



## Agenda & Schedule

### Meeting - MAB 2-2017

**Date – 26 – 27 June 2017**

**Location – DAY 1: Centre A. Borschette, meeting room 5B,  
Rue Froissart 36, 1040 Bruxelles**

**from 13:00h till 18:00h**

**DAY 2: Centre A. Borschette, meeting room 2B,  
from 9:30h till 17:30h**

#### Organised by

Strategy and Safety Management Directorate- Strategy and Programmes Dept. -  
Safety Programmes Section, SM 2.1., Strategy Development and Stakeholder  
Management, SM 0.2.

Acronyms used:	AB: Advisory Bodies AltMoC: Alternative Means of Compliance AOB: any other business ATM: Air Traffic Management CAG: Collaborative analysis group CMO: Chief Medical Officer Cmtee: Committee DE: German DGAC: Directorate General for Civil Aviation EAMR: European Aero-Medical Repository EASA: European Aviation Safety Agency EPAS: European Plan for Aviation Safety ESCP: European Strategic Coordination Platform FCL: Flight Crew Licensing FTL: Flight Time Limitations ICAO: International Civil Aviation Organisation IP: Information Paper LAPL: Light Aircraft Pilot Licence MAB: Member States' Advisory Body MEG: Medical Experts Group NAA: National Aviation Authority NPA: Notice of Proposed Amendment RAG: Rulemaking Advisory Group (predecessor of the MAB) RO: Romanian SES: Single European Sky SG: Strategy Group SM TeB: Safety Management SMS: Safety Management Systems SPN: Safety Promotion Network SPO: Specialised Operations SSP: State Safety Programme TBC: to be confirmed TEBs: Member States' Technical Bodies ToR: Terms of Reference UPRT: Upset Prevention & Recovery Training
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	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 (Luc Tytgat absent)	Presenter(s)
13:00h	(1)	<b>Welcome and Introduction</b>	<i>J.-M. Cluzeau chairs (in the absence of L. Tytgat)</i>
13:15h	(2) Opinion	<b>Adoption of the agenda</b>	<i>Chair, MAB secretariat</i>
13:20h	(3) Opinion	<b>Adoption of the minutes of the previous meeting</b> <b>Review of action table</b> <i>WP 00: Minutes of MAB meeting 1-2017</i> <i>Action table from MAB 1-2017 (see annexed below)</i>	<i>Chair, MAB secretariat</i>
<b>Recurrent items/ Updates &amp; Reports</b>			
13:30	(12) Information/ Discussion	<b>Advisory Bodies</b> <ul style="list-style-type: none"><li><b>Report on how to streamline the coordination of the ABs and Postmeeting presentation thereto</b></li></ul> <u>Expectations:</u> Agency to discuss with MS the above AB interaction and possibly MS to provide best practices of their own internal coordination between domains	<i>Kai Bauer (action 6-1-2017)</i>
14:00h	(5) Information/ Discussion	<b>Measuring quality of rulemaking deliverables</b> <u>IP 01: Postmeeting Paper and Postmeeting presentation on the subject</u>  <u>Expectations:</u> Member States to provide guidance on effective quality measurement.	<i>K. Bauer (action 20-1-2017)</i>
14:30h	(6) Information/ Discussion	<b>Feedback on implementation of EASA rules (to be noted and discussed at next meeting)</b> <ul style="list-style-type: none"><li>Verbal report on AltMoC production 2012-2017 in OPS domain</li></ul> <b><u>New items proposed to be discussed at next meeting</u></b>	<i>(action 12-1-2017)</i> <i>AT MAB alternate/ Jean-Marc Cluzeau/ Thaddee Sulocki</i>



