alike. By working closely with its members, the Competent Authorities, Trading Standards and other stakeholders CTPA ensures that best practices are developed and disseminated with clear guidance on the strict laws for cosmetic products. An Association whose members are trusted to act responsibly has a credible voice and use of the members’ logo showing a company supports the aims and objectives of that Association adds value to its business. Such a compendium of expertise demonstrates an industry that is both responsible and trustworthy.
European Cosmetic Products Regulation

July 2015 marked the second anniversary of the implementation of the EU Cosmetics Regulation (EC) No.1223/2009, which replaced the 1976 Cosmetics Directive. Whilst the Regulation was intended to harmonise the requirements that ensure human safety and remove technical barriers to trade by replacing all national cosmetics regulations, differences between interpretations in the different Member States still exist. Cosmetics Europe, CTPA and the other European national associations have been actively engaging the Members States to promote harmonisation throughout the EU.

Claims
In 2016 the European Commission must write a report for the European Parliament regarding the use of cosmetics claims on the basis of the common criteria. In anticipation of the report, in 2015 the European Advertising Standards Alliance carried out a survey of cosmetics advertisements across five countries on behalf of Cosmetics Europe.

Cosmetics Europe also undertook a second survey of its membership which focussed on inspections due to claims. Information collected from the surveys will be shared with the European Commission as part of a white paper being submitted by Cosmetics Europe, the aim of which is to place the common criteria into their proper context as being just one part of a comprehensive system regulating advertising and claims.

Cosmetic Products Notification Portal (CPNP)
The Cosmetics Regulation introduced a Europe-wide centralised notification system to hold information about every single cosmetic product on the European market. Enforcement authorities and Poisons Centres in each EU country may access the system directly to obtain the information they need.

The European Commission routinely publishes updates to the CPNP and a new release was added in 2015. The release included improvements intended for Poison Information Centres and Competent Authorities, as well as an amendment for Responsible Persons where European Economic Area (EEA) countries were added as an option for entering the country of origin for imported products.

CTPA follows developments closely and continues to provide expert help to its members on the CPNP.
Ingredient Safety
The Scientific Committee on Consumer Safety (SCCS) is an expert scientific committee which reviews ingredients at the request of the European Commission. Upon receipt of a mandate to assess an ingredient from the Commission, the SCCS will review a safety dossier, usually submitted by the cosmetics industry and ingredient suppliers, which has been prepared in support of the ingredient. Once the SCCS review is complete, including an opportunity for public comment, the SCCS publishes its expert opinion in the form of a risk assessment. The Commission, in conjunction with a committee made up of representatives of EU governments, will then make a risk management decision as to whether any regulatory action is required and, if so, will proceed to legislate accordingly.

In 2015, the SCCS received 16 mandates to review ingredients and adopted 23 draft opinions and 19 final or revised opinions. The opinions covered ingredients used generally in cosmetics, including preservatives, UV filters and hair dyes.

Annexes to the Cosmetics Regulation
When the Annexes were transposed from the previous 1976 Cosmetics Directive to the new Cosmetics Regulation published in 2009, errors were introduced. A Cosmetics Europe Expert Team, consisting of representatives from member companies and EU national associations (including CTPA), has undertaken a comprehensive review of the Annexes and shared a detailed list of the errors with the Commission. At the end of 2014, a Working Group at the European Commission began its review of Annex III and collation of comments continued in 2015. Review of Annexes II, IV, V and VI will be undertaken once the review of Annex III is complete.
Hair Dye Positive List
The European Commission and industry have been working through a hair dye strategy over the last ten years with the ultimate aim being the addition of a positive list for hair dyes as an annex to the Cosmetics Regulation. Until the strategy is complete, as an intermediate step, the Commission is including positively-assessed hair dyes on Annex III and negatively-assessed hair dyes on Annex II to the Regulation.

In 2015, the SCCS adopted six final opinions and one draft opinion on hair dyes, as well as being mandated to review a further four hair dyes. In addition, Commission Regulation (EU) No. 2015/1190 was published in the Official Journal to the European Union adding nine new hair dyes to Annex III. We do not yet have a date for the positive list being implemented.

Nanomaterials
Under the Cosmetics Regulation there is a legal obligation for the European Commission to publish a catalogue of nanomaterials used in cosmetic products by January 2014. However, it became apparent when preparing for that catalogue that some materials had been erroneously listed as ‘nano’ upon notification. The publication of this information by the required date would have resulted in the inclusion of a large number of non-compliances in product notifications.

The cosmetics industry was provided with the possibility to take corrective action prior to publication of the catalogue and this led to a reduction in the number of inconsistencies. Because a large number still remained, the Commission announced it would delay publication of the catalogue until the end of 2015 and Member State Competent Authorities would contact Responsible Persons who were deemed to be non-compliant (i.e. notification of a nanomaterial where notification is not required).

At the year end, we were still awaiting publication of the catalogue of nanomaterials.

Endocrine Disruptors
An endocrine disruptor is defined by the World Health Organisation (WHO) as an exogenous substance or mixture that alters function(s) of the endocrine system and consequently causes adverse health effects in an intact organism.

The Biocidal Products Regulation and Plant Protection Products Regulation require criteria to be set for endocrine disruptors. The European Commission set out its ‘roadmap’ to determine criteria in June 2013 and in 2014 possible options for setting criteria were the subject of a public consultation.

In 2015, the Commission published a report on the wide and varied responses to its public consultation on defining criteria for identifying endocrine disruptors. The Commission indicated that the next stage in the process would be to test the different criteria options using a range of substances. The list of substances will include over 50 cosmetic ingredients. The cosmetics industry, via Cosmetics Europe, has met the Commission on several occasions to stress the importance of this issue and to explain that, although undertaken in the framework of the pesticides and biocides regulations, any criteria adopted will have an impact on the Cosmetics Regulation.

CTPA continues to be involved in the Cosmetics Europe Expert Team Endocrine Modulation.
Fragrance Ingredients
Fragrance ingredients have been the focus of discussion in the EU following the 2012 SCCS opinion on fragrance allergens in cosmetic products. This opinion was based on a systematic and critical review of the scientific literature to identify fragrance allergens, including natural extracts, relevant to consumers. In 2014, the European Commission undertook a public consultation on a proposal to submit additional fragrance ingredients to the obligation of individual labelling and to prohibit three ingredients.

A report summarising the large number of responses to the public consultation was published in 2015 and in the conclusion the Commission indicated that it would now analyse the responses and determine the next steps. CTPA is following the issue closely.

Preservatives
Preservatives are ingredients designed to protect products, and therefore the consumer, against contamination by micro-organisms during storage and continued use. Annex V to the Cosmetics Regulation controls the use of preservatives in cosmetic products and only preservatives listed on this Annex are permitted for use. There are 58 entries on Annex V and, of these, less than 20 are considered to be frequently used. Nine of the frequently used preservatives have been reviewed by the European Commission in recent years.

If the palette of permitted preservatives shrinks further, there are concerns that the potential for skin irritation and allergy could increase through increased exposure to the smaller number of approved preservatives. In addition to a shrinking palette, there is also the challenge of adding new preservatives to Annex V. At present, validated alternatives are not available for all of the animal tests currently required according to the SCCS Notes of Guidance to provide the necessary data to support the addition of new preservatives to Annex V. It must also be acknowledged that ‘free from’ and ‘does not contain’ claims have contributed to negativity and consumer uncertainty towards safe and effective preservatives.

In response to these issues, a Cosmetics Europe Expert Team Product Preservation (ETPP) continued its work on a global strategy that will ensure all parties understand the importance of product preservation and will support adequate preservation of cosmetic products. ETPP works with the Personal Care Products Council (PCPC) in the US and the European Federation for Cosmetic Ingredients (EFCI). CTPA is a member of ETPP. In 2015, ETPP developed a review programme to support Annex V preservatives for consideration by the Cosmetics Europe Board. The project is of key importance as it is hoped it can progress further and successfully in 2016.
Review of the Year

Related Chemicals Legislation

The Cosmetics Regulation specifies how and what ingredients can be used in cosmetic products through both annexes and articles. Restrictions can include concentration limits, types of product and labelling requirements, to name a few.

In addition to the Cosmetics Regulation, there are other pieces of chemical legislation that should also be taken into account when considering what ingredients to use. CTPA follows all regulations that may affect both cosmetic ingredients and products and ensures its members are alerted accordingly.

REACH

The European Registration, Evaluation and Authorisation of Chemicals (REACH) Regulation requires that all chemical substances manufactured or imported into the European Economic Area, in a quantity between 1 and 100 tonnes per year, are registered by 31 May 2018.

In order to be able to continue to use substances that fall into this category in cosmetic products from 1 June 2018, companies must ensure that registration takes place prior to the deadline and that the cosmetic use of the substance is covered in the registration dossier. The European Chemicals Agency (ECHA) has advised that companies start to prepare for the 2018 REACH registration deadline. ECHA has developed a REACH portal, titled “Know your portfolio and start preparations for REACH 2018”, which offers relevant tips and links.

CTPA continues to work with its scientific, regulatory and raw material supplier committees to ensure that all members are fully informed and compliant ahead of the 2018 deadline.

CTPA will be holding a seminar on REACH in 2016 (open to members and non-members) to help all companies along the supply chain be aware of the implications of the 2018 requirements.

Access and Benefit Sharing (ABS) Regulation

Commission Regulation (EU) No 511/2014 on compliance measures for users of the Nagoya Protocol on Access to Genetic Resources and the Fair and Equitable Sharing of Benefits Arising from their Utilisation came into force on 16 April 2014. The main requirements relevant to the cosmetics industry (user obligations, due diligence, monitoring user compliance and best practices) became applicable on 12 October 2015.

To ensure better understanding of the ABS Regulation, Cosmetics Europe, the International Fragrance Association (IFRA), EFFCI and the European Organization of Cosmetic Ingredients Industries and Services (UNITIS) have together developed a best practice document for the cosmetics industry. In addition, the four associations held a ‘train the trainers’ workshop to train the national associations on the intricacies of the ABS Regulation. In November 2015, CTPA ran a seminar to share that information with members.

Classification, Labelling and Packaging (CLP) Regulation

In 2009, the European Parliament and Council adopted a Regulation on the Classification, Labelling and Packaging of Substances and Mixtures (CLP), based on the Globally Harmonised System of Classification and Labelling of Chemicals (UN GHS), which became fully applicable to mixtures on 1 July 2015.

All finished cosmetic products (as defined in the Cosmetics Regulation), including those in aerosol packaging, are exempt from the CLP Regulation, including those in aerosol packaging, are exempt from the CLP Regulation. However, Commission Directive 2013/10/EU, which amends the Aerosol Dispenser Directive (ADD), 75/324/EEC, refers to the CLP logos and hazard warnings under the labelling requirement of the CLP Regulation. Therefore, although cosmetic products are excluded from the CLP Regulation, cosmetic products in aerosol packaging must bear the CLP labelling in order to comply with the ADD. The labelling requirements were applicable from 1 July 2015. The notification part of the CLP is not included in the ADD and therefore is not applicable to cosmetic products in aerosol packaging.
International

China
Review of Chinese Legislations
In 2015, the Chinese Food and Drug Administration (CFDA) began a review of its cosmetics legislation. Draft projects on the revision of the Cosmetic Hygiene Standard, Administrative Measures for Cosmetics Labelling, update of the past-used ingredients inventory and the recast of the cosmetics regulation, named Cosmetic Supervision & Administration Regulation (CSAR), were published.

The Cosmetics Europe Task Force China and the CTPA International Committee have been involved in the different consultations. Developments are expected in 2016 and 2017.

Alternatives to Animal Testing
In November 2015, a partnership between the China National Institute for Drug Control (NIFDC), the British Home Office, the European Union China Chamber of Commerce (EUCCC) and Cosmetics Europe organised a cosmetic safety assessment event in Beijing to promote safety assessment and alternative non-animal testing methods in China. CTPA provided help and advice to the Home Office during the preparation of this event.

