



MINUTES OF THE MEETING OF THE

EASA MANAGEMENT BOARD

HELD ON

09 JUNE 2011 (MB 02/2011)

AND SUMMARY OF DECISIONS TAKEN

SUMMARY OF DECISIONS

At its meeting held on 09 June 2011, the Management Board:

- Formally adopted the Agency's 2011 First Amending Budget;
- Formally adopted the Agency's 2010 Annual General Report;
- Formally adopted the (revised) Rules of Procedure of the Management Board.



0. List of Attendees – Please see ANNEX 1

The Chair opened the meeting and welcomed all participants, especially the new representatives from Finland, Portugal and the European Commission.

1. Adoption of the Agenda

The Agenda was adopted as presented.

2. Adoption of the minutes of the previous meeting

Comments received from the Netherlands were accepted and integrated. The Commission requested to rephrase the statement on the European crisis cell in Chapter 4 ("Update on nuclear accident") as follows: *"A crisis cell, established during the 2010 volcanic ash crisis, had been activated in order to facilitate, as necessary, a common European approach."* The minutes of MB 01/2011 were adopted subject to the above mentioned changes.

The Board went through the action list attached at Annex 2 of WP02. On action #08/MB 04/10 (SAFA ramp inspections) the Commission said that a meeting with the Member States most affected is currently being organised.

3. Comments from the Chair

The Chair spoke about a meeting with the Cabinet of Vice-President Kallas who commended the good cooperation and regular exchange of information with the Agency. The Commission acknowledged that the monthly meetings held with the ED are most welcome and considered to be very useful.

The Chair said that, at the invitation of the Commission, he had attended a meeting on UAS. He explained that DGs Enterprise and MOVE had taken initiative to facilitate the development of the UAS sector in Europe. A common paper will be developed within the next 12 months and a series of work-streams has been initiated, including (1) market, (2) insertion of UAS into airspace, (3) safety, (4) societal issues such as privacy, data protection etc and (5) research. Civil-military involvement in UAS would be a common thread throughout all the workstreams. The Chair said that he had been asked to lead the work on safety and invited Members to nominate experts with experience in the UAS domain in order to support his work. The Commission thanked the Chair for his availability and said that further information on the UAS project could be made available to the Board on request.

The Chair reported on the progress made by the working group lead by M. Ruete on mid-term strategy for EASA. A meeting was held in February with a



follow-up meeting planned for 11 July; a report will be provided at MB 03/2011 in September. The Chair underlined the importance of taking into account the strategic objectives agreed at MB 04/2010 when considering such proposals as the Agency's certification strategy, the report of the rulemaking review group, revision of the standardisation regulation, the BP 2012-2016, and EASP and EASp. The Chair said that the group will also develop draft ToRs for the next Article 62 evaluation. The Commission acknowledged the importance of this work, noting the number of expectations on the mid-term strategy for EASA.

The Chair reminded the Board that the term of office of the Chairperson and Deputy Chairperson will end in December 2011. Consequently, the election process will have to take place at MB 03/2011 in September. The Chair invited all Members to send their nominations to the MB Secretariat by 15 July 2011. He announced that the current Chairperson and Vice Chairperson would be available for another term of office.

The Chair announced that the election of the Agency's Approvals and Standardisation Director will take place at MB 03/2011 in September. The selection procedure is currently ongoing and suitable candidates will be presented to the Board. Candidates will be asked to give a short presentation on a specification to be drawn up in advance by the Chair in liaison with the Deputy Chair; Members will then be invited to ask questions. Considering that the election requires a 2/3 majority of voting members, the Chair requested Members to confirm their attendance and/or appoint a proxy to the MB Secretariat as early as possible.