15:15h	(8) Information/ Discussion	<p><b>Update on Cost sharing web based platforms</b></p> <ul style="list-style-type: none"> <li>• Charter – update and next steps</li> <li>• Update on DGAC Art. 14 (1) exemption</li> </ul> <p><u>IP 02</u>: State of Play of a Web-Based cost-sharing charter and for DGAC Art.14 (1) exemption</p> <p><u>Expectations</u>: Agency updates MAB on the issue.</p>	<p>J.-M. Cluzeau</p> <p>(action 23-1-2017)</p> <p>(action 22-1-2017)</p> <p>(action 24-1-2017)</p>
15:30h – 15:45 h Coffee break (no flexibility)			
15:45h	(9) Information/	<p><b>FTL Study</b></p> <p><u>IP 03</u>: Paper/Presentation on the subject</p> <p><u>Expectations</u> Agency to inform MAB of the ongoing study</p>	J.-M. Cluzeau
16:15h	(13) Information/ Discussion	<p>[Moved here to accommodate rest of agenda]</p> <p><b>SSP Guidance to Member States</b></p> <ul style="list-style-type: none"> <li>• Report from SM TeB</li> </ul> <p><u>IP 06</u>: Report from SM TeB and Postmeeting presentation thereto</p> <ul style="list-style-type: none"> <li>• Discussion on intra-regional cooperation</li> </ul> <p><u>Expectations</u>: Agency to discuss with Member States the support required for SSP implementation based on SM TeB report</p>	<p>T. Sulocki</p> <p>R. Priego</p>
17:00h	(14) Information/ Discussion	<p>[Moved here to accommodate rest of agenda]</p> <p><b>Horizontal rules Roadmap &amp; link to recommendations of RAG SG on cross domain SMS assessment tool</b></p> <p><u>WP 06a</u>: Draft Roadmap</p> <p>WP 06b: Summary of Roadmap</p> <p>Postmeeting presentation thereto</p> <p>WP 08: Response to recommendation on cross-domain SMS assessment tool.</p> <p><u>Expectations</u>: MAB to provide input for all three above documents.</p>	<p>J.-M. Cluzeau</p> <p>(action 18-1-2016)</p>
17:45h	(10) Information/ Discussion	<p><b>Issues raised by TeBs</b></p> <p>Horizontal issues and examples brought from the TEBS to the attention of the MAB</p> <p>[Postmeeting note: AOB item on SPO raised by NL MAB member discussed here]</p> <p><b>No issues raised so far by TeBs</b></p> <p><u>Expectations</u>: TeB Chairs to raise possible issues to the MAB</p>	<p>Oper. depts.</p> <p>(action 7-1-2017)</p>



18:00h		End of DAY 1	
<b>Time</b>	<b>Agenda item</b>	<b>DAY 2 - Topics for Discussion (Luc Tytgat attends)</b>	<b>Presenter(s)</b>
<b>Strategic Issues</b>			
9:30h		Short recap of previous day, look ahead of Day 2 Agenda	L. Tytgat
9:45h	(4) Discussion/ Opinion	<p><b>EPAS 2018-2022</b></p> <p><u>WP 01: Draft of EPAS 2018-2022 and Postmeeting presentation thereto</u></p> <p>Expectations: Agency to give overview and Member States to give strategic orientation for the draft.</p>	K. Bauer
<b>11:15h – 11:30h Coffee break (no flexibility)</b>			
11:30h	(11) Discussion/ Opinion	<p><b>Future of EPAS (as from 2019)</b></p> <ul style="list-style-type: none"> <li>Input from the MAB Strategy Group meetings &amp; outcomes of the simplification workshop</li> </ul> <p><u>WP 04: The Future of EPAS</u></p> <p><u>IP 04: Summary of conclusions of MAB SG meeting and Postmeeting presentation thereto</u></p> <p><u>IP 05: Follow-up of outcome of simplification WS</u> [deleted]</p>	<p>L. Tytgat/ K. Bauer/ J.-M. Cluzeau/ R. Priego /AT MAB alternate</p> <p>(action 3-1-2017)</p>
<b>12:30h – 14:00h Lunch break (not included)</b>			
14:00	(7) Information/ Discussion	<p><b>Report on 'Age 60' Workshop</b></p> <p><u>IP 09: Post-meeting presentation on the subject</u></p>	AT MAB alternate
14:30h	(15) Information	<p><b>International Cooperation</b></p> <ul style="list-style-type: none"> <li>Open positions</li> <li>Expert profiles required and reimbursement conditions in place</li> <li>Update on current issues</li> </ul> <p><u>IP 07: Paper/Presentation on the subject</u></p> <p>Expectations: Agency to inform the MAB of the latest developments.</p>	<p>S. Carpe Garcia/ D. Waller</p> <p>(action 21-1-2017)</p>
15:00h	(16) Information/ Discussion	<p><b>Forthcoming Opinions/NPAs</b></p> <ul style="list-style-type: none"> <li>Electronic Licenses &amp; state letter related thereto– orientation discussion</li> </ul> <p><u>WP 07: Agency paper on the subject and Postmeeting presentation thereto</u></p>	D. Dousi



