

Stakeholders' Advisory Body

European Aviation Safety Agency

<https://www.easa.europa.eu/the-agency/other-easa-boards-and-bodies/advisory-bodies#sab>

SAB#11 2020-03
12th November 2020
WebEx meeting

Minutes

Summary of Actions:

ID#	Action Description	Actionee	Status
SAB.05.04	SAB Chair and Vice Chairs to assist SAB Champions by attending sub-committees to promote the SAB Strategic Priorities - Industry priorities SAB Issue 1 2018-0614 . SAB10 update: <input type="checkbox"/> O.Saafan attended EM.TEC 5th May. SAB CG attendance appreciated for guidance and consistency. Need to re-consider priorities considering COVID-19 crisis. Action on hold.	SAB CG	On hold
SAB.06.03	Sector coordinators to review feedback from the SAB CG and submit proposal for update to SAB Strategic Priorities, within 1 month of receipt of consolidated Champions feedback. SAB10 update: Need to re-consider priorities considering COVID-19 crisis. Action on hold.	SAB Sector Coordinators	On hold
SAB.08.01	Review of SAB RoP to ensure adequate escalation process in membership nomination requests. SAB11 update: Was on hold pending restructure discussions, proposed to issue to capture minor amendments, updates to appendices.	SAB CG	Ongoing
SAB.08.05	Subgroup SAB Champions / Chairs to ask for feedback from TECs on ongoing rulemaking - drive for move towards better regulation. SAB09 update: Ongoing.	SAB Champions	Ongoing
SAB.08.06	SAB CG to reinforce message for need to move towards more better regulations at TEC meeting. SAB10 update: Related to Action SAB.05.04. Action on hold.	SAB CG	On hold
SAB.08.07	ACI to draft white paper, with support from CANSO / IAAPS and IATA - for presentation at 1st EASA Management Board meeting in 2020 - drive for move towards better regulation. SAB11 Update: No progress with this due to the very high COVID-related workload in the past months at ACI EUROPE, and the focus on RNO at EASA. Propose to	ACI	Ongoing

	circulate again to the SAB membership following some additions to the most recent draft.		
SAB.09.05	SAB CG to think more on how the SAB Strategic Priority list is defined, following comments made during CAS.COM SAB Subcommittee report discussions. SAB10 update: Need to re-prioritise considering current crisis. Action on hold.	SAB CG	On hold
SAB.09.06	J.Egerer to consult within EASA on issues raised with the BIS process during R.COM SAB Subcommittee report discussions, and feedback to the SAB. SAB11 update: one-page document published to explain what a BIS is and where to find the relevant information on BIS reports and their status. https://docs.easa.europa.eu/case/eab/ layouts/15/DocIdRedir.aspx?ID=EASAEAB-1032366765-848	EASA (J.Egerer)	Closed
SAB.09.07	ACI to discuss with ADR.TEC Chair the need to involve relevant stakeholder experts on ground handling to be able to attend ADR.TEC meetings. SAB10 update: EASA confirmed that that ASA has been invited to the next ADR.TEC meeting.	ACI	Closed
SAB.09.08	Members/Associations who wish to be involved in discussions for ICAO topics to contact Daniela Defossar (EASA, International Cooperation). SAB10 update: Ongoing	SAB Members	Ongoing
SAB.09.09	Re-circulate CANSO's draft paper on Flight Plan Adherence to SAB members, with request for comments within 2 weeks. Updated letter to be sent to Chair of MB. SAB10 update: No further comments received. On hold during COVID crisis.	Exec Secretary	On hold
SAB.10.01	SAB to be briefed on EASA plans for re-sizing. SAB11 update: EASA propose to share after the meeting some information in writing, with a view to an item at the next SAB plenary.	EASA (J.Egerer/S. Zakoula- Cherdron)	Ongoing
SAB.10.02	Comments on EPAS 2021-2025 to be provided by SAB members by Friday 29th May 2020. SAB11 update: Comments provided.	SAB Members	Closed
SAB.10.03	Provide consolidated comments on EPAS 2021-2025 to EASA by 5th June 2020. SAB11 update: Comments submitted.	Exec Secretary	Closed
SAB.10.04	EASA to make a proposal on consultation of the EPAS 2021-2025 final draft. SAB11 update: Consultation complete.	EASA (R. Hamelijnck)	Closed
SAB.10.05	EASA to respond to GA.COM question on RNO Workstream 5 Terms of Reference. SAB11 update: EASA propose closed since WS 5 has in the meantime been established.	EASA (J.Egerer/S. Zakoula- Cherdron)	Closed
SAB.10.06	EASA to provide information on 'Light BIS' concept to the SAB. SAB11 update: EASA responded that the term "light BIS" used in the EPAS presentation of the May 2020 SAB was in fact misleading and we will avoid using it	EASA (J.Egerer/S.	Closed

