	Summary of Conclusions DRAFT	
EASA European Aviation Safety Agency	**Subject:**	10th Special ADR.TEC
	Date:	7th July 2021
	Location:	WebEx IT Platform

Organised by: **Flight Standards, Air Operations and Aerodromes Department, Aerodromes Standards and Implementation Section (FS.2.4)**

List of Participants: **see annex 2 of this document.**

SoC prepared by: Sarah Poralla

SoC reviewed by: Florian Schur

AI 1 Welcome, introduction and adoption of the agenda and purpose of the extraordinary meeting

Sarah PORALLA, ADR.TEC Secretary, welcomed all participants and especially: Mr. Marco Maderna (Milano) representing ACI, Mr. Florian Schur (Berlin) representing ACI, Observer from SAB Mr. Stuart Anderson (ADS). Also the internal guest speakers were welcomed: Jeremie Teahan, HoS, Stakeholder Management, Bogdan Stratulat, Bart Dierickx, Georgios Grigorakis , the guests from IT Department.

The objectives of the meeting were described, which is outside of the normal cycle of the advisory bodies meetings. The objectives are: the presentation of the new SharePoint tool for the EASA advisory bodies (EAB), the election of new ADR.TEC chair, the enhancement of the cooperation among the industry stakeholders and finally decide on topics of interest for ADR.TEC can work on as the new ADR Industry community.

The meeting is the fulfilment of **action 2-1-2021** agreed a the last normal ADR.TEC meeting, 14-15 April 2021.

AI 2 - Presentation of new Communities approach for EASA Advisory Bodies and motivation for the new collaborative platform for the ADR Industry Community

• New Community approach & stakeholder collaboration

Jeremie TEAHAN, EASA, SM, Stakeholder Management, recalled the objectives of the communities approach to the EAB for which the ADR.TEC is one of two pilot projects. Among other things it was reported that the SAB will hold a special meeting about the EAB work programme in mid-November (16-17 Nov.). The topics might be picked up by the ADR Industry Community, but it will also seek to work on its own topics with relevance for the future. Duplication of RM group discussions should be avoided for example.

AI 3 - Presentation of the new collaborative platform

• Tool architecture, capabilities, and limitations (if any)

• What does it look like for the ADR Industry Community?

Bogdan STRATULAT and Bart DIERICKX, from the IT Department were presenting the tool. The platform will essentially be made up of: New dynamically structure:

- Landing page (Personal information, Timeline of person´s meetings, EASA Events open to the public
- Portals (AB's main page)
- Workspaces (AB's collaboration spaces)

The main benefits of the tool/ platform are as follows:

- New dynamic structure
- Community space for collaboration about a defined topic
- More flexibility for external users (self-registration, reset my password, change my password, set my security questions)
- Secured and limited access: participation confirmed, people get assigned to one or more communities
- Libraries (public & private)
- Bulk downloads & upload of the documents
- Notifications, news, and events sections.
- Option to invite guests for dedicated topics

The SharePoint platform was demonstrated and welcomed by the stakeholders that were present. EASA reported that it was still doing some work on the platform itself as well as its connection with the registration tool before the new facilities will be launched for ADR.TEC. This should however happen before the September. ACI welcomed this and says that it will be useful to allow ADR.TEC members to familiarise themselves with the capabilities of the tool in their own time during the summer.

Action 7-1-2021: Once the Sharepoint Platform (SP) is launched, ADR.TEC members are asked to try its functionalities and give feedback on the difficulties encountered (if any). Deadline: 30 Sept 2021

> **Commented [PS1]:** Obsolete deadline. Pls familiarise yourself with the tool as of Nov. 2021

AI 4 - Registration to the EASA Identity Management System

- Video Presentation

Georgios GRIGORAKIS, from the IT Department presented the new access management for three different user types:

- newcomer with self-registration (e.g. invited guests/ experts),
- migrated user with an existing account
- migrated user without active account

The idea of the new registration tool is a single identity management tool, where access questions are solved in the background while users can manage their own passwords. A short creative video about the steps of the self-registration tool was played. Mr. Anderson asked if the management of the access rights to EAB platforms and workspaces can be managed also by non-EASA staff. This question was answered with yes by the colleague from the IT department, but this question of EAB governance and the role of non-EASA state nationals in the administration of roles and access rights is not yet fully resolved. This question is outside the scope of the pilot project of the ADR.TEC.

AI 5 - Presentation of the candidates for the chair of the ADR.TEC, including vote on the position of chair

Mrs Sarah Poralla recalled the role of the ADR.TEC and the role of chairman. Then Mr. Florian Schur from Berlin Airport presented himself and his objectives for the ADR.TEC. Afterwards Mr. Schur was voted into the position of ADR.TEC chair and thanked for his commitment.