The European regulators and the cosmetics industry continue to promote alternatives to animal testing and share knowledge of the European bans on animal testing with other international bodies. On 21 October, the CTPA’s Director-General was invited to participate in a reception at Mansion House, London, to witness the signing of a number of important trade and research deals between Britain and China in the field of life sciences. Speaking at the event, the Minister for Life Sciences, George Freeman, referred to animal testing as a key issue where Britain and China were engaged in talks.

India
CTPA has chaired the Cosmetics Europe Task Force India for a number of years and, in 2015, was very pleased to be able to organise the visit of the Indian Beauty & Hygiene Association (IBHA) to Cosmetics Europe and the CTPA.

Heavy metals
In 2015, IBHA and Cosmetics Europe worked collaboratively to resolve issues regarding traces of heavy metals in cosmetics, in particular traces of mercury. In India the current limit for mercury in finished cosmetic products is 0ppm (parts per million). A request has been made by the cosmetics industry to amend the Indian legislation to adopt a limit of 1 ppm for traces of mercury in finished cosmetic products. If this proposal is accepted, it will mean that the limit for traces of mercury in India will be in line with that of the International Co-operation on Cosmetics Regulation (ICCR).

Registration dossier

Self-declaration of compliance with the animal testing ban
The Indian Ministry of Health (MoH) released a circular (Clarification for import and registration of cosmetics) clarifying that companies can submit a one-time self-declaration of compliance with the Indian animal testing ban to the Drugs Controller General of India (DCGI). This is a significant improvement, as previously companies were required to submit this declaration to customs per shipment.

Renewal of Registration Certificate
In 2015, the cosmetics industry also welcomed the new simplified process for Registration Certificate renewal published by the MoH. The new process allows companies to submit a reduced number of documents and therefore accelerates the renewal process.

Trade facilitation
CTPA has been working with the Importing Licence Team at the Department for Business, Innovation and Skills on the new electronic Certificates of Free Sale (CFS) system. In addition, collaborative work on monitoring trade barriers in different countries has been taking place, in particular in China and the Middle East regions.

Dr Chris Flower at the Home Office Health & Life Sciences Summit between Britain and China.

5th from left, Malathi Narayanan, Indian Beauty & Hygiene Association (IBHA) meeting with CTPA staff.
The Evolution of the CTPA Packaging Manual for Members

The CTPA members-only Packaging Manual has been in existence since the 1980s providing members with information on the labelling of cosmetic products including weights and measures, aerosols, sun products and environmental labelling. It has evolved since its creation in both content and format. The manual is an essential tool for members which also acts as a source of key information on complex regulatory topics including packaging waste, transport of dangerous goods, advertising, price marking and promotional offers.

The Packaging Manual is only available to members and there is an additional annual subscription fee. As an online resource, it has the advantage of being accessible 24/7 to company staff from all over the world.

Currently, the Manual also includes information on key overseas legislations. In 2016, CTPA will be developing a separate International Manual which will provide further information on country-specific requirements. This information will cover additional topics such as registration, notification and certification.

CTPA

CTPA recognises that it cannot satisfactorily address all of the regulatory and technical issues that affect our sector without the advice and input of its members. We would like to thank all our member companies for their support in releasing their staff to take part in the work of CTPA committees, our seminars and workshops, and those committees run by Cosmetics Europe in Brussels.

Together we are stronger as we work to ensure the right conditions for our industry to flourish.
CTPAEvents

CTPA runs events for its members as and when the occasion demands and takes part in external events where they further its strategy and objectives. In 2015, CTPA ran a technical workshop, a seminar on international regulations, a member event and a celebratory event for its 70th Anniversary. The CTPA also exhibited and presented at two exhibitions during the year.

Members’ Debate & Luncheon

CTPA held its second annual Members’ Event on 23 June, the ‘Changing Face of the Cosmetics Industry – 70 years’. Held at BAFTA in London, it was attended by 140 members, guests and staff. After a series of thought-provoking short presentations, each ending with a challenging question to the audience, a reception was followed by a working lunch debating the many issues and ideas raised. Afterwards, each table fed back to the room the key messages they had developed and what, if they were in charge, CTPA should do about them. Members had been asked to ‘take off their company hats’ and consider the industry as a whole, really thinking about the future of the cosmetics industry. The feedback has provided a rich mixture of thoughts, ideas and suggestions which will help CTPA maintain its reputation as a thought-leader.

John Chave, Director-General, Cosmetics Europe feeding back members’ comments.

Members, Speakers and CTPA working on their collective thoughts and suggested actions.
A Trip Down Memory Lane

To celebrate the Association’s 70th Anniversary, a special lunch was held on 10 November when staff took ‘A Trip Down Memory Lane’ with a total of 60 guests. From the many tributes at the event and following it, it is clear that CTPA is held in high regard by past and present Chairs, Vice-chairs, committee representatives and the many friends of the Association.

Technical Workshops & Seminars

International Seminar
CTPA hosted its third International Seminar on the 23 and 24 November 2015. The event was attended by over 100 members.

Regulatory experts from the industry, Association and Government, presented on the regulatory developments in key global markets focussing particularly on ASEAN, China, India, the Middle East, Russia and South America. EU/EEA Member States’ specific requirements were also covered.

On the first afternoon Dr Chris Flower opened the event and was followed by a presentation from Mintel giving some insights on the current global market. Attendees were then briefed on regulatory changes in India and China. Members welcomed the intervention from Ruchi Nanda (BIS Trade Policy Unit - International Market Access), highlighting how the UK Government is working to fight trade barriers; specific cosmetic case examples were shared. We were very pleased to include among the attendees the BIS Importing Licence team and Trade Policy Unit - International Market Access.

The first day concluded with three interactive round-table sessions organised by regions, aimed at identifying the key regulatory difficulties and the areas of focus for the CTPA. A drinks reception and a dinner successfully provided opportunities to network with attendees, speakers, guests and CTPA staff.

The second day consisted of in-depth presentations delivered by industry experts and panel discussions on Russia, EU, the Middle East, ASEAN and South America.

ABS Regulation (Nagoya Protocol)
On 30 November 2015, CTPA held a seminar on the EU Access and Benefit Sharing (ABS) Regulation, which implements the Nagoya Protocol in the EU. The event was well attended by both raw material suppliers and manufacturing companies and was a unique opportunity to put the ABS Regulation into practice via case studies using the Cosmetics Europe ‘Best Practice for the Cosmetics Industry’. This event really helped companies to understand how the ABS Regulation will affect them and how to be prepared. It also highlighted that there are still grey areas of interpretation. The Q&A session feedback has been shared with Cosmetics Europe. Attendees also welcomed the presentation from Michael Worrell, the EUTR & ABS Project Manager at the National Measurement and Regulation Office (NMRO), in charge of enforcing the ABS Regulation in the UK.

“Fantastic speakers, really knowledgeable in their field of expertise and great to share that other people have the same issues... I thought it was just me.”

Roundtable session during the International Seminar

Ruchi Nanda (BIS Trade Policy Unit - International Market Access)
Cosmetics Basics

During 2015, the CTPA Cosmetics Basics workshops benefited a wide range of members including manufacturers, brand owners, sub-contractors and retailers.

These member-only free workshops provide an overview of the pertinent EU legislative requirements for cosmetic products as well as giving members the opportunity to discuss specific issues they are facing in their everyday job. It is an excellent way to learn more about membership benefits and how to make the best use of CTPA services, including accessing the right person at CTPA for confidential one-to-one advice.

Cosmetics Basics workshops will continue in 2016 and a Cosmetics Basics level 2 will also be organised according to member demand.

Level 1 provides an introduction to the Cosmetics Regulation and the CTPA services. New members and new staff within existing members benefit greatly from attending this workshop.

Level 2 is an advanced workshop focussing on the requirements of the Cosmetics Regulation with practical examples. This also provides the perfect opportunity for attendees to discuss specific regulatory issues with CTPA experts.

CTPA Out & About

Collaboration with Trading Standards

CTPA has been building a strong relationship with Trading Standards Officers (TSOs) over the last few years through its programme of training sessions on the Cosmetics Regulation and the attendance of TSOs at CTPA events. This relationship was further developed in 2015 with CTPA attending the 2015 Chartered Trading Standards Institute (CTSI) annual conference. As well as having a stand at the exhibition, CTPA also presented in one of the mini theatres focussing on what companies (and TSOs) need to know about the Cosmetics Regulation. CTPA was able to interact with the TSOs present at the exhibition and enhance awareness of the practical implications of the EU Cosmetics Regulation.

It was also the opportunity to launch the latest CTPA publication, ‘Supplying Cosmetic Products on the UK Market? A CTPA Guide to What You Need to Know’ which explains the obligations of cosmetic companies under the EU Cosmetics Regulation. The publication includes CTPA’s ‘10 Key Principles’ to the Cosmetics Regulation and is freely available from the Information Centre on the CTPA public website. The guide has been written in clear, everyday language and was well received by individual TSOs at the exhibition.

Making Cosmetics

CTPA has been supporting the Making Cosmetics exhibition since its inception by taking a CTPA stand and providing presentations for the seminar sessions.

In 2015, presentations were given on the Cosmetics Regulation, with updates and clarification, and an introduction to the legislation for companies new to the industry: ‘Be Compliant, Safe & Effective’. CTPA also took part in a debate led by the Society of Cosmetic Scientists ‘Cosmetic, Chemicals and the Truth’ which attracted a sizeable audience.
The world is changing at an ever-increasing rate and expert commentators have identified a number of mega-trends which influence all walks of life across the world. These will undoubtedly impact the UK cosmetics industry as certainly as science, technology and regulations do. Sometimes, however, one simply cannot see the wood for the trees, and this is where CTPA can play a key role. Associations can take a step away from the here and now, to explore what the future might have in store and consider what that association should do in order to be best able to meet the needs of its industry. CTPA will do this because its members have asked us to.

Building up from Solid Foundations
CTPA has always strived to exceed the immediate needs of members. Historically, this was based on expertise in scientific, technical and regulatory matters but since the early 2000s CTPA has built upon that solid foundation to develop an expertise in pro-active communications in order to positively impact trust. The key collateral was built from two initial platforms: firstly explaining the difference between hazard and risk and pressing for risk-based decision-making by regulators both in the UK and more widely; and secondly on self-esteem and the contribution that positive self-esteem brings to the individual, to their circle of friends and family and to society as a whole. From there, our pro-activity has evolved to increasingly address issues at their root, with pro-active strands of work designed to tackle topics that could impact trust in advance of their surfacing – always guided by what's important to our members.
Underpinned by What Helps or Hinders our Members  
In 2014, CTPA began a journey with members to source even more input from them. At a CTPA-hosted members’ event, members were asked to explain what it was that kept them awake at night. In effect, they were asked what their key concerns were and whether CTPA was providing appropriate support in those areas. The outcome was reassuring in that both CTPA and its members saw robust issues management to be the key deliverable and that generally that need was met.

For the next step of the journey, CTPA set itself a deliberately more difficult path. In 2015, we hosted a second members’ event that built upon the first but was more challenging to the audience and consequently to the Association as well. Views on how to manage issues were aired as we heard that information itself can be dangerous in today’s superficial sound-bite digital world because people are increasingly unable or unwilling to manage complex thinking; yet there has to be a balance struck between complexity and simplicity whether in messages or in the evidence supporting those messages. We were challenged over whether our messages are delivered to where the audience actually is and whether those messages are attention-grabbing enough; and we were asked to consider what are we afraid of as we work on reputation and trust for the industry and the Association.

These and other issues were debated by members who concluded that CTPA must still put robust issues management as its top priority but, in an increasingly digital and interlinked world, should not restrict its activities to reacting to existing issues or those that are just UK-based, but actively seek to manage those issues that threaten the industry ahead of them arising no matter where in the world they originate. Quite a challenge!

So we return to the theme of global mega-trends and what they foretell for the UK cosmetics industry. The number of such mega-trends varies with different commentators but those which seem of direct relevance here are the growth of digital access and what that means for speed of communications on one hand and changes in the retail environment on the other. This leads to an increasing globalisation of the market where people can access products from around the world from wherever home happens to be. How is this to be policed and by whom? Where does the consumer go for redress when things are not as they ought to be? Even to what standards or regulations should a product comply when part of a global digital retail platform? Also today’s consumer is increasingly looking to products specific to them, for increased personalisation at a time of increasing wealth and increasing urbanisation.

