

European Aviation Safety Agency

SAFETY STANDARDS CONSULTATIVE COMMITTEE

16.11.2006 – MINUTES OF 2ND MEETING 2006

Opening and round table

The Chair, Fons Schaefer, opened the meeting and welcomed all the participants. He went on recalling the Committee members' tasks as outlined in the rules of procedures. A round table followed giving the opportunity to all participants to present themselves. Apologies for absence, received in advance of the meeting, were reported.

Approval of the Agenda

The agenda was approved.

Adoption of minutes of the previous meeting and actions arising – WP 00

The final draft minutes 1-2006 were adopted.

The action table was displayed and a verbal debrief was given on each individual item, as described in the attached action table.

1. Report from the sub-committee chairpersons

The Chair gave the floor to the sub-committee Chairs to present their meeting conclusions (reports/presentations from the sub-committee meetings are available separately):

Design and Manufacturing

The D&M Chair presented the conclusions of the meeting as outlined in the presentation. Specific issues raised during this review are summarised below:

- **E.004 (Vibration):** One member referred to the recent FAA Advisory Circular on the subject and expressed concerns of non-harmonisation with EASA's related draft rule. The Agency responded that it had communicated its position to the FAA and that it would distribute that paper to the Committee.
- **SSCC Sub-committee Terms of Reference and Rules of Procedure:** One member noted the Sub-committee proposal to reverse the 25% quorum.
- **Sonic boom:** One member reported about ICAO activity on the upcoming new generation of jets that fly at high speeds. He felt that the experts seem reluctant to endorse the concept because of the potential noise implications. The Agency outlined that it is following up the work of ICAO CAEP and went on explaining that it has launched a rulemaking task to provide the Community with its own Essential Requirements on Environmental Protection. This would provide a legal basis for issuing Community certification standards, even when ICAO has not adopted any SARPSs. In light of the above discussion, the Agency also agreed to consider conducting a study to collect and analyse technical data that could support a political decision as regards the acceptance of supersonic light jets. Furthermore, it invited interested members to participate to the meeting it organises with the industry in December to reflect and agree on common European positions on all environmental issues within the scope of the Agency.

- **Serious corrosion to U/Cs brakes due to icing chemicals:** The Agency reported that it will issue a Safety Information Notice on the subject.

Engineering and Maintenance

The SSCC was presented with the sub-committee's meeting conclusions. Specific issues raised during this review are summarised below:

- **Project Certification Manager (PCM):** The request for the publication of PCMs contact details was noted and will be passed on to the Certification Directorate. Nonetheless, it was clarified that PCMs are assigned after the receipt of an application for an approval and hence only known at this stage.
- **Ground De/Anti icing:** The Agency noted the request for circulation of the Safety Information Notices (SINs) to a wider target audience (e.g. airports directors, possibly via ACI). At a member's request for clarification, the Agency explained that it is competent to issue Airworthiness Directives related to type design but various cases of serious non-design related safety issues came to its attention in the past few months and therefore it created the SINs to inform public about such cases.
- **Online maintenance data:** The Agency noted the sub-committee point of view and agreed to organise a workshop with participation of all concerned stakeholders and Commission experts to discuss the issue at stake, including the question of intellectual property rights.
- **Publication of EU-located Part 145 organisation approval list:** The Agency noted the sub-committee request for publication of such a list and clarified that it is responsible only for third country Part 145 organisations. It could try establishing and publishing a consolidated list of all 145 MOAs, but couldn't be held responsible for the accuracy of its content as the data for organisations, with a principal place of business in EASA Member States, is managed by the respective NAAs. Last but not least, it recalled that it had discussed the issue in one of the first AGNA meetings and made proposal for a joint list to the Management Board but there was no agreement on the Agency proposal to co-ordinate and share data. It was also explained that the publication of the European POA approvals list is a continuation of JAA work. Following the above debate, the Agency agreed to revisit the issue and report back to SSCC.
- **Contractor assessment.** EASA agreed to consider a ToR
- **Conduct of Standardisation Inspections:** The Agency noted the sub-committee point that audited entities had the general impression that standardisation teams were auditing against AMCs rather than the rules. It was agreed to pass on the information to the Standardisation Directorate.
- **Chinese Approvals:** The Agency informed participants that four working arrangements on European aviation products had been signed between the Agency and the Civil Aviation Administration of China (CAAC) and of its intent to expand the scope of the regulatory co-operation with CAAC in the future. Moreover, the Agency pointed out that it would be in support of a "global" agreement to allow for the creation of a level playing field. The Agency explained the difference between an arrangement and an agreement.