4. Report of the ED

The ED presented his report on developments since MB 01/2011 (WP03a). He underlined inter alia the following elements of the report:

- EASP: Hand-over to the Commission; communication in October 2011;
- EASp: good level of voluntary commitments; further work ongoing (e.g. methodology of risk assessment, classification of safety issues, etc.);
- Volcanic Ash: Active role of EASA in recent ash crisis;
- Performance Management: Cooperation with PRB on ATM safety KPIs;
- Safety Recommendations: Limited EASA capacities to treat SRs received;
- 1st extension: Opinion on OPS issued 01 June 2011;
- 2nd extension: Continuous support to EC on 4 ATM rules;
- Koito seats issue: follow-up meeting with AEA and European operators; AD to be published in mid June 2011;
- TCO: NPA on Part-TCO published for consultation;
- International cooperation: WA with Morocco re SAFA participation;
- Outsourcing of certification tasks to NAAs and QEs: tender launched;



- New F&C Regulation: Discussion ongoing;
- EASA offices: Negotiations on alternative EASA headquarters continue; Brussels office opened with currently 10 work spaces;
- Budget implementation: Commitments level 76%, payments level 16%;
- Staff Survey: Results presented to all staff and internal action plan set up; more detailed report at MB 03/2011 in September;
- Technical Training: 16 sessions, 16 courses, 78 EASA + 24 NAA attendees; new training on BASA EU-US for industry and NAAs.

In discussing the ED report the following points were made:

On Safety Recommendations (SRs), Members underlined that this should be a high priority issue for the Agency; the availability of adequate resources has to be ensured. Members asked for further clarification on the methodology of handling SRs as well the consequences of non-acceptance by EASA. Moreover, EASA should provide further information on actions being taken to address existing and future capacity problems. Members asked to be provided with a central repository of SRs, to gain a better picture on open SRs (old and new) to be addressed by the Agency.

The ED pointed out that the discrepancy between SRs received and closed is not acceptable. The Agency will have to analyse how adequate resources can be assured. As regards the repository of SRs, he said that the Agency's Safety Recommendations Review 2010, giving a full picture of SRs, will be officially published shortly.¹ The Commission said that the SR issue is also addressed in the context of other projects (e.g. occurrence reporting); further work is needed to improve the overall system.

As regards the revised Fees & Charges Regulation, EAB reminded the Board's obligation to formally consult the EAB before any final decision is taken. The Commission emphasised the complexity of the Fees & Charges review. There are two crucial issues that will need to be addressed most likely in 2-phases: (1) extension of remits to be included in the regulation text and (2) update the Fees & Charges table to come to more cost reflectivity. A consolidated proposal from EASA is expected in July 2011 with a planned entry into force in April 2012 of the first phase, in parallel to finishing the rulemaking tasks. The second phase would enter into force in January 2013. The Chair said that the timeframe is very short and consequently the issue should be addressed at the MB 03/2011 in September.

On TCO, Members noted that this will be a potentially difficult task for the Agency, considering the impact on the Agency's work and resources as well as the strategic/political dimension.

¹ The Safety Recommendations Review will be available on the EASA website via the link <http://easa.europa.eu/safety-and-research/safety-recommendations.php>



The Chair asked for background information on the indicators provided in Annex 6 of the ED Report. The ED explained that the indicators were taken from the improved EASA internal scoreboard. They have been attached to the report in order to share this information with the Board.

The Chair asked the Agency to provide further information on the internal action plan regarding the follow-up of the staff survey at MB 03/2011 in September. Moreover, the Agency's strategy on premises in Cologne and Brussels should be subject to discussion at MB 04/2011 in December.

5. Update on Volcanic Ash issues

The Agency's Deputy Director for Strategic Safety presented an update on volcanic ash, including information on the EUR/NAT volcanic ash exercise VOLCEX, the actions taken during the recent eruption of the Icelandic volcano Grimsvoetn, as well as the international dimension and EASA/European (safety risk assessment) approach. He underlined that the guiding principle for Member States is that airlines are responsible for the safety of their operations, based on the production of a safety risk assessment accepted by their authority. As regards the EASA approach, he explained the 3-stages composed of (1) A-NPA on operational risk assessment, (2) NPA to CS-E/23/25/27 & 29 and (3) A-NPA Airworthiness. He concluded that the new approach helped to minimise airspace closures.

The Commission commended the results of the VOLCEX exercise and thanked EASA for taking a proactive role and the good cooperation with all stakeholders in the recent volcanic ash crisis. The Commission welcomed the new safety risk assessment approach taken at European level and underlined that the crisis cell and the crisis management system are now working efficiently. At the same time, the Commission said that while this new approach seems to be largely accepted, there are still several issues at political level that need to be addressed.

