



Agenda & Schedule

Meeting - MAB 1-2017

Date – 13 – 14 February 2017

Location – DAY 1: Charlemagne Building, rue de la Loi 170, 1049 BXL meeting room Mansholt, from 13:00h till 18:00h

DAY 2: Hotel Silken Berlaymont, Blvd Charlemagne 11/19, 1000 Brussels from 9:30h till 17:30h

Organised by

Strategy and Safety Management Directorate- Strategy and Programmes Dept. - Safety Programmes Section, SM 2.1.

Acronyms used:	AB: Advisory Bodies AOB: any other business BASA: Bilateral Aviation Safety Agreement CAG: Collaborative analysis group DE: German EASA: European Aviation Safety Agency EPAS: European Plan for Aviation Safety GA: General Aviation GASP : Global Aviation Safety Plan ICAO: International Civil Aviation Organisation IP: Information Paper JARUS: Joint Authorities for Rulemaking on Unmanned Systems LAPL: Light Aircraft Pilot License MAB: Member States' Advisory Body MED: Medical NPA: Notice of Proposed Amendment RAG: Rulemaking Advisory Group (predecessor of the MAB) RMT: Rulemaking Task RO: Romanian RPAS: Remote Piloted Aircraft System SPN: Safety Promotion Network SSP: State Safety Programme TBC: to be confirmed TEBs: Member States' Technical Bodies WG: Working Group WP: Working Paper WS: Workshop
Day 1 Schedule	starts 13:00h, ends 18:00h
Day 2 Schedule	starts 9:30h, ends 17:30h
List of expected participants	MAB Members, Observers & Alternates EASA & Commission Staff

Time	Agenda item	DAY 1 - Topics for Discussion	Presenter(s)
13:00h	(1)	Welcome and Introduction	J.-M. Cluzeau (replacing L. Tytgat on Day1)
13:15h	(2) Opinion	Adoption of the agenda	MAB secretariat
13:20h	(3) Opinion	Adoption of the minutes of the previous meeting Review of action table <u>WP 00: Minutes of MAB meeting 2-2016</u> Action table from MAB 2-2016 (see annexed below)	MAB secretariat
<p style="text-align: center;">Advisory Body items</p> <p style="text-align: center;">Due to the attendance of Mr TYTGAT on DAY 2, the order of the agenda was changed</p>			
13:30	(8) Information/ Discussion	Feedback on the Simplification Workshop <u>WP 03: Follow- up on the Simplification WS</u> <u>Expectations:</u> Agency shares with MAB outcome of the Workshop	K. Bauer (action 9-2-2016)
14:15h	(9) Information	Advisory Bodies <ul style="list-style-type: none"> Advisory Bodies' role in EPAS programming process <ul style="list-style-type: none"> Overview, Scope, Interface Contribution to different phases of programming, rulemaking and safety promotion processes, in part. Articles 15 & 16 of MB Decision 18-2015 Creation of a new platform replacing CIRCABC <u>IP 07: Paper/Presentation on the subject</u> <u>Expectations:</u> Agency to explain the above AB interaction in process in detail	Kai Bauer, John Franklin (action 12-2-2016) (action 11-2-2016)
15:00h	(10) Information/ Discussion	New TeB for RPAS and MED ? <u>Expectations:</u> The Agency would like to discuss with MAB members the proposal from DE to add two additional TeB: one for RPAS and one for Medical requirements (MED)	DE MAB member J.-M. Cluzeau
15:30h – 15:45h Coffee break (no flexibility)			
Recurrent items			
15:45h	(11)	Feedback on horizontal rules <u>oral feedback</u>	J.-M. Cluzeau
16:15h	(6) Information	Feedback on implementation of EASA rules (to be noted and discussed at next meeting) <ul style="list-style-type: none"> Harmonised Dissemination of Safety Related Information <u>IP 02: DE Paper/Presentation on the subject</u> 	DE MAB member, (action 8-2-2016), T. Sulocki

		<ul style="list-style-type: none"> • Possible evaluation activities – Romanian proposal <u>IP 04: RO paper on the subject</u> <p>New items proposed to be discussed at next meeting</p>	RO MAB member
Updates and Reports			
(7) Information		<ul style="list-style-type: none"> • Report from RAG WG on cross domain assessment tool <u>IP 05: Paper/Presentation on the subject</u> • International Cooperation <u>IP 06: Paper/Presentation on the subject</u> <p><u>Expectations:</u> The Agency will inform the MAB of the latest developments.</p>	(UK & NL MAB members will report) D. Waller
18:00h		End of DAY 1	

Time	Agenda item	DAY 2 - Topics for Discussion	Presenter(s)
Strategic Items Due to the attendance of Mr TYTGAT on DAY 2, the order of the agenda was changed			
9:30h	(4) Discussion/ Opinion	EPAS <ul style="list-style-type: none"> • Feedback from Strategy Group meeting • Future of EPAS <p><u>WP 01: Summary of outcomes for MAB</u> <u>WP 02: The Future of EPAS</u> <u>IP 01: GASP</u></p>	L. Tytgat/ K. Bauer/ J.-M. Cluzeau/ F. Graser (rapporteur)
11:15h – 11:30h Coffee break (some flexibility)			
11:30h	(4) + (5) Discussion/ Opinion	EPAS continued (if needed) Implementation of ICAO Annex 19 – support to Member States <u>IP 03: Paper/Presentation on the subject</u> <u>Expectations:</u> MAB members could present ideas on the type of support needed for implementation of Annex 19 incl. SSP	
12:00h	(7) Information	International Cooperation <u>IP 06: Paper/Presentation on the subject</u> <u>Expectations:</u> The Agency will inform the MAB of the latest developments.	K. Bauer
12:30h – 14:00h Lunch break (not included)			
Updates and Reports (cont'd)			