Trust: Still the Heart of the Matter  
It means that trust in an industry, trust in its brands and products and indeed trust in its trade association will be key to future growth. Yet regulators are having to cut back on enforcement at the same time as consumers are not seeing a distinction between cosmetic products as legally defined within the European Union and other beauty products. Disappointment in one area not under the same control as our own could nevertheless damage the image of the cosmetics industry at large.

That then is the challenge which came from the members’ events. First, to expand further our international network of co-ordinated cosmetic associations and also to include those products which abut our own, areas we have called adjacencies. Second, to make use of that network to identify actions by one sector that represent a possible risk of collateral damage to the reputation of another sector and act accordingly to minimise that risk. Third, to invest in the brand equity of CTPA and what it stands for so that members see their membership as providing more than advice on legislative and technical matters, more even than robust issue management but as a positive indicator of a company that adheres to high standards in the production and supply of cosmetic products.

"...members see their membership as providing more than advice on legislative and technical matters, more even than robust issue management but as a positive indicator of a company that adheres to high standards in the production and supply of cosmetic products."

The Road Ahead  
Our future workplans will therefore be aligned with those three long-term objectives. We will invest in the international network of associations, taking opportunities for synergy and avoiding duplication of effort; we will invest in working together with those who represent the adjacencies to the cosmetics sector to co-ordinate actions and activities and thereby minimise exposure to reputational risk; and we will invest in the brand equity of CTPA and of trust in the industry we represent as the authoritative public voice of a responsible industry.
To do this, CTPA works closely with its members and its communications agency, Blue Rubicon, to create a route-map to plan activity around key issues that could affect members and impact trust in the industry. The CTPA’s main focus in 2015 was on allergy and safety. This encompassed a wide range of sub-topics, including hair colorants and PPD, so called ‘black henna’ temporary tattoos, allergy to preservatives and the unfounded scare stories relating to safe ingredients in products. By working in partnership with credible stakeholders and effectively drawing on relationships with key media, we were able to create content that addressed the issues and audiences appropriately, and generate the right opportunities to share it effectively.

**Bridging the Knowledge Gaps: The Science Behind Beauty**

Throughout 2015, the CTPA continued to build strong relationships with media, providing journalists with trusted and scientifically sound information which has been vital in encouraging accurate reporting. As part of this, in May 2015 the CTPA organised a first-of-its-kind event, in conjunction with the Society of Cosmetic Scientists (SCS) and held at the Royal Society of Chemistry (RSC), which brought scientists, journalists, members and stakeholders together under one roof for the evening.

‘The Science Behind Beauty’ event aimed to address media knowledge gaps and raise awareness and understanding of cosmetic science, focusing on issues that could impact trust and adversely influence consumer and media opinions. The event included a series of lectures, a Q&A panel discussion and a networking reception, designed to explain the depth of science behind cosmetic products and the detailed processes companies follow in order to bring innovative and high quality products to consumers, safely. The event was well-attended by CTPA and SCS members, stakeholders and the media, including journalists writing for the national press, beauty titles, consumer magazines as well as bloggers and freelance journalists.

Where CTPA invests time offline in educating and informing journalists in this way, we can see it pay off online. Over 100 tweets were sent on the night from media and stakeholders; they were 100% positive in sentiment and nearly all featured the #Sciencebehindbeauty hashtag. Feedback since the event has been overwhelmingly positive with calls for CTPA to run more ‘Science Behind’ events in the future – something which is being planned for 2016. In addition to this, it has served as a strong foundation for new relationships with journalists which has resulted in more direct enquires to CTPA before articles are published, allowing us to ensure that information is factually correct before it reaches consumers.

At the June Members’ event we heard how members want us to manage issues that can threaten the industry before they arise, and the Science Behind Beauty event demonstrated how effectively we can arm journalists with the facts in order to help mitigate against some of those potential scare-stories that can negatively impact trust, before they materialise.

**Listening and Learning: An Educational Journey**

Our ambition remains the same ‘to be the authoritative public voice of a vibrant and responsible UK industry, trusted to act responsibly for the consumer’.
Online Facts
A key source of information for consumers, journalists and stakeholders, www.thefactsabout.co.uk provides fresh and up-to-date content with timely ‘In the News’ items and Hot Topic areas. Subscribers are sent ‘In the News’ updates whenever an issue surfaces, ensuring CTPA responses reach key industry followers in a timely manner.

Since launching at the end of 2014, the CTPA has continued to add informative videos to the bank of content on its YouTube channel. For example, we were able to make the most out of the Science Behind Beauty event by recording short interviews with speakers and posting these on the YouTube channel – providing a diverse range of expert opinion. The videos from the channel are often sent to media in response to topical issues to help provide factual and easily digestible evidence to journalists when writing articles. As a result, they are often hosted on media websites - for example, the ‘Black Henna’ temporary tattoo video has been hosted on 57 different news websites, including the Mail Online.

We have continued to use Twitter @theCTPA to link to thefactsabout and the YouTube channel. Industry stakeholders have boosted these efforts, propagating our messages through retweets and mentions.

Signs of Success
Reassuring consumers: More than eight out of 10 visitors to thefactsabout are new users (86%); a higher proportion than last year and a fact that demonstrates the site continues to engage a broad audience. Significant peaks in traffic to the website are driven by media stories, which reinforces that the site is being used as intended: to reassure consumers when issues arise.

A high quality user base: ‘beauty’ is the leading term in CTPA followers’ biographies on Twitter, closely followed by ‘editor’, ‘news’, ‘health’, ‘writer’ and ‘industry’, all terms that indicate we are reaching the right people.

CTPA’s Twitter followers have a wide reach online. More than 20% have between 10–50,000 followers and 18% have between 5–10,000 followers. This demonstrates the breadth and depth of CTPA’s position online.

Building relationships transparently online: we see evidence of effective relationship-building bearing fruit on Twitter in particular. Where media scare stories have arisen, CTPA has used Twitter in response to address the issue, deploying a two-pronged approach that considers both consumer and industry stakeholders as audiences. First by reassuring consumers with advice through a link to information, and second by addressing stakeholders directly with a commitment to work collaboratively.

thefactsabout attracted 93,296 unique users in 2015, an increase from 89,925 in 2014.
Enhanced Credibility through Partnership

Strong relationships with credible third parties remain invaluable: their voices lend added weight to the industry’s narrative around key issues and they also provide influential platforms, enabling us to communicate a unified message to a wider audience.

We have continued our collaborative, pro-active engagement with stakeholder groups throughout the year to build on mutually beneficial relationships. Not only have we opened new dialogues with influential organisations such as the Royal Pharmaceutical Society (RPS), we also launched a consumer awareness campaign with the British Skin Foundation (BSF) following a survey with dermatologists. The positive dialogue we hold with these stakeholders continues to open up the opportunity for collaboration that can build trust among consumers through partnership, especially to create relevant and enticing content:

“We have enjoyed an open and honest dialogue with CTPA, which has enabled us to work constructively together on microplastic pollution – an issue that consumers are increasingly concerned about. We’re pleased to see many in the cosmetics industry taking positive, voluntary action towards phasing out these unsustainable ingredients from their products.”

Tanya Cox
Fauna & Flora International

As well as strengthening relationships with stakeholder groups, we have closely worked with the publisher Raconteur to provide industry messaging within its beauty and skincare focused special reports, distributed with The Times.

In addition, we have been continually in contact with groups and organisations which are influential in sensitive key industry issues such as plastic microparticles (microbeads) and animal testing. These conversations have enabled CTPA to impact the views of stakeholders:

“Our research into public attitudes to chemistry shows that people feel distant and emotionally disconnected from chemistry. This suggests that there is a significant opportunity to engage consumers with content that links chemistry with the things that they do every day, like cooking.”

Jon Edwards
Strategic Communications Manager, Royal Society of Chemistry

Stakeholders have played a strong role in amplifying our messages via social media, often sharing CTPA content to their own Twitter and Facebook followings, allowing us to reach a far wider audience.

British Skin Foundation

CTPA partnered with the British Skin Foundation to educate consumers on PPD allergy and warn around the dangers of so called ‘Black Henna’ Temporary Tattoos (BHTTs).

With an impactful media package of new research, a case study, images and video content, launch week alone resulted in 134 articles all of which included our allergy messaging.

In addition, 57 of those included CTPA’s BHTTs video and the campaign achieved more than 4,000 shares on social media.

CTPA’s “Why to avoid ‘black henna’ temporary tattoos” YouTube video has received over 1,000 views since the campaign with British Skin Foundation

Robust Issues Management

New issues constantly threaten trust in the industry and its products. Rapid, robust rebuttals to media scare stories continue to play a central part in ensuring the public and journalists receive fact-based messages.

Over the course of the past year CTPA has responded to over 100 media issues on a wide range of topics. Key issues have included the safe use of ingredients such as Triclosan, parabens and MI, the issues surrounding the use of plastic microparticles (microbeads) and the numerous questions surrounding sun protection products including efficacy, the safety of ingredients and application.

Close communications with members have enabled CTPA to stay abreast of upcoming issues and allowed the organisation to influence the overall reporting of issues, ensuring a fair and balanced representation of the industry in the news. As our 2015 digital and communications audit identified, the trust challenge for the industry is changing, so it is only right that CTPA’s communications approach must be constantly reviewed and refreshed to be mindful of these shifting sands.
The number of online conversations about industry issues is growing, as social media take-up increases more broadly. Members asked us at our 2015 Members’ Event to ensure our scope is wide that we focus on the UK but not to the exclusion of a global gaze. The need for this is also supported by insights drawn from listening to digital conversation; it is becoming increasingly globalised, despite significant differences in regulation from country to country, and there’s a pressing need to respond to consumers’ questions and concerns more quickly, more succinctly and, where possible, visually.

Issues management remains at the heart of our activity, but by constantly listening to our members and drawing enhanced understanding from the annual digital and communications audit, CTPA remains on a continual learning curve, where ongoing insights clarify our thinking to increasingly anticipate and pre-empt issues that may impact trust. This strategic approach allows us to identify priority issues, and to build our relationships in a way that enables us to create and disseminate powerful content, with credible partners.

Supporting the MSc Course in Cosmetic Science
CTPA provides annual support to the MSc course in Cosmetic Science at the London College of Fashion, University of Arts. As well as financial course support, CTPA provides competitive bursaries to encourage high standards amongst the students and continuous improvement in results.

CTPA Educational Portal – CATIE
CTPA’s long-established education site, CATIE, was completely revised during 2014/15, relaunching in August 2015 to provide new and improved free resources for schools and colleges. Predominantly focusing on the science curriculum, it incorporates learning activities, in-depth teachers’ notes and a careers section.

Mapped to particular key stages, the site provides upbeat, fresh and modern resources designed to appeal to young people, using the science behind everyday items such as cosmetics and experiences to which students can relate.

The site explains how plants grow, what affects hearing and pitch, the classification of plants, how an aerosol works and much, much more.

The CATIE educational portal is free to use and no registration is required to access the resources. The site has launched on its established domain – www.catie.org.uk – and has been showcased to teachers within the widely-used Times Educational Supplement site.
Since its first workshop in the Sloane Kettering Hospital in New York 26 years ago our industry’s charity has grown into 26 countries. The CTPA is proud to have been instrumental in bringing Look Good Feel Better to the UK 22 years ago and to have witnessed its growth and huge success across the country.

Sadly, the need for LGFB’s confidence boosting skincare and make-up workshops continues to increase with over 165,000 women and teenagers newly diagnosed with cancer each year. LGFB now offers its free services in 84 locations throughout the UK and has added Masterclasses to the ‘offering’, enabling women living in less accessible parts of the country to benefit from the service.

During 2015, the charity was able to run 1400 Workshops and 220 Masterclasses with the help of over 2,301 volunteer beauty consultants providing over 15,500 women and teenagers with essential skincare and make-up techniques for minimising some of the most feared side-effects such as skin changes, eyebrow and eyelash loss. The Workshops are full of fun, with participants leaving in high spirits. For families and friends, seeing someone they love looking better and feeling more confident can help them to maintain the kind of positive support that is so vital.