15:30h – 15:45h Coffee break (some flexibility)			
15:45h	(16) cont'd Information/ Discussion	<ul style="list-style-type: none"> <li><del>EAMR update (requested by COM) [deleted – postponed to next meeting]</del></li> <li><u>IP 09: Paper/Presentation on the subject</u> MB Decision Article 16 procedure (requested by MAB/COM) – modular LAPL – intermediate results</li> </ul> <p><u>WP 09: consultation e-mail and Postmeeting presentation on the subject</u></p> <p><u>WP 09bis: DGAC Paper/Presentation on the subject</u></p> <p><u>Expectations:</u> Agency to provide information &amp; discussion on draft opinions</p>	D. Dousi
16:45h	(17) Information/ Discussion	<p><b>AOB items (should stay free to be filled at meeting with ad-hoc MAB suggestions)</b></p> <ul style="list-style-type: none"> <li>MAB SG future</li> </ul> <p><u>WP 10: draft ToR</u></p> <p><u>Expectations:</u> MS to provide views on scope of activities of MAB SG</p> <ul style="list-style-type: none"> <li>Verbal update on ECCAIRS status (related to Data for Safety Project)</li> <li>Medical Assessor</li> </ul> <p><u>IP 10: NL paper on the subject</u></p> <ul style="list-style-type: none"> <li>European Strategic Coordination Platform</li> </ul> <p>Presentation on the subject</p> <p><u>Expectations:</u> MS to discuss and provide 4 nominations to the ESCP</p> <ul style="list-style-type: none"> <li>Delay to applicability of Part-FCL UPRT provisions</li> </ul> <p><u>WP 11: Agency paper and Postmeeting presentation on the subject</u></p> <p><u>Expectations:</u> MS to discuss the paper</p> <ul style="list-style-type: none"> <li>State Letter 2017/54 on the Air Navigation Conference</li> </ul>	<p>J.-M. Cluzeau/ K. Bauer</p> <p>J.-M. Cluzeau</p> <p>NL MAB member/D. Dousi</p> <p>L. Tytgat</p> <p>D. Dousi</p> <p>L. Tytgat</p>
17:25h	(18) Information/ Discussion	<p><b>Planning of future meetings</b></p> <p><u>IP 08: Future meetings calendar – pre-meeting document</u></p>	MAB secretariat
17:30h		<b>End of DAY 2</b>	
Date and location of next meeting		Next meeting will be held on 21-22 September 2017 in Cologne (tbc)	
Prepared by		Kirsti Reinartz-Krott	26 06 2017
Reviewed by		EASA	Signature



<b>List of actions from MAB meeting 1-2017 and previous (if needed): as at 27 06 2017</b>				
<b>Item</b>	<b>Action (What)</b>	<b>Responsible (Who)</b>	<b>Deadline (When)</b>	<b>Status (Optional)</b>
2-2-2015 (RAG)	Better link SES committee to ATM tasks in programmes	Agency	Report to the next meeting	Closed. As part of EASA regular updates to the SSC, the Agency prepares a progress report on ATM/ANS activities, which is in form of SSC meeting IP. MS (usually) comment and make questions on the EASA report, which are addressed at the meeting by the EASA representative who attends the SSC meetings. As part of this progress report an Introduction section contains information on the RMP and EPAS. Furthermore, there is a table at the end of the same report with Milestones and activities' plan, which highlights EASA ATM/ANS activities by linking it with the RMTs as part of EASA RMP/EPAS.
3-2-2016 (MAB)	Provide feedback on effective SPN implementation	MAB	For next meeting	Closed. Action to be given to the SPN.
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.
7-2-2016 (MAB)	Provide the terms of reference of the CAGs for MAB review (send comments to <a href="mailto:john.franklin@easa.europa.eu">john.franklin@easa.europa.eu</a> )	Agency/MAB (nothing received so far)	By 9 December 2016	Closed. Email sent on 24 Feb. to Advisory Bodies asking to comment CAG membership.
1-1-2017	provide final feedback on Simplification Workshop WP 03, in particular also on how to speed up processes for soft law	MAB	by 27 Feb. 2017	Closed. On Agenda of next meeting



