

## European Aviation Safety Agency

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### ADVISORY GROUP OF NATIONAL AUTHORITIES

MINUTES OF 3<sup>RD</sup> MEETING 2007

20-21 NOVEMBER 2007

#### Introduction

Mr Probst welcomed all participants and presented Mr Goudou's apologies for not being able to attend the first day of the meeting. Mr Woods indicated that this was his last AGNA meeting and introduced his replacement Mr Weightman. The Chair thanked him for his co-operation and always helpful input to the group; he then welcomed M. Weightman.

#### Agenda

The Chair presented the draft agenda mentioning that it incorporated all the requests received prior to the meeting. The Group approved the Agenda with the addition of a new AOB relative to the confidentiality of questions included the Question Data Bank. The Chair also agreed to address in his general introduction the issue of the new US regulation of foreign repairs stations and its possible implications

#### ▪ Adoption of minutes of the previous meeting and actions arising

The comments from Mr Rieder, Mr Woods and Ms Linden were taken into account and the minutes agreed. The action table was displayed and a verbal debrief was given on each individual item as described in the attached action table. A number of actions were closed.

#### *Agency's position paper on Safety management Systems - IP01*

The Chair introduced the document. He highlighted its contents in relation with the state safety programme. He mentioned that the Agency's intentions were to draft the safety programme in cooperation with member states so that compliance is achieved in 2009. He announced that an open workshop on management systems was scheduled for 15/16 January. He briefly outlined a comment received from Mr Gessky (unable to attend today) who suggested that the Commission should take the lead on this issue. The Chair agreed with Mr Gessky in principle but propose that we should make proposals to the Commission. He then opened the floor for comments:

- Mr Teillet indicated that he had had no time to coordinate within DGAC. As a personal opinion he considered the document as a good starting basis but considered that the state safety programme (SSP) should not be only an exposition of what we do but should also address the issue of safety levels. He indicated that Part-145 needed to be addressed in addition to EU-OPS.
- Also expressing a personal opinion, Mr Rieder considered that the document was a good starting basis but expressed his surprise to the idea that the safety levels were included into the Essential Requirements.
- Mr Woods found the document a good starting basis. He noted the importance of consistent terminology. He proposed to also address maintenance organisation and aerodromes.
- Mr Skehan indicated that target levels of safety should not be spelled out quantitatively. He was interested to hear what Industry would have to say in the workshop. He suggested adjusting our terminology to align it on ICAO.
- Mr Lynggaard congratulated the Agency for the paper. He indicated that he needed further coordination in his authority before making an official position.

- Ms Linden also needed to have further discussion in her Authority. She was a bit concerned when she saw the concept of a community safety level and programme as she considered this had to be discussed at the political level.

In reply to these comments, the Chair confirmed that we have a system including rulemaking, standardisation, safety analysis that covers the SSP required by ICAO. Safety targets are included in the Essential Requirements. The SSP has an EU dimension. Concerning Part-145, he indicated that the Agency was considering adding a rulemaking task into the 2009 rulemaking programme. He proposed that AGNA members should formalise their comments within the next two weeks so that the paper could be adjusted before the workshop.

Mr Teillet asked clarification on the process to establish an EU safety programme. The Chair replied that the EASA system should be described by the Agency and the member states should complement for the issues that remain at national level. He proposed to set-up a small task force to agree on a table of contents.

In reply to a remark from Mr Rieder that considered that two weeks was quite short to provide comments, the Chair indicated that he was expecting only comments relative to possible show-stoppers to avoid expressing major disagreements at the workshop. The fine-tuning of the document would be done after the workshop.

#### *Agency's position paper on TBO – IP02*

The Chair presented IP 02 and highlighted the link with task 21.039; He then opened the floor for comments:

- Mr Teillet was not sure the document addressed the issue at stake and wondered if it could not be extended to other components that have a life –limit.
- Mr Woods, Ms Linden and Mr Rieder indicated their support to the task. Mr Rieder indicated that the level playing field was a more important consideration than safety in this case; Mr Woods offered to provide some improvement to the document at a later stage. Ms Linden indicated that the issue if not solved would be an issue when implementing part-M.