The Agency can conclude working arrangements with a third country aeronautical authority only in domains where it issues itself certificates (certification of products of foreign organisations). If the co-operation requires establishing obligations on NAAs (oversight of production or maintenance on behalf of a third party), this can only be done through a Treaty (bilateral agreement) concluded by the Community. Negotiations are then conducted by the Commission on the basis of a mandate adopted by the Council.

Flight Standards

The SSCC was presented with the sub-committee views.

Specific issues raised during this review are summarised below:

- **Delay of AMC 20 tasks:** The Agency noted the sub-committee advice to accelerate tasks 20.002 and 20.003 (b) and provided a status update.

In relation to task 20.002 on the approval of electronic flight bags, the Agency explained that its initial intention to produce an NPA on the basis of the present form of JAA TGL Nr 36 received comments showing that a considerable update of the guidance is necessary. Doing this update only after receiving comments on an NPA would not be efficient and would not be in the spirit of the rulemaking procedures. It is considered more efficient to deal with those matters upfront in the process. Consequently, it decided to change the working method to a rulemaking group. Moreover, it recalled that the modified ToR had recently been circulated to the advisory bodies for their opinion.

With regard to task 20.003 (b) on the approval for on-board equipment related to RNP-RNAV approach operations, the discussions within the group were extensive due the divergence of views amongst the members on how to best address the issue at stake. Additionally, the Agency is discussing with industry the related “pilot compartment” point. The Agency reported that the group in question will soon have its last meeting and then deliver the NPA for review and publication.

- **ACAS indicator warning:** The Agency informed participants that some ACAS devices seem to produce an alarm that could confuse the pilots. The Agency has therefore held meetings with one of the concerned manufacturers to discuss the potential problem. Moreover, the Agency has sent a letter to RTC/EUROCAE to assess the situation and address the issue at stake. If a solution is found at that level, there may be no need for further regulatory action. Last but not least, the Agency reported on the recommendation produced by the French Accident Investigation Board on this item.
- **VLA groups:** The Agency noted the sub-committee’s request to group the various VLA tasks and explained that it will consider it as part of the planning cycle for the development of the 2008 rulemaking programme.
- **Determination of members of rulemaking groups:** The Agency accepted the critics on the impersonal message sent to the experts nominated for the OPS and FCL groups. This was due to the urgency of these files. It agreed to

rectify this mistake with the affected persons. It will also do its best to improve communication in the future.

Responding to one member enquiry on how the group members are determined, the Agency clarified that its main objective is to have the right expertise in a group to best execute the task. When there are too many and competing nominations, it tries to establish a reasonable balance, taking into account geographical representation and fair participation of industry and regulators. Duplication as such is not a problem if the size of the group can be controlled. Taking into account the above criteria, the Agency cannot stick to preferences expressed by the nominating SSCC or AGNA member. The Agency accepted that the provision of information on rejections can be improved.

Last, the Agency noted the sub-committee concern with the current rules of procedures, which do not allow a rulemaking group member to nominate alternates in case it cannot assist to a meeting. It however saw no easy solution as accepting this flexibility would negate the basic concept that membership is on a personal basis, justified by expertise, and not to represent any stakeholder groups' interests.

- **Operators training programme:** Responding to the sub-committee request to move the operators training programme from Section VI to Section III OPS 1, the Agency explained that rulemaking groups OPS.001 and FCL.001 are evaluating the issue while drafting the implementing rules.

