

European Aviation Safety Agency

ADVISORY GROUP OF NATIONAL AUTHORITIES

MINUTES OF 2ND MEETING 2008

25-26 JUNE 2008

Introduction and adoption of the agenda

Mr Probst welcomed all participants to the meeting.

The proposed Agenda was agreed without any changes. The Group agreed to discuss Ms Linden proposal for a methodology for prioritisation of tasks at a next meeting.

Adoption of minutes of the previous meeting and actions arising

The minutes were adopted with the following changes:

- Page 12 1st bullet: Mr Lynggaard pointed out that 'others' should be replaced by "CdT".
- Page 13 2nd paragraph: Written change proposed by UK CAA incorporated.
- The action table was displayed and a verbal debrief was given on each individual item as addressed in the attached table, except of action item 1-11-08 on Part M CAMO that is covered here. This subject involved Continued Airworthiness Management Organisations (CAMOs) with respect to aircraft registered in Europe and operated by a third country. Key points were:
 - Foreign CAMOs cannot issue ARCs (Airworthiness Review Certificates (ARCs))
 - Currently NAA cannot perform an airworthiness review, unless it is a safety issue. So they rely on a recommendation from a CAMO with privileges. (M.A.711b).

Possible future options:

- Allow NAA to do the review and then issue the ARC when the aircraft is over-seen by a foreign CAMO.
- Allow the CAMO to extend the ARC that was issued by the NAA (2 years in succession). The condition is that the aircraft is in a controlled environment overseen by the subject CAMO.

Consequences:

- NAA performs review and issues ARC every third year.
- Foreign CAMO extends approval twice.
- EASA will be able to start issuing foreign CAMO approvals before end of this year.

Additionally opinion 02/2008 proposes that existing foreign Operators with aircraft registered in Europe should not be obliged to contract a CAMO until September 2009.

1. General Introduction

Extension of the EASA system to aerodromes and ATM/ANS: The Group was informed of the adoption of the 2nd package of the Single European Sky that includes a proposal for a Regulation amending Regulation (EC) No 216/2008 in the field of aerodromes, air traffic management and air navigation services and repealing Council Directive 06/23/EEC. The Agency initiated work on the structure of the future implementing rules for authorities, aerodrome operators and aerodromes. For the latter, the former work of the GASR group (i.e. the draft GAR) will be the principal reference. GASR and national experts are involved in the effort. A formal rulemaking task will be launched when the budget will allow.

Additionally, AGNA was informed that, since 2006, the Commission, EUROCONTROL and the Agency meet periodically to harmonise their interfaces. A public Workshop, co-organised by the said three entities and the SESAR JU is planned for October 2008.

NPA on Essential Requirements for environment and related issues: The Agency explained the benefits of using the EASA system to address environmental protection matters. At the same time, the Essential Requirements would allow filling some gaps of the ICAO system. Last, it was highlighted that most of the issues dealt in the NPA are already within Community competence.

The Group was informed of the request by stakeholders for an extension of the comment period. The Agency agreed to consider an extension in conjunction with the consultation schedule of the NPA on OPS/FCL and to communicate its position in the course of next week.

Responding to Mr Weightman on the reason of using an NPA rather than an A-NPA, the Agency clarified that A-NPAs are used in situations where the Agency solicits inputs from stakeholders on the way forward. In this case, the Agency had a clear view about the approach that should be taken and therefore gave it the form of an NPA.

Last, AGNA was informed of bilateral meetings between the Agency and various stakeholders' groups to explain the content of the NPA.

EU-US BASA agreement: The Agency informed AGNA of the signing ceremony in Brussels on 30 June for the US-European Community Bilateral Aviation Safety Agreement, by The Slovenian Presidency, the US Federal Aviation Administrator and European Commission Vice-President in charge of Transport. Ratification should take place at a later stage and could be affected by outstanding issues about the fees and charges regulation.

EU-Canadian BASA agreement: The agreement is going to be signed at the next EU-Canada Summit taking place on 16 October 2008.