Iceland underlined the importance of improving the information on the ash concentration in the airspace. The VAAC information should not be taken as the only source. The recent experience in Iceland had shown that data received from MET offices, local forecasts, satellite observations and in particular from test flights, helped to refine the information in the ash concentration in airspace and allowed to take right measures.

Members commended the joint efforts taken by EASA, the Commission and EUROCONTROL in ensuring a common European approach during the recent ash crisis, though the view was shared that there is room for further improvements.

Discussion ensued on the following aspects:

Improvement of information

Members noted that the VAAC model generally can be considered as a commonly accepted tool to define zones with ash contamination. At the same time there are still difficulties as regards the current thresholds of ash contamination and flight zone predictions. Members agreed that particular efforts are needed to improve the data to be used as basis for the VAAC model and to increase the level of real-time information on ash concentration through additional material/data sources (e.g. test flights, local measurements, etc). Coordinated action from all Member States was considered essential here. Further work would also be required as regards a clear definition of Temporary Danger Areas. Members encouraged EASA to progress with the establishment of a database of airlines which have SRA accepted by their NAA.

The ED said that manufacturers continue to work in providing precise data regarding the impact of volcanic ash on engines, in view of verifying the current thresholds of 2mg/4mg. He also indicated that access to aircraft/operators with measurement capabilities (EUFAR network) had been explored with the conclusion that whereas it could be possible it would require additional resources.

EASA/European (safety risk assessment) approach

On the safety risk assessment approach, Members noted that there are still different interpretations by Member States which lead to a certain diversity in application at European level.

Germany said that instead of operators being responsible for the risk assessment, the NAAs might have better capabilities. This position was supported by Denmark, who said that NAA should be the decisive authority as being independent from commercial interest.

Underlining the importance of common European approach, the view was shared that all Member States should be encouraged to find agreement on a common understanding of the safety risk assessment approach. In addition to the joint efforts at the European level, close cooperation, on the basis of the EASA SIB and VAAC information, between NAAs, MET organisations, ANSP and operators at the national level is essential.

EAB said that in order to achieve a fully coordinated European approach, it is required to further improve information sources and measurements tools, based on the EASA work carried out so far. EAB also said that helicopter operations should be considered.

Finland noted that the European efforts made in the context of volcanic ash could serve as good basis for other crisis scenarios, e.g. nuclear accidents.



Communication

It was noted that EASA should reconsider its communications approach in order to be more visible as regards its role in the volcanic ash coordination. To further enhance the system, all documents available should be continuously updated and information from all EU Member States be exchanged; the Agency should publish recommendations on best practice to provide further guidance to European operators.

The Chair summarised the discussion as follows:

1. Members commended the work of EASA on the volcanic ash issue and thanked the European crisis cell for the progress made; at the same time Members noted that further work is required towards a common European approach in view of the different interpretations by Member States.
2. Members agreed that particular efforts are needed to improve the data to be used as basis for the VAAC model and to increase the level of real-time information through additional material/data sources (e.g. test flights). Financing of this was seen as an issue.
3. Members encouraged EASA to progress with the establishment of a database of airlines which have SRA accepted by their NAA. Member were invited to provide information on their operators Safety Risk Assessments (SRA) via the Volcanic ash Safety Risk Assessment (VOSRA) site.²
4. Members agreed that any measures taken to improve the data should be taken at European level, to ensure a common approach.
5. Members noted that the communication on EASA's role during the recent ash crisis had not been sufficient; the Agency should better communicate its important role and achievements made. Members agreed that this should be addressed in the Agency's communications strategy.

6. Rulemaking in the context of the extension of Community competences

The Agency's Rulemaking Director introduced WP04, providing a summary of EASA rulemaking activities on the 1st and 2nd extension since MB 01/2011.

As regards the Agency's existing remit, he highlighted the publication of Opinion 01/2011 (Regulation of aircraft other than complex motor powered aircraft, used in non-commercial activities) and the NPA "Implementation of CAEP/8 amendments".

² <https://extranet.easa.europa.eu/sites/volcanic/>, username: ext\vosra, password: Volc@no11.