14:00h	(14) Information/ Discussion	Forthcoming Opinions/NPAs <ul style="list-style-type: none"> • Draft Opinion XX/20XX GA medical (Art. 15 procedure) • Draft Opinion XX/20XX Modular LAPL (Art. 15 procedure) <p><u>WP 06: Briefing note for both Opinions</u></p> <p><u>Expectations:</u> information & discussion on draft opinions</p>	D. Dousi/Chr. Kucher/ D. Roland
15:15h	(13) Information/ Discussion	Annex 1 concerning the automatic recognition of pilot licences regional agreements <p>Preference for a 2018 applicability date</p> <p><u>WP 05: Paper/Presentation on the subject</u></p>	D. Dousi
15:45h – 16:00h Coffee break (some flexibility)			
16:00h	(12) Information/ Discussion	Report on Cost sharing web based platforms <p><u>WP 04: Paper on the subject</u></p> <p><u>Expectations:</u> Agency informs MAB on developments in this issue</p>	J.-M. Cluzeau
16:20h	(15) Information/ Discussion	Horizontal issues <p>Horizontal issues and examples brought from the TEBs to the attention of the MAB for a consensus</p> <p><u>WP 0X: TBD</u></p> <p><u>Expectations:</u> TeB Chairs to raise possible issues to the MAB</p>	
16:40h	(16) Information/ Discussion	AOB items (should stay free to be filled at meeting with ad-hoc MAB suggestions) <ul style="list-style-type: none"> - Timely distribution of documents - Focal Point for eRules, collaboration with EMPIC - KPIS Rulemaking - FTL studies 	ES, DE, NL, CH MAB members
17:25h	(17) Information/ Discussion	Planning of future meetings <ul style="list-style-type: none"> • Meeting modus – separated or ‘back to back’ with EASA committee <p><u>IP 10: Future meetings calendar – pre-meeting document</u></p>	J.-M. Cluzeau/ MAB secretariat
17:30h		End of DAY 2	
Date and location of next meeting		Next meeting will be held on 27-28 June 2017 (tbc)	
Prepared by		Kirsti Reinartz-Krott	10 02 2017
Reviewed by		EASA	Signature

Updated List of actions from MAB meeting 2-2016 and previous (if needed): as at 20012017				
Item	Action (What)	Responsible (Who)	Deadline (When)	Status (Optional)
2-2-2015 (RAG)	Better link SES committee to ATM tasks in programmes	Agency	Report to the next meeting	Open. Being assessed.
1-2-2016 (MAB)	Copy MAB members in the Safety Promotion Network invitations	Agency	permanently	Closed. Informed Safety Promotion colleagues.
2-2-2016 (MAB)	Nominate members for 'Strategy Working Group' (send nominations to kirsti-verena.reinartz@easa.europa.eu)	MAB	by 4 11 2016 Extended to 18 11 2016	Closed. Reminder sent with post-meeting docs on 30 10 2016 (Nominations received from AT, CH, DE, ES, FI, FR, GR, HR, IRE, IT, NL, NO, UK)
3-2-2016 (MAB)	Provide feedback on effective SPN implementation	MAB	For next meeting	Open. No feedback received.
4-2-2016 (MAB)	Nominate members to the Safety Action group (send nominations to julia.egerer@easa.europa.eu)	MAB	ASAP	Closed.
5-2-2016 (MAB)	Raise the issue of supervision of operation of aircraft registered in Third Country to the Commission	Agency	Before next meeting	Open.
6-2-2016 (MAB)	Involve interested AB members in the future UAV NPA and expert group: provide draft NPA and letter of invitation.	Agency	When needed	Closed. The expert group invitation to nominate was circulated via CIRCABC on 27 10 2016
7-2-2016 (MAB)	Provide the terms of reference of the CAGs for MAB review (send comments to john.franklin@easa.europa.eu)	Agency/MAB (nothing received so far)	By 9 December 2016	Ongoing. Attached as an Annex 1 to the summary of conclusions for MAB review. No comments received so far.
8-2-2016 (MAB)	Add DE paper on 'Dissemination of safety information' on the agenda of the next meeting.	Agency	For next meeting	Closed. On agenda of next meeting.
9-2-2016 (MAB)	Draft a Working Paper on outcomes of the Simplification Workshop, proposing concrete actions with a specific timeframe	Agency	Before next meeting	Closed. On agenda of next meeting.
10-2-2016 (MAB)	Consult the WP on outcomes of MAB Simplification Workshop with MAB and Industry.	Agency/MAB/Industry	For next meeting	Closed. Will be distributed as pre-meeting paper. On agenda of next meeting.

11-2-2016 (MAB)	Present at next MAB meeting the Art 15 and 16 processes for rule development, including the list of project which are currently making use of those processes, and to clarify which AB are expected to contribute to Art 15 and 16 processes	Agency	For next meeting	Closed. On agenda of next meeting
12-2-2016 (MAB)	Provide a detailed overview of the Agency advisory and collaborative bodies, their scope, how they interface each other, how their work is or can be coordinated, how they contribute to the different phases of the programming process as well as of the rulemaking and safety promotion processes.	Agency	For next meeting	Closed. On agenda of next meeting.
13-2-2016 (MAB)	Provide information on the fees for EASA Workshops	Agency	Post-meeting doc	Closed. Attached as an Annex 2 to this summary of conclusions.
14-2-2016 (MAB)	Clarify future meeting modus	Agency, MAB	At next meeting	Closed. On agenda of next meeting