EU-Brazil BASA agreement: The Commission is working on a mandate to launch negotiations with the Brazilian authorities. This is linked to problems faced by foreign manufacturers seeking to import their products within EASA countries. The Agency explained that nothing can be fitted to a European aircraft without an EASA Form 1. Foreign manufacturers can only issue EASA Form 1 if EASA POA approved.

There are thought to be 3 possible ways of addressing this matter:

- Establish Bilateral Agreement with countries in question;
- The Agency can issue a POA, which would allow the foreign organisation issuing an EASA Form 1.
- The Agency can change article 4.2 of the Basic Regulation to accept foreign Forms 1. This may create safety issues due to the multiplication of foreign Forms, issued in various languages, in workshops.

Action required:

1. The Agency to communicate its position with regard the request for an extension of the comment period for the NPA on Essential Requirements for environment and related issues.

2. 2008 Rulemaking Programme

Working Paper 01: Revised EASA 2008 Rulemaking Programme

Mr Probst opened the discussions by explaining that the Agency does not want to be in the same situation as it was in 2007 where it received criticism about the delivery of its rulemaking programme. When tasks are delayed for reasons beyond Agency control, the Agency will seek for

advisory bodies view to adjust the programme. Consequently, if the Agency doesn't deliver the revised programme it will accept responsibility. The Agency went on presenting the tasks that are to be transferred or added to the 2008 rulemaking programme:

BR004 Essential Requirements for environment and related issues: MMr Thirion/Sajonz and Ms Linden expressed support to UK CAA request for extension of the comment period and asked for the Agency view on the consultation schedule of the said NPA. After some discussion it was agreed that the comment period for the NPA in question would be extended by 2 to 3 months and that completion should be extended to first quarter of 2009.

MDM 003(a) & (b) Flight Testing: The Agency awaits adoption of the opinion by the EASA committee (task MDM.003 (a)) before adopting the corresponding AMC material (task MDM.003 (b)). This is not foreseen to happen before the end of the year. Additionally, the subject is linked to the NPA on FCL that is currently in consultation.

Mr Gessky, who was only able to attend the second day of the meeting, added that progress was really necessary to have all flight test experts working to the same brief. A consistent approach to the subject in Europe was essential.

MDM 022(b) Fuel Tank Safety Training: The Agency informed that the revised AMC/Guidance material was recently published for consultation and that it could finalise work on the decision in 2008. AGNA agreed to add this task to the 2008 rulemaking programme.

25.045 Access through bulkheads: Agency proposed to add this task to the 2008 rulemaking programme to close this long standing issue since the published NPA is not suggesting any change to CS-25 as a result of the corresponding impact assessment.

20.002 Approval of Electronic Flight Bags: As agreed at the last AGNA meeting, the Agency held two additional meetings with the rulemaking group and expects to publish the NPA shortly. The rule will not be ready by end of this year and it is proposed to transfer the task to 2009 rulemaking programme.

On day two, Mr Gessky added that concern was growing about the unauthorised use of laptops on the flight deck, hence he advocated for acceleration of this task.

NPAs on implementing rules for air operations, flight crew licensing and the oversight of third country aircraft

The Agency explained that there were interactions between a number of NPAs, for example management systems, authority requirements and flight crew licensing. The Agency planned for an overlap in the consultation period between these three NPAs to avoid unjustified comments. Also some items, which were in the JAR OPS1, had been moved to the flight crew licensing NPA; hence there was a need to be able to see what was still in the NPA on air operations whilst commenting on the flight crew licensing. As explained above, the NPA on Essential Requirements for environment and related issues had been published on 30 May, further complicating the situation. The Agency explained that in these circumstances the optimum comment end dates for the pending NPAs might be as follows:

- **FCL 001 Pilot Licensing Implementing rules:** NPA 2008-17 published early June with a 3 month comment period, most likely to be extended until the middle of October
- **Management Systems NPA:** Due for publication during second half of August with a deadline in November.
- **Authorities Requirements NPA:** Also due for publication during second half of August, with a deadline in November.

