



CONSTRUIRE  
ENSEMBLE  
LE LABORATOIRE  
DE DEMAIN



# MEMBER GUIDE

JUNE 2022



## A WORD FROM THE PRESIDENT



Daniel Weizmann  
Président

Dear colleagues and friends,

As the CiFL was set to celebrate its 60th anniversary in 2020, the entire Laboratory sector, including suppliers, scientists and buyers, found itself on the front line of a global crisis caused by the COVID-19 pandemic.

**Looking back, we can all be proud of our capacity for adaptation, innovation and resilience in such difficult times.**

**We can also be proud, as suppliers, to have played a role in making scientific advances that have helped contain this pandemic and save lives! Moreover, as representatives of our profession, we are proud to have supported and assisted our members throughout this difficult period.**

Today, the risks associated with this pandemic are receding, while other crises are looming with broader impacts: climatic, political and diplomatic crises, energy transition, difficulties in procuring raw materials, etc. Nonetheless, the CiFL will always be available to inform and help its members confront and overcome the hardships, which we will have to face.

That's why we're delighted to provide you with this Member Guide, which includes some of the activities we are developing for you and sincerely hope that you will take full advantage of them. As you can see, we currently offer a wide range of services, which will be further expanded based on your expectations and future needs.

Do not hesitate to contact us.

LET'S BUILD TOMORROW'S LABORATORY TOGETHER!

## WHO ARE WE?

The CiFL has **more than 200 members**, suppliers in the physical chemical analysis and life sciences field, representing:

OVER .....  
 **10 000**  
 EMPLOYEES IN FRANCE

APPROXIMATELY.....  
 **2** BILLION EUROS  
 IN COMBINED  
 REVENUE

OVER .....  
 **90%**  
 OF THE LABORATORY  
 MARKET.....

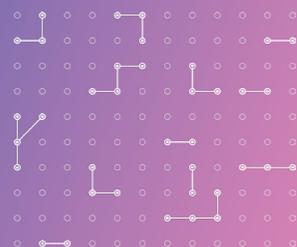
OVER .....  
 **85%**  
 OF OUR MEMBERS  
 ARE SMALL &  
 MEDIUM-SIZED  
 COMPANIES.....





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### FINANCIAL BENEFITS



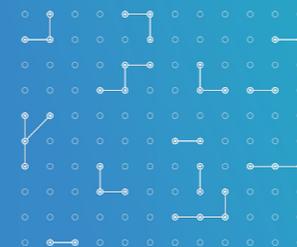
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#### MEMBER TESTIMONIAL

« The CiFL is a driving force, representative of and attentive to its members, thanks to the organization of events, such as Forum Labo which promotes communication with both current and future customers. The CiFL is hence essential for any company wishing to ensure a lasting foothold on the Laboratory market in France. »

Mr. Éric BEGUEC – NEW ENGLAND BIOLABS

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#### MEMBER TESTIMONIAL

« The CiFL allows us to remain up to date on developments in the laboratory sector, communicate with all other partners and be an integral part of this network. In addition, it offers training programs that provide our employees with additional information and knowledge. »

Mrs. Sylvie DOS REIS – PEAK Scientific

## FORUM LABO TRADE SHOW



Since its creation in 1994 by the Cifl, the **Forum LABO** event has provided major advantages that have largely contributed to his success.

All technological innovations are presented at the Forum LABO trade show, for *Research, Analysis, Control and Process* in fields of activity ranging from *Physical-Chemical Analysis to Life Sciences*.

Held in **Paris** in odd-numbered years and **Lyon** in even-numbered years, the event's technological and scientific character, enriched through fruitful exchanges with specialized companies, scientific associations, as well as schools & universities in the Laboratory sector make it the essential meeting place for all players in the profession.

Since June 2019, the Cifl has entrusted **RX Global France** with the organization of the Forum LABO trade show.



### FINANCIAL BENEFITS



## MARKET SURVEY ON THE LABORATORY SECTOR

For more than 20 years, the Cifl has commissioned and financed laboratory market surveys for its members at a rate of 2 to 3 per year on average, representing about 20% of its budget. For this, we rely on the expertise of **ALCIMED** consultants, competent in both economic and scientific fields.