Discussion on the best way ahead

The Chair recalled the intent of this agenda point, which was introduced as a follow-up to the Committee's agreement to reconsider the way the sub-committees reports should be made. SSCC 3-2005 minutes state:

"For a more substantive debate among the Committee members and to provide the necessary guidance to the Agency, the Committee agreed that in future meetings the sub-committee Chairs deliver their report as appropriate during the discussion of each point of the agenda"

Noting the advantages of global presentations for the Chairs, the Committee agreed to continue with the current practice but advised the sub-committee Chairs to focus on sectorial issues. Only when opposite views are expressed on a particular topic, the point will be brought to the full SSCC for a consolidated position to be taken.

Action required:

1. The Agency to circulate its position paper to the FAA Advisory Circular on vibration;
2. The Agency to consider a study on implications of sonic boom to allow for policy decision to be taken as regards future supersonic light jets;
3. The Agency to issue a Safety Information Notice on serious corrosion of U/C brakes;
4. The Agency to further consider publishing PCMs contact details;
5. The Agency to organise a workshop on "online maintenance data";

6. The Agency to revisit the possibility to publish a consolidated list of all Part 145 approved organisations;

2. Review of top 10 priority issues

The Chair reiterated the objective of this agenda point aiming to agree on a shortlist of jointly identified items that are important in terms of safety, strategy and/or policy, on which the Agency agreed to support debates, in the SSCC or its sub-committees or dedicated meetings.

The Agency noticed that the sub-committee presentations approached this issue from a different perspective. They mainly indicated priorities as part of the rulemaking planning process and didn't define topics that are of importance for the aviation industry as a whole or for a sector thereof. In this context, the Agency referred to the debates that lead to the creation of the sub-committees where it had expressed its willingness to discuss in substance a few important topics with the Committee prior to adopting its final rules. Furthermore, the Agency indicated that it could envisage organising dedicated meetings to have in-depth discussions with external experts, that could be open to SSCC members and their experts. It informed participants that the concept of "thematic meetings" had already been initiated with AGNA.

Following these clarifications the E&M Chair, seemed confused and indicated that the sub-committee had so far always provided the Agency with priority items that needed due consideration. The F&S Chair on his side wished receiving a paper clarifying the Agency needs.

Replying to the Chair enquiry whether ESSI issues could be part of such a short list, the Agency responded that rulemaking is not the only means to address a safety concern; It found therefore inappropriate to confuse the two approaches, which have each their own purposes.

The Chair stressed that it is the Committee prerogative to raise at any time matters affecting aviation safety. Whilst he noted the benefits of the proposed approach, he pointed out that it would result in important items being postponed due to the prioritisation. As a first step, he advocated for a list with top items being created on the basis of the sub-committees' priorities. One member expressed its concerns on the proposed approach as the limited resources in the Agency and in many sectors of the industry would not permit for such an option.

The Agency expressed some surprise as regards the evolution of the discussion. It reminded that when the new structure of the Committee was established, there was a request to have advance discussions on policy issues. This should not be confused with priority setting, which is dealt with through the rulemaking planning process.

To conclude, the Agency will create a consolidated list of each sub-committee priority lists and will ask the Committee to examine whether this constitutes the top ten list of main policy issues of concern.

In another domain, the E&M Chair proposed the development of a template for the future sub-committees agenda. Following a brief discussion, the sub-committee Chairs agreed to develop their agendas on the basis of the full SSCC one.

Action required:

7. The Agency to create a consolidated list of each sub-committee priority lists;

8. The Committee to examine and confirm whether this constitutes the top ten list of main policy issues;

3. 2006 Rulemaking Programme(s)

State of implementation of the 2006 rulemaking programme

The Agency handed-out a paper reflecting the 2006 Rulemaking Programme status of implementation. Out of the 39 tasks in the programme, 20 are closed or due for completion in 2006, 5 tasks will be delivered early in 2007. This represents roughly a 65% implementation rate when taking into account the advancement of the other tasks.

14 tasks are more seriously delayed. This is due to some controversial tasks that generated considerable comments and/or strong opposite opinions; the need for co-ordination with similar work undertaken by the FAA; possible inappropriate working methods; a too ambitious programme in the field of initial airworthiness; and the lack of resources in the Agency. The latter was considered as a contributing factor to the encountered delays. To this end, the Agency intends to further expand the product safety team to boost its capability to better satisfy its stakeholders expectations in the future.