As regards the 1st extension, he said that several rulemaking deliverables were published in the reporting period, including Opinion 03/2011 (Authority Requirements and Organisation Requirements re air crew), Opinion 02/2011 (Cabin crew qualification and related attestation, Part-CC), NPA 2011-05 (Third country operators, commercial air transport), CRD 2009-01 (Operational suitability data and safety enhancement directives) as well as Opinion 04/2011 (Regulation on Air operations).

On the 2nd extension he underlined the ATM deliverables, including NPA 2011-02 (Standardised European Rules of the Air (SERA) Part B), AMC-20/15 on ACAS ISS software version 7.1/ED as well as the preparation & draft proposal with EC, PRB & EUROCONTROL on safety KPI to implement the ATM Performance Scheme IR. The Rulemaking Director also provided an update on on-going work in the ATM area, e.g. on Opinion 03/2010 (ATCO licensing), Opinion 02/2010 (Common requirements for ANS provision and safety oversight in ATM) and Opinion 05/2010 (Common airspace usage requirements and operating procedures with Sub-Part ACAS).

The Board welcomed the progress made by the Agency. At the same time Members agreed that the entire rulemaking work is very complex and the envisaged timetable is very demanding.

The Commission acknowledged the time constraints as regards the implementation of the 1st extension rules (April 2012) and said that lengthy discussion during the Comitology process would not be possible. The Commission urged all Member States to clarify crucial issues already during the consultation phase and to focus during the Comitology process on (1) new aspects and (2) scope/length of transitional periods.

The Commission said that at the EASA Committee, detailed discussion would take place on AR and OR; further work will then be required to reach consensus on complex projects such as OPS, FTL and TCO. As regards TCO, issues of particular concern will be the transitional periods regarding existing Working Arrangements, the future relationship between EU TCO and Safety List, related Fees & Charges as well as resources required.

Discussion ensued on the following aspects:

Comitology process

Members agreed that not all aspects of a proposed rulemaking should be discussed during the Comitology process. At the same time, it was acknowledged that the rulemaking consultation process is now mature and views of NAAs and industry are duly taken into account; this should lead to less rejection of rulemaking proposals at a late stage of the process. However, in order to avoid further comments and lengthy discussions during the Comitology process, Members reminded the importance for the Agency to



duly take into account stakeholder concerns and provide clear justification for any rulemaking proposals e.g. via the CRD.

AMC & GM

EAB noted that there are still several concerns raised by industry e.g. on OSD. The Agency should carefully analyse the industry comments and clarify controversial issues in the NPA through AMC and GM. EAB said that hence, the entire package of IRs and AMC/GM would be needed for industry to get the full picture and make a final assessment of the new rules. The Rulemaking Director acknowledged that work on OSD should be considered as a major step forward towards the improvement of safety and acknowledge that the Agency would carefully look at all comments received.

The view was shared that AMC material should be made available as soon as possible, ideally in time with the IRs. It was suggested that EASA provides a schedule with envisaged publication dates for AMC and GM related to the 1st extension. The Rulemaking Director said that the Agency plans to have the related AMC in place by April 2012 in order to provide a "full package; a timing/plan can be made available on request.

Transition periods

Members underlined the importance of finding agreement on reasonable transition periods in the Committee, as Members States need sufficient time for the full implementation of rules, e.g. to ensure training for NAAs/industry. The Rulemaking Director said that the Agency has made a proposal for transition periods in the Opinion which now will have to be discussed in the Committee. The Commission acknowledged the importance of ensuring a smooth transition for NAAs and industry and expressed its readiness to seek further clarification in scope and timing in order to provide a clearer picture to stakeholders.

France asked whether the implementation date of April 2012 for OPS CAT is also envisaged for other OPS. The Rulemaking Director explained that while priority is given to commercial operations, the goal is to have the opinions for non-commercial/complex in place by April 2012.

2nd extension

As regards the 2nd extension, Members saw a need to further rationalise work, in particular in the ATM field (e.g. via project management approach). Moreover, Members asked for further clarification regarding the relationship and cooperation with EUROCONTROL/SESAR in the 2nd phase. The Rulemaking Director said that the Agency's Rulemaking and Certification Directorate together with EUROCONTROL/SESAR are currently in process to identify issues of EASA involvement and potential deliverables.