Each year, 3 categories of surveys are proposed:

- **General surveys:** purchasing plans of your customers by business segment, evolution of their expectations, new needs, growth potential...
- **Regional surveys:** to validate the economic weight and dynamism of laboratories and industries in the different French regions.
- **Cross-sectional surveys:** new expectations in terms of services, digitalization of purchasing, sustainable development constraints, new distribution methods, forecasts...



### MEMBER TESTIMONIAL

« As Sales Director for France at the Thermo Fisher Scientific Group, the market surveys dedicated to the French market provide me with relevant information to make strategic decisions. This type of survey, focusing on a specific topic or geographical area, cannot be ordered by one of the members alone. It is thanks to the Cifl organization, which authorizes us to mandate Alcimed in order to obtain top quality surveys. »

Mr. Rémi BOCQUENTIN - THERMO FISHER Scientific



Cifl members receive a discount of approximately 30% off the regular rate of their stand at Forum LABO and are able to register 3 weeks before other exhibitors, which allows them to choose their location in a more serene manner and ensure greater visibility.

FINANCIAL BENEFITS

# INTER-COMPANY TRAINING SESSIONS

Training its employees, in addition to being an employer's obligation, also represents a short-, medium- and long-term investment: the company that decides to train its employees generally wants to improve their skills and know-how. This is an advantageous approach in terms of the company's competitiveness as well as its development.

The CIFL has selected training courses adapted to your professions, at **rates specially negotiated for our members**. Employees can communicate with their colleagues about the same profession using the same language, while maintaining absolute confidentiality as regards their activity. Each training course brings together 8 to 12 participants in a face-to-face and/or distance learning session.

**Commercial training** sessions are available at a fee and last 1 or 2 days. They are specially adapted, depending on the subject, to inside and field sales engineers, after-sales service technicians, managers or back office staff.

**E-marketing and digitalization training** courses are free and limited to groups of up to 10 people.

ELIGIBLE FOR  
**OPCO**  
FINANCING



We offer you about fifteen training courses per year. To find the list, schedule and availability:



A training course (choice of 1 or 2 day session) is offered to each company after only 3 years of CIFL membership. This one-time only offer does not give rise to compensation if it is not used.



MEMBER TESTIMONIALS

Participants are extremely satisfied with the CIFL training courses (4.8/5 satisfaction rate), with over 100 employees trained per year and a very high number of recommendations...

« It was very helpful having a wide variety of participants from different sectors of activity and geographical areas. »  
N. - FROILABO

« The atmosphere was very pleasant, allowing us to learn a lot of things and arrange others. »  
M. - HTDS

« The Selling and Negotiating Training course in the laboratory sector is ideal when starting a new position without having a background in sales. »  
F.S. - DOMINIQUE DUTSCHER

« This was the best training experience I have had since I have been working (15 years). I enjoyed being in a small group of people from the same B to B and laboratory sectors of activity. »  
A. - METROHM

« Thanks to the limited number of participants as well as the speaker's level of flexibility, we were able to ask many questions and hence benefit from personalized advice and information. The subject matter was also very up-to-date and relevant. »  
M. - LABO MODERNE

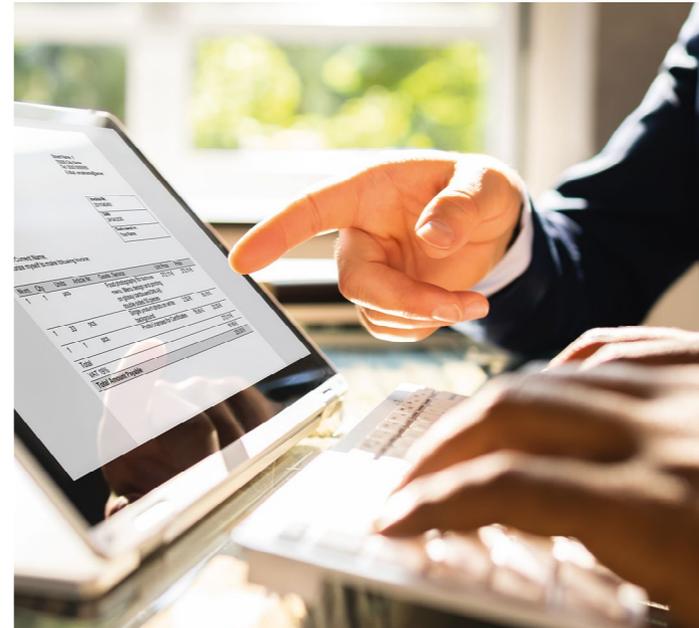
## FINANCIAL RECOVERY ASSISTANCE

**Today, the risk of non-payment or customer risk is the leading cause of business failure in France.**

Based on this observation, the CIFL decided to create a partnership with CODINF to launch CODELAB, a Prevention and Recovery Committee for Laboratory Suppliers.

