

European Aviation Safety Agency

**DECISION N° 2005/04/E
OF THE EXECUTIVE DIRECTOR OF THE AGENCY**

of 04 May 2005

**on the establishment of an intranet and web permanent working
group**

THE EXECUTIVE DIRECTOR OF THE EUROPEAN AVIATION SAFETY AGENCY

Having regard to the Regulation (EC) No 1592/2002 of the European Parliament and of the Council of 15 July 2002 on common rules in the field of civil aviation and establishing a European Aviation Safety Agency¹ (hereinafter referred to as "the Basic Regulation"), in particular Articles 23(1) and 24(2)(b and c) thereof,

Whereas:

The Executive Director, is entitled, in accordance with Article 29(3)(e) of the Basic Regulation, to take all necessary steps to ensure the good functioning of the Agency,

HAS DECIDED AS FOLLOWS:

Article 1

An Agency intranet and website permanent working group is established.

Article 2

This permanent working group comprises one representative of each Agency Directorate, in addition to at least one permanent member from the ICT unit of the Administrative Directorate and at least one permanent member of the Executive Directorate. The members shall be nominated by their respective Directorates and approved by the Executive Director.

The initial members nominated to the working group are:

Permanent members:

Executive Directorate: Peter Thomas (Chairperson)

Administrative Directorate: Marc Ballat, Joël De Vuysere

¹ OJ L 240, 7.9.2002, p. 1.

Members

Executive directorate: Gerry Ngu

Rulemaking directorate: Inge Van Opzeeland

Certification directorate: Markus Goernemann

Quality and Standardisation directorate: Peter Toth

The permanent working group may invite whatever persons deemed useful for discussion. Such participation does not create additional membership.

Article 3

The permanent working group will:

- Guide the overall intranet and website strategy
- Define requirements and specifications, in particular the selection and implementation of technical architecture and platforms and the retention of corporate identity.
- Define publication workflows of content to the intranet and website, determining relevant representatives in each Directorate responsible for managing website and intranet content.

Article 4

The intranet and website working group shall organise its meetings in order to support the ongoing functioning and future developments of the intranet and website. The meetings shall be scheduled in a way allowing for active co-operation and information sharing among the Directorates.

Article 5

The permanent working group shall be chaired by a representative of the Communications Unit within the Executive Directorate. It shall adopt its own working procedures.

Done at Cologne, 4 May 2005

P. GOUDOU