	in the future. It was referring to the BIS Group CAMO, which was a BIS very quickly developed (hence the wrongly used word “light”) albeit complying with all the information necessary to develop a BIS.	Zakoula-Cherdron)	
ID#	NEW Actions from SAB011 2020-03		
SAB.11.01	Establish a Task Force with SAB Contact Group and Sector Coordinators to develop an agreed Industry Position on the SAB structure.	Exec Secretary	New

#	Subject
1.	Welcome and Introduction
	G.Buono welcomed members to the third SAB plenary meeting of 2020 which again took place via WebEx due to the ongoing COVID-19 pandemic.
2.	Approval of Agenda and minutes from SAB09 (2020-01)
	<u>Agenda</u> approved with the addition of an item on ground handling proposed by ETF. <u>Minutes</u> of previous meeting approved with no amendments.
3.	Status of EASA Return to Normal Operations project
	Eduard Ciofu presented an update on the status of the EASA Return to Normal Operations project. <u>AI 03 - EASA SAB-RNO Programme Update (2020.11.12).pptx</u> It was noted that a significant new focus area is vaccine transportation with work ongoing on the acceptance of cargo tracking devices and transport of refrigeration equipment. G. Buono asked about the timing of the testing protocol and the rapid approval of dry quantities above those currently approved by dangerous goods regulations. On the latter it was agreed by EASA that flexibility is required through legal tools as well as establishing the safety boundary that will allow the flexibility to be deployed safely. OEMs are currently being consulted on this. On the testing protocol Luc Tytgat confirmed that the mandate to work on the protocol had been received in the previous 2 weeks and is 75% complete. Current work is on the operational procedures and CONOPs. There will be a set of measures proposed in an addendum to the May protocol depending on the level of risk in a particular scenario. A fast track consultation will be launched, as for the initial protocol, in the coming days.
4.	SAB restructuring proposal comments
	G. Buono reported that following the initial EASA presentation on initial proposals to restructure the advisory bodies, many comments have been received from the SAB plenary and these have been consolidated into a single document. <u>AI 04 - 2020-1109 SAB restructure comments to EASA v2.xlsx</u> EASA were invited to clarify some points based on a review of the comments. Jean Marc Cluzeau stated that EASA had reviewed the comments received and have recognised that more time is required to work on this topic and that clarification of the initial proposal is required. The discussion should be focussed on the essential elements of the proposal rather than the details.

Savina Zakoula-Cherdron presented a summary of the EASA review.

[AI 04 - SAB11 - AI 4 Review of AB structure.pptx](#)

The four main elements were identified as:

- MAB and SAB agreed Work Programme.
- Flexibility to address specific ad-hoc or transversal topics with a degree of permanence with standing groups.
- Need for a new digital platform is accepted and the right balance of digital and face to face meetings.
- SAB Composition. Need to include all areas under EASA mandate such as Drones and Ground Handling. It was clarified that the objective is not to exclude non-EU members and that the collaboration with the expanding bi-lateral community should be addressed.

The next milestone is the EASA Management Board in June 2021 until which point the December MB will be updated on today's discussion. In the meantime, implementation discussions will continue along with development of a new online collaboration platform.

Scott Pepper asked for clarification of how and when the non-EU members would be involved in future. Luc Tytgat responded that the principal of involvement was agreed and that detail of how this would happen remain open to further discussion.

It was noted by the Chair that whilst the initial proposal from EASA suggested that the permanent groups (TECs, COMs) might be disbanded, this was not necessarily the case for all and the work over the coming months and the result of the review of how the SAB objectives can be satisfied may be that some remain or that others are established.