This offer makes it possible to pool each member's payment experiences and provides them with a tool for managing their customer credit. Each CODELAB member has the possibility of making amicable reminders, formal notices and payment orders using CIFL and CODELAB letterhead templates.

You also benefit from **Ellisphere's** solvency information and access to the **Euler Hermes Recovery** Help Desk.



## PROTECTION OF THE MANAGING DIRECTOR

The CIFL has been a member of the French **CPME** organization (Confederation of Small and Medium-sized Companies) since 2015, with its members enjoying the visibility and notoriety stemming from this collaboration. Thanks to this partnership, **you can benefit from GSC coverage with a single contribution.**

The **GSC - Social Guarantee for Business Leaders** - is an **Unemployment Guarantee for Corporate Directors**. Indeed, the Corporate Director (manager of a Ltd, CEO or Managing Director of a Public limited Company or a simplified joint-stock company...) does not have the right to unemployment benefits in the event of company bankruptcy or dismissal.

The GSC provides financial compensation proportional to the most recent income for Corporate Directors and individual entrepreneurs in case of involuntary loss of employment. GSC coverage is a voluntary insurance for which membership is individual. It may be paid for by your company.



### MEMBER TESTIMONIAL

« Thanks to the CIFL, I can personally benefit from GSC coverage without having to contribute to another employers' organization, the one condition required to benefit from this type of protection. So, it's also economically advantageous. »

M. Matthieu BOYER - SARSTEDT France



CIFL members can subscribe to the CODELAB / Ellisphere service for the annual rate of €100 (excluding VAT) instead of €900 (excluding VAT), a single fee regardless of the size of their business.

## SHARED PURCHASES



Since 2019, our partnership with the «Réseau Mesure» Association has allowed us to provide you with many shared purchasing conditions, thus offering the possibility of optimizing your overhead costs on a variety of expense items, such as your office equipment, shipments or training. It also delivers solutions to help retain and attract talents, particularly within VSEs and SMEs.

### Your optimized overhead costs

**Haxoneo** is the first innovative purchasing group platform for companies: VSEs, SMEs and mid-caps. The pooling of purchase volumes allows us to offer you «key account» pricing conditions without any company size conditions, resulting in savings of an average of 20% on your indirect purchases. As such, there are more than 200,000 accessible products representing more than 60 categories of purchases.

### Your parcel shipments



If you use **TNT** or **FEDEX** for your parcel shipments, the rates negotiated by our “Réseau Mesure” partner for CIFL members are extremely advantageous. Rapidly calculate your savings and you will be convinced! Thanks to the CIFL - “Réseau Mesure” partnership, you will save an average of 35% on your transport bills.

No minimum or maximum limit of shipments is required, the contract is not exclusive and does not trigger invoicing if no shipment is made with these 2 carriers.

### MEMBER TESTIMONIAL

« The benefits offered by the CIFL are really concrete! Two years ago, we joined the HAXONEO pooled purchasing platform and the savings we made were quite significant: 24% savings on packaging, 20% on office supplies, print cartridges and toners, and 29% on furniture. Another even more important source of savings was the subscription, at the same time, to the shared purchases offer with the TNT/Fedex carrier. »

Mrs. Véronique HUGEL – INTEGRA Biosciences SAS



### Road hazard training

**Road risk is the leading cause of fatal accidents at work** and in 90% of cases is the result of inappropriate human behavior (fatigue, speed, mobile phone use, medication or alcohol intake).

With 10,000 employees including 5,000 mobile workers, our Laboratory profession is particularly exposed to road risks. That's why CIFL has partnered with “Réseau Mesure” to offer CENTAURE courses, which seriously take this risk into consideration.

In addition to the fact that the criminal liability of the manager may be engaged in case of breaches, an accident is first and foremost a human drama.

CENTAURE is specialized in the prevention of risks and eco-driving, and we have selected specially adapted solutions for our members.