TCO

Members welcomed that the Commission is treating the sensitive issue of TCO with particular care.

Serbia raised concern as regards the consequences of TCO IRs for ECAA countries; the Commission should clarify the relation between TCO requirements and the ECAA e.g. by considering exceptions. The Commission explained that the ECAA is a phased agreement; as for other regulations, TCO will also not be fully applicable from the first day but foresee transition periods. The Commission will seek further clarification on this matter.

The Chair summarised the discussion as follows:

1. Members commended the progress made as regards rulemaking on 1st and 2nd extension, at the same time acknowledging the complexity of work and the very demanding timetable.
2. The Board noted that ensuring reasonable transition periods is of utmost importance for NAAs and industry and commended the efforts made by the Commission to seek clarification in this regard.
3. Members noted the importance of having the respective soft-law (AMC/GM) timely in place, ideally in a "full package" with the IRs.
4. As regards the 2nd extension, Members saw a need to further rationalise work, in particular in the ATM field (e.g. via project management approach); Members asked for further clarification regarding the relationship and cooperation with EURONTROL/SESAR in the 2nd phase.

7. Safety Strategy

The Board took note of the update on safety strategy provided in the context of the ED report. The Commission underlined that the technical work of EASAC on European Safety Programme and Plan is very encouraging. The work now has to be taken further at political level; achievements have been made and a communication will be presented for endorsement by the European Parliament and Council in October 2011. The Chair acknowledged the tremendous progress made and said that a more detailed report will be given at MB 04/2011 in December.

8. ENaCT Report

The ENaCT Chair presented a report on ongoing ENaCT activities (WP05), focussing on tendering process, certification strategy, and Business Plan 2011-2015/ KPI. On the tendering process, the ENaCT Chair underlined that the call for offers had been launched and new contracts are to be prepared



before April 2012. On certification strategy, he said that the document presented reflects the discussion and concerns of NAAs. Several specific comments were made by the ENaCT group (e.g. to better reflect strategic objectives moving from "outsourcing strategy" to "certification strategy", to refer to the main constraints on the system, like budget and staffing, etc.) and had been included in the revised version. On the Business Plan 2011-2016, the ENaCT Chair said that ENaCT will be involved in the definition and monitoring of KPIs related to certification.

The MB Chair underlined the importance of the certification strategy. He explained that while the Agency has to manage the certification system as a whole, the roles of NAAs in this system have to be duly recognised; close partnership is required here. In that context it should also be taken into account that there might be different approaches within the NAAs. Furthermore, the MB Chair reiterated the need for the MB review to reflect the agreed Mid-term Strategy principles.

9. Certification Strategy

The Agency's Certification Director introduced a paper on EASA Certification Strategy (WP06). He explained that the certification strategy had been developed on the basis of internal discussions, consultation with the ENaCT group and several NAAs; it also takes into consideration the results of an external study carried out by Steria Mummert. The following main elements are covered by the strategy: (1) allocation of certification and oversight tasks, (2) outsourcing with an open market policy, (3) outsourcing methods, (4) details of activities to be outsourced and (5) mutual support and assistance in the EASA system.

Members expressed their broad support to the certification paper presented and generally endorsed the strategy contained therein. Acknowledging that EASA is the responsible authority for certification in Europe, Members agreed that the paper addresses all main certification objectives and provides clarity on a variety of certification related issues and thereby provided a good level of support to NAAs.

The Commission commended the quality of the paper. Two specific comments were raised on p.7, section 4, last paragraph (replace "*in exceptional cases*" by "*some cases*") and p.7, section 5, 2nd bullet point (to be reworded, in order to avoid the implication of "business as usual"). The Certification Director said that EASA is using its best efforts to provide continuous support to NAAs, noting the variety of specific requests that EASA has to address.



EAB said that the strategy paper is a very helpful document, but focused too much on outsourcing. Further work is required e.g. on the following aspects: (1) clarification for industry whether EASA has the right level of resources to deal with new technologies (e.g. SESAR), (2) clarification of the impacts of BASAs with further countries on certification issues and resources and (3) reflection of industry concerns regarding resource implications coming from TCO and OSD activities. A specific comment was made on the need to align the certification strategy with rulemaking activities. EAB suggested to set-up a small working group with industry experts to further enhance the certification strategy.