Belinda Swain questioned how the high level Work Programme would work given that one of today's problems can be certain topics gaining the attention of the SAB plenary. Also questioned timescale for digital platform and whether EASA had examples of potential pilot cases.

EASA responded that the Work Programme will be aligned with EPAS and SPD priorities. On the digital platform, the budget has been secured and preliminary work started. Further feedback will be provided later and the SAB will be involved in development and testing of the tool. On the question of pilot cases, Flight Standards and Certification Departments have been asked to provide some potential pilot cases which will be proposed to the SAB plenary in due course.

David Silver reflected on the risk of making such a significant change in the midst of a crisis and also on changing the tools and the process at the same time. From the non-EU perspective, it was felt that the integration that had been developed over the years through the CMT should also be reflected in the SAB. EASA responded that the review of the process started some time before the COVID crisis and confirmed that there is no intention to exclude States of Design.

	<p>Thomas Leoff wished to emphasize that the collaboration tool is a key element in improving efficiency and would recommend putting other changes on hold until this is fixed.</p> <p>Robert Campbell Smith questioned where efficiency improvement comes into the 4 boxes presented by EASA as not specifically mentioned and request further clarity. EASA responded that efficiency improvement runs through the entire process and confirmed that this would be clarified as activity proceeds.</p> <p>In terms of complaints about length of meetings it was explained that the issue is not the length of meetings as such but the length and number of meetings. The preference would be to meet more frequently but with a more focussed agenda and attendees.</p> <p>Achim Bauman noted that the 4 boxes had perhaps omitted one aspect in that the SAB and MAB are advisory bodies and have a strategic role in advising the MB. EASA agreed that this should be emphasised in an additional box.</p> <p>Robert Baltus concurred that closer working between the SAB and MAB is crucial as illustrated through the RNO activities.</p> <p>In terms of the way forward it was stated by Giancarlo Buono that clarification of the objectives of the restructuring had been required and today's discussion has helped to progress this. Further discussion should be driven by the SAB following EASA proposals. The SAB itself need to make meaningful proposals that address the objectives stated by EASA. It was proposed that a Task Force is established which covers all aspects of the SAB activities. This will consist of the SAB Contact Group and the nominated Sector Coordinators.</p> <p>NEW ACTION SAB.11.01: Establish a Task Force with SAB Contact Group and Sector Coordinators to develop an agreed Industry Position on the SAB structure.</p>
<p>5.</p>	<p>BREAK</p>
<p>6.</p>	<p>SAB subcommittee Briefs - SAB Champions</p>
	<ul style="list-style-type: none"> • FS.TEC - Thomas Leoff (IAAPS) <p>Refer to report for full details: AI 06 - 2020-11-12 SAB11 FS.TEC rep. V1 TL.pdf</p> <p>It was reported that 2 joint WebEx meetings had taken place. For both meetings, the 2nd part was held with NAAs and EASA only and the fact that decisions regarding standardisation related licensing issues were taken in that part is of concern.</p> <p>Two updates to regulations had been issued today with links in the report.</p> <p>Issues remain with legacy FSTDs. Due to COVID-19 induced problems a large number of Art.71 based exemptions were required in the domain of regulation Aircrew. Air Operations problems were temporarily solved by EASA ED decisions, which provided 2 extensions of the applicability date. The FS.TEC had provided warnings, which proved to be correct but were not considered.</p>

ICAO's introduction of CBTA is a cross domain issue requiring coordination across domains.

- CAS.COM – Thomas Leoff (IAAPS)

Refer to presentation and report for full details: [AI 06 - CAS.COM brief SAB Nov 2020.pptx](#)

[AI 06 - CAS.COM SAB briefing Nov 2020.docx](#)

A summary of the objectives and mandate of the CAS.COM was presented, followed by areas requiring follow on work.

Luc Tytgat requested expansion on the recommendations on Future of Aviation regarding Aerodrome and ATM capacity in particular. It was confirmed that recommendations are associated with ATM efficiency training quality, use of digital tools and accessibility.

- ATM/ANS.TEC - Eduardo Garcia (CANSO)

Refer to report for full details: [AI 06 - SAB Champion ATM-ANS.TEC Subcom](#)

3 topics were highlighted to the SAB.