### Offer more purchasing power to your employees!

You no longer need to have a Social and Economic Committee (CSE) to generate benefits for your employees! **“Place des Salariés”** is the platform that allows them to access turnkey offers and benefits on their daily purchases and leisure activities, with no effort required by the company whatsoever.

This service is particularly aimed at VSEs / SMEs and even Union Delegate Committees.



### MEMBER TESTIMONIAL

« We try to take advantage of all the services offered by CIFL. For example, we have been taking advantage of the opportunity provided by the partnership between CIFL and “Réseau Mesure” to benefit from negotiated rates for the purchase of our supplies (Haxoneo) as well as for our TNT transport deliveries.

The benefits were immediate, with savings of up to 20% on certain expense categories, but also a particular focus on service providers, thanks to the key account status generated by the pooling of members which is not normally possible for an SME like BÜCHI. »

Mr. Freddy MOY – BÜCHI France

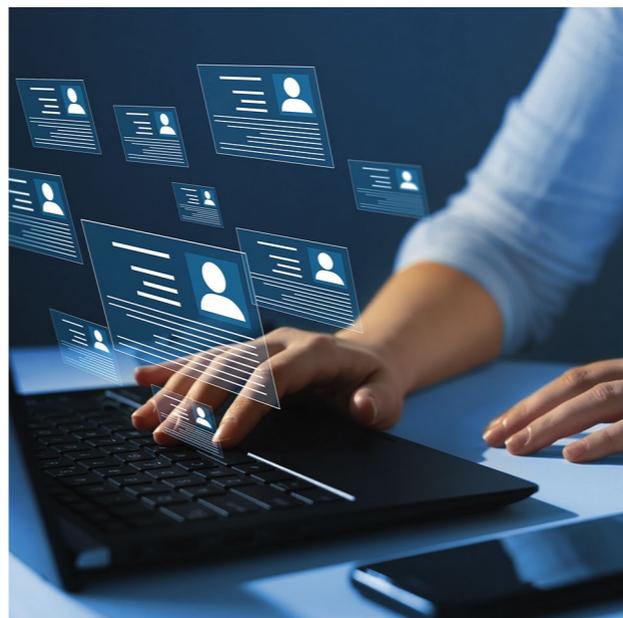
## JOB BOARD AND EMPLOYMENT FORUM

Having the right human resources is essential for your development and sustainability.

In view of the growing difficulties in recruitment for the laboratory profession, the CIFL wishes to make its contribution by proposing that you use the website as a **job board**. As a member of the CIFL, you have the possibility of posting job offers on the CIFL website as well as consulting job opportunities, internships or work-study programs.

In addition, this service allows you to gain visibility as a company that recruits in the laboratory field.

**Promoting professions:** through video testimonies of our young members, the CIFL highlights your job positions in order to attract new talents within our profession.



This service is free for CIFL members. To take advantage of it, nothing could be simpler: just fill in the «post an ad» form on the CIFL website.

## STATISTICS AND SURVEYS

To enable you to better understand your market and position yourself in relation to your colleagues, the CIFL issues numerous statistical studies and surveys throughout the year to complement the market studies.

- **General thematic surveys**

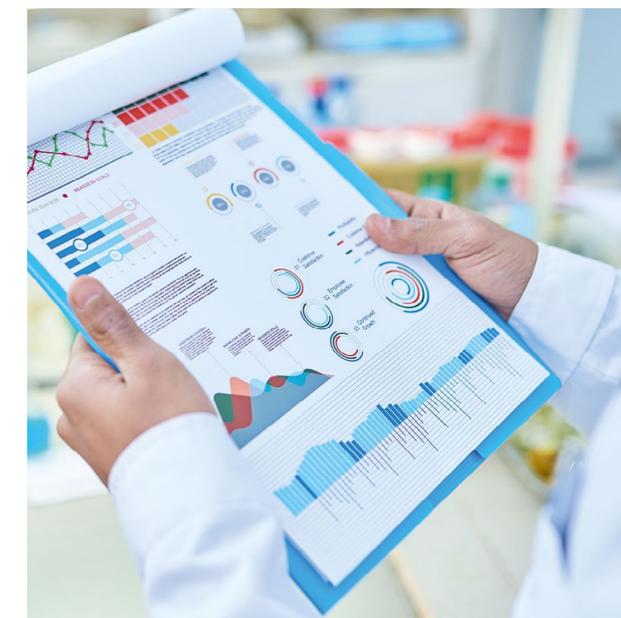
Salaries and bonuses - Travelling expenses for field workers - Company cars - After-sales service organization - Service billing - Digital transformation...