The Chair concluded that there was support for the task and that we would proceed step by step addressing the TBO issue first. He welcomed any comments from members to help progress the task

#### *Agency's position paper on "amendments to the AMC material to Part M" – IP03*

The Chair presented the paper that actually addresses only one AMC to Part-M (AMC MA.706 (d)). He opened the floor for comments:

- The Chair read a comment from Mr Gessky that suggested adding a conclusion to the paper.
- Mr Woods suggested that the paper be extended to clarify the situation of a group of companies.

The Chair considered that this last point was a different issue and proposed that the conclusion be in fact the last sentence of the paper. He concluded that this paper could be the basis of a future AMC.

Mr Teillet took the opportunity to raise the issue of the new position taken by the Agency on the conversion of Part-66 licences. Due to the complexity of the issue the Chair suggested that it would be better to discuss it as an AOB on the second day. In order to have an informed discussion, he proposed to circulate the notes of the Agency's internal meeting on the issue.

Action required:

1. AGNA members to submit comments within the next two weeks so that the SMS paper could be adjusted before the workshop;
2. AGNA members to provide comments on the TBO issue to help progressing the task;
3. The Agency to circulate the notes of the internal meeting on the “Amendments to the AMC material to Part M” issue;

**1. General introduction<sup>1</sup>**

**Update on extension of scope to operation, licensing and third countries aircraft:** The Chair indicated that a political agreement has been reached between the Parliament, the Council and the Commission. The compromise should be adopted by the Parliament during their second reading in December. The extension of scope will be added as an A point in a Council meeting in January. The NPAs for the implementing rules will be published after the entry into force of the revised regulation. It will be therefore difficult to have an opinion on the IR by the end of 2008. The corresponding legislation has to be adopted within 4 years after the entry into force of the revised regulation.

The Chair highlighted the case of the implementing rule for third countries aircraft and acknowledged that a paper has not been produced. He mentioned that the UK Department for Transport has asked if the NPA could be shared before publication. He had no strong views on this: the interest of sharing the information depends very much how far we are different from ICAO views on this subject. In any case, our procedures envisage that if an NPA is strongly objected by NAAs, a discussion must be organised in AGNA. Concerning Cabin Crew, his understanding was that the compromise was close to the Commission original proposal.

Mr Teillet voiced his concern about the structure of the implementing rules. The Chair replied that he would convey the message to the people in charge of the task.

**Update on extension of scope to aerodromes:** The Chair indicated that the opinion will be issued before the end of the year and that the RIA is presently under review. It is very likely that the extension to aerodrome will be put by the Commission into the same legislative proposal as ATM

**Update on extension of scope to ATM:** The NPA should be circulated before the end of November. The Commission wants the consultation period to be reduced so that the Agency produces an opinion in March. This would allow for a legislative proposal to be issued both for aerodrome and ATM in June. In reply to Mr Keller, the Chair indicated that the Agency was helped by few experts for drafting the NPA but that it would probably follow a different process, involving rulemaking groups, for the implementing rules.

**Update on Bilateral Aviation Safety Agreements:** With regards to the US-EU BASA, the Chair explained that the US had decided unilaterally not to sign because of the fees and charges issues. He explained that the US legislation on repair stations may impact the MIP. On the other hand, the Canada-EU BASA agreement may be signed before Christmas.

In another domain, Mr Woods raised the issue of the catch-up exercise on Opinions by the Commission that was announced by the Agency in a previous meeting. The Chair recognised

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<sup>1</sup> The Group agreed at its 3-2006 meeting having a permanent agenda point to allow for a short update by the Agency on issues associated to the rulemaking activities.

that not much progress has been made and in reply to a question from Mr Teillet, confirmed that a list of pending opinions has been sent to the Commission.