None of this hugely valued support would be possible without our industry’s support - from consultant volunteers to product donations, logistical support to promotions and personal skills and expertise.

The LGFB service makes a cancer journey a little better for every women and teenager, but the medical profession also endorses what the Programme does.

“ Whilst there is no evidence it has a direct effect on the disease, feeling good about your appearance can help patients get through treatment. Applying make-up allows you to control something about yourself when everything else is outside your control. I think it’s really important for women to have access to LGFB’s incredibly practical service - the effect a LGFB skincare and make-up workshop has on women’s appearance and confidence is life enhancing during such a difficult time.”

Dr Natalie Doyle
Nurse Consultant
The Royal Marsden NHS Foundation Trust

For more information visit www.lgfb.co.uk or email info@lgfb.co.uk to see how you or your company could help LGFB today!
Here are a few thoughts from those touched by the industry’s charity ....

“The whole experience was outstanding. It’s not just about a bit of make-up, it’s not vanity, it’s about control. It gives women the strength to fight this horrible disease.”

Fiona
LGFB Beneficiary

“I had such a lovely time filled with hope and laughter. The beautiful goodie bag was just overwhelming! I hope the beauty brands realise the effect their donations have.”

Audrey
LGFB Beneficiary
Cosmetic Industry in Figures

"The UK cosmetic and personal care market followed a similar pattern in 2015 to that of 2014 in that we see an overall decline in value of the market year on year (yr/yr) of 0.2% (0.1% 2014 v 2013) and a fall in actual packs purchased of 0.3% yr/yr (0.5% 2014 v 2013). Essentially, shoppers have become used to searching for bargains and price has become the key driver as opposed to multi-buys, for example in grocers and chemists that drove volumes in the past."

Tim Nancholas
Strategic Insight Director – Home, Health & Beauty, Kantar Worldpanel, March 2016

“Clearly, the report covers a wide range of markets and the story has changed within some of them, if we take the three biggest, fragrance, colour cosmetics and skincare we see colour cosmetics bucking the trend. An increase of 1.6% in packs is encouraging but 7% value growth highlights that shoppers (in this case females) are prepared to spend to make themselves look good, feel better and have the right products to choose. Lipsticks have done very well as have all the other sectors except nail varnish (which had a good 2014)."

“Fragrance has had another tough year as we see a 3% fall in sales, there are less buyers but it is Christmas gifting that is worrying as it has become less popular to include perfumes and aftershaves as part of the ritual Christmas gifting behaviour. Black Friday also causes a disruption as some purchasing is made earlier than normal.

“The varied skincare market has seen mixed fortunes. Prestige value has fallen but mass facial skincare and body care has fared somewhat better as shoppers loosen their spending a little, this has not translated to men’s skincare though, the proliferation of beards hasn’t helped this sector!

“Mass market sectors like haircare and deodorants have been victims of the price war i.e. grocers have started to match discounter pricing so the public get lower prices but it hasn’t encouraged greater quantities to be bought. In fact, volume is down further than value (1.6% value v 3.1% yr/yr decline in units) with shampoo and conditioners suffering, however, fashionable styling products have performed much better.

“Footcare is another oasis of market growth as more products are aimed at this area that may have been neglected in the past. Liquid soap has managed growth at the expense of bar soap whilst shower products see improved unit sales but discounting has led to a value fall of nearly 1%.

“2016 looks as if we will see a similar pattern as 2015 as discounters continue to improve market share. Multiple grocers are losing share (losing 1.1 percentage share points from 2014 now at 28.9%) not just to the food discounters (Aldi/Lidl) but also to the bargain stores such as Home Bargains and Poundland. Discounters now have 6.5% share from 6.1% share in 2014.

“Department stores and perfumery outlets (where beauty is the main focus) have maintained a 14.9% share whilst duty free (shops in international travel hubs) have experienced leaner times. Interestingly for total cosmetics, the High Street is in revival and chemist and drugstore sales are on the up with this channel taking 35.7% value share (from 35.5% in 2014) so the story is not entirely around price and discounting.

“2016 does not look to be a boom year but economic indicators should help with the more prestige markets and it remains key that manufacturers continue to cater for needs of the consumer in all the categories – not just on price but on quality and availability. Internet shopping, (internet only e-tailers) has seen flat sales year on year but in some markets, fragrance for example, total internet (all sites) sales exceed 21% of all sales.”

CTPA Categories Channel share % Value / Units
### CTPA Category Estimates December 2015

<table>
<thead>
<tr>
<th>Category</th>
<th>£000s Dec-14</th>
<th>£000s Dec-15</th>
<th>% Change</th>
</tr>
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<tbody>
<tr>
<td><strong>Fragrance</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>* includes gift packs/coffrets</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Fine Female Fragrance</td>
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<tr>
<td>Fine Male Fragrance</td>
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<tr>
<td>Mass Female Fragrance</td>
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<tr>
<td>Mass Male Fragrance</td>
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<td>93,547</td>
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<tr>
<td>Fine Unisex Fragrance</td>
<td>78,287</td>
<td>74,034</td>
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<tr>
<td>Mass Unisex Fragrance</td>
<td>33,620</td>
<td>31,498</td>
<td>-6.3</td>
</tr>
<tr>
<td><strong>Colour Cosmetics</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>* includes gift packs/coffrets</td>
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<tr>
<td>Fine Unisex Fragrance</td>
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<td>Mass Unisex Fragrance</td>
<td>3,315</td>
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<tr>
<td><strong>Skincare</strong></td>
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<td></td>
<td></td>
</tr>
<tr>
<td>* includes gift packs/coffrets</td>
<td></td>
<td></td>
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</tr>
<tr>
<td>Prestige Skincare Total inc Gift Packs</td>
<td>1,416,240</td>
<td>1,515,884</td>
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<tr>
<td>Face</td>
<td>572,923</td>
<td>618,407</td>
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<tr>
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<tr>
<td><strong>Haircare</strong></td>
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<td>* includes gift packs/coffrets</td>
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<td>Shampoo</td>
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<td><strong>Toiletries</strong></td>
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<td>* includes gift packs/coffrets</td>
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<td>Toothpaste</td>
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<td>Deplatories</td>
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<tr>
<td><strong>Grand Total</strong></td>
<td>9,116,888</td>
<td>9,101,548</td>
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Cosmetic Industry in Figures

Sector Share (%) of Category Dec ’15 vs Dec ’14 by Value (rsp)

<table>
<thead>
<tr>
<th>Sector</th>
<th>Dec ’15</th>
<th>Dec ’14</th>
</tr>
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<tbody>
<tr>
<td>Fragrances</td>
<td>24.4%</td>
<td>24.1%</td>
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<tr>
<td>Haircare</td>
<td>17.4%</td>
<td>17.7%</td>
</tr>
<tr>
<td>Skincare</td>
<td>16.7%</td>
<td>16.8%</td>
</tr>
<tr>
<td>Colour Cosmetics</td>
<td>17.4%</td>
<td>17.3%</td>
</tr>
<tr>
<td>Toiletries</td>
<td>24.6%</td>
<td>24.3%</td>
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Sector Share (%) of Category Dec ’15 vs Dec ’14 by Units

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<th>Sector</th>
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<th>Dec ’14</th>
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<tr>
<td>Fragrances</td>
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<td>2.5</td>
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<tr>
<td>Colour Cosmetics</td>
<td>8.9</td>
<td>8.8</td>
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<tr>
<td>Skincare</td>
<td>17.4</td>
<td>17.3</td>
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<td>Haircare</td>
<td>17.2</td>
<td>17.7</td>
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<tr>
<td>Toiletries</td>
<td>54.1</td>
<td>53.8</td>
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Sector Year on Year % change by Value

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<th>Sector</th>
<th>% change</th>
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<td>Haircare</td>
<td>-1.6</td>
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<tr>
<td>Toiletries</td>
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Sector Year on Year % change by Units

<table>
<thead>
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<th>Sector</th>
<th>% change</th>
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<tbody>
<tr>
<td>Fragrances</td>
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<td>Haircare</td>
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<tr>
<td>Toiletries</td>
<td>0.4</td>
</tr>
</tbody>
</table>
Methodology & Data Sources

IRI market tracking data:

Sample EPoS data from Symbol Grocers, other Coops, independents and chemists.

Other data representation (audit and estimation methodology) from convenience stores, petrol forecourts, chemists and other impulse outlets.

Kantar Worldpanel Purchasing data
(Worldpanel)
Individual purchasing data from a panel of 30,000 households which for this report will cover other GB outlets not mentioned in IRI tracking plus Aldi, Costco, Holland & Barrett, Lidl, Marks & Spencer, Savers, Bodyshop, bargain stores (such as Poundland, B&M Bargains, Home Bargains, 99p Stores) and other smaller outlets.

Kantar Beauty Panel
A panel of 15,000 individuals who record their purchasing of fragrances, colour cosmetics and skincare products across all relevant outlets (including department stores, Boots, Bodyshop, Internet, mail order and direct sales) via online data entry.

Report Definitions
Measures:
Value Sales = £ sold (in 000s)
% Chg = % change versus same time a year ago

Further Details
IRI
www.iriworldwide.co.uk
Kantar Worldpanel
www.kantarworldpanel.com

UK Trade in Global Markets

The UK is seen as a vibrant exporter but 2015 saw a slump of 5.2% in exports to the EU and a 10.4% drop in exports outside of the EU. At the same time, imports have increased by 9.6% from outside of the EU although EU imports decreased by 4.6%. This leaves the UK as a net importer for both the EU and non-EU markets.

Overall, the EU remains the UK’s largest trading partner with 66% of the worldwide market in exports and 64.8% of imports. However, we can also see that manufacturing in countries such as China has increased over the years with imports from China now ranking in 4th place. Consistent top export markets are the Irish Republic and Germany with France and the US the top two importers into the UK in 2015.

Balance of Trade - EU Vs Non EU
Cosmetic Industry in Figures

### Categories by Export 2015 (2014) and Largest Market

<table>
<thead>
<tr>
<th>Category</th>
<th>Total Exports £m 2014</th>
<th>Total Exports £m 2015</th>
<th>% change 2015 v 2014</th>
<th>Largest trading partner/% of market</th>
<th>£m</th>
</tr>
</thead>
<tbody>
<tr>
<td>Perfumes</td>
<td>627.6</td>
<td>548.2</td>
<td>-12.7%</td>
<td>Germany 34.5%</td>
<td>189.3</td>
</tr>
<tr>
<td>Beauty (skincare/decorative)</td>
<td>1297.2</td>
<td>1225.7</td>
<td>-5.5%</td>
<td>Irish Rep. 18.2%</td>
<td>223.5</td>
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<tr>
<td>Haircare</td>
<td>323.6</td>
<td>320.4</td>
<td>-1.0%</td>
<td>Irish Rep. 31.1%</td>
<td>99.8</td>
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<tr>
<td>Oralcare</td>
<td>245.6</td>
<td>204.2</td>
<td>-16.9%</td>
<td>Irish Rep. 18.2%</td>
<td>37.1</td>
</tr>
<tr>
<td>Men’s shaving</td>
<td>132.1</td>
<td>113.9</td>
<td>-13.8%</td>
<td>Belgium 41.8%</td>
<td>47.6</td>
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<tr>
<td>Deodorants &amp; Antiperspirants</td>
<td>301.1</td>
<td>290.2</td>
<td>-3.6%</td>
<td>Netherlands 16.5%</td>
<td>47.9</td>
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<tr>
<td>Bath preparations</td>
<td>52.3</td>
<td>51.8</td>
<td>-0.9%</td>
<td>Irish Rep. 24.7%</td>
<td>12.8</td>
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<tr>
<td>Deploratories &amp; other toiletries</td>
<td>107.6</td>
<td>88.1</td>
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<td>USA 15.0%</td>
<td>13.2</td>
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<tr>
<td>Toilet soap</td>
<td>157.1</td>
<td>153.9</td>
<td>-2.0%</td>
<td>USA 20.9%</td>
<td>32.1</td>
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<tr>
<td>Liquid soap</td>
<td>128.3</td>
<td>136.5</td>
<td>6.4%</td>
<td>Irish Rep. 21.7%</td>
<td>29.6</td>
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<td>3372.5</td>
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### UK’s Largest Worldwide Export Markets