1. RMT.0668 'Regular update of the air traffic controller licencing rules (implementing rules, acceptable means of compliance, guidance material)
11 nominations from CANSO have been submitted.
2. RMT.0161 Conformity Assessment
NPA anticipated Q3 2021
3. CANSO Survey on RECAT EU vs RECAT ICAO implementation
Concerns about the EASA rulemaking process:
 - i) Synchronisation issues between ICAO rulemaking and EASA transposition into European regulation.
 - ii) Timely publication of the "entire" package of European regulatory requirements (i.e., implementing rules with corresponding GM/AMC shall be published and made available together at the same date).

Meeting with EASA on this topic scheduled for the following day.

Luc Tytgat observed that CAS.COM had raised issues to which there was no response from the ATM/ANS.TEC and that better coordination between the groups should be an objective of the new SAB structure.

- R.COM – Peter Moller

Refer to report for full details: [AI 06 - SAB Champion Subcommittee Report R.com November 2020](#)

Three issues were identified for the attention of the SAB plenary.

1. Limited or short notice consultation over EPAS priorities. For example, RMT involving Helicopter Terrain Awareness and Warning Systems appears to be delayed by 2 years.
2. EASA stalling over its choice/mandating of an architecture for an electronic conspicuity system while UK and Germany appear to be mandating systems which may not be compatible.
3. R.COM is pursuing the continuation of the RMT.0318 Single Engine RMT and SE CAT beyond age 60 as a priority and wish to see no 'Pandemic' induced delay.

- GA.COM - Michael Erb (IAOPA)

Refer to presentation and report for full details:

[AI 07 - AI 06 - GA.COM Report to SAB 11 2020](#)

[AI 06 - SAB11 Champion GA.COM Report](#)

It was reported that the GA.COM meetings are held as a GA.COM followed by a joint GA.COM / GA.TeB meeting the following day. This is considered an effective approach with a good flow of information between all parties.

The RNO project phase 1 activities are considered to have been a success with information to operators and authorities generated. Challenge is that current restrictions are coming from health authorities rather than aviation authorities.

Priorities review identified that more effort is required on sustainability issues in order to meet the green deal requirements. It was noted that the first all-electric GA 2 seater has now been certified.

Difficulties in implementing Part M Light were highlighted. Difficulties in implementing Part-CAO reported with ECOGAS requesting an extension to the transition period.

An issue with U-Space in Denmark was reported where drones seem to have prioritised to the detriment of GA.

A new European GA website concept promoted by GAMA was discussed at the combined GA.COM and TeB.

- ADR.TEC – Ansgar Sickert (ACI)

Refer to report for full details: [AI 06 - SAB11 Champion Subcommittee Report ADR.TEC.docx](#)

The last ADR.TEC was held on 6th May 2020 and most discussion then and since relate to the pandemic which has heavily impacted aerodromes. Airports through ACI have been closely involved with EASA on developing the EASA/ECDC Health Protocol for Aviation through the Return to Normal Operations (RNO) and the EASA COVID-19 Charter Programme and recently also a Testing Protocol for Travellers.

ACI worked with EASA, the Commission and ICAO to resolve issues with implementation of ICAO Global Reporting Format (GRF). The ICAO Council postponed the implementation by one year, until 4 November 2021. The EU agreed to postpone implementation until 12 August 2021.

The provisions for Apron Management Service have now been included in an amendment to Regulation (EU) 139/2014.

On the EPAS ACI EUROPE supports the proposal to postpone the delivery of RMT.0728 on ground handling and the re-prioritisation of RMT.0722 on provision of aeronautical data by the ADR operator.

- C.COM - François Duclos (ASD)

Refer to report for full details: [AI 06 - SAB Champion Subcommittee Report C.COM 12-11-2020.docx](#)

It was reported that the Covid 19 crisis changed some of the priorities handled by the C.COM in 2020. During the C.COM in May, priority was given to the support needed by the industry to continue its operations. After the summer, it was clear that the consequences will continue for years and the C.COM adapted its activities accordingly.

Four topics were identified for the attention of the SAB plenary.

1. International cooperation.

The signatures of the China and Japan BASAs were welcomed by Industry. Several workshops with industry are planned with the first one on 13th Oct 2020. BREXIT remains an important topic with UK suppliers being key to the EU aviation industry.

2. SMS regulations and deployment.

Industry is willing to develop and implement SMS. EASA recognised that there is a need to give more flexibility in some areas of the AMC&GM. The industry standard update work is ongoing, but the industry considers that convergence of opinions is needed first.