Members agreed with the EAB statement that the certification strategy focused mainly on outsourcing; a comprehensive strategy should cover wider aspects of certification. Underlining the importance of a system approach and a long-term stability in the area of certification, it was suggested to invite NAAs to review and comment on the certification paper in order to make it a fully comprehensive strategy. The Board also supported the EAB proposal of setting up an industry/EASA working group to consider further elements of a certification strategy.

Members identified in particular the following points to be clarified: (1) methodology of certification (2) roles and responsibilities, (3) long-term strategy, including risk-based approach (4) measures to reduce bureaucracy and administrative costs, (5) training and mobility of EASA staff, (6) use and allocation of resources (in particular for TCO/OSD) e.g. via an inventory, (7) new technologies, e.g. SESAR, and (8) concerns of non-EU countries re TCO. Finally, given the changes in the allocation of certification tasks, Members recalled the need for having simplified procedures for those NAAs which had already been accredited under the current system and reiterated the need for maintaining an adequate level of resources and competence at national level.

The Agency's Certification Director acknowledged that the strategy paper is a living document and needs to be further refined. Regarding new technologies (e.g. SESAR), he said that EASA is already working (e.g. on ATC equipment); new Departments have been created within the Certification Directorate.

The Chair said in the light of the certification strategy, the work of ENaCT has to be reconsidered. The scope of ENaCT should not only relate to initial and continuing airworthiness, but cover all aspects of certification and fully reflect the Agency's new remits. The ENaCT Chair in principle agreed on this view, but said that the major challenge will be to ensure an adequate level of competence and skills in all areas of EASA's competence.

The Board requested ENaCT to further monitor the certification strategy, verify the progress and implantation of principles.

The Chair summarised the discussion as follows:



1. Members expressed their broad support to the certification paper presented and generally endorsed the strategy contained therein; the view was shared that the paper is a very satisfactory first step.
2. Members agreed that the certification strategy presented mainly focuses on outsourcing; it was requested to cover wider aspects of certification and to seek clarification on aspects such as methodology of certification, ensuring adequate work on continuing airworthiness, processes and use of resources on TCO/OSD activities, mobility of staff, new technologies (e.g. SESAR), reduction of bureaucracy and concerns of non-EU countries.
3. The Board supported the idea of setting up an industry/EASA working group to consider further elements of a certification strategy.
4. Members agreed that ENaCT should extend its scope of competence and continue its very efficient work in the future.
5. The Board requested ENaCT to further monitor the certification strategy, verify the progress and implantation of principles (e.g. KPI, inventory of resources); special focus should be given to long-term stability.
6. The Board called on EASA to provide an initial discussion paper on the issue of Staff Mobility.

10. Finance and Business Services (FABS) Committee

The Board agreed to take up the report of the FABS Committee under the respective agenda item.

11. 2010 Annual Accounts

The Agency's Finance and Business Services Director presented the 2010 Annual Accounts, comprising the financial statements (accrual basis) and the report on implementation of the budget (modified cash basis). The Director said that the European Court of Auditors had sent its preliminary findings to the Agency, indicating no objections to approve the accounts. The Agency is currently preparing its response to the comments raised. The Board will have to formally agree on the 2010 accounts in a written procedure in advance of 1 July 2011.

The FABS Committee Chair said that the Committee had reviewed the 2010 Annual Accounts and advised the Management Board to agree with a positive opinion on the 2010 Annual Accounts, subject to reception of the report from the Court of Auditors.

The Commission formally put a 'Reserve d'Attente Générale' as the opinion of the European Court of Auditors was not available yet.



The Board agreed in principle on the 2010 Annual accounts and decided to finalise the formal process by written procedure before 01 July 2011.

12. 2011 First Amending Budget

The Agency's Finance and Business Services Director introduced the Agency's 2011 First Amending Budget for adoption. He said that the amending budget reflects some additional revenue and expenditure; currently it is not envisaged to have a Second Amending Budget for the year 2011.