<table>
<thead>
<tr>
<th>Country</th>
<th>2013 £m</th>
<th>Rank</th>
<th>2012 £m</th>
<th>Rank</th>
<th>2011 £m</th>
<th>Rank</th>
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EU 28 Vs. Non-EU Export 2015-2011

Export Comparison of Non-EU 2015-2011

2015 UK Exports Worldwide

£3132.9m
% share worldwide market

Exports 2015 -7.1% on 2014

<table>
<thead>
<tr>
<th>Region</th>
<th>Perfumes</th>
<th>Beauty</th>
<th>Hair</th>
<th>Oral</th>
<th>Mens</th>
<th>Deos</th>
<th>Bath</th>
<th>Dep</th>
<th>Soap</th>
<th>Liquid Soap</th>
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<td>239.9</td>
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<td>2.3</td>
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<td>0.9</td>
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<td>2.7</td>
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<td>0.4</td>
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<td>7.7</td>
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<td>5.7</td>
<td>1.6</td>
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<td>19.7</td>
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<td>1.4</td>
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<td>Asia &amp; Oceania</td>
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<td>1225.7</td>
<td>320.4</td>
<td>204.2</td>
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<td>290.2</td>
<td>51.8</td>
<td>88.1</td>
<td>153.9</td>
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Cosmetic Industry in Figures

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<th>2011</th>
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<td>£m</td>
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<td>£m</td>
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<tr>
<td>France</td>
<td>748.4</td>
<td>697.3</td>
</tr>
<tr>
<td>USA</td>
<td>425.8</td>
<td>400.2</td>
</tr>
<tr>
<td>Germany</td>
<td>458.1</td>
<td>450.1</td>
</tr>
<tr>
<td>China</td>
<td>185.9</td>
<td>169</td>
</tr>
<tr>
<td>Italy</td>
<td>212.5</td>
<td>179.9</td>
</tr>
<tr>
<td>Poland</td>
<td>190.5</td>
<td>184.4</td>
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<tr>
<td>Netherlands</td>
<td>87.1</td>
<td>82.6</td>
</tr>
<tr>
<td>Belgium</td>
<td>122.2</td>
<td>100.8</td>
</tr>
<tr>
<td>Irish Republic</td>
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<td>112.6</td>
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Figures in £m

UK’s Largest Worldwide Import Markets

<table>
<thead>
<tr>
<th>2013</th>
<th>2012</th>
<th>2011</th>
</tr>
</thead>
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<tr>
<td>£m</td>
<td>£m</td>
<td>£m</td>
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<tr>
<td>France</td>
<td>748.4</td>
<td>697.3</td>
</tr>
<tr>
<td>USA</td>
<td>425.8</td>
<td>400.2</td>
</tr>
<tr>
<td>Germany</td>
<td>458.1</td>
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<tr>
<td>Italy</td>
<td>212.5</td>
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<td>Poland</td>
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<td>184.4</td>
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<td>Netherlands</td>
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<td>82.6</td>
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<tr>
<td>Belgium</td>
<td>122.2</td>
<td>100.8</td>
</tr>
<tr>
<td>Irish Republic</td>
<td>122.3</td>
<td>112.6</td>
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Categories by Import 2015 (2014) and Largest Market

<table>
<thead>
<tr>
<th>Total Imports £m 2014</th>
<th>Total Imports £m 2015</th>
<th>% change 2015 v 2014</th>
<th>Largest trading partner/ % of market</th>
<th>£m</th>
</tr>
</thead>
<tbody>
<tr>
<td>Perfumes 703.9</td>
<td>704.7</td>
<td>0.1%</td>
<td>France 36.8% 259.1</td>
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<tr>
<td>Beauty (skincare/decorative) 1420.5</td>
<td>1445.0</td>
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<td>France 21.0% 303.1</td>
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</tr>
<tr>
<td>Haircare 456.8</td>
<td>432.4</td>
<td>-5.3%</td>
<td>Germany 20.7% 89.7</td>
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</tr>
<tr>
<td>Oralcare 179.2</td>
<td>172.5</td>
<td>-3.7%</td>
<td>Poland 21.5% 37.1</td>
<td></td>
</tr>
<tr>
<td>Men’s shaving 39.5</td>
<td>40.0</td>
<td>1.3%</td>
<td>France 19.2% 7.7</td>
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</tr>
<tr>
<td>Deodorants &amp; Antiperspirants 124.8</td>
<td>129.1</td>
<td>3.5%</td>
<td>Germany 34.9% 45.1</td>
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</tr>
<tr>
<td>Bath preparations 61.3</td>
<td>66.3</td>
<td>8.2%</td>
<td>Italy 36.6% 24.3</td>
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</tr>
<tr>
<td>Depilatories &amp; other toiletries 56.3</td>
<td>52.0</td>
<td>-7.7%</td>
<td>China 21.0% 10.9</td>
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</tr>
<tr>
<td>Toilet soap 94.1</td>
<td>99.2</td>
<td>5.4%</td>
<td>Germany 18.6% 18.4</td>
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</tr>
<tr>
<td>Liquid soap 135.5</td>
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<td>-4.5%</td>
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EU 28 Vs. Non-EU Import 2015-2011

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<td>2,000</td>
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<tr>
<td>2011</td>
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Import Comparison of Non-EU 2015-2011

<table>
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<th>Year</th>
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<tr>
<td>2014</td>
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<td>2013</td>
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</tr>
<tr>
<td>2012</td>
<td>300</td>
</tr>
<tr>
<td>2011</td>
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2015 UK Imports Worldwide

£3270.6m % share worldwide market

European Union 28 2157.6 / 66.0%
Western Europe (exc EU 28) 128.7 / 3.9%
Eastern Europe (exc EU 28) 2.3 / 0.1%
North America 539.9 / 16.5%
Other America 6.7 / 0.2%
Middle East & North Africa 36.0 / 1.1%
Asia & Oceania 377.7 / 11.5%

Imports 2015 -0.03% on 2014

<table>
<thead>
<tr>
<th>Region</th>
<th>Perfumes</th>
<th>Beauty</th>
<th>Hair</th>
<th>Oral</th>
<th>Mens</th>
<th>Deos</th>
<th>Bath</th>
<th>Dep</th>
<th>Soap</th>
<th>Liquid Soap</th>
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<tr>
<td>European Union 28</td>
<td>537.1</td>
<td>806.4</td>
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<td>33.0</td>
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<td>Other America</td>
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<tr>
<td>Asia &amp; Oceania</td>
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<td>3.9</td>
<td>16.4</td>
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<tr>
<td>TOTAL</td>
<td>704.7</td>
<td>1445.0</td>
<td>432.4</td>
<td>172.5</td>
<td>40.0</td>
<td>129.1</td>
<td>66.3</td>
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### Full Members

<table>
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<tr>
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<th>Country</th>
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<tr>
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<tr>
<td>Alliance Pharmaceuticals</td>
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<td>Allingham Beck Associates</td>
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<td>Irish Response Limited t/a Lifes2Good</td>
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Associate Members

A & E Connock (Perfumery & Cosmetics)
Alba Science
Ashland
Aston Chemicals
Ayelis
BYK Additives
CMA (UK)
Cornelius Group
CPL Aromas
Croda
Cutest Systems
dR Cosmetic Regulations
EF Chemical Consulting
Eurofins Product Testing Services
Firmenich UK
Grolman
Givaudan UK
Infotox
Innospec
Innovant Research
Intertek
ISCA UK
KCC Basildon
Lansdowne Chemicals
Litmus Test (The)
Lonza Group
Priston Consumer Research
R & M Consultancy
Revolymer
Schülke UK
SGS United Kingdom
Skinnovation
Smurfit Kappa UK
Sun Chemicals
Surfachem
Thor Specialities UK
Univar
Vivimed Labs Europe

Retail Associates

Arcadia Group
Burberry
Marks & Spencer
Next Retail
Sally Salon Services
The Body Shop International
Waitrose/JLP

Compliance Associates

Advanced Development & Safety Laboratories Ltd (ADSL)
Delphic HSE Solutions
Exponent International
International Cosmetics & Chemical Services
Microbiological Solutions
Personal Care Regulatory
TSGE Consulting

Contract Laboratory Services

Analytical
Claims Testing/Support
Stability Testing
Microbiological Services
Formulation Creation
Safety Assessment

Raw Materials

General Ingredients
Speciality Ingredients
Fragrance Ingredients/Mixtures
Colours
Certified Organic Ingredients
Natural (Not Organic) Ingredients

Other Services

Contract Manufacturer/Supplier
Packaging Supplier
Contract – Small Runs
Responsible Person Services (EU Cosmetic Regulation 1223/2009)
Distributor
Other Services
# Commercial & Regulatory

## Communications Advisory Group (CAG)
- **Kathy Rogerson** (Chair)  Procter & Gamble UK
- **Caroline Almeida** (Vice-chair) Johnson & Johnson
- **Jennifer Anton** Revlon International
- **Anna Bartle** Estée Lauder Companies
- **Charlotte Carroll** Unilever UK
- **Natalie Deacon** Avon Cosmetics (UK)
- **Enza Di Stasi** PZ Cussons Beauty
- **Claire Glauch** Henkel
- **Nicola Hastings** L’Oréal (UK)
- **Anna Lucuk** Colgate-Palmolive (UK)
- **Clare Pitts**

## REACH Working Group
- **Penny Schuler** (Chair) The Body Shop International
- **Pauline Ayres** Azels UK Life Sciences
- **Ian Croft** McBride
- **Sarah Henly** Walgreens Boots Alliance
- **Filipa Janeva** LF Beauty (UK)
- **Richard Keightley** Acheson & Acheson
- **Dr Marie Kennedy** Elizabeth Arden (UK)
- **Marina Bishop** Avon Cosmetics (UK)
- **Chris Martin** CMA (UK)
- **Mark Tarantino-Hind** Marks & Spencer
- **Jason Vuong** Kimberly-Clark Europe

## International Committee
- **Sue Wemyss** (Chair) Estée Lauder Companies (Whitman Laboratories)
- **Guiseppe Bazzani** (Vice-chair) Kimberly-Clark Europe
- **Marina Bishop** Walgreens Boots Alliance
- **Andy Earls** Kao (UK)
- **Dr Marie Kennedy** Elizabeth Arden (UK)
- **Antonia Kenning** Burberry
- **Dr Amanda Long** Avon Cosmetics (UK)
- **Chris Martin** CMA (UK)
- **Becky Milner** RB UK
- **Garrett Moran** Oriflame
- **Maria Naughton** Vivalis Beauty
- **Hervé Olivier** Espa International
- **Jane Pett** The Body Shop International
- **Debra Redbourn** Godrej Consumer Products
- **Nia Roberts** Nice-Pak International
- **Mark Tarantino-Hind** Marks & Spencer
- **Jim Thomas** Deb Group (UK)
- **Janet Winter** International Cosmetics & Regulatory Specialists
- **Simon Young** Unilever UK

## Regulatory & Packaging Committee
- **Steve Paul** (Chair) PZ Cussons (UK)
- **Jim Thomas** (Vice-chair) Deb Group
- **Fiona Archibald** Badegquo
- **Henniette Bastiansen** Colgate-Palmolive
- **Giuseppe Bazzani** Kimberly-Clark Europe
- **Marina Bishop** Walgreen Boots Alliance
- **Melanie Bonvarlet** RB UK
- **Raymond Boughton** Delphic HSE Solutions
- **Andy Earls** Kao (UK)
- **Laura Garcia Deacon** Avon Cosmetics
- **Fredrik Hallin** Guthy-Renker UK
- **Dr Marie Kennedy** Elizabeth Arden (UK)
- **Martin MacKenzie-Smith** Hampshire Cosmetics
- **Dr Gillian Marsh** Procter & Gamble UK
- **Stephanie Mathieson-Blake** RB UK
- **Dr Steve Shiel** L’Oréal (UK)
- **Dr Wazir Sohal** Sally Beauty
- **Mark Tarantino-Hind** Marks & Spencer
- **Agnieszka Trzesicka** Estée Lauder Companies (Whitman Laboratories)
- **Astrid Williams** McBride

The lists reflect the current membership of CTPA Committees, Sub-committees, Panels and Working Groups. In addition to these groups, ad-hoc task forces and panels are set up as necessary.