- **OPS 001 Implementing rules for air operations:** The Agency informed that the rulemaking group wants more time to develop the implementing rule. The Agency doesn't want to publish an NPA which has outstanding issues and hoped that a consensus may be soon achieved to publish the NPA in September. An appropriate consultation period needs to be established taking into account the comment period of the NPAs on FCL, management systems and authority requirements.
- **21.039 Operational Suitability Certificate:** Agency was ready to publish the NPA early 2008. However a paper on the subject was received from the manufacturing industry prompting a meeting, now planned for August. NPA is now scheduled for publication in November. Workshop planned for early 2009.
- **OPS 004 Implementing rules for the regulation of third country aircraft:** The Agency is participating in the FAA ARAC group on the subject. The NPA cannot be published ahead of OPS IRs. Most likely timescale for publication of the NPA is therefore early January.

As a consequence, all opinions are expected to be issued by summer 2009. The Commission will most likely want to have all the opinions before initiating the comitology process, which will take more than three months because it concerns a regulatory procedure with European Parliament scrutiny. As a consequence, the adopted implementing rules are expected by end of 2009.

The Agency informed AGNA of the concerns expressed by industry that rulemakers would take their time to develop the rules at the detriment of those who have to implement them.

On Ms Linden's question whether the election of a new Commission/Parliament next year will affect the planning of the adoption of the implementing rules, the Agency explained that it expects that the current Parliament and Commission will handle the implementing rules on OPS/FCL as they were involved in the adoption of the new Basic Regulation. However, the change could possibly affect the process for the Essential Requirements on environment and related issues.

In view of these explanations, AGNA supported the Agency's proposals concerning the revised 2008 rulemaking programme.

3. 2009 Rulemaking Programme

Working Paper 02: Draft 2009 rulemaking programme

Information Paper 01: CRD on the 2009 rulemaking inventory

The Agency asked for feedback on the content of the draft 2009 rulemaking programme and agreed to review the document on a page by page basis.

The ensuing debate focused on the following tasks:

25.057 Security: On Mr Weightman's request for clarification on the intent of this task, the Agency explained that Europe is lagging behind ICAO on security issues that interface with safety aspects, specifying that the task aims to reinforce critical equipment onboard aircraft, such as bulkheads. The Agency plans to use FAA NPRM and final rule in an attempt to catch up. The Agency accepted to refine the description of the task and accepted to delete the following sentence "additional security needs shall be investigated at the same time and incorporated in CS 25 as appropriate".

The Agency indicated that most of the CS-25 tasks are harmonised with FAA.

As a final point, Mr Sajonz asked for clarification concerning the NPA 2008-03 on a license for small aircraft (task 66.022). The Agency explained that the NPA was under external consultation until the end of June 2008. No conversion provisions were considered in the NPA but this may change if the comments received through the NPA demonstrate it necessary. The NPA proposed a B3 and an ELA licence:

The B3 licence:

- Would be applicable to non pressurised aircraft under 2000Kg MTOM, plus sailplanes.
- The syllabus is contained in Appendix 1 to Part-66, with a duration of 900 hours.
- A person can move from the B3 to other categories.
- The licence can be used in Part-145 organisations.

The ELA licence:

- is applicable to aircraft below 1000 Kg MTOM, including sailplanes and balloons.
- The duration is 2 to 3 weeks.
- A person cannot move from the ELA licence to other categories.
- Cannot be used in Part-145 organisations.

In this context, the Agency invited the NAAs contacting its staff in charge whenever they require clarifications on the content of an NPA, especially when it concerns variations to the national AMCs.

In conclusion, the Group confirmed their support for the 2009 Rulemaking Programme as defined in WP02.

Action required:

2. The Agency to delete the sentence “additional security needs shall be investigated at the same time and incorporated in CS 25 as appropriate” in the description field of task 25.057.

4. 2009 Advance Planning

Working Paper 03: Draft 2009 Advance Planning

Information Paper 01: CRD on the 2009 rulemaking inventory

The Agency recalled the intent of WP03 that is a rolling plan providing visibility to the advisory bodies on rulemaking initiated/conducted in 2009 and planned for completion within the subsequent three years. It also invited members’ inputs on the need for harmonisation or the need to conduct advance studies in support of rulemaking work.