4. 2007 Rulemaking Programme

Revised 2007 rulemaking programme, including proposals for addition, postponement or deletion of tasks – WP01

In view of the knock-on effect referred to above, the Agency has to revise its 2007 Rulemaking Programme. It also needs to introduce new additional tasks. As a consequence some tasks initially foreseen to be finalised in 2007 will only be delivered in 2008 and have therefore been transferred to the inventory.

Harmonisation of enforcement system – task MDM.039

The Agency apologised for not having raised the matter for discussion during the June meeting and introduced the task scope and rationale. Mr Claude Schmitt encouraged the Agency to tackle the issue for the credibility of the system but agreed that differences in the judicial systems of the Member States would make such a work rather difficult.

The Committee fully agreed that the Agency should have itself the possibility to enforce the rules when it acts as a competent authority.

As a final point, the Agency suggested organising a workshop with advisory bodies and external experts to reflect on the issue at stake.

Continued operation of CIS aircraft – task MDM.040

The Agency introduced the reason for this last minute action required by the EASA legislative Committee to avoid the serious economic consequences that would have for the new Member States, the grounding of all aircraft that were not issued an EASA type-certificate.

The SSCC expressed a positive opinion on the revised 2007 Rulemaking Programme provided that some editorial and timing changes were made.

2007 Advance Planning

In relation to the 2007 Advance Planning, the Agency apologised for the delay in circulating the document to the Committee. This plan is produced to provide a view of the tasks that require work in 2007 but will result in a final deliverable after 2007. Moreover, it provides visibility to the advisory bodies on tasks in the pipeline so that they can plan their resources accordingly.

Action required:

9. The Agency to issue the revised 2007 rulemaking programme taking into account the Committee remarks;
10. The Agency to organise a workshop with external experts and advisory bodies to explore on the task “harmonisation of enforcement means”;

5. 2008 Rulemaking Inventory

Discussion of the Inventory, including the timetable for comments, the addition or deletion of tasks and the preparation of the 2008 programme(s) – WP 02

The Agency clarified the intent of the 2008 Rulemaking Inventory that contains all possible rulemaking tasks that could be executed by the Agency in the future. Inputs in the inventory include proposals made by the interested public, the Agency’s operational directorates, the advisory bodies, ICAO amendments and the Accident Investigation Bodies recommendations. It went on explaining the planning cycle for the development of the 2008 rulemaking programme/s (see also point 6 of the Agenda) and invited the SSCC to deliver their views on items to be included in the 2008 rulemaking programme and advance planning as appropriate by the end of March.

The E&M Chair pointed out that his sub-committee had not scheduled another meeting before the next SSCC meeting for the discussion of this paper and he would not be in favour doing so due to the busy schedules of members. As such, he recommended using as input the priorities expressed in previous sub-committee meetings. He also thought that the 2008 programme is too far away and will change anyhow in light of the progress achieved on the 2007 programme.

Some members advocated for exchange of views by correspondence/e-mail, but finally agreed that a face to face meeting is more valuable for members to get feedback on task scope and rational instead.

The F&S Chair said that his sub-committee had not planned for an intermediate meeting before the next full SSCC meeting and advocated for the Committee to provide inputs to the Agency to allow taking reasoned decisions.

Following discussions, the Chair concluded that the June meeting would be sufficient to provide the Agency with the SSCC views on the 2008 rulemaking programme. Nonetheless, he advised members to submit contributions, through their respective sub-committees, before the end of March 2007.

The revised 2008 Rulemaking Inventory will be sent to members in May.

Responding to a member’s request for clarification on the latest developments with regard to the regulation of commercial air transport by large airplanes, the Agency indicated that the EU-OPS Regulation amending Regulation (EC) No 3922/1991 will most likely enter into force in January 2007. The process was slightly delayed due to the recent amendment of the Council decision 468/1999 on “Comitology”. From the

date of entry into force of EU-OPS, the Commission will be responsible for the development of JAR-OPS 1. Consequently, the Agency is likely to be invited to support the Commission in that work. To do so the Agency intends to rely on the JAA working methods and hence collaborate with the Operations Sectorial Team.