These currently include:

- **Customer Care Group**
- **CTPA-BSCA (British Society for Cutaneous Allergy) Working Group**

The CTPA Secretariat also maintains ‘contact lists’ of Members with special interests.
### Scientific & Technical

**Scientific Advisory Committee (SAC)**
- Dr Marie Kennedy (Chair)
- Dr Amanda Long (Vice-chair)
- Henriette Bastiansen
- Anne Connet
- Rhian Eckley
- Polly Falconer
- Attila Gaal
- June Graham
- Garry Ho
- Dr John Hopkins
- Dr Mark Laing
- Dr Gillian Marsh
- Robin Parker
- Dr Artur Puig
- Dr Steve Shiel
- Katya Slater
- Cinzia Vela
- Sue Wemyss

**GMP Sub-committee**
- Mark Crawley (Chair)
- Elizabeth Aspinall
- Carol Baxter
- Emma Braithwaite
- Clare Clark
- Angela Davies
- Allan Eastham
- Jane Gordon
- Lynsey Niblett
- Lisa Powell
- Philip Wright

**Hair Preparations Sub-committee**
- Kathy Rogerson (Chair)
- Ruth Fenwick
- Attila Gaal
- Sarah Histed
- Stephen Kirk
- Chris Martin
- Kajal Patel
- Debra Redbourn
- Dr Steve Shiel
- Sue Wemyss

**Hair Salon Working Group**
- Pauline Cairns
- Michelle Cole
- Shayne Meadows
- Debra Redbourn
- Kathy Rogerson
- Dr Steve Shiel
- Sue Wemyss
- Hilary Hall
- Mike Patey

**Microbiological Sub-committee**
- Andy Brack (Chair)
- Ryan Chaplin
- Angela Davies
- Tanya de Sa
- Niki Gay
- Sarah Johns
- Lisa Powell
- Jenny Trueman
- Beata Wells-Burr
- Helen Wheeler

**Raw Material Supplier Working Group**
- Pauline Ayres (Chair)
- Tracey Clark
- Chris Cox
- Dr Garry Dix
- Dr Nick Dixon
- Dr Michael Ellwood
- Patrick Jenness
- Clare Liptrot
- Barry Mooney
- Louise Olivier
- Jim Smith
- Roxanne Smith
- James So
- Natasa Tatovic
- Jennie Teague

**Sun Products Sub-committee**
- Dr Amanda Long (Chair)
- Sandra Brown
- Dr Raniero De Statio
- Dr Jack Ferguson
- Dr Gillian Marsh
- Martyna Myka
- Clare O’Connor
- Debra Redbourn
- Mike Salmon
- Dr Steve Shiel

**Toxicology Advisory Panel (TAP)**
- Stephen Kirk (Chair)
- Raymond Boughton
- Elizabeth Colson
- Paula Connolly
- Rhian Eckley
- Dr John Hopkins
- Dr Robert Pristone
- Mary Spurgeon
CTPA and Members’ Representatives to Cosmetics Europe

Board of Directors (BoD)  
Dr Chris Flower  
CTPA  

Active Association Members (AAM)  
Dr Chris Flower  
CTPA  

Strategic Core Teams (SCT)  

What are they? Groups created to focus on defined priority matters with work plans approved by the BoD.

Expert Teams (ET), Task Forces (TF) and Interested Parties Groups (IPG) – created to provide specific technical expertise and reporting directly to corresponding SCT.

§ Expert Team linked to SCT  § Task Force linked to SCT  § Interested Party Group linked to SCT

SCT Regulatory Strategy  
Dr Raniero De Stasio  
Estée Lauder Companies  
Dr Marie Kennedy  
Elizabeth Arden (UK)  
Dr Amanda Long  
Avon Cosmetics (UK)  
Graham Wilson  
Procter & Gamble Technical Centres  
Olivia Santoni  
CTPA

SCT Ingredients  
Pamela Bloor (Vice-chair)  
Unilever UK Home & Personal Care  
Dr Raniero De Stasio  
Estée Lauder Companies  
Dr Marie Kennedy  
Elizabeth Arden (UK)  
Dr Amanda Long  
Avon Cosmetics (UK)  
Dr Emma Meredith  
CTPA

§ ET Borderlines  
Dr Raniero De Stasio  
Estée Lauder Companies  
Graham Wilson  
Procter & Gamble Technical Centres  
Olivia Santoni  
CTPA

§ ET Cosmetic Products Regulation Application  
Graham Wilson (Vice-chair)  
Procter & Gamble Technical Centres  
Maggie Collier  
GlaxoSmithKline Consumer Healthcare  
Erika Bonnegrace  
CTPA  
Amanda Isom  
CTPA

§ ET Future of Mandatory Consumer Information  
Dr Marie Kennedy  
Elizabeth Arden (UK)  
Olivia Santoni  
CTPA

§ ET Endocrine Modulation  
Dr Emma Meredith (Chair)  
CTPA  
Caroline Almeida  
Johnson & Johnson  
Matthew Dent  
Unilever UK Home & Personal Care  
Dr Raniero De Stasio  
Estée Lauder Companies  
Graham Wilson  
Procter & Gamble Technical Centres

§ ET Nanotechnologies  
Dr Emma Meredith  
CTPA

§ ET Oral Care  
Simon Young  
Unilever

§ ET Environmental Ingredient Issues  
Dr Amanda Long  
Avon Cosmetics (UK)

§ ET Exposure  
Dr Sarah Tozer (Chair)  
Procter & Gamble  
Claire Davies  
Unilever UK Home & Personal Care

§ ET Hair Preparations  
Dr Emma Meredith  
CTPA

§ ET Ingredient Monitoring and Assessment  
Maggie Collier  
GlaxoSmithKline Consumer Healthcare  
Dr Marie Kennedy  
Elizabeth Arden (UK)  
Agnieszka Trzesicka  
Estée Lauder Companies (Whitman Laboratories)

§ ET Nanotechnologies  
Stuart Hewlins (Chair)  
Procter & Gamble Technical Centres  
Dr Raniero De Stasio  
Estée Lauder Companies  
Laura Garcia Deacon  
Avon Cosmetics (UK)  
Amanda Isom  
CTPA

§ ET Emerging Safety Issues  
Dr Raniero De Stasio  
Estée Lauder Companies  
Dr Sarah Tozer  
Procter & Gamble

§ ET Cosmetic Products Regulation Application  
Graham Wilson (Vice-chair)  
Procter & Gamble Technical Centres  
Maggie Collier  
GlaxoSmithKline Consumer Healthcare  
Erika Bonnegrace  
CTPA  
Amanda Isom  
CTPA

§ ET Future of Mandatory Consumer Information  
Dr Marie Kennedy  
Elizabeth Arden (UK)  
Olivia Santoni  
CTPA

§ ET Endocrine Modulation  
Dr Emma Meredith (Chair)  
CTPA  
Caroline Almeida  
Johnson & Johnson  
Matthew Dent  
Unilever UK Home & Personal Care  
Dr Raniero De Stasio  
Estée Lauder Companies  
Graham Wilson  
Procter & Gamble Technical Centres
ET Perfumes
Dr Chris Powell
Unilever

ET Product Preservation
Pamela Bloor (Chair)
Unilever UK Home & Personal Care
Tanya de Sa
Procter & Gamble Technical Centres
Dr Emma Meredith
CTPA

TF D4/D5
Pauline Ayres
Unilever UK Home & Personal Care
Pamela Bloor
Unilever UK Home & Personal Care
Matthew Dent
Unilever UK Home & Personal Care

TF International Nomenclature of Cosmetic Ingredients
Maggie Collier
GlaxoSmithKline

TF MIT
Pamela Bloor (Chair)
Unilever UK Home & Personal Care
Dr Nicola Gilmour
Unilever UK Home & Personal Care
Stephen Kirk
Walgreens Boots Alliance
Dr Emma Meredith
CTPA

SCT Alternatives to Animal Testing
Dr Raniero De Stasio
Estée Lauder Companies
Melinda Friend
Colgate-Palmolive (UK)
Dr Marie Kennedy
Elizabeth Arden (UK)
Dr Pauline McNamee
Procter & Gamble Technical Centres
Graham Wilson
Procter & Gamble Technical Centres
Simon Young
Unilever
Dr Chris Flower
CTPA

SCT Responsible Advertising and Claims
Dr Chris Flower (Chair)
CTPA
James Barnes
Unilever UK Home & Personal Care
Dr Amanda Long
Avon Cosmetics (UK)
Graham Wilson
Procter & Gamble Technical Centres

SCT International Convergence
Melinda Friend
Colgate-Palmolive (UK)
Dr Marie Kennedy
Elizabeth Arden (UK)
Dr Amanda Long
Avon Cosmetics (UK)
Graham Wilson
Estée Lauder Companies (Whitman Laboratories)
Simon Young
Unilever
Olivia Santoni
CTPA

SCT Microbiological Protection of Products
Dr Lorraine Caskie
Unilever UK Home & Personal Care

SCT Natural/Organic Products
Graham Wilson (Vice-chair)
Procter & Gamble Technical Centres
Marina Bishop
Walgreens Boots Alliance
Sue Wemyss
Estée Lauder Companies (Whitman Laboratories)

SCT Regulatory Aspects of Sun Protection
Dr Raniero De Stasio
Estée Lauder Companies
Dr Amanda Long
Avon Cosmetics (UK)
Dr Paul Matts
Procter & Gamble Technical Centres
Graham Wilson
Procter & Gamble Technical Centres
Dr Emma Meredith
CTPA

SCT Traces
Stuart Hewlins
Procter & Gamble Technical Centres

SCT Triage
Simon Young
Unilever
Olivia Santoni
CTPA

TF China
Dr Marie Kennedy
Elizabeth Arden (UK)
Graham Wilson
Procter & Gamble Technical Centres
Erika Bonnegrace
CTPA

TF India
Olivia Santoni (Chair)
CTPA
Sue Wemyss
Estée Lauder Companies (Whitman Laboratories)
Graham Wilson
Procter & Gamble Technical Centres

TF Russia
Dr Raniero De Stasio
Estée Lauder Companies
Dr Amanda Long
Avon Cosmetics (UK)
Graham Wilson
Procter & Gamble Technical Centres
Olivia Santoni
CTPA

IPG ASEAN
Olivia Santoni
CTPA

IPG MENA
Erika Bonnegrace
CTPA

SCT Sustainable Development
Darshit Patel
Unilever
Olivia Santoni
CTPA

SCT Trust & Reputation
Dr Chris Flower (Vice-chair)
CTPA
Caroline Almeida
Johnson & Johnson
Debbie Hunter
CTPA

Expert Networks (EN)
What are they? Expert networks advising the Board and providing support to Strategic Core Teams

EN Communications
Caroline Almeida
Johnson & Johnson
Dr Chris Flower
CTPA
Debbie Hunter
CTPA

EN Legal
James Barnes
Unilever UK Home & Personal Care

EN Sciences
Dr Raniero De Stasio
Estée Lauder Companies
Paul Hepburn
Unilever
Dr Amanda Long
Avon Cosmetics (UK)
Dr Emma Meredith
CTPA
Directors’ Report and Financial Statements

13.1 The Cosmetic, Toiletry & Perfumery Association Limited (Limited by Guarantee) Registration No: 398046
Directors’ Report Year ended 31 December 2015

The directors present their report and the audited financial statements of the company no. 398046 for the year ended 31 December 2015. This report has been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies. The directors have elected to adopt early Financial Reporting Standard 102 ('FRS 102') Section 1A Small Entities.

Directors
The members of the Board are the directors of the company. The current directors, and the directors who acted at any time during the financial year, appear on pages 4-5.