The ensuing debate focused on the following tasks:

20.003(b) Airworthiness and Operational Approval of on board equipment required for RNP-RNAV: Mr Gessky queried the lateness of the planned decision by 2011 considering that the related task (a) is finishing in 2009. The Agency agreed to check if this could be brought forward.

20.010 Approval of Electronics Checklists: Mr Gessky suggested expediting the task since material already exists in CS-25.

The Agency explained that electronic checklist is covering both airworthiness and air operations. With regard to the operational aspects, air operators require an approval from NAAs. The dual approval is not favoured by industry; the Agency is looking therefore to the best way to handle this complex matter. It is also to be noted that the rule cannot be issued ahead of the adoption of the implementing rules on OPS/FCL. Last, it clarified that it could not keep moving dates forward as the rulemaking workload was already very high. However, the Agency could accelerate this activity if members accept to postpone another task.

20.014 Flight technical error determination: Mr Gessky raised this subject in context with an ICAO State Letter that will apparently be issued on the subject on 20 July. He also thanked the

Agency for coordinating the process for a European response to State Letters that proved quite useful.

The Agency informed the Group that it was drafting a response to the said State Letter that will be shared with NAAs in accordance with the established process. Additionally, AGNA was informed of a draft response to a State Letter on the revision of ICAO Annex 6 part 2 and that the task OPS.001 took into account the new ICAO requirements.

Last, the Agency added that it was important that NAA were pro-active in notifying State Letters within the Agency remit, to make sure that none is overseen.

21.026 New Categories of Parts: On Mr Gessky request for clarification on whether the NPA 2008-07 on European Light Aircraft; standard changes and repairs and CS-LSA covers parts for small aircraft, the Agency responded in the affirmative.

21.046 Replacement Parts: Mr Gessky recalled the importance of this task. The Agency clarified that it is on schedule and that the preliminary RIA will soon be available.

23.005 Very Light Jets: Mr Gessky queried as to whether the weight limit on CS- 25 would also need to be varied. The Agency said that CS-25 applicability would not be changed and that it will base its work on a generic special condition developed by the Agency.

23.014 Special Conditions: Mr Gessky welcomed Agency initiative for incorporation of special conditions in the rules. The Agency responded that it was awaiting industry inputs as to the special conditions that needed to be put in CS-23.

25.070 Incorporation of special conditions in CS-25: Mr Gessky enquired as to what the Agency was planning to do concerning retro-activity with respect to existing fleets. The Agency said that it was undecided as to the way forward concerning JAR 26. Flexibility needs to be introduced to address the in-service life of existing fleets as this could have a major bearing on the decision-making process. It was agreed that this would be a good subject for future policy discussions.

BR.008 (a) & (b) and BR.009: The Agency explained that the tasks aim to better incorporate work of ICAO into the EASA system. The Agency plans to launch A-NPAs in parallel with the ICAO process to seek for views on the positions to be taken. This will support the work of Agency staff participating in ICAO working parties and provide for legitimacy of Community positions. If this transparent approach could be established with limited resources the scope of work might be increased.

E.009 Ice protection: The Agency accepted to change the description of this task to reflect the objectives of the related terms of reference.

FCL 008(a) Qualifications for flying in IMC: On Mr Weightman request to include UK CAA written comment into the “comment” field, the Agency explained that this field will disappear in the final version but the UK view will be fully taken into consideration when executing the task.

MDM 001(b) LROPS: Mr Gessky asked about the Agency intentions on this subject. The Agency clarified that this task is linked to the ETOPS task and explained that not everything in LROPS was aviation safety related. The Agency plans to update the rules as to the “safety” aspects but would leave other items to NAA to prosecute.

In another domain but related topic, Mr Thirion enquired about the work undertaken by the ICAO LROPS/ETOPS task force. The Agency explained that this had recently been set-up and that it planned to have two meetings. The Agency volunteered to host one meeting in Europe.

MDM 006 Inspection Requirements: Mr Gessky proposed the establishment of a rulemaking group to progress this matter, which the Agency agreed to consider.

The Agency concluded by saying that WP03 was a living document and proposals for change on priorities, harmonisation and working methods were welcome at any time.

