

# RULES OF CONTEST

**PUBLICATION REFERENCE:**

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## EASA GA Safety Award

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## 1. PRIZE DESCRIPTION

### 1.1. OBJECTIVES

EASA engages in safety promotion of General Aviation (GA) by facilitating innovation and digitalization. In this context, EASA is launching a contest for awarding the most safety-beneficial smartphone / tablet application (the 'App') for use by GA pilots.

The GA Safety Award aims to promote development of reliable tools to improve safety, encourage investment in this area, support and enhance visibility of valuable products, further enhance GA community's engagement to safety.

The App must address one or more of the four major safety concerns identified in the European Plan for Aviation Safety (EPAS): **Staying in control, managing the flight, Preventing mid-air collisions and coping with weather.**

### 1.2. EXPECTED RESULTS

In order to achieve the objective of promoting GA safety, the 'App' should have the potential to attract its use by a wide community of GA users and should bring obvious benefits for the pilot in daily operations (in addition to safety benefits).

The 'App' should be fully functional and mature, and demonstrate effective improvements to one or more of the above listed major safety concerns.

### 1.3. PRIZES ON CONTEST

The entries received by the submission deadline and found eligible (Section 5.1) will be assessed by the appointed panel of experts on the basis of the Award Criteria (Section 1.4). The three best ranked entries shall be awarded the Prizes below according to their final ranking position.

PRIZES	AMOUNT
1 <sup>st</sup> PRIZE	8,000 €
2 <sup>ND</sup> PRIZE	5,000 €
3 <sup>RD</sup> PRIZE	2,000 €

### 1.4. EVALUATION PROCESS

All entries submitted within the deadline and fulfilling the eligibility and non-exclusion criteria as set out in sections 3.1. & 3.2 of the Contest Rules will be assessed on the basis of the Award Criteria described below.

**PANEL OF EXPERTS**

Entries will be evaluated by a panel of experts composed of EASA staff members and are selected so as to encompass the necessary experience, skills and knowledge to ensure a fair assessment of the submitted solutions.

The expert panel will make recommendations to the Authorising Officer, which will take the final decision on the winner of the contest.

The members of the panel shall have no conflicts of interest in regard to any of the contestants or with the contest itself, and will be required to sign a declaration on oath whereby they shall declare that no conflict of interest exists and that they will inform the chair of the panel if any such conflict should arise in the course of their duties.

The Agency reserves the right not to disclose the identity of the members of the panel; however these may be disclosed post award.

Contestants should not contact the members of the panel of experts for any reason related with the contest. Any such attempts will result in their disqualification from the contest.

The decisions of the expert panel are final, binding and not subject to challenge.

**MINIMUM CONTENT OF THE TECHNICAL PRESENTATION/DESCRIPTION**

Contestants will have to submit the documentation required to support the fulfilment of the award criteria (Section 2.2). The responsibility of completing the necessary documentation related to the solution lies with the contestants.

The Agency will award the prize(s) based on the judgement of the expert panel. The prize(s) will be awarded to the legal entity (representing either an individual or a group) that demonstrates a solution which best addresses all the award criteria, as explained in section 1.5.

If no entry is of sufficient quality in the opinion of the expert panel, no prize will be awarded.

**1.5. AWARD CRITERIA**

The entries will be appraised on the basis of the Award Criteria below.

AWARD CRITERIA	MAX SCORE
<b>Relevance</b> to at least <b>one of the four major safety concerns</b>	10
<b>Effectiveness</b> in addressing one or more if the four major safety concerns	10
<b>Maturity</b> , as expressed by i.e., operational stability, development stage (no beta version), ready for deployment	10
<b>User-friendliness</b> , as measured by i.e., human factors considerations, intuition level, ease of use, entry error tolerance and plausibility checks	10

An ‘App’ scoring “0” in any of the four award criteria is disqualified from the contest.

Upon completion of the evaluation of all eligible entries accepted to participate in the event, the committee will keep a record of these entries examined and criteria assessed.