2-1-2017	provide 5-6 focal points for eRules & digital workspace	MAB	by 27 Feb. 2017	Closed. Call for nominations in minutes of last meeting
3-1-2017	provide one comprehensive package on the Simplification workshop outcomes and actions as well as the strategic input from the MAB Strategy Group	Agency	Before next meeting	Closed. On Agenda of next meeting
4-1-2017	Support discussions of upstream coordination to prepare ICAO before state letters	Agency	Before next meeting	Closed. Discussed at MAB SG on 30.03.2017
5-1-2017	provide input for the 'cool down' period	Agency	at the next MAB strategy group meeting	Closed. On Agenda of next MAB SG meeting
6-1-2017	provide further input on Advisory Body coordination (IP 07) on how to streamline coordination of the ABs	MAB	by 27 Feb. 2017	Closed. On Agenda of next meeting
7-1-2017	raise issue of CAG/TeB/MAB coordination to MAB SG	Agency	at the next MAB strategy group meeting	Closed. Discussed at MAB SG on 30.03.2017
8-1-2017	invite NAAs to participate to CAGs	Agency	Before the next CAGs	Closed. Agency CAG focal point will inform Member States
9-1-2017	provide 2017 meeting dates of TeBs to MAB	Agency	Post-meeting	Closed. E-mail sent on 2 May 2017
10-1-2017	set up a reporting link between FCL/ ATM TeB and MEG/CMO	Agency	Before next meeting	The Air Crew Dept. is planning to report on the MEG's activity to the FCL TeB, and to include topics requested by the CMO forum as well. The MEG actually consists of two meetings: Part 1: open meeting with medical representatives of stakeholders (NAAs + ECA, ESAM, EUROPEAN SPORTS AVIATION, IFALPA, IFATCA, FAI and others) Part 2: dedicated only to NAAs



				The CMO forum is not hosted by the Agency, who also does not actively participate. The forum submits a letter containing discussion items to both parts of the MEG. No link is foreseen to that forum. The ATM/ANS Dept. consults ATM/ANS TeB and SAB cmtee on ATCO MED issues, with the involvement of the Air Crew Dept. colleagues.
11-1-2017	consult MAB on draft 'Horizontal rules' Roadmap in Q2 2017	Agency	Q2 2017	Closed. On agenda of next meeting
12-1-2017	prepare a position paper for harmonised dissemination of safety information	Agency	Post-meeting	Open. Postpone to Sept meeting.
13-1-2017	distribute approach to ex-post evaluations together with evaluation of Authority Requirements	Agency	Post-meeting	Open. Postpone to Sept meeting.
14-1-2017	prepare paper for further discussion of IP 02 [typo:04] of MAB 1-2017	Agency	Before next meeting	Open. Postpone to Sept meeting.
15-1-2017	raise discussions on IP 04 to MAB SG	Agency	For next MAB SG	Closed. Discussed at MAB SG on 30.03.2017
16-1-2017	share with MAB if possible its own ex-post evaluations undertaken	RO MAB member		Open. Postpone to Sept meeting.
17-1-2017	comment the recommendations of the RAG WG on cross domain SMS assessment tool	MAB	10 March 2017	Closed. On Agenda of next meeting
18-1-2017	review recommendations of the RAG cross-domain SMS assessment WG and to link them to the 'horizontal rules' roadmap	Agency	Before next meeting	Closed. On agenda of next meeting
19-1-2017	provide in the minutes of meeting a clarification on NAA focal point profile for	Agency	In minutes	Closed. In minutes of last meeting



	eRules/machine to machine interface			
20-1-2017	provide a meeting paper on measurement of the quality of rulemaking deliverables	Agency	Post-meeting	Closed. On Agenda of next meeting
21-1-2017	provide information to the Member States on the positions open in its projects, expert profiles required and reimbursement conditions in place	Agency	Post-meeting	Closed. On Agenda of next meeting
22-1-2017	check if insurance issues covered in Annex to Charter	Agency	Post-meeting	Closed. On Agenda of next meeting
23-1-2017	provide feedback on the update on WG, in particular on Charter for Web-Based cost-sharing flights	MAB	28 Feb	Closed. On Agenda of next meeting
24-1-2017	clarify legal status of Charter proposed for Web-Based cost-sharing flights and to prepare a final proposal for Web-Based cost-sharing flights to be presented at the EASA cmtee in June4	Agency	Before EASA cmtee in June	Closed. On Agenda of next meeting