Principal Activities and Review of Operations
The principal activities of the Association are to organise, study, protect, promote and further the interests of the cosmetic, toiletry and perfumery industry in the United Kingdom. These remained unchanged during the year under review and all the Association’s work came within that general description. In carrying out this work the Association involved itself deeply in the work of the European cosmetic trade association, Cosmetics Europe. It is the Association’s intention to continue to operate within the same general framework.

The Association’s financial policy is to match income and expenditure over a period of years, subject to the need to maintain adequate working capital. Subscriptions for 2016 have been set at a level which takes into account the financial position at 31 December 2015.

Risk Management
The Association has identified a number of risks including a potential shortfall in income from member subscriptions, an IT systems failure and/or security breach leading to a break-down in the expected membership service levels, a breach of UK/EU competition law by either its staff or members whilst on Association business/premises and a conflict of interest and/or related party transactions with Board members. Internal controls have been developed to reduce these risks including the alignment of budget with membership renewal levels, the funding of an IT systems business continuity programme, the highlighting of the need for staff and members to conduct themselves according to the CTPA’s Competition Guidelines which are re-issued, highlighted and reviewed at appropriate times. These controls are reviewed periodically by the Board of Directors. Regular enquiry is made of board members to ensure there are no conflicts of interest between CTPA and its Board members.
Financial Statements
The financial statements show a surplus for the year after taxation of £98,916 (2014: £60,193 restated surplus) which, together with the surplus brought forward of £608,756 results in a balance to be carried forward of £707,672.

Charitable Contributions
The Association has continued to support the Look Good Feel Better Programme in the UK by providing access to meeting facilities and administrative support to the registered charity Cosmetic, Toiletry & Perfumery Foundation (CTPF). During 2015, the CTPA’s Director of Commercial Affairs acted as Company Secretary to the CTPF from 1 January to 1 July. From 1 July she became a Trustee and Director of CTPF. No charge is made for these services.

Going Concern
The Association has adequate financial resources and is well placed to manage the business risks. Our planning process, including financial projections, has taken into consideration the current economic climate and its potential impact on the various sources of income and planned expenditure. The directors have a reasonable expectation that the Association has adequate resources to continue in operational existence for the foreseeable future. The directors believe that there are no material uncertainties that call into doubt the Association’s ability to continue. The accounts have therefore been prepared on the basis that the Association is a going concern.

Auditors
Insofar as each of the directors of the company at the date of approval of this report is aware there is no relevant audit information (information needed by the company’s auditors in connection with preparing the audit report) of which the company’s auditors are unaware. Each director has taken all of the steps that he/she should have taken as a director in order to make himself/herself aware of any relevant audit information and to establish that the company’s auditors are aware of that information.

Crowe Clark Whitehill LLP has expressed its willingness to continue as auditor for the next financial year and a resolution proposing its reappointment was submitted and approved at the Board Meeting on 8 March 2016.

By order of the Board
J Traylen, Secretary
8 March 2016

Statement of Directors’ Responsibilities
The directors are responsible for preparing the Annual Report and the financial statements in accordance with applicable law and United Kingdom Generally Accepted Accounting Practice.

Company law requires the directors to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the company at the end of the year and of the surplus or deficit of the company for the period.

In preparing those financial statements the directors are required to:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to assume that the company will continue in business.

The directors are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the company and to enable them to ensure that the financial statements comply with the Companies Act 2006. The directors are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud or other irregularities.

The directors are responsible for the maintenance and integrity of the corporate and financial information included on the company’s website.

We have audited the financial statements of the Cosmetic, Toiletry and Perfumery Association for the year ended 31 December 2015 which comprise the Income and Expenditure Account, the Balance Sheet and the related notes numbered 1 to 14.

The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

This report is made solely to the company’s members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the company’s members those matters we are required to state to them in an auditor’s report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the company and the company’s members as a body, for our audit work, for this report, or for the opinions we have formed.

Respective responsibilities of directors & auditors
As explained more fully in the Statement of Directors’ Responsibilities, the directors are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view.

Our responsibility is to audit the financial statements in accordance with applicable law and International Standards on Auditing (UK and Ireland). Those standards require us to comply with the Auditing Practices Board’s Ethical Standards for Auditors.

Scope of the audit of the financial statements
An audit involves obtaining evidence about the amounts and disclosures in the financial statements sufficient to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or error. This includes an assessment of: whether the accounting policies are appropriate to the company’s circumstances and have been consistently applied and adequately disclosed; the reasonableness of significant accounting estimates made by the directors; and the overall presentation of the financial statements.

In addition, we read all the financial and non-financial information in the Directors’ Report to identify material inconsistencies with the audited financial statements and to identify any information that is apparently materially incorrect based on, or materially inconsistent with, the knowledge acquired by us in the course of performing the audit. If we become aware of any apparent material misstatements or inconsistencies we consider the implications for our report.

Opinion on financial statements
In our opinion, the financial statements:
• give a true and fair view of the state of the company’s affairs as at 31 December 2015 and of its surplus for the year then ended;
• have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
• have been prepared in accordance with the requirements of the Companies Act 2006.

Opinion on other matter prescribed by the Companies Act 2006
In our opinion the information given in the Directors’ Report for the financial year for which the financial statements are prepared is consistent with the financial statements.

Matters on which we are required to report by exception
We have nothing to report in respect of the following matters where the Companies Act 2006 requires us to report to you if, in our opinion:
• adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
• the financial statements are not in agreement with the accounting records and returns; or
• certain disclosures of directors’ remuneration specified by law are not made; or
• we have not received all the information and explanations we require for our audit; or
• the directors were not entitled to prepare the financial statements in accordance with the small companies regime and take advantage of the small companies exemption in preparing the directors report.

Tina Allison
Senior Statutory Auditor
For and on behalf of Crowe Clark Whitehill LLP
Statutory Auditor
London
27 April 2016
### Income and Expenditure Account for the year ended 31 December 2015

<table>
<thead>
<tr>
<th>Notes</th>
<th>2015 £</th>
<th>2014 £</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Subscription income</strong></td>
<td>3</td>
<td>1,823,288</td>
</tr>
<tr>
<td><strong>Administrative expenses</strong></td>
<td>(1,746,345)</td>
<td>(1,702,681)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>76,943</td>
</tr>
</tbody>
</table>

Income from other member activities and events 42,230 93,740
Associated direct expenses (24,885) (61,178)

<table>
<thead>
<tr>
<th></th>
<th>2014 £</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Operating surplus</strong></td>
<td>4</td>
</tr>
<tr>
<td><strong>Other income</strong></td>
<td>7</td>
</tr>
</tbody>
</table>

Surplus before taxation 100,073 61,235
Taxation 8 1,157 1,042

Surplus for the year 98,916 60,193

Balance at 1 January 2015 608,756 548,563
Surplus for the year 98,916 60,193

Balance at 31 December 2015 707,672 608,756

There are no recognised gains or losses in either year other than as disclosed above. The notes on pages 46 to 48 form part of these financial statements.

### Balance Sheet at 31 December 2015

<table>
<thead>
<tr>
<th>Notes</th>
<th>2015 £</th>
<th>2014 £</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Fixed assets</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Tangible assets</strong></td>
<td>9</td>
<td>206,050</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th></th>
<th>2014 £</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Current assets</strong></td>
<td></td>
</tr>
<tr>
<td>Debtors</td>
<td>10</td>
</tr>
<tr>
<td>Short term deposits</td>
<td>-</td>
</tr>
<tr>
<td>Cash at bank and in hand</td>
<td>1,073,006</td>
</tr>
<tr>
<td><strong>Creditors: amounts falling due within one year</strong></td>
<td>11</td>
</tr>
<tr>
<td><strong>Net current assets</strong></td>
<td></td>
</tr>
<tr>
<td><strong>Total assets less current liabilities</strong></td>
<td></td>
</tr>
<tr>
<td><strong>Accumulated surplus</strong></td>
<td></td>
</tr>
</tbody>
</table>

70 Years of Amazing Science Applied Daily
13.3 Notes to the Financial Statements 31 December 2015

1. Status of company
The company was incorporated on 23 August 1945 and is limited by the guarantee of its members. The guarantee of each member is restricted to one pound sterling. The address of the registered office is Josaron House, 5-7 John Princes Street, London W1G 0JN.

2. Accounting policies
A. Basis of preparation
The financial statements have been prepared in accordance with applicable United Kingdom accounting standards, including early adoption of Financial Reporting Standard 102 (‘FRS 102’) Section 1A Small Entities, and with the Companies Act 2006. The financial statements have been prepared under the historical cost convention as modified by the revaluation of financial instruments at fair value through profit and loss.

This is the first year in which the financial statements have been prepared under FRS 102. Refer to note 14 for an explanation of the transition.

The financial statements have been prepared on a going-concern basis as discussed in the Directors’ Report on page 42.

B. Depreciation of tangible fixed assets
The cost of tangible assets is written off on a straight line basis over their expected useful lives as follows:

<table>
<thead>
<tr>
<th>Asset Type</th>
<th>Useful Life</th>
</tr>
</thead>
<tbody>
<tr>
<td>Office furniture</td>
<td>10 years</td>
</tr>
<tr>
<td>Office fixtures</td>
<td>Over the period of the lease on buildings</td>
</tr>
<tr>
<td>Office equipment</td>
<td>3 to 5 years</td>
</tr>
</tbody>
</table>

The carrying values of tangible fixed assets are reviewed for impairment if events or changes in circumstances indicate the carrying value may not be recoverable.

Office equipment includes costs relating to computer equipment and website development.

C. Subscription income
Subscription income is recognised when received and is allocated to the financial year to which the subscription relates. Subscriptions received in advance are recorded as deferred income.

D. Foreign currencies
Transactions in foreign currencies for which forward exchange contracts have been entered into as a hedge against potential exchange rate movements are translated at the relevant forward contract rates of exchange. All other transactions in foreign currencies are translated into sterling at the rate of exchange ruling at the date of the transaction.

Monetary assets and liabilities denominated in foreign currencies are retranslated into sterling at the year end rate of exchange. Exchange differences arising from this retranslation are taken to the income and expenditure account.

E. Pension costs
The company provides defined contributions to personal pensions. Contributions are charged in the income and expenditure account as they become payable in accordance with the rules of the scheme.

F. Operating losses
Rental costs under operating leases are charged to the profit and loss as they fall due.

G. Forward rate currency contracts
CTPA enters forward rate currency contracts to manage its exposure to fluctuations in exchange rates throughout the year. These contracts are recognised at fair value with gains or losses recognised in the Income and Expenditure Account.

3. Subscription income
Subscription income comprises subscriptions receivable, exclusive of VAT, in respect of continuing activities.

4. Operating profit

<table>
<thead>
<tr>
<th></th>
<th>2015</th>
<th>2014</th>
</tr>
</thead>
<tbody>
<tr>
<td>Depreciation of tangible fixed assets</td>
<td>118,193</td>
<td>130,795</td>
</tr>
<tr>
<td>Auditors’ remuneration</td>
<td>11,800</td>
<td>9,730</td>
</tr>
<tr>
<td>Rent of leasehold property</td>
<td>99,979</td>
<td>88,306</td>
</tr>
<tr>
<td>Office equipment lease rentals</td>
<td>6,139</td>
<td>6,206</td>
</tr>
</tbody>
</table>

5. Directors’ emoluments
None of the Board members received any remuneration for their services to the company during the year.

6. Staff costs

<table>
<thead>
<tr>
<th></th>
<th>2015</th>
<th>2014</th>
</tr>
</thead>
<tbody>
<tr>
<td>Wages and salaries</td>
<td>617,264</td>
<td>592,532</td>
</tr>
<tr>
<td>Social security costs</td>
<td>74,792</td>
<td>72,801</td>
</tr>
<tr>
<td>Other pension costs</td>
<td>65,050</td>
<td>67,555</td>
</tr>
</tbody>
</table>

757,106 732,888

The average monthly number of employees during the year was 11 10

7. Other income

<table>
<thead>
<tr>
<th></th>
<th>2015</th>
<th>2014</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bank and other interest receivable</td>
<td>5,785</td>
<td>5,211</td>
</tr>
</tbody>
</table>
8. Taxation
The tax charge for the year of £1,157 (2014: £1,042) represents UK corporation tax on the income from bank and other interest of 20% for the period 1 January 2015 – 31 December 2015.