## 2. APPLICATION PROCESS

### 2.1. ARRANGEMENTS AND SUBMISSION DEADLINE

<b>OPENING for Submission</b>	<b>12 April 2019</b>
<b>DEADLINE for SUBMISSION of the App</b>	<b>31 December 2019</b>
<b>DEADLINE for CLARIFICATIONS</b>	<b>30 September 2019</b>
<b>Award Decision &amp; Announcement</b>	<b>AERO Event 2020</b>

#### REQUESTS FOR CLARIFICATION

Any clarification requests raised on the content of this contest shall be sent to the e-mail account: [prizes@easa.europa.eu](mailto:prizes@easa.europa.eu). Questions raised of interest to all potential contestants will be published in the Prize dedicated intranet page [GA Safety Award](#).

#### SUBMISSION OF ENTRIES

**ENTRIES SUBMITTED BY E-MAIL** should be sent to the e-mail account [prizes@easa.europa.eu](mailto:prizes@easa.europa.eu), quoting in “subject” the following information: <**GA SAFETY AWARD**>; <ENTRY FROM: [**NAME OF THE CONTESTANT**]>.

All documentation requested in this contest rules should be included and clearly identified.

**Important note:** Should the files to submit require a larger capacity than the one permitted by standard mail, or should contestants encounter any other difficulties in submitting their entries, please flag it by sending an e-mail to [prizes@easa.europa.eu](mailto:prizes@easa.europa.eu) so that any problems can be solved and your submission be successful.

### 2.2. MINIMUM CONTENT

TECHNICAL PRESENTATION/DESCRIPTION
<p>Contestants are asked to present their project/initiative in a concise manner, addressing as a minimum the following aspects:</p> <ol style="list-style-type: none"> <li>1. Outline of the safety concerns addressed by the product, explaining as a minimum:               <ul style="list-style-type: none"> <li>- how its use materialises in actual improvement;</li> </ul> </li> <li>2. Description/demonstration of the tool indicating:               <ul style="list-style-type: none"> <li>- Conditions and limitations of use in the perspective of its operational environment, compatibility requirements (installation, devices, etc.)</li> <li>- Performed testing and associated results</li> <li>- Identification of the risks</li> </ul> </li> <li>3. User guidance (if necessary)</li> <li>4. App/tool demo or version</li> </ol>

Any support/technical documentation/video (link) may be provided to complement the presentation of the project.

#### ADMINISTRATIVE DOCUMENTS

- ✓ SUBMISSION FORM (Annex I)
- ✓ LEGAL ENTITY FORM (Link in the Submission Form and here)
- ✓ BANKING DETAILS (Link in the Submission Form and here)
- ✓ DECLARATION OF HONOUR ON EXCLUSION CRITERIA (Annex II)

## 3. GENERAL CONDITIONS

### 3.1. ELIGIBILITY CRITERIA

This contest is open in equal terms to any natural or legal person established in any of the European Union Member States and/or in third countries (non EU) with which a bilateral or special agreement with the Union in the field of public procurement and grants is in place. To date such international/bilateral agreements are signed and ratified with Albania (SAA), Montenegro, Serbia, Bosnia and Herzegovina (FYROM), Iceland, Norway, Liechtenstein and Switzerland.

Contestants established in third countries (Non-EU) where no such agreement is in place may not participate in this contest.

#### BRITISH CONTESTANTS

Please note that eligibility criteria must be complied with for the entire duration of the Contest, up to announcement of the Award. Should the United Kingdom withdraw from the EU during this period and in absence of an agreement with the EU in this respect, British contestants will not be considered for award of the Prize.

#### ENTRIES BY A GROUP OF PERSONS

Contestants may apply individually or as a group of persons. In the latter case eligibility conditions will apply to all and each of the persons identified.

One single person shall be appointed to represent the group during the contending process.

Eligibility criteria will be verified on the basis of the CONTEST SUBMISSION FORM (Annex I) and associated documents.

### 3.2. EXCLUSION CRITERIA

Contestants which are in one of the situations referred to in Article 136(1) and Article 141 of the EU Financial Regulation<sup>1</sup> are excluded from participating and from award of a prize under the present contest.

Contestants must have no **conflict of interests** in connection with the prize; a conflict of interests could arise in particular as a result of economic interests, political or national affinity, family, emotional life or any other shared interest.

Contestants shall inform the Agency, without delay, of any situation considered a conflict of interests or which could give rise to a conflict of interests.