## **2. 2007 and 2008 rulemaking programmes**

### *Status of implementation of the 2007 – WP01*

The Chair presented WP01, which is based on the second edition of the 2007 programme; about 50 % of the programme has been executed so far; the end result will not exceed an implementation rate of 60%. This does not meet the objective but it is clear that this is due to a resource problem: the 2007 rulemaking programme was developed expecting 16 people in product safety department during 2007 when only 9 people are available. The delayed task will impact the 2008 rulemaking programme.

Mr Anton highlighted the intention relative to Part-M: it will be applicable to large aircraft in September 2008 however a transition period of 12 months will be introduced for other aircraft. The plan is to issue the CRD for reactions before the end of February. This would allow for an opinion early May.

The delay relative to task 66.004 is due to the fact that one group member was aggrieved that the CRD had been published on the web-site while he considered he had not been able to properly comment on its content. It was then decided to withdraw the CRD from the web-site in order to fully respect the procedure. In reply to a question from Mr Teillet, the Chair confirmed that this can be traced on the web-site.

### *2008 rulemaking programmes – WP02*

The Chair presented the WP 02. It is imperative that all NPAs are issued before Easter if we want to meet the objective. The colour coding in yellow indicate the tasks that are slipping but will be closed in 2008; There is one task in red that will slip to 2009 (Task 66.022 (b)) because it is linked to an opinion, which has little chance to be followed by a Commission decision in due time.

Mr Teillet commented that task BR.004 should introduce an acoustical flight permit. He also commented that task MDM.001 (ETOPS) and Task 20.003 (RNP-RNAV) should not slip more. The Chair mentioned that Mr Gessky had similar comments.

Mr Rieder recalled that the commission work programme had envisaged a task relative to accident investigation and occurrence reporting; The Chair noted that this was a Commission task for which it had contracted a study; the Agency expects being associated to the follow-up.

### *State of play of rulemaking groups – IP04*

The Chair clarified that the purpose of the paper is to keep AGNA updated.

### *OPS and FCL tasks included in the 2008 advance planning – WP03*

The Chair reminded that the tasks coming from JAA have been classified into three categories: those that go immediately into EU-OPS; those that will be incorporated into the first issue of the IR; and those that will become change to the IR. WP03 contains the tasks of the last category. The Agency wants to evaluate which of them are considered sufficiently urgent/important to be initiated in 2008. He opened the floor for comments:

- Mr Teillet indicated that it was not very easy to comment because the tasks were only described by a title. He was concerned about the workload generated by processing these tasks in parallel with the consultation on the first issue of the IR. In his opinion, these tasks were not a priority; he also noted that:

- for OPS-010 (use of automatic ELT) needs to be resolved by the Air safety Committee
- OPS-015 (SAR operation), SAR is outside the Agency's remit.
- Mr van der Weide provided some information on SAR operation (task is requested by the UK); powered lift (Agusta-Bell 609 is under certification); and reminded that pre-RIA are to be released soon to support a more informed discussions at the AGNA meeting in March.
- Mr Woods highlighted the need to have clarification on SAR

The Chair clarified that listing a subject is a way to indicate that it will be undertaken. Although he recognised that workload associated to the preparation and review of IRs will limit the capability of the Agency undertaking additional tasks, this can be envisaged as there should be 18 people in 2008 dealing with operations and licensing issues. He concluded by requesting the AGNA members to provide the Agency with a list of tasks with a positive priority and a list of tasks with a negative priority. Such lists should be preferably available before Mid December so that we can make a first planning for the March meeting and discuss this planning supported by Pre-RIAs in the context of the discussion on the 2009 rulemaking programme. There should be only a limited number of items for the advance planning.

Action required:

4. AGNA member to provide a list indicating positive & negative priorities for the OPS and FCL tasks part of WP03;

### **3. Preparation of the 2009 Rulemaking programmes**

*Presentation of the inventory, including the timetable for comments, proposals for the addition or deletion of tasks – WP04*

The Agency recalled the process for the production of the 2009 rulemaking programmes: it extracts from the inventory all the tasks to be initiated or to be finished in 2009 on the basis of priorities received from its consultative bodies and foreign partners (FAA and TCCA); and identifies tasks of common interest with these foreign regulatory partners. Consequently, the Agency wished also hearing from AGNA which tasks should be harmonised. To support that process, the Agency produces and publishes pre-RIAs for tasks to start in 2009.