9. Tangible fixed assets

<table>
<thead>
<tr>
<th></th>
<th>Office Furniture and fittings £</th>
<th>Office Equipment £</th>
<th>Total £</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cost</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>At 1 January 2015</td>
<td>78,028</td>
<td>508,897</td>
<td>586,925</td>
</tr>
<tr>
<td>Additions</td>
<td>-</td>
<td>105,666</td>
<td>105,666</td>
</tr>
<tr>
<td>Disposals</td>
<td>-</td>
<td>(113,659)</td>
<td>(113,659)</td>
</tr>
<tr>
<td><strong>At 31 December 2015</strong></td>
<td><strong>78,028</strong></td>
<td><strong>500,904</strong></td>
<td><strong>578,932</strong></td>
</tr>
</tbody>
</table>

Depreciation

<p>| | | | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>At 1 January 2015</td>
<td>75,830</td>
<td>292,518</td>
<td>368,348</td>
</tr>
<tr>
<td>Charge for the year</td>
<td>1,237</td>
<td>116,956</td>
<td>118,193</td>
</tr>
<tr>
<td>Disposals</td>
<td>-</td>
<td>(113,659)</td>
<td>(113,659)</td>
</tr>
<tr>
<td><strong>At 31 December 2015</strong></td>
<td><strong>77,067</strong></td>
<td><strong>295,815</strong></td>
<td><strong>372,882</strong></td>
</tr>
</tbody>
</table>

Net Book Value

<p>| | | | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>At 31 December 2015</td>
<td>961</td>
<td>205,089</td>
<td>206,050</td>
</tr>
<tr>
<td>At 31 December 2014</td>
<td>2,198</td>
<td>216,379</td>
<td>218,577</td>
</tr>
</tbody>
</table>

10. Debtors

<table>
<thead>
<tr>
<th></th>
<th>2015</th>
<th>2014</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>As restated £</td>
<td>£</td>
<td></td>
</tr>
<tr>
<td>Other debtors</td>
<td>215,615</td>
<td>209,021</td>
<td></td>
</tr>
<tr>
<td>Prepayments and accrued income</td>
<td>71,965</td>
<td>76,139</td>
<td></td>
</tr>
<tr>
<td></td>
<td><strong>287,580</strong></td>
<td><strong>285,160</strong></td>
<td></td>
</tr>
</tbody>
</table>

11. Creditors: amounts falling due within one year

<table>
<thead>
<tr>
<th></th>
<th>2015</th>
<th>2014</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>As restated £</td>
<td>£</td>
<td></td>
</tr>
<tr>
<td>Trade creditors</td>
<td>81,872</td>
<td>42,267</td>
<td></td>
</tr>
<tr>
<td>Corporation tax</td>
<td>1,157</td>
<td>1,042</td>
<td></td>
</tr>
<tr>
<td>Deferred income (subscriptions)</td>
<td>444,496</td>
<td>641,449</td>
<td></td>
</tr>
<tr>
<td>Accruals</td>
<td>60,687</td>
<td>32,095</td>
<td></td>
</tr>
<tr>
<td>Other taxes and social security</td>
<td>270,752</td>
<td>314,037</td>
<td></td>
</tr>
<tr>
<td></td>
<td><strong>858,964</strong></td>
<td>1,030,890</td>
<td></td>
</tr>
</tbody>
</table>
12. Forward exchange contract
At 31 December 2015 CTPA is committed to purchasing a total of EUR 206,500 (2014: EUR 243,000), under a forward rate contract with its bankers which matures on 24 March 2016.

Included within debtors in the current year, this contract has a net asset value of £3,111 (2014: liability of £8,738) as spot rates are expected to be lower (2014: higher) than the contracted forward rate when the contracts mature in 2016.

13. Financial commitments
The total future minimum lease payments under operating leases are due as follows:

<table>
<thead>
<tr>
<th>Lease expiring</th>
<th>2015</th>
<th>2014</th>
<th>2015</th>
<th>2014</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>£</td>
<td>£</td>
<td>£</td>
<td>£</td>
</tr>
<tr>
<td>In less than one year</td>
<td>50,000</td>
<td>-</td>
<td>4,082</td>
<td>-</td>
</tr>
<tr>
<td>In one to two years</td>
<td>-</td>
<td>150,000</td>
<td>-</td>
<td>10,225</td>
</tr>
</tbody>
</table>

Rental expenses charged during the year were as follows:

<table>
<thead>
<tr>
<th></th>
<th>2015</th>
<th>2014</th>
</tr>
</thead>
<tbody>
<tr>
<td>Land and buildings</td>
<td>99,979</td>
<td>88,306</td>
</tr>
<tr>
<td>Office equipment</td>
<td>6,139</td>
<td>6,206</td>
</tr>
</tbody>
</table>

14. Transition to FRS 102
The company has adopted FRS 102 for the year ended 31 December 2015 and has restated the comparative prior year amounts.

Reconciliation of accumulated surplus

<table>
<thead>
<tr>
<th></th>
<th>As at 1 Jan 2014</th>
<th>As at 31 Dec 2014</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>£</td>
<td>£</td>
</tr>
<tr>
<td>Accumulated surplus as previously stated:</td>
<td>558,170</td>
<td>625,816</td>
</tr>
<tr>
<td>Adjustment for staff annual leave accrual</td>
<td>(8,322)</td>
<td>(8,322)</td>
</tr>
<tr>
<td>Adjustment for movement in fair value of forward contract</td>
<td>(1,285)</td>
<td>(8,738)</td>
</tr>
<tr>
<td>Accumulated surplus as restated:</td>
<td>548,563</td>
<td>608,756</td>
</tr>
</tbody>
</table>

Reconciliation of 2014 surplus for the year

<table>
<thead>
<tr>
<th></th>
<th>2014</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>£</td>
</tr>
<tr>
<td>2014 surplus as previously stated:</td>
<td>67,646</td>
</tr>
<tr>
<td>Adjustment for staff annual leave accrual</td>
<td>-</td>
</tr>
<tr>
<td>Adjustment for movement in fair value of forward contract</td>
<td>(7,453)</td>
</tr>
<tr>
<td>2014 surplus as restated:</td>
<td>60,193</td>
</tr>
</tbody>
</table>

Adjustment for staff benefit accrual
In accordance with FRS 102 Section 28, a liability has been included representing annual leave accrued but not yet taken by staff as at the balance sheet date.

Adjustment for movement in fair value of forward contract
In accordance with FRS 102 Section 12, the movement in the fair value of the open forward contracts has been reflected through profit and loss.
13.4 Detailed income and expenditure

A quick guide to income and expenditure:

**Total income 2015/2014**

<table>
<thead>
<tr>
<th>Year</th>
<th>£</th>
</tr>
</thead>
<tbody>
<tr>
<td>2015</td>
<td>1,845,261</td>
</tr>
<tr>
<td>2014</td>
<td>1,762,874</td>
</tr>
</tbody>
</table>

**Total expenditure 2015/2014**

<table>
<thead>
<tr>
<th>Year</th>
<th>£</th>
</tr>
</thead>
<tbody>
<tr>
<td>2015</td>
<td>1,763,406</td>
</tr>
<tr>
<td>2014</td>
<td>1,695,228</td>
</tr>
</tbody>
</table>

**Surplus for the years 2015/2014**

<table>
<thead>
<tr>
<th>Year</th>
<th>£</th>
</tr>
</thead>
<tbody>
<tr>
<td>2015</td>
<td>81,855</td>
</tr>
<tr>
<td>2014</td>
<td>67,646</td>
</tr>
</tbody>
</table>

**Administrative expenses 2015**

A Staff and other costs [45.7%]
B Communications [6%]
C Cosmetics Europe [10.6%]
D Depreciation, exchange rate variance [6.6%]
E Office premises and other services [10.4%]
F Other expenditure [20.7%]
CTPA Team

Dr Chris Flower  
*Director-General*  
**Responsible for:** strategic direction; public voice of the Association; external stakeholder engagement; international relations

**Commercial and Communications**

1. **Debbie Hunter**  
   *Director of Commercial Affairs*  
   **Responsible for:** strategic communications; Board management; membership relations and services
2. **Julia Hewitt**  
   *Commercial Affairs Co-ordinator & Database Manager*  
   **Responsible for:** membership services; CTPA Newsletter; CTPA events; database; office administration
3. **Eleanor O’Connor**  
   *Communications Co-ordinator*  
   **Responsible for:** PA to the D-G; media monitoring; communications

**Scientific and Technical**

1. **Dr Emma Meredith**  
   *Director of Science*  
   **Responsible for:** strategic scientific & technical issues; hair products; sun products; safety assessment; cosmetovigilance; endocrine disruptors
2. **Amanda Isom**  
   *Technical Affairs Manager*  
   **Responsible for:** technical enquiries; CMRs; CPNP; Product Information File; GMP; nanotechnology; website controller
3. **Appointment to be announced**  
   *Scientific Information Officer*  
   **Responsible for:** scientific enquiries; tracking ingredient issues; monitoring research

**Regulatory and International**

1. **Olivia Santoni**  
   *Head of Regulatory & International Services*  
   **Responsible for:** strategic regulatory affairs & international regulations; borderline & claims issues; chemicals, REACH & environmental issues
2. **Erika Bonnegrace**  
   *Regulatory Information Officer*  
   **Responsible for:** regulatory & international enquiries; packaging; tracking regulatory issues; CLP & REACH enquiries
3. **Ifra Siddiqui**  
   *Regulatory Assistant*  
   **Responsible for:** providing support to regulatory department; regulatory & international enquiries; labelling; updating regulatory database & website; updating online manuals

**Administration**

1. **Joyce Traylen**  
   *Company Secretary*  
   **Responsible for:** company management; accounts; office systems; membership accounts
2. **Jana Mona**  
   *Finance Manager*  
   **Responsible for:** financial; office and event management; budget compliance; membership subscriptions
CTPA makes a great difference for members, covering issues on behalf of the industry as a whole that would be difficult or inappropriate for individual members, or small groups of members, to tackle.

The CTPA is an active participator within Cosmetics Europe, the European personal care association, contributing to committees and discussions with the European institutions. We have day-to-day contact with the key UK Government departments that control the safety and supply of cosmetic products in the UK. This enables us to provide our members with the most up-to-date interpretation of and guidance on regulatory matters affecting cosmetic products in Europe. By maintaining an extensive network of national association contacts, we are also able to ensure a good information flow to and from our members on country issues that may affect their ability to export, including those areas outside of Europe.

The CTPA works with the media, key stakeholders and opinion formers to show how cosmetics have a positive role in society. Used daily by millions of people worldwide, our industry’s products help people feel more confident in their appearance, enhance their feeling of well-being and contribute to positive self-esteem. We also provide information, briefings and factual information to the media and stakeholders to facilitate easy access for consumers to information about the safety of cosmetic and personal care products.

Our consumer website, www.thefactsabout.co.uk, provides a wealth of scientific and factual information on the science behind cosmetics. Written in a clear, factual manner, the website is simple to navigate and provides answers to commonly asked questions.

Representing Members Worldwide
- Over 175 members representing small, medium, large and multi-national companies supplying the UK market
- Companies include manufacturers, distributors, ingredient suppliers, contract laboratories, contract manufacturers, retailers of own brand
- Representing around 80% by value of the £9,102 million UK market supply (2015 retail sales value)

CTPA membership gives you access to our experienced regulatory, scientific and technical staff to help you market safe, effective products that provide a wide range of consumer choice both in the UK and overseas. Membership provides you with peace of mind with:
- up-to-date legislative references;
- guidance on compliance;
- confidential one-to-one advice;
- advice on best practice;
- advance knowledge of upcoming changes;
- global updates on key issues;
- media and consumer information;
- 24/7 online resources accessible worldwide.

Representing all types of companies involved in making, supplying and selling cosmetic and personal care products, the Cosmetic, Toiletry & Perfumery Association (CTPA) acts as the voice of the UK industry.