The FABS Committee Chair said that the Committee had requested further information on the content and evolution of the housing costs as well as additional information concerning the EASA office in Brussels. Taking into account these further clarifications, the FABS Committee advised the Management Board to adopt the 2011 First Amending Budget.

The Board formally adopted the 2011 First Amending Budget.

With specific regard to the housing issue, it was agreed that EASA, on the basis of further efforts and information, would provide an information paper for the December MB.

13. 2012 Work Programme

The Chair recalled that the 2012 Draft Work Programme had already been presented for comments at MB 01/2011 in March. No further suggestions for amendment of the text had been received. The Agency's Finance and Business Services Director said that some further modifications (as explained in WP10a) had been integrated. Moreover, he said that the Commission has indicated to send its opinion on the Work Programme before MB 03/2011 in September in order to avoid an adoption by written procedure.

The FABS Committee Chair said that the Committee had invited the Board to positively review the 2012 Work Programme and recommended to forward this document to the Commission for its final opinion.

EAB asked on how the Agency plans to reflect potential changes to TCO activities as regards resources and staffing. The Finance and Business Services Director explained that the current staffing plans might have to be reconsidered, if necessary.

The Chair noted that the Executive Summary can still be shorter which would make it even more reader-friendly.

The Board agree to forward the 2012 Work Programme to the Commission for its final opinion.



14. Basic assumptions for the Business Plan 2012-2016

The Agency's Finance and Business Services Director presented the Basic Assumptions for the Business Plan 2012-2016 (WP 11). He highlighted the 4 main changes in the assumptions, compared to the Business Plan 2011-2015, namely: (1) inclusion of paragraph on strategic objectives (2) 2% salary increase (3) flexibility on staffing needs for F&C activities and (4) assumption on EASA premises to be introduced.

The FABS Committee Chair said that the Committee had recommended to reduce the volume of the Business Plan document and to focus mainly on new activities, new remits and structural changes. The FABS Committee will meet to review the Draft Business Plan in October 2011 and the final version in November 2011.

Austria underlined the need for consistency of information and data provided in the Business Plan and other EASA publications, the Chair mentioned this is to be discussed in the FABS meeting. Germany reminded the possibility of restrictions in the overall EU budget and thus of the EU subsidy for EASA which should be taken into consideration for the Agency's planning.

The Chair said that the Business Plan should be built around the Agency's strategic objectives, to be reflected in a short and precise "core document"; further details should be reflected in Annexes. The Chair invited all Members to nominate experts to the FABS Committee in order to support its work.

15. 2010 Annual General Report

The Chair presented the Agency's 2010 Annual General Report for adoption. He said that, as in previous years, the Management Board would have to transmit the document to the EU institutions and Member States by 15 June.

The Commission welcomed the 2010 Annual General Report and said that some minor textual changes had been proposed to the MB Secretariat for consideration.

The Management Board formally adopted the Agency's 2010 Annual General Report, subject to the textual changes proposed by the Commission.

16. Review of MB Rules of Procedure

The Swedish Board Member and Chair of the legal working group presented the revised MB Rules of Procedure (WP13) for adoption. She said that all comments received during MB 01/2011 in March were accommodated. This concerned Article 2 (maximum number of nominated alternates), Article 3



(election process for Chairperson), Article 4 (attendance at meetings) and Article 7 (FABS Committee documents).

The Commission proposed the following additional changes: (1) on Article 8(2): to remove the possibility of having a meeting in the absence of a quorum; (2) Article 14: to change title and references to "EASA Advisory Board", (3) Article 15: to make clear reference to the voting rule of Article 37 Basic Regulation. On the first change request, the Chair said that the current text should be kept, as a sufficient control mechanism is assured. The Board agreed. Comments 2 and 3 were accepted by the Board.

France reminded the importance of keeping the 2-weeks deadline for the submission of MB documents. The MB Chair said that the Secretariat would continue to use its best efforts to provide the documents as early as possible.

The Board formally adopted the (revised) Rules of Procedure, subject to the changes proposed by the Commission.

17. MB Meeting Calendar 2012

The provisional Meeting Calendar for the year 2012 was reviewed and agreed by the Board. The ED said that the MB 02/2012 meeting planned for 12 June 2012 might have to be rescheduled depending on the dates for the EU/US Annual Conference.