The Agency further explained that MMr. Woods/Teillet proposals, addressed under agenda point 5, were candidates for future rulemaking.

At the request of Mr Woods, the Agency provided the following clarifications:

**23.005 (Jet airplanes):** The Agency decided to produce its own rule on the basis of the special condition “high performance light aircraft” generated by the Certification Directorate. This may result into some differences with FAA rule.

**25.055 (Fuel System Low Level Indication / Fuel Exhaustion):** The Agency explained that this task is currently progressed as part of the 2008 advance planning with an anticipated delivery date in 2010. Mr Woods stressed that this is a significant issue and wished receiving a briefing on how the Agency plans to control possible hazards until the delivery of the rule.

**OPS.036 (Knowledge of the real weight and balance of the aircraft by the crew):** The Agency launched a tender for a study to assess the matter and tasked EUROCAE to produce a standard.

**OPS.044 (Authorisation of Aerodromes Rescue and Fire Fighting Services (RFFS)):** In a reply from a remark, the Agency clarified that all the descriptions of the OPS & FCL tasks were given by JAA. It further clarified that the task was actually addressing operators rather than airports. To eliminate any possible confusion, the Agency proposed reviewing and changing all the tasks descriptions. As mentioned above, it would produce pre-RIAs to decide on whether to keep or to withdraw the tasks from its future programmes by early next year.

**OPS.047 (Amendment to clarify the Separate Runway definition):** The Agency advised that this task was the result of some incidents and therefore included in the inventory.

In response to a query from Ms Linden on task 66.014 (66.A.200), the Agency replied that this covers also balloons.

Following this debate, the Agency invited members to provide their views on priorities and on tasks, which require harmonisation with foreign regulatory authorities, by the end of March 2008.

Action required:

5. The Agency to brief members on how it plans to control hazards with respect task 25.055 in view of the delivery of the rule by 2010;

6. The Agency to review and clarify the task description of the OPS/FCL tasks wherever possible;

7. The Members to provide their views on priorities and on tasks, which require international harmonisation, by the end of March 2008;

#### **4. Rulemaking procedure**

*Discussion of the paper on a lighter rulemaking process for integrating approved deviations into rules – IP05*

The Agency presented the paper and explained that it was produced at the request of industry, which wished incorporating “generic” special conditions into the Agency rules to provide for legal certainty. The Agency advised members that it will evaluate the volume of work to be undertaken; make a reasoned proposal to its advisory bodies for future rulemaking; and seek the opinion of the advisory bodies and Management Board on the adjustments to be made to the Rulemaking Procedure. The Agency proposed to inform members on the progress of this file at a next meeting.

Mr Woods asked what the Agency has in mind when it refers to a lighter process, to which the Agency responded that it could envisage a reduced consultation period for the draft rules.

#### **5. AOB**

*Planning of future meetings, including workshops – IP06*

The members determined the 18-19 March 2008; kept the June meeting dates; and reserved the 30-1 September/October 2008 and 25-26 November 2008 as the future meeting dates.

The Agency advised members about the Safety Management System workshop taking place on 15-16 January 2008 and the UAV workshop scheduled for the 30 January 2008.

Mr Teillet wished having a meeting on “foreign registered aircraft operated by EU operators” and informed the Agency of DGAC-FR interest in organising a regional workshop on the implementing rules on OPS/FCL. The Agency responded that the proposed

topics could be discussed during thematic meetings. As to the regional workshops, the Agency advised members that it will send an invitation to all members.