#### REQUIRED DOCUMENTS

Entries submitted shall include the Declaration of Honour on Exclusion Criteria (Annex II) duly filled out, dated and signed by the contestant or legal representative.

### 3.3. PROCESSING OF PERSONAL DATA

Any personal data included in or relating to this prize shall be processed in accordance with Regulation (EU) 2018/1725. Such data shall be processed solely for the purposes of the implementation and follow-up of the contest by the data controller.

The contestants or any other person whose personal data is processed by the data controller in relation to this prize has specific rights as a data subject under Chapter III (Articles 14-25) of Regulation (EU) 2018/1725, in particular the right to access, rectify or erase their personal data and the right to restrict or, where applicable, the right to object to processing or the right to data portability.

Should the contestant or any other person whose personal data is processed in relation to this prize have any queries concerning the processing of its personal data, it shall address itself to the data controller. They may also address themselves to the Data Protection Officer of the data controller. They have the right to lodge a complaint at any time to the European Data Protection Supervisor.

#### QUERIES ON DATA PROTECTION MATTERS

Upon written request contestants may be granted access to the personal data and have the right to rectify any such data. Any queries concerning the processing of its personal data shall be addressed to the data controller via the e-mail address [prizes@easa.europa.eu](mailto:prizes@easa.europa.eu).

#### COMPLAINT PROCESS

Contestants have the right to lodge at any time a complaint against the processing of their personal data to the European Data Protection Supervisor.

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<sup>1</sup> Regulation (EU, Euratom) No 2018/1046 of the European Parliament and of the Council of 18 July 2018 on the financial rules applicable to the general budget of the Union, as amended.

### 3.4. PUBLICITY BY THE AGENCY

#### PRIZE WINNERS

Upon award of the prize(s) EASA will publish in its website the (i) name of the winner and of the awarded 'App', (ii) its locality, (iii) the prize amount, and its (iv) nature and purpose.

This publication may only be waived partially or in full when, upon submission of a written and motivated request, a serious and justified risk(s) of it representing a threat to the rights and freedoms of individuals concerned as protected by the Charter of Fundamental Rights of the European Union or to the commercial interest of the winner is/are recognised.

EASA may use, for its communication and publicizing activities, information relating to the action, documents notably summaries for publication and public deliverables as well as any other material, such as pictures or audio-visual material that it receives from the winner of the prize, including in electronic form.

Photos and videos taken by the Agency either in preparation of the award ceremony or during the award ceremony are the sole property of the Agency.

### 3.5. CONTESTANTS SOLE LIABILITY

The agency shall not be held responsible for any damage or loss incurred by the contestants/winners or caused to third parties arising from or in connection with this contest and/or prize.

### 3.6. APPLICABLE LAW AND JURISDICTION

The contest is governed by Union law, complemented, where necessary, by the law of Germany.

Should an amicable settlement become impossible, the courts of Cologne have exclusive jurisdiction over any dispute regarding the interpretation, application or validity of this contest.

### 3.7. CHECKS AND AUDITS

By participating in this contest, entrants awarded with a prize accept that EASA, OLAF and the Court of Auditors run checks and audits on the contest and prize(s) received.

### 3.8. ADMINISTRATIVE SANCTIONS AND PENALTIES

Exclusion decisions or financial penalties may be imposed on contestants under the conditions provisioned in Art. 138 of the EU Financial Regulation<sup>1</sup>.

### 3.9. CANCELLATION OF THE CONTEST

The Agency reserves the right to terminate the contest before its closing date without any obligation to indemnify the contestants.

The Agency has the right to decide not to award any prize if no entries are received or if no entries are to be awarded by the contest expert panel.

In the event that the expert panel concludes that none of the proposed entries satisfies a credible solution addressing at least one of the four major safety concerns, the contest may be cancelled.



### 3.10. AWARD AND PAYMENT OF PRIZES

The results of the contest will be communicated to all entrants participating in the contest and shall be published by EASA, unless any of the winners lodges a justified request to EASA to waive disclosure of such information under the conditions of section 3.4 of the Contest Rules.

The Prize(s) will be paid in one instalment to the bank account provided by the winners within a maximum of 30 days from announcement of the contest results.

## ANNEXES

ANNEX I      CONTEST SUBMISSION FORM

ANNEX II     DECLARATION OF HONOUR ON EXCLUSION CRITERIA