The Agency also recalled that it will look into means to improve the rulemaking process. One of the points is whether the current planning process allows for identification of all safety issues. If there was an accident the question might be asked – “why didn't you work on that?”

With regard to Ms Linden proposal for a methodology for prioritisation of tasks, the Agency believed that this should be on the basis of a list of relevant criteria and that it should be used as a supportive tool. Ms Linden agreed to this approach.

The Agency asked that if NAAs had a safety analysis system of their own, would they please bring it forward for consideration.

In conclusion, AGNA provided its support for WP 03.

Information Paper 01 was reviewed by the Group.

Various members welcomed the new approach for IP01 that facilitates review of inputs on the inventory and made the following comments on the paper. In relation to the CRD, Ms Lindén brought forward that MDM.030 UAV further regulation, OPS.049 Single piston engine operations over hostile environment and OPS.009 Runway incursions should all be promoted.

MDM 030 UAV further regulation: On the Group request, the Agency explained what had been done so far and the way forward. It also stressed that whilst the whole package of work needs to be considered in time it is not something that needs to be detailed in the advance planning at this time.

Mr Gessky said that Austrocontrol is expecting various applications for vehicles for “State missions” below a 150 kg weight limit.

The Agency added that it joined a working group initiated by the Netherlands on the harmonisation of UAV standards below 150 kg.

Mr Sajonz added that in Germany an application had been received. This vehicle will be certified and allowed to fly in restricted area only, in absence of operational rules.

In conclusion, the Agency stated that whilst it is able to take care of airworthiness aspects of UAVs it is unable to address the key issue of “sense and avoid” by its own. UAVs’ operations in non segregated airspace depends on a high level policy decision linked with the adoption of the ATM concepts of operations – the way and conditions under which airspace can be used by various users. As explained in its opinion of ATM safety regulation, the Agency believes that the Community needs a coordinating body for making such decisions, which would be then enforced by rules affecting air operations, as well as air navigation service provision.

21.019 One-off STCs: Mr Gessky pointed out that that this deserves a higher priority to allow for flexibility in Europe. He also stressed that there was considerable difference of approach between US and Europe on the subject.

The Agency said that there was no demonstrated urgency on the matter and no particular pressure from industry on the subject.

The Agency concluded by saying that the legal dimension needed to be considered and that it would look further into the matter.

66.007 Question Databank: On Mr Gessky’s request for an update on this task, the Agency explained that this had been done when reviewing the action table and provided a summary of the situation (cfr. Action table).

OPS 049 Single Engine piston helicopter operations: Ms Linden had delivered a paper on the subject. This paper draws the attention to the discrimination introduced in the JAA system by allowing only single turbine engine helicopters to operate over hostile environment outside congested areas under special conditions, while piston powered ones are not; moreover such a discrimination is not supported by technical evidence of a higher reliability of turbine engines. In addition, there is a safeguard in the proposed change implying, among other things, a requirement for acceptable statistics of the reliability of the actual helicopter type. Accepting the Swedish view, which is in line with the relevant JAA OST decision, would have the effect that helicopters with the same documented level of reliability could compete on the same playing-field. Mr Kaiser said that his country permitted SE helicopters operating for rescue purposes in mountainous areas and would like to continue this.

The possible options would appear to be:

- Change the rule.
- Consider possible alternatives. Maybe treat as an exception in a very specific case.
- Subject warrants further investigation next year.

The ensuing discussion led the Agency to point out that an economist had been hired and that impact assessments will receive more attention in the future with assistance being sought from NAAs on existing tools, methodologies and data.

Actions required:

3. AGNA to consider holding a policy debate on the future of JAR 26.
4. The Agency to align the description field of E.009 to the objectives of the related terms of reference.

5. AOB

Planning of future meetings, workshops - IP02 & IP03

Subject was introduced by the Agency. It had created a summary of future events to help the organisation of members' commitments /meeting venues, etc.

Mr Weightman asked if experts could attend thematic meetings, in addition to the AGNA member. This was supported by the Agency, to share practical experience.