18. AOB

Ireland suggested that the Management Board officially commends the French BEA for locating the flight recorders in the AF 447 accident. The Chair committed to address a letter to BEA on behalf of the Management Board.

The Chair closed the session thanking all participants for a fruitful meeting.



ANNEX 1: List of Attendance

Members

	MEMBER	ALTERNATE	EXPERT
AUSTRIA	Karl Prachner		Walter Gessky
BELGIUM			Didier Ledur
BULGARIA	Tilko Petrow	Eleonora Dobрева	
CYPRUS		Andreas Paspalides	
CZECH REPUBLIC	Josef Rada		
DENMARK		Per Veingberg	Kent Hansen
ESTONIA			
FINLAND	Pekka Henttu		Kim Salonen
FRANCE	Maxime Coffin		Genevieve Eydaleine
GERMANY		Josef Schiller	
GREECE			Georgios Sourvanos
HUNGARY			Eva Kallai
ICELAND*	Petur Maack		
IRELAND			Brian Skehan Kevin Humphreys
ITALY	Alessio Quaranta	Benedetto Marasa	Carmine Cifaldi
LATVIA			
LIECHTENSTEIN*			
LITHUANIA			
LUXEMBOURG	Claude Waltzing	Claude Wagener	
MALTA			
NETHERLANDS	Ellen Bien	Jan-Dirk Steenbergen	Pieter Mulder
NORWAY*	Heine Richardson	Oyvind Ek	Tom Egil Herredvela
POLAND	Grzegorz Kruszynski		Dariusz Gluszkiewicz
PORTUGAL	Joao Confraria		Antonio Estima
ROMANIA		Tudorel Roman	

* Members without voting rights



	MEMBER	ALTERNATE	EXPERT
SLOVAK REPUBLIC	Peter Patoprsty		
SLOVENIA		Jozef Slana	
SPAIN		José M. Ramírez Ciriza	
SWEDEN	Ingrid Cherfils		Magnus Molitor
SWITZERLAND*	Marcel Zuckschwerdt		
UNITED KINGDOM	Michael Smethers (Chair)	Susan Hamilton	Giles Porter
EUROPEAN COMMISSION		Matthew Baldwin Eckard Seebohm	Peter Sorensen

Observers

	MEMBER	ALTERNATE	EXPERT
EASA ADVISORY BOARD³	Vincent De Vroey	Claude Schmidt	Mick Sanders Philipp Ahrens
ALBANIA¹			
BOSNIA AND HERZOGOVINA¹			
CROATIA¹			
FORMER YUGOSLAV REPUBLIC OF MACEDONIA¹			
MONTENEGRO¹			
SERBIA¹			Dragan Tesla
U.N. MISSION IN KOSOVO¹			

³ Observers without voting rights.



ANNEX 2: Action List

No.	Action number	Description action	Action holder	Deadline
1	# 03/MB 03/08	Amend & resubmit the proposed Procedure for the Selection of EASA Directors following submission to the Commission	EASA	Awaiting response from Commission
2	# 01/MB 03/10	Progress report on rulemaking in the context of the extension of Community competences	EASA/Commission	MB 03/2011
3	# 02/MB 04/10	Provide lists of key actors and contacts re volcanic ash issue	Commission	MB 03/2011
4	# 03/MB 04/10	Provide final version of EASA-Eurocontrol partnership agreement to MB Members	EASA	MB 03/2011
5	#04/MB 04/10	Review of necessity to provide F&C performance information to MB Members	FABS	MB 03/2011
6	#01/MB 01/11	Strategy on future of AGNA	EASA	MB 03/2011
7	#02/MB 01/11	Submit paper on EASA research strategy	EASA	MB 04/2011
8	#03/MB 01/11	Report on Action Programme on staff survey	EASA	MB 03/2011
9	#04/MB 01/11	Production of KPIs for next planning cycle	FABS	MB 04/2011
10	#01/MB 02/11	Provide report on EASA strategy on premises in Cologne and Brussels	EASA	MB 04/2011
11	#02/MB 02/11	Submit paper on EASA communication strategy	EASA	MB 04/2011
12	#03/MB 02/11	Provide progress report on safety strategy	EASA	MB 04/2011