3. 737 MAX recommendations.

EASA and industry are aligned on the recommendations. 3 areas for further cooperation have been identified:

	<ul style="list-style-type: none"> - Change to Product Rules. - Human factors assessment link with System Safety Analysis - Design Assurance System:, review of the Level of Involvement and oversight. <p>4. SAB committees as discussed under separate agenda item.</p>
<p>7.</p>	<p>Briefing on Data4Safety Programme</p>
	<p>Erick Ferrandez referred to the presentation and <u>video</u> from the EASA Annual Safety Conference on 5th November. <u>AI 07 - Data4Safety</u>.</p> <p>A question was raised on the role of the Collaborative Analysis Groups (CAG) as D4S is established.</p> <p>EASA stated that the D4S programme and CAGs both launched in early 2016. The purpose of the CAGs is to have experts contributing the safety intelligence process by bringing together data and expertise and analysing safety issues and identify risks. D4S has exactly the same goal and the CAGs have been retained during this period whilst waiting for the operational phase of D4S. The ToR for CAGs states that that they will be disbanded when D4S becomes operational and this has always been the intent. The CAGs will continue until D4S scope has been expanded to include the areas covered by the CAGs.</p> <p>The timescale for expansion has yet to be fully defined with resource and technical considerations being assessed along with safety benefit. The first expansion will be more airlines to join the programme. The intent is to define a plan in Q1 2021 and also to define how the governance for D4S will function. The integration of D4S into the overall Safety Risk Management system is still being considered.</p> <p>It was confirmed that membership of D4S is voluntary and is not limited to those submitting data.</p> <p>There are 2 main bodies within D4S, Steering Board and Technical Board, below which Task Teams are established for specific topics for Human Factors for example.</p> <p>Osman Saafan questioned whether existing CAG members could in future be included into the revised SAB plenary structure. EASA responded that this is still under consideration but confirmed that D4S will have its own governance.</p> <p>Giancarlo Buono noted that the US approach is working well and should be mirrored.</p> <p>Kyle Martin asked whether GA would be included in the D4S programme. EASA confirmed that GA will be fully included but probably not before 2022 due to the diversity and complexity of the community in terms of collecting data.</p>
<p>8.</p>	<p>BREAK</p>

9.	<p>Outcome of studies on Turnovers and profit margins for Helicopter, Maintenance and Aerodrome sectors and Social data collection (aviation employment and some specific social indicators)</p>
	<p>Gilles Gardiol presented an update on socio and economic data related to the impact assessment methodology. AI 09 - SAB Socio and Eco Info Updates 20201112 v2</p> <p>2 reports have been produced and an email will be circulated to the SAB and MAB requesting comments on the reports.</p> <p>More work is planned in 2021 on other social indicators. New data will be gathered on the period 2020-2022 to assess the impact of COVID-19.</p>
10.	<p>Review of Plenary open actions</p>
	<p>Open actions not previously placed on hold were reviewed and the status is recorded in the summary of actions.</p>
11.	<p>AOB</p>
	<p><u>Ground Handling</u></p> <p>Aaron Curtis raised the issue of the ongoing work in the ground handling rulemaking task. It is accepted that work has been paused due to the COVID-19 crisis however it is felt that the time has come restart this activity and that it would be beneficial to the RNO work. Giancarlo noted that from an IATA perspective the airlines have the opposite view and support the delay to this activity given the lack of an immediate safety threat.</p> <p>Julia Egerer stated that there is a plan to continue work on this task and that participation in the ICAO task force continues. The revised EPAS gives clear dates for deliverables. An NPA for advisory body consultation is expected in Q2 2022 with the Opinion scheduled for Q1 2023. Work on the task will start during 2021.</p> <p>Post-meeting note provided by EASA:</p> <p>Please note that following reports are available on the AB SharePoint site:</p> <p>Report “Financial size of aviation: estimates for helicopter, maintenance and aerodrome sectors”:</p> <ul style="list-style-type: none"> • https://docs.easa.europa.eu/case/eab/layouts/15/DocIdRedir.aspx?ID=EASAEAB-1032366765-851. • A special thanks for the contributions from EHA, EAMTC and ACI !