*EASA - NAA Partnership – UK CAA & DGAC FR paper on the voluntary drafting of NPAs by NAAs.*

Mr Woods presented the background of the paper and the proposed way forward. Mr Rieder was in support of the proposal but wished first seeking hierarchy views on the resources to be allocated for such a task. The Agency concurred with the idea of NAAs producing draft NPAs, though it was not in favour of the method whereby NAAs would establish rulemaking groups without Agency's staff participation. The latter appears not to be in line with the Agency responsibility for the rule shaping process. Mr Gessky was surprised to hear the Agency views, especially as the proposal would expedite the delivery of NPAs and that it always would be the Agency's discretion to refuse or accept such papers. The Agency noted that the second method required further reflection and proposed coming back with its position at a next meeting. Given the fact that there was an agreement on the first point, the Agency invited members to review the 2008 advance planning and indicate tasks for which NAAs could assist the Agency in the drafting of NPAs.

*EASA - NAA Partnership – CZ CAA proposal to translate EASA documents.*

The Agency advised members that it had received a letter from Mr Hezky proposing the translation and publication of documents by the CZ-CAA. Mr Hezky briefly outlined the rationale behind its proposal and suggested making a paper to allow for an informed discussion at a next meeting.

In this regard, the Agency explained that it was crucial to widely reach the affected aviation community during the consultation phase. It was felt that for some draft rules: like for general aviation, this was not possible because the consultations were conducted in English. This is not providing all citizens with equal opportunities to express their views. In this context, some NAAs already took the initiative to translate significant NPAs in their national language. But the Agency also realised that systematically translating NPAs in all languages would not be feasible. The Agency desire therefore was to establish a policy in the identification and selection of key NPAs for the benefit of the whole system. It therefore wished engaging in a discussion with the Group to ensure such a concerted approach. Mr Gessky was concerned that such a system would increase burden and further delay the process. Additionally, the Agency advised about the establishment of a multilingual website that could accommodate translated documents.

*EASA - NAA Partnership – Organisations' approvals data bases.*

In another domain, the Agency advised members on the outcome of the discussions of the last EASA-NAA partnership meeting where it was agreed to create on a pragmatic basis a network for the implementation of the organisation approvals data bank. The Agency explained that this idea had received strong support from industry. It therefore asked members for their assistance in establishing such a system. Mr Gessky was in support but felt that it will be difficult to keep an updated list with the scope and validity of the approved organisations on the Agency's website. Also other members stressed the difficulties in maintaining such a list that would otherwise not prove valuable to the users. In response to the Agency's query on how this can be ensured, Mr Gessky replied that all NAA should commit to provide immediately updates to the Agency. Additionally, Mr Lynggaard said it is envisaged that the future FCL rules will contain an obligation for NAAs to have an updated list of flight examiners.

Mr Woods pointed out that a list of approved organisations is published on the UK-CAA website. He emphasized that it rather contains high-level information such as the issue date of the approval.

The Agency concluded that it can follow either approach: creating a new databank of organisation approvals or hyper linking to NAAs website with appropriate waivers, including a combination of both. To support the process, it could also consider the possibility to make this mandatory through Sections B of the related IRs.

In conclusion, the Agency invited members to inquire within their organisation for the responsible individuals and to provide the contact details to the Agency. In addition, the Agency informed that it will send a letter to the NAAs in this respect.

*Information on rulemaking studies – IP07 & DGAC FR paper on the subject*

The Agency presented the intent of IP07 that aims to inform its advisory bodies on short-term research commissioned the last two years and advised that it has some budgetary room for a few studies in 2008. The Agency also thanked Mr Teillet for making proposals for advance studies that will be considered when reviewing advisory bodies' inputs.

In response to Mr Teillet question whether the Agency's plans to publish the results of the studies, the Agency clarified that there is no obligation for Community bodies to release the final reports. Only when the Agency triggers rulemaking activity on the basis of the results of a study, it will make the report available.

At the request of Mr Lyngaard, the Agency explained that it could not assess the "fainting passengers" issue with the limited information received from the manufacturers and operators that it had contacted. Linked to this matter, members were advised of the launch of a study on "identification and prioritisation of health issues on board aircraft".

Mr Skehan wished seeing some studies on the risks of persons with reduced mobility (PRM) on board aircraft as they may impede other passengers to exit the aircraft. The Agency advised members that ECAC and the Commission had already taken a positive standpoint on facilitating access of PRM persons to aircraft on which the Agency had expressed reservations. In conclusion, the Agency agreed to conduct a study to gather scientific material on the relationship between the number of PRM individuals and the evacuation of passengers on board aircraft.