It is likely that the OSC workshop in mid November will be postponed to December. It may be combined with another subject to make the best use of time.

The AGNA meeting in summer 2009 will be held on 24-25 June.

On the subject of regional workshops, the Agency would like to have more of them in order to support the interpretation of rules in Europe. Use of a language other than English would be appreciated. Mr Kaiser supported the approach.

Mr Weightman said that UK CAA plans to undertake a number of NPA workshops to which the Agency will be invited to participate.

The Agency agreed to participate at workshops organised by NAAs, but needs sufficient advance notice.

Ms Linden said that Sweden wants to devote a day to regional workshop, likely date 16 October and that it would invite the Agency to attend.

Mr Thirion pointed out that DGAC France intends to organise a number of workshops, but needs to know who to speak to on the subject, also he asked as to how many days the Agency would be

prepared to spend in another country for workshop work. The Agency indicated one day per visit, normally, but that there is some scope for change.

Mr Gessky will keep the Agency in the picture concerning their projects.

With regard to the central workshops, the Group agreed with the Agency proposal for subjects and targeted dates.

Finally, the Agency invited the Group to contact Ms Ruge for FCL and Mr Meyer for OPS, management system, authority requirements and third country aircraft oversight regional workshops they are planning to organise.

State of play on work of translations working group- WP04

The Agency provided a status update on this matter. The Agency would like to launch the process, but requested AGNA opinion on two points, as follows:

- Working Group composition: Agency would like to see wider membership, including representatives from southern Europe and invited AGNA to nominate subject experts the next two weeks.
- Meeting schedule: Agency proposed working group meetings in September, November and December, with completion by the end of the year.

Following some discussion concerning the terms of reference, workload and membership, the AGNA agreed the approach presented in WP 04. The Agency will send out a tasking letter to working group members, with copy AGNA, and hopes that membership can be expanded with new nominees.

Members' Consent Form - IP 04

Subject was introduced by the AGNA Secretary. In accordance with EC Regulation No. 45/2001, the Agency is required to seek for members' permission to disclose their personal contact details on the web site. Members were invited to sign the consent form and to return it to the secretary. Mr Hezký asked for update of the list of AGNA members presented on EASA websites to be practically used as the list of NAA contact persons. Mr Tziolas responded that this update will be assured and this task is one of necessary requirements.

Medical certifications Expert Panel - IP 05

Mr Kaiser introduced the subject that builds up on the proposal made by Mr Haerynck in a previous meeting, explaining that the objective was not to have an excessive number of working groups. There was mixed support for the creation of panel of experts amongst members; whilst most members expressed support to the proposal Mr Burgers, although in favour of sharing of information and experiences with the implementation of EU regulation, disagreed with the creation of panel of experts under EASA umbrella. Mr Gessky accepted the principle of panel of experts provided that this new approach is expanded to all other sectors. Mr Lynggaard suggested focusing on areas where there is a lot of AMC/GM material.

The Agency responded by saying that new ways need to be explored for the uniform interpretation and implementation of rules. Also the role of AGNA in such a process would have to be examined.

With regard the proposal for a panel of medical experts on FCL, the Agency explained that two groups needed to be created because those really in charge of implementing the medical requirements are not NAA staff but private medical examiners. As a consequence, we need two groups: one to consider on how to appoint medical examiners (NAA staff); and one on how to implement the medical requirements (medical examiners).

The Agency agreed to consider the matter in light of the comments received on the NPAs related to the implementing rules of the new Basic Regulation and suggested to also have a discussion on that issue in the EASA-NAA partnership forum.

Commercial air transport with restricted CoFA - IP06

M. Thirion introduced the subject and asked for an explanatory paper on the subject.

The Agency said that this was a well known issue, which the Commission prefers to address via exemptions under article 8 of Regulation 3922/91 (EU-OPS) pending the adoption of the OPS IR (refer to the minutes of the Aviation safety Committee meeting of 28 May 2008). The Group was informed that the Agency supports the Commission in the handling of such exemptions and that it had included concrete wording in the implementing rules on OPS to address this matter in the OPS IR. Last, it explained that Annex II aircraft are more difficult to deal with because article 4 of the Basic Regulation excludes them from airworthiness aspects, while EU-OPS require all aircraft to comply with Part M. The Group was informed that if NAAs file a notification to article 8 they need to indicate the various applicable provisions they derogate to.