	<p>Report “Social Indicators Data Collection to Support Impact Assessment, Monitoring and Evaluation Activities”:</p> <ul style="list-style-type: none"> • https://docs.easa.europa.eu/case/eab/layouts/15/DocIdRedir.aspx?ID=EASAEAB-1032366765-852 <p>Please note the caveat indicated in chapter 4: “all data in this section of the report is provided only as initial estimates, to be complemented by further studies or feedback from aviation stakeholders”.</p> <p>No official consultation is launched, however you may address your comments, if any, to impact.assessment@easa.europa.eu</p>
	<p>Next meeting dates</p>
	<p>It was agreed to reserve 2 days for future meetings and 2 reschedule over 2 or 3 sessions if face to face meetings are not possible.</p> <p>SAB11 2021-01: 3rd – 4th March 2021</p> <p>SAB12 2021-02: 30th June – 1st July 2021</p> <p>SAB13 2021-03: 16th – 17th November 2021</p>

Annex 1: List Attendees:

SAB Member / Alternate	Association	Name
Member	Aerospace and Defence - ASD	Belinda SWAIN
Member	Aerospace and Defence - ASD	Eric PARELON
Alternate	Aerospace and Defence - ASD	Francois DUCLOS
Member	Aerospace and Defence - ASD	Gilles GARROUSTE
Member	Aerospace and Defence - ASD	John BARTON
	Aerospace Industries Association of America Inc. -AIA	David SILVER
Member	Aerospace Industries Association of America Inc. -AIA	Scott PEPPER
Alternate	Aircraft Engineers International -AEI	Ola BLOMQUIST
Alternate	Airlines for Europe - A4E	Achim BAUMANN
Member	Airlines for Europe - A4E	John CLEAR
Member	Airlines for Europe - A4E	John MONKS
Member	Airports Council International - ACI	Øyvind HALLQUIST
Alternate	Airports Council International - ACI	Ansgar SICKERT
Alternate	Associação das Industrias Aeroespaciais do Brasil - AIAB	Alexandre BIANCHI
Member	Aviation Working Group - AWG	Mark LYNCH
Alternate	Civil Air Navigation Services Organisation - CANSO	Eduardo GARCIA
Member	Civil Air Navigation Services Organisation - CANSO (SAB Vice-Chair)	Osman SAAFAN
Member	Europe Air Sports - EAS	Michel ROCCA
Member	European Aviation Maintenance Training Committee - EAMTC	Hans MAYER
Member	European Business Aviation Association - EBAA	Johan GLANTZ
Member	European Business Aviation Association - EBAA	Robert BALTUS
Member	European Cockpit Association - ECA	Paulina MARCICKIEWICZ
Member	European Cockpit Association - ECA	Tanja HARTER
Alternate	European Council of General Aviation Support - ECOGAS	Anais BENSAI
Member	European Helicopter Association - EHA	Peter MOLLER
Member	European Regions Airline Association - ERA	Nick RHODES
Alternate	European Regions Airline Association - ERA	Robert CAMPBELL-SMITH
Member	European Society of Aerospace Medicine - ESAM	Roland VERMEIREN
Member	European Transport Workers' Federation - ETF	Aaron CURTIS
Member	European Transport Workers' Federation - ETF	Nikki JONES
Alternate	General Aviation Manufacturers Association - GAMA	Kyle MARTIN
Member	International Air Transport Association - IATA (SAB Chair)	Giancarlo BUONO
Member	International Association of Aviation Personnel Schools - IAAPS	Thomas LEOFF
Member	International Council of Aircraft Owner and Pilot Associations - IAOPA	Michael ERB
Member	International Federation of Air Traffic Controllers' Associations - IFACTA	Marc BAUMGARTNER
Exec Secretary	SAB Plenary Exec Secretary	Stuart ANDERSON

	EC	Alfonso ARROYO
	EASA	Boudewijn DEUSS
	EASA	David WALLER
	EASA	Eduard CIOFU
	EASA	Erick FERRANDEZ
	EASA	Gilles GARDIOL
	EASA	Jean Marc CLUZEAU
	EASA	Jeremie TEAHAN
	EASA	Joana GOMES
	EASA	Julia EGERER
	EASA	Luc TYTGAT
	EASA	Savina ZAKOULA-CHERDRON