Mr Woods suggested providing UK-CAA material on the "survey on standard weights of passengers and baggage" and "contaminated runway friction" studies.

Following the above discussion, the Agency invited members to provide additional topics for short-term research with a short justification by the end of February 2008.

*Pilot Intervention Time Following Engine Failure in a Single-Engine Helicopter & Deteriorating Performance of Ageing Aircraft – UK CAA papers*  
*Airworthiness criteria for CVR installation – DGAC FR paper*

MMr Woods/Teillet briefly presented the intent of the paper and advocated for rulemaking to be undertaken. As mentioned above, the Agency agreed to consider the issues when establishing its future rulemaking programmes.

*Presentation on the European Strategic Safety Initiative – DGAC presentation*

After the presentation given by Mr Teillet, some members pointed out that they were not made aware of this new safety forum. The Agency explained that it had sent a letter to NAAs

to announce the establishment of this initiative. Additionally, the Agency advertised it in the EASA-NAA partnership and Management Board meetings.

The Agency noted Mr Skehan suggestion for a better a co-ordination between ECCAIRS and ESSI.

#### *Conversion of Part 66 licenses by NAAs*

Mr Teillet expressed concerns with the fact that not all existing JAR 66 licenses were grandfathered and asked the Agency to address this matter.

The Agency responded that the law is to be applied by the applicants and the NAAs. The competent authorities are required, before converting a license, to make a case by case evaluation of whether compliance with the national requirements provides for compliance with the related provisions of Part 66; indicate the limitations of the converted license when there are missing elements; and conditions to delete the restrictions. Such are the objectives of the conversion reports that NAAs shall establish and publish to create legal certainty for their applicants. In case of disagreement, the applicant shall refer the matter to the national court that may seek the Court of Justice' interpretation. In that context, because it is not able to make the above mentioned compare, the Agency cannot issue AMC material on the issue at stake.

Mr Teillet was concerned that the Agency would raise findings during standardisation visits when NAAs recognise the privileges the engineers had in the past. The Agency explained that only JAR 66 licenses, issued in accordance with the JAA process, are grandfathered, because they had been subject to the conversion process explained above under the auspices of the JAA. There are no other grandfathering rights in the rule, which is based on Court jurisprudence, which only requires that acquired knowledge/experience demonstrating compliance with the applicable rule be accepted.

#### *QCB databank*

Mr Haerynck expressed concerns when the QCB databank becomes part of the rulemaking process as this would give everyone access to the questions.

At this time, the Agency clarified that it is acting on behalf of the JAA and therefore fully applies its policies. For the future the question is whether the Agency should take over the JAA QCB. It is a principle under the Community system that Member States have to organise themselves to implement Community law. However, the Agency would be willing to provide the QCB service to the NAAs, but it can do that only in accordance with the rules and processes it must follow. The data included in the QCB meets the conditions to be considered as AMC; the Agency shall then treat it as such and use the rulemaking process to produce and disseminate it. If the openness of the process (publication of the AMC) is creating problems of confidentiality, the Agency may have to reconsider its capability to maintain the QCB or shall adapt its rulemaking process. Therefore, the Agency will conduct a study to assess the risks of making the questions public.

#### Action required:

8. The Agency to consider organising a thematic meeting on “foreign registered aircraft operated by EU operators”;
9. The Agency to send a letter inviting NAAs to indicate their interest in organising regional workshops;

10. The Agency to produce a position paper on the 2<sup>nd</sup> working method proposed by UK CAA & DGAC FR with respect the voluntary drafting of NPAs;
11. The members to review the 2008 advance planning and indicate tasks for which NAAs could assist the Agency in the drafting of NPAs;
12. Mr Hezky to produce an information paper on the translation and publication of EASA material by NAAs;
13. The members to inquire within their NAA for the responsible individuals with respect to organisations approvals and to provide the contact details to the Agency.
14. The Agency to invite by writing NAAs to submit focal points on organisation approvals databank;
15. The Agency to conduct a study on the relationship between the number of PRM individuals and the evacuation of passengers on board aircraft;
16. Mr Woods to provide UK-CAA material on the “survey on standard weights of passengers and baggage” and “contaminated runway friction”;
17. Members to provide additional topics for short-term research with a short justification by the end of February 2008.