Weight and balance calculation

Mr Thirion informed the Group about the 2007 B-727 accident in Cotonou. The problem appears to have been one of weight and balance and asked the Agency to adjust the rules accordingly. The Agency responded that EUROCAE had been tasked to develop an accurate weight and balance system.

Action required:

5. AGNA members to nominate individuals within the next two weeks to participate to the translation working group.

The meeting was closed at 13:30 hours. The Group thanked Mr. Probst for his outstanding contribution to European aviation safety regulation.

Actions table

Action #	What	Who	When	Status	Comments
1-42-06	Send a letter to DG Trade on the “FAA requirements on imported parts” and the problems faced by European equipment manufacturers.	Agency		O	BASA scheduled to be signed on 30 June by FAA Acting Administrator and the Commissioner for Transport, Mr Tasani. Fees and Charges issue still needs to be addressed.
2-06-07	To organise a workshop to explain the proposed framework for additional airworthiness specifications for a given type of aircraft and type of operation – task 21.039.	Agency		C	The Chair reported that the workshop will take place before summer. To be actioned in conjunction with NPA publication process.
2-09-07	To consider adding a task to the 2008 advance plan on UAVs after holding the workshop.	Agency		O	The Agency briefed members on the outcome of the workshop, the main point being that the Agency had not yet received enough inputs to decide on the way forward on the issue at stake. Given this fact, it proposed to keep that action item open. It also informed members about its participation to the upcoming ICAO UAV panel meeting.
2-16-07	To provide possible material produced at national level related to task 66.007 - Question Data Bank (QDB).	Members		C	Agency stated that a new task will be added to create questions with the help of rulemaking group. A call for tender on confidentiality of questions will be issued ahead of the framework contract for a question data bank.
3-2-07	Provide comments on the TBO issue to help progressing the task.	Members		C	The Agency reported that a task had been added in the 2009 advance planning to advance work.
3-5-07	Brief members on how it plans to control hazards with respect task 25.055 in view of the delivery of the rule by 2010.	Agency		C	Task report provided by Agency (cfr presentation on the subject).
3-9-07	Send a letter inviting NAAs to indicate their interest in organising regional workshops.	Agency	ASAP	C	On meeting agenda as an AOB item (IP03).
3-10-07	Produce a position paper on the 2nd working method proposed by UK CAA & DGAC FR with respect the voluntary drafting of NPAs.	Agency		O	Potential agenda item for a next AGNA meeting, taking into account a possible review of the rulemaking process.
3-11-07	Review the 2008 advance planning and indicate tasks in which NAAs could assist the Agency with NPA’s drafting.	Members		C	The Agency reported that some further contributions were received.

Action #	What	Who	When	Status	Comments
3-13-07	Inquire within their NAA for the responsible individuals with respect to organisations approvals and to provide the contact details to the Agency.	Members		O	The Agency letter on the subject was shortly to be sent to AGNA.
3-14-07	Invite in writing NAAs to submit focal points on organisation approvals databank.	Agency		C	The Agency letter on the subject was shortly to be sent to AGNA.
3-15-07	Conduct a study on the relationship between the number of PRM individuals and the evacuation of passengers on board aircraft.	Agency		C	The Agency informed that the call for tender is planned for publication by Summer with a completion date by end of 2009.
3-16-07	Provide UK-CAA material on the “survey on standard weights of passengers and baggage” and “contaminated runway friction”.	Mr Woods		C	UK-CAA has provided data on the subject. Agency is currently reviewing contaminated runway data.
1-1-08	Publish the paper regarding direct approval of line stations.	Agency	ASAP	C	Paper published on CIRCA under follow-up papers 1-2008.
1-2-08	Communicate the date and place of the workshop on additional airworthiness specifications for a given type of aircraft and type of operation (Task 21.039).	Agency		O	Central workshop envisaged in January 2009.
1-3-08	Invite AGNA to submit examination questions using the template, accompanied with the final report of the Question Data bank.	Agency		C	Reported under 2-16-08.
1-4-08	Publish the paper on the “Amendments to the AMC material to Part M” on CIRCA.	Secretary	ASAP	C	This has been published on the website as part of CRD 2007-08.
1-5-08	Produce a position paper setting the legal scene on the issue of “foreign registered aircraft operated by EU operators” to allow for an informed discussion in a next meeting.	Agency		C	This topic is going to be handled at the thematic meeting taking place on October 2008.
1-6-08	Circulate a letter with its views on the carriage of PRMs and the evacuation of passengers on board aircraft.	Agency		C	Letter (with Adonis 57794) circulated to AGNA.
1-7-08	Consider renumbering task MDM.034 to become 25.0XX.	Agency		C	The Agency decided not to change the task code as it covers various parts.
1-8-08	Change the description of task MDM.038.	Agency		C	Task description kept as is.
1-9-08	Delete task 145.013 as the issue is addressed by CRD 2007-08.	Agency		C	Task deleted.
1-10-08	Hold two additional meetings on task 20.002 and then progress it for publication.	Agency		C	Done – Task transferred to 2009 Rulemaking Programme.