- **Economic statistics**

Distribution of turnover by department - Distribution of turnover in services/markets - **CIFL quarterly index**.... Surveys processed confidentially and reserved for participants only.

- **Product statistics**

Chromatography - Spectrometry - Robotics - PCR and qPCR - Titrimetry - Pipetting - Fluorescence and X-ray Diffraction... Surveys are paid for, confidential and processed only by a judicial officer, and reserved for participants only.



### MEMBER TESTIMONIAL

« Product statistics are an opportunity for us to benchmark our sales as compared to our colleagues. »

Mr. Frédéric SOUMET - HACH France

ASSOCIATIVE BENEFITS

## MEMBERS MEETINGS

Information sharing through networking among members is also one of the strengths of the CiFL.

We regularly organize meetings in different formats (Clubs, Meetings throughout France, Dinner-debates, etc.) to encourage discussions between members, sharing experiences, advice and expertise in a friendly atmosphere.

The CiFL's training courses are designed in both face-to-face and remote formats to meet the expectations of its members. All the minutes of these meetings can be found on the Members' area of the [cifl.com](http://cifl.com) website.

Meetings with buyers from major accounts: public buyers (CRNS, INRA, INSERM, UGAP, APHP...) and private buyers (SANOFI...) are also regularly planned.



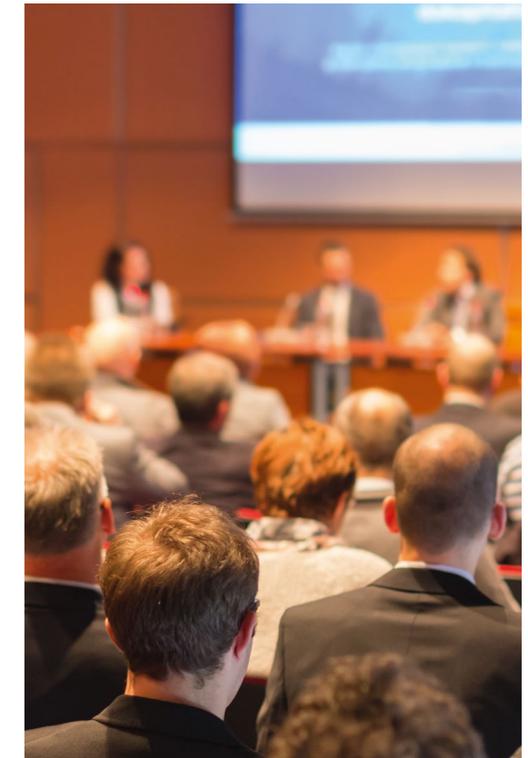
To facilitate your business meetings, the CiFL can lend you a meeting room in its premises. The use of this meeting room for CiFL members is free of charge. To find out about availability or for more information, please contact your regular CiFL representatives.

### CiFL General Assembly

The CiFL General Assembly takes place every year. It is an opportunity for our professional association to present its members with all the actions conducted on their behalf during a year as well as the new directions and upcoming services.

The GA is also a special time to welcome you to a pleasant venue, where you can speak with your colleagues and establish links between manufacturers, distributors and service companies.

Each year, the program includes a key-speaker and is designed to help you develop your companies and increase employee motivation in a friendly atmosphere.



### MEMBER TESTIMONIAL

« The CiFL was a pleasant surprise for Quad Service. We were able to meet with our partners in a more informal setting than the usual 'business meetings'. This facilitates relationships. We were also able to meet new partners with whom we have since created new activities for Quad Service. For us, the CiFL is an incubator for reflection and collaboration. »

Mr. Benoît AUGUIN – QUAD Service

## STANDARDS AND REGULATIONS

To help its members defend their interests and those of their employees, the CIFL has drafted codes and practices specific to the laboratory profession.

We recommend that you use these standards within your company and with your customers.

You can also adapt these regulations to meet your company's specific requirements with the help of these documents, available free of charge on our website.

### Code of ethics

(mandatory for all members)

#### The Ethical Code for CIFL members

Through the CIFL, the laboratory profession commits itself collectively and each company individually to behave as a fully-fledged partner, responsible and aware of the challenges inherent in this profession.