Action required:

11. The Committee to indicate priorities on the 2008 Rulemaking Inventory before the end of March 2007;
12. The Agency to submit the revised 2008 rulemaking inventory before May;

6. Rulemaking Procedure

User training on CIRCA – IP 01

The Committee was made a presentation on the use of the CIRCA tool. The secretary draw SSCC attention on the new approach, through the CIRCA newsgroups, shared both by AGNA and SSCC members, to be applied by the Agency for the consultation on draft ToRs and calls for nominations of members to rulemaking groups. The Agency expects that this will provide the transparency the advisory bodies are looking for. Members used this opportunity to clarify issues on the registration and modification of their accounts.

Rulemaking manual of procedures – IP 02

The secretary introduced the subject by describing the process followed for the production of the procedures and thanked Mr P. De Gouttes for his valuable inputs in this work. Subsequently, the Committee was made a presentation focusing on the structure of the procedures and the related work instructions for the “programming” and “processing of a task” that are based on the Agency Quality Management System Documentation. Finally, the Committee was informed on the next steps for the adoption and publication of the procedures.

Revision of rulemaking process – WP 03

The Agency presented the revised paper which had been amended to address comments made during the previous meeting and that included now a special procedure for the A-NPAs.

Responding to one member’s observation on different definitions for “Guidance Material” used in the paper, the Agency clarified that the correct version is on page 2 of the said paper and agreed to indicate it in the minutes to avoid any confusion.

The correct definition for Guidance Material would read as follows:

Guidance material is non-binding material that helps to illustrate the meaning of a requirement or specification and does not provide presumption of compliance when used in the certification process.

Replying to one member’s enquiry about the criteria used for the re-classification of Acceptable Means of Compliance (AMC) and Guidance Material (GM) into the Airworthiness Codes, the Agency highlighted that re-classification will go through rulemaking by extending the scope of task MDM.010 or the creation of a dedicated task.

One member strongly supported the use of option 2 to address the case of AMC to Certification Specifications. Another member asked the Agency to verify whether

converting AMC to GM would not change the Airworthiness Code in such a way that it could affect the certification basis of aircraft already certified.

In summary, the Committee expressed support for option 2 on the reclassification of AMC/GM to AC and the addition of a special procedure on A-NPA in the rulemaking procedure.

Action required:

13. The Agency to put the revised rulemaking procedure on the agenda of a next meeting of the Management Board for adoption;

7. Functioning of the sub-committees

Discussion of working paper 04

The E&M Chair provided a summary of the paper, confirming that the plan was to continue having productive sub-committee meetings. He felt that this could be jeopardized when the group is too large. As such, he proposed a combination of options, as set out in the respective paper, to keep the size of the group manageable. Additionally, he proposed considering the nomination of permanent alternates to the SSCC members who would sit in the respective sub-committees and provide for continuity.

The Chair thanked Mr Ambrose for the paper and stressed that continuity/consistency of representation are important elements that should be given due attention.

The ensuing debate showed a wide support for the establishment of a firm procedure for the participation in sub-committee meetings. While many thought that such participation should be essentially ensured by SSCC members, some advocated for an adequate representation whenever required to provide for added value. Moreover, some members wished receiving guidance on how to apply the criteria whenever it appears necessary.

In summing up the proposals, the Chair invited the E&M Chair to revise the paper taking into account the following criteria (*secretary note: order is not indicating importance of items*):

- flexibility of the “25% rule”;
- Ensure continuity/consistency of representation;
- Sub-committee Chair privilege in deciding on attendance for non-SSCC members;
- Consider nomination of delegates to sub-committees by SSCC members;
- No alternates to delegates.

8. AOB

- Planning of future meeting

13 and 14 June 2007 were confirmed as the next meeting dates.