Action #	What	Who	When	Status	Comments
1-11-08	Look into appropriate measures to address the issue of foreign CAMO and of aircraft registered in Europe and used by foreign operators outside Europe.	Agency		C	Reported under the respective agenda point.
1-12-08	Organise a workshop on the amended Part M.	Agency		C	Scheduled for 3 July 2008.
1-13-08	Distribute the CRD incorporating comments on the pre-RIAs.	Agency		C	Comments were incorporated in the CRD on 2009 inventory.
1-14-08	Include a task in the inventory on "collision warning systems".	Agency		C	Operational aspects handled by a dedicated task. Airworthiness issues to be addressed by a new task.
1-15-08	Invite AGNA to indicate interest and topics for regional workshops.	Agency		O	Linked to 3-9-07. Point handled under AOB item. Proposals still awaited.
1-16-08	Investigate means to translate NPAs.	Agency		C	WP04 handled under AOB item.
1-17-08	Invite AGNA to nominate experts for a small working group to reflect on cooperation means between CDT, NAAs and the Agency.	Agency		C	Letter sent to members (Adonis 58821).
2-1-2008	Extension of the comment period for the NPA on Essential Requirements for environment and related issues.	Agency	ASAP	O	
2-2-2008	Delete the sentence "additional security needs shall be investigated at the same time and incorporated in CS 25 as appropriate" in the description field of task 25.057.	Agency	ASAP	O	
2-3-2008	Consider holding a policy debate on the future of JAR 26.	Agency and Members	Next meeting	O	
2-4-2008	Align the description field of E.009 to the objectives of the related terms of reference.	Agency	ASAP	O	
2-5-2008	Nominate individuals to participate to the translation working group.	Members	Before end of June	O	

Legend & codes:

O: Open

C: Closed (The items indicated as closed will disappear from table in the next minutes)

~: continuous task

WP: Working Paper

IP: Information Paper

X-X-200X: meeting reference – item - year

Participants in AGNA meeting

EASA Member States

(Members)

Sigurjon Sigurjonsson
Iceland (on first day)

Georgos Sourvanos
Greece

Marve Allik
Estonia

Ari Vahtera
Finland

Georges Thirion
France

Dirk Sajonz
Germany

Brian Skehan
Ireland

Fabrizio D'Urso
Italy

Burgers Matthieu
Netherlands

Nina Beate Vindvik
Norway

Pablo H-Coronado
Spain

José Silvero Rocha e Cunha
Portugal

Ingrid Linden
Sweden

Graham Weightman
United Kingdom

Walter Gessky
Austria (on day two)

Jean-Michel Delval
Luxemburg

Marc Haerynck
Belgium

Eleonora Dobрева
Bulgaria

Vitezslav Hezky
Czech Republic

Ole Boysen Lynggaard
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Non-EASA Member States

(Observers)

Simon Kaiser
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Secretary

Athanassios Tziolas