**Date of next meeting**

The next meeting will be held on 18-19 March 2008 in Cologne.

**Actions table**

Action #	What	Who	When	Status	Comments v
1-42-06	Send a letter to DG Trade on the “FAA requirements on imported parts” and the problems faced by European equipment manufacturers	Agency		O	The Agency waits for the conclusion of the BASA negotiations. As a first step it included already in the BASA MIP the need for US applicants to prove the existence of a market.
1-8-07	Ask the Commission for guidance on how to best address the SMS concept at Community level.	Agency		C	The thematic workshop will take place on 18 September 2007 to which the Commission will be invited. The workshop took place
1-10-07	Make a written response on the standardisation of approved line stations.	Agency		O	The question is about NAA responsibility when line stations are located outside the country of the MOA. The Agency will produce a position paper on this matter.
1-12-07	Organise a workshop on UAV with all key players in 2007.	Agency		O	A meeting is tentatively scheduled for 23 October 2007. Presentations from different organisations will be made followed by an open discussion. The CRD to the A-NPA is expected to be published during the summer.
1-13-07	Organise a thematic meeting on SMS on 18 September 2007.	Agency		C	The final dates are to be confirmed as soon as possible. The workshop took place
2-01-07	To provide inputs on priorities on the 2008 rulemaking programme in two weeks time.	Members		C	
2-02-07	To produce the 2008 programme on the basis of inputs received from the various parties.	Agency		C	
2-03-07	To cross-check the 2008 rulemaking programme priorities with its inputs to the rulemaking inventory and to provide additional comments on the draft 2008 RMP	Mr Woods		C	
2-04-07	State in the 2008 advance programme’s working method column when the task is pursued with an A-NPAs	Agency		C	
2-05-07	To liaise internally with the Safety Analysis Department to coordinate and harmonise the publication of information on the analysis of AIB recommendations and the content of the rulemaking programme.	Agency		O	
2-06-07	To organise a workshop to explain the proposed framework for additional airworthiness specifications for a given type of aircraft and type of operation – task 21.039.	Agency		O	
2-07-07	To provide inputs on priorities in the 2008 advance planning in two weeks time.	Members		C	

Action #	What	Who	When	Status	Comments v
2-08-07	The Agency to produce the 2008 advance planning by September on the basis of inputs received from the advisory bodies;	Agency		C	
2-09-07	To consider adding a task to the 2008 advance plan on UAVs after holding the workshop	Agency		O	
2-10-07	To produced a position paper on TBO.	Agency		C	
2-11-07	To produce a position paper on SMS after the workshop in September 2007.	Agency		C	
2-12-07	To add a task covering ATM IRs in the advance planning.	Agency		C	
2-13-07	To further describe in task 21.046 by highlighting that it is related to PMA parts.	Agency		C	
2-14-07	The Agency to include in the 2008 advance planning the tasks pursued with an A-NPA;	Agency		C	
2-15-07	To organise a presentations for the Nov. 2007 AGNA meeting related to task 25.026 - Electronic Checklists, smart alerting and automatic altitude call-outs.	Agency		C	
2-16-07	To provide possible material produced at national level related to task 66.007 - Question data bank.	Members		O	
2-17-07	The Agency to send a letter to the NAAs inviting them top refrain imposing requirements that will be changed in the final version of Part M;	Agency		C	
2-18-07	The Group to provide EASA with information and substantiation of those items of Part-M where NAAs feel that implementation by September 2008 would not be possible or would create significant problems.	Members		C	
2-19-07	To elaborate further in a paper the ideas launched in the EASA –NAA partnership proposal.	Mr. Teillet and Mr. Woods		C	
2-20-07	<i>(see attached CRD to the AGNA 02-2007 MoMs)</i> Tasks M.022 / M.023 (Amendments to the AMC material to Part M. - First NPA - draft 72, additional text to AMC M.A. 706 (e) (2) material: Change AMC M.A. 706 (e) (2) / Regulation (EC) 2042/2003 Annex 1 Part M AMC M.A. 706 (e) Personnel requirements): The Agency will take a position on these issues and circulate a paper to ensure a common interpretation	Agency		C	
3-1-07	Submit comments within the next two weeks so that the SMS paper could be adjusted before the workshop	Members		O	
3-2-07	Provide comments on the TBO issue to help progressing the task	Members		O	
3-3-07	Circulate the notes of the internal meeting on the “Amendments to the AMC material to Part M” issue	Agency		O	