### Codes for your employees

#### The proper use of electronic e-mail

Internet messaging must be used in a professional capacity. In this context, the employee undertakes to use the e-mail system in a timely manner and make good use of e-mails.

#### Rules for the use of computer equipment

Computer equipment is available for employees. As such, they have the ability to connect to the Internet. As a matter of principle, these connections must only be made in a strictly professional context, except for private use if reasonable...

### Road Safety Practices

About 50% of the Laboratory Supplier workforce works in the field, particularly in the sales and after-sales departments. Road safety is therefore an important safety measure for the employees in our sector. The CIFL has drawn up this document in order to ensure that all companies and their employees are aware of good road practices.

### Home Office Guidelines

The CIFL has drafted two Home Office Guidelines for its members: one for all travelling teams working from home and a more specific one for your sedentary employees, which has proven to be essential since its creation in 2019.

### Charters for your customers

#### Payment terms

Disparities in payment terms and abusive payment terms are an obstacle to balanced commercial relations. The reduction of these payment terms is an objective that is now included in French and European regulations.

#### Employee Safety and Equipment Decontamination Recommendations

The purpose of this Guideline is to ensure the protection of our members' employees when handling potentially contaminated equipment in the context of a service. Consequently, all suppliers must distribute this document to their customers for display in each potential working area.

## MEMBER TESTIMONIAL

« The CIFL works through its commissions on a large number of regulatory issues based on the French and European markets. Each time our needs change, we create guidelines, best practices or recommendations with the support of professionals to help our members respond collectively, such as The Home Office Guidelines, for example... »

Mr. Éric BEGUEC – NEW ENGLAND BIOLABS



ASSOCIATIVE BENEFITS

## PARTNERSHIPS WITH UNIVERSITIES & SCHOOLS

In order to support our members, particularly in terms of recruitment, which is one of the major challenges of our future profession, the CiFL has undertaken actions in the training sector to raise awareness of our laboratory job positions.

The CiFL's mission is to promote **dual commercial and scientific skills in work-linked training**.

For many years, the CiFL has been a partner of the following schools and universities: ESTBA Paris (L3), University of Cergy Pontoise (M2), BiotechCo-ChemtechCo Grenoble (M2), ESTA Belfort (M2), and Sup de Vente (M2).

These training partnerships aim to cross-reference the needs of our members with the expectations of students, thanks to lobbying actions and CiFL's interventions in institutions to share experiences and highlight our job positions and future career opportunities.



MEMBER TESTIMONIAL

« In my experience as a former teacher, I offered to be part of the Schools & Universities Commission. Sharing one's own experience is always an appreciable added value for the students. »

Mrs. Fatima SBIH - MERCK Chimie SAS

## COMMUNICATION

The CiFL gives priority to communication and has implemented numerous tools designed to inform its members and players within the profession: prescribers, buyers, schools, and associate members.

These tools include our **Commissions**, systematically led by an Administrator, which discuss and reflect on current issues such as HR and Social Affairs, after-sales and developing services, statistics, standards (waste of electrical and electronic equipment regulations - anti-gift law...) and give our members access to a wealth of information.

Through the weekly **Newsletters**, our members receive information on all issues that affect the profession so that they can remain informed of the latest structural and conjunctural economic news....

All the important events of our Association are also available on our website and social networks.



MEMBER TESTIMONIAL

« The CiFL also means having access to numerous meetings or clubs on topics of interest to our companies (Bertrand Law, The General Data Protection Regulation, HR Clubs). »

Mr. Pierre Le NINAN - THERMO FISHER

## MY PERSONAL NOTES

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## A TEAM AT YOUR SERVICE

YOUR C I F L C O N T A C T S



**Stéphane RIOU**  
General Delegate

Mob: +33 (0) 7 77 90 44 17  
sriou@cifl.com



**Isabelle THOBOIS**  
Executive Assistant

Mob: +33 (0) 7 66 41 64 70  
ithobois@cifl.com

### TO VISIT US

- Métro Lines 8 and 13 - Invalides  
Line 12 - Assemblée Nationale
- RER: Ligne C - Esplanade des Invalides
- Invalides

This guide was produced with the collaboration of  
Christiane TURCI, General Delegate.



28, rue Saint-Dominique - F-75007 PARIS, France.

Phone: +33(1)44 18 98 62



[infos@cifl.com](mailto:infos@cifl.com)



[cifl.com](http://cifl.com)