AI 6 - Brainstorming on the future work program of the new ADR Industry Community

The ADR.TEC chair, Mr. Schur, presented the topics that members of the ADR.Industry Community, namely CANSO and Airbus, nominated. After some discussion about the topics and considering other work streams in collaboration with the airport industry, the group decided to concentrate on the following topics between now and November 2021.

- A. Regulatory review and definition of needs to facilitate innovation and environmental progress.
- incl. Automation at the ramp during the TRT, also considering other vehicles on the apron.

B.   Airport operator-ANSP change management. incl. touching on support services that the aerodrome operators give to ANSP, such as electrical power (supported by CANSO).

The ADR.TEC chair concluded that it would be useful to launch the new SharePoint platform as soon as possible to enable the collaboration on the topics.

Action 8-1-2021: Once the Sharepoint Platform (SP) is launched, ADR.TEC, members are asked use it and contribute already to topic A and B in the documents provided in SP. ~~Deadline: 30 Sept 2021.~~

Post Meeting note from ADR.TEC chair:

Topic A: The above-mentioned vehicular automation represents a starting point for the regulatory review and is not meant to be exhaustive. A collection of additional topics of ENV & Innovation projects should serve as a thematic repository for future work packages (maybe including a ranking). Potentially, it may be beneficial to invite subject matter experts to help develop these further. This list in an initial version will be placed on the platform.

Topic B: Comparative document on change management for both sides (AD and ANSP) will be place into the platform for the consideration and contribution of ADR.TEC members. Under the following work space: ????

AI 7 – Any other business

The secretary and the chair confirmed that until the end of 2021 meetings will be held online.

Post meeting note:

ADR.TEC members are asked to actively contribute to the EPAS 2022-2026 commenting exercise. See separate mail by EASA EPAS team. **Deadline: 27 August 2021**.

Next meetings:
ADR.TEC#2/2021: 24-25 November 2021
ADR.TEC#1/2022: tbd

Annex 1: Action list ADR.TEC (open and propose to close items):

Action List: ADR.TEC				
8-2-2018	EASA to provide guidelines on how to deal with new CS issues in forthcoming rules developments.	EASA		To be closed when FAQ item is developed.
1-2-2020	EASA to invite the EASA D4S team to one of the next ADR.TEC meetings.	EASA		Open Planned for 2-2-2021
1-1-2021	ADR.TEC members are asked to give input/feedback on the ADR aspects of EASA's sustainability agenda and to point out to EASA potential for enablers in the ADR regulatory framework.	ADR.TEC members	30-Jun 2021	Open
2-1-2021	EASA to organise an extraordinary mid- year meeting of ADR.TEC to explain the new tool and to also	EASA	Q3/2021	Propose to close

	discuss the topic to work on, as well as clarify questions on governance of the community approach. In preparation of the meeting the ADR section should collect candidate cross-domain topics from the members of the ADR.TEC. *(meeting date is conditional on tool availability and a new candidate for chairman of ADR.TEC).*			
3-1-2021	Members of ADR.TEC to identify a suitable candidate for chair of the ARD.TEC and to communicate this to EASA, so that the elections can be prepared at the earliest opportunity.	ADR.TEC	Q3/2021	<mark>Propose to close</mark>
4-1-2021	EASA to investigate how to provide word file versions of new issues of CS, AMC and GM (incl. Track charges) to industry stakeholders for a specific purpose and upon request to the Agency.	EASA	Q3/2021	Open
5-1-2021	Members of ADR.TEC to provide a list of most promising innovation items that contribute to safety and environmental sustainability to EASA	ADR.TEC	30-Jun 2021	<mark>Propose to close</mark>
6-1-2021	ACI and EASA to organise facilitated joint WS on how airport Innovation can contribute to enhance safety and environmental sustainability.	ACI and EASA	<mark>Q4/2021</mark>	Open. Need to reconsider. Comment: related to actions 1-1-2021 and 5-1-2021.
7-1-2021	Once the Sharepoint Platform (SP) is launched, ADR.TEC members are asked to try its functionalities and give feedback on the difficulties encountered (if any).	ADR.TEC	30 Sept 2021	Open
8-1-2021	Once the Sharepoint Platform (SP) is launched, ADR.TEC, members are asked use it and contribute already to topic A and B in the documents provided in SP.	ADR.TEC	30 Sept 2021.	Open

Annex 2: Attendees Special ADR.TEC of July 2021:

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