Action #	What	Who	When	Status	Comments v
3-4-07	Provide a list indicating positive & negative priorities for the OPS and FCL tasks part of WP03	Members		O	
3-5-07	Brief members on how it plans to control hazards with respect task 25.055 in view of the delivery of the rule by 2010	Agency		O	
3-6-07	Review and clarify the task description of the OPS/FCL tasks wherever possible	Agency		O	
3-7-07	Provide their views on priorities and on tasks, which require international harmonisation, by the end of March 2008	Members		O	
3-8-07	Consider organising a thematic meeting on "foreign registered aircraft operated by EU operators"	Agency		O	
3-9-07	Send a letter inviting NAAs to indicate their interest in organising regional workshops	Agency		O	
3-10-07	Produce a position paper on the 2nd working method proposed by UK CAA & DGAC FR with respect the voluntary drafting of NPAs	Agency		O	
3-11-07	Review the 2008 advance planning and indicate tasks for which NAAs could assist the Agency in the drafting of NPAs	Members		O	
3-12-07	Produce an information paper on the translation and publication of EASA material by NAAs	Mr Hezky		O	
3-13-07	Inquire within their NAA for the responsible individuals with respect to organisations approvals and to provide the contact details to the Agency	Members		O	
3-14-07	Invite by writing NAAs to submit focal points on organisation approvals databank	Agency		O	
3-15-07	Conduct a study on the relationship between the number of PRM individuals and the evacuation of passengers on board aircraft	Agency		O	
3-16-07	Provide UK-CAA material on the "survey on standard weights of passengers and baggage" and "contaminated runway friction"	Mr Woods		O	
3-17-07	Provide additional topics for short-term research with a short justification by the end of February 2008.	Members		O	

Legend

O: Open

C: Closed (The items indicated as closed will disappear from table in the next minutes)

~: continuous task

WP: Working Paper

IP: Information Paper

**Participants in AGNA meeting**

**EASA Member States**

**(Members)**

Walter Gessky (2<sup>nd</sup> day)  
Austria  
Vitezslav Hezky  
Czech Republic  
Jean-Michel Delval  
Luxemburg  
Ingrid Linden  
Sweden  
Bob Rieder  
Netherlands  
José Silvero Rocha e Cunha  
Portugal  
Sigurjon Sigurjonsson  
Iceland  
Jean Teillet  
France  
Ari Vahtera  
Finland  
Trevor Woods  
United Kingdom  
Mr. Haerynck  
Belgium  
Dan Stana  
Romania

Ole Boysen Lynggaard  
Denmark  
Eleonora Dobрева  
Bulgaria  
Manuel Keller (2<sup>nd</sup> day)  
Switzerland  
Brian Skehan  
Ireland  
Fabrizio D'Urso  
Italy  
Jorge Nieto  
Spain  
Marve Allik  
Estonia  
Udo Dehning  
Germany

**Secretaries**

Yves Morier (1<sup>st</sup> day)  
Athanasios Tziolas (2<sup>nd</sup> day)

**Non-EASA Member States**

**(Observers)**

Nikola Tasev  
Macedonia  
Tea Dacanin  
Croatia  
Graham Weightman  
United Kingdom