14 and 15 November 2007. *Post meeting note: The Agency wishes to inform that the annual industry meeting is taking place on 13 November 2007.*

- Co-ordination with AGNA (action point 1-17-2006)

The Agency explained that this agenda point originated from a previous SSCC request. The Agency was in support of the idea and recalled the concept of “thematic meetings” on significant issues, open to AGNA and SSCC members

and their experts. As example, it referred to the “Part M” meeting, attended by AGNA members and their experts, and that would have been beneficial for all parties if industry experts had participated to bring their experience. Moreover, it informed that AGNA wished hearing industry views/position before proposing own priorities. As such, it was considered to schedule SSCC meeting before AGNA whenever possible.

For the time being, the SSCC agreed using the concept of thematic meetings or ad-hoc meetings to exchange views and co-ordinate with AGNA.

- Commission initiative on codification of aviation laws.

The Agency informed the SSCC on a study, launched by the Commission, on the codification of Community aviation laws. The consultants recommended annexing the implementing rules to the codified regulations because of the technicality and complexity of our rules.

The result of this codification exercise would be the publication of consolidated versions of the Basic Regulation and its Implementing Rules. Consequently, the Regulations may have to be re-numbered, which may affect the regulated persons that would have to transpose existing material.

- Demand for membership by IFA, EHAC, EEATA – IP03, IP04 and IP05

The Chair reported that he had received three new applications for membership to the SSCC which highlights the importance of this forum and the benefits it brings to the regulated stakeholders. He went on presenting the individual files and clarified that the SSCC merely provides advice to the Agency, which decides on the composition of the Committee.

During the subsequent debate, most of the members wished limiting participation to the Committee to allow for timely decisions to be taken and to avoid over-representation of particular sectors.

The Agency said that its objective is to produce good rules with the support of the industry, it was essential, therefore, to involve all expertise provided by the stakeholders. To this end, it expressed its readiness to be open to new members if they bring value added to this process and they don't jeopardise the current balance of the SSCC. Moreover, it invited the Committee to co-operate with candidate organisations and form alliances with them. This would be beneficial for both the concerned sector and the SSCC, as it would provide for a wider legitimacy of the Committee without extending unduly its size. Last but not least, the Agency informed the Committee that its composition will anyhow have to evolve in the near future to encompass activities on the extended EASA Regulation.

Following discussions, the SSCC agreed to liaise with new applicants to allow for exchange of views on issues of common interest and to bring forward their points in future meetings. A tentative list of focal points was defined with whom the applicants can liaise, as outlined below:

IFA: Wolfgang Engler

EHAC: Tentatively Mark Prior – to be confirmed

EEATA: Fons Schaefer

The Agency thanked the Committee for the pragmatic approach adopted on this issue and agreed to communicate the meeting conclusions to the applicants.

Action required:

14. The Agency to communicate meeting conclusions to the applicants;

- Council Directive 80/181/EEC on the approximation of the laws of the Member States relating to units of measurement

Some members expressed concerns as the introduction of metric units by January 2010 would have huge implications for the industry due to the conversion costs of existing material and the inherent confusion of aviation personnel, including possible safety risks.

The Agency reported that this issue is known since 1980 and that the transitional period was sufficiently long to provide for the Member States and regulated persons for the necessary changes to be made. It went on highlighting that the applicability of the said Directive to the aviation industry was evaluated back in 2003 when the JARs were transposed into CS. The conclusion reached was that certain non-SI units explicitly mentioned in ICAO Annex 5 are exempted from the said Directive. This is the case for knots, nautical mile and foot. Neither the Directive nor Annex contains an end date for the exemption.

One member enquired what will happen with flight/maintenance manuals that are still indicating non-SI units. The Agency responded that they have to be modified accordingly except of the above alternative units (knot, nautical mile and foot).

On the Committee request, the Agency agreed to re-publish the paper produced back in 2003 on the issue at stake and to investigate the matter with the Commission taking into account the situation in other sectors.

Action required:

15. The Agency to circulate paper on “EASA Units of Measurement Conversion Policy”;

16. The Agency to investigate the matter with the Commission on the situation in other sectors as regards the implications of the conversion of non-SI units into metric units;

Date of next meeting

The next meeting of the Sub-committees and the Committee will be held on Wednesday 13 and Thursday 14 June 2007 at EASA premises in Cologne.

Actions table

Action #	What	Who	When	Status	Comments
3-1-2005	Prepare policy paper on “industry & norms”	D&M Chair	Next meeting	O	The SC D&M Chair informed SSCC during its 1-2006 meeting that it is would be difficult for the industry proceeding with the proposed concept in the current context but accepted to evaluate and report back to the Committee.
3-2-2005	Present a draft procedure on the determination of rulemaking group membership	Agency Mr de Gouttes	Next meeting July	C	Five meetings were held to review the programming, initiation and drafting workflows. Next meeting is scheduled for 13 July and a wrap-up meeting in September to finalise the package. The draft procedures were presented under agenda point 6 of meeting 2-2006.
1-1-2006	Submit supplementary data on “cabin air quality” and “deep vein thrombosis” to allow the D&M sub-committee getting a better understanding of the subject.	Committee D&M Chair		O	This action point is linked to the previous point 3-6-2005. It was agreed that D&M SC evaluates the various submissions and makes a proposal to the Committee. Limited information was received so far. The D&M Chair made a further call for material to allow making a reasoned proposal.
1-2-2006	Include a task on “cabin air quality” in the rulemaking inventory.	FAgency		C	Item 25.035 has been included in the 2008 Rulemaking Inventory
1-3-2006	Include a task in the rulemaking inventory on lubricating oils.	Agency		C	Item E.011 incorporated in the 2008 Rulemaking Inventory
1-4-2006	Develop an A-NPA on topic “de/anti-icing”.	Agency		C	This is covered by task MDM.040, planning to produce an A-NPA by the first quarter of 2007.
1-5-2006	Establish a “group” on task 21.039 to deliver a RIA; develop the operational airworthiness requirements and assess the right place under Part 21. The NPA will only be published after adoption of the amended EASA Regulation.	Agency		C	The Agency changed working method to a group and launched an invitation for nomination of candidates.
1-6-2006	Pass on the SSCC minutes to the rulemaking group on task “66.011”.	Agency		C	The minutes have been passed on to the secretary of this task
1-7-2006	Rationalise the ToR and RoP of the sub-committees with regard the role of alternates/observers	E&M Chair		C	Report under agenda point 7 of meeting 2-2006

	and the application of the “25% quorum”.				
1-8-2006	Review the 2007 rulemaking programme to take into account Committees’ remarks	Agency		C	The revised 2007 rulemaking programme was amended as appropriate and published on the website in the form of Decision 2006/07/R
1-9-2006	Take into account the Committee’s inputs on the 2007 advance planning	Agency		C	The 2007 Advance Planning was posted on CIRCA on the 24 October.
1-10-2006	Produce a paper on how it will ensure transparency in the development of new or revised guidance material.	Agency		C	The Agency presented WP 03 for discussion under agenda point 6 of meeting 2-2006.
1-11-2006	Provide the Agency with an inventory of all possible consequences of the new regulatory framework.	Committee		O	The Agency reported that work is initiated in the recently established OPS rulemaking group and invited the Committee to submit eventual contributions.
1-12-2006	Consider establishing a working group to examine effects on the industry.	D&M SC		O	
1-13-2006	Conduct an evaluation of possible effects/benefits and to consider transitional arrangements.	Agency		O	Need inputs from action point 1-11-2006 and 1-12-2006 before being in position to take a reasoned decision on the best way forward.
1-14-2006	Keep as much as possible the current building blocks and to consider users friendly presentations privileging self understandable set of letters rather than hermetical numbering.	Agency		O	Need inputs from action point 1-11-2006 and 1-12-2006 before being in position to take a reasoned decision on the best way forward.
1-15-2006	Further consider inviting ELFAA to nominate a member	Agency		C	In light of the debate held during meeting 1-1-2006, the Agency considered that the current balance is appropriate for an efficient representation of all aviation sectors. The Agency position was communicated to ELFAA and circulated to the Committee.
1-16-2006	Communicate to SSCC its position on important third country authorities draft rules.	Agency		~	The is a continuous action point to inform the Committee on Agency position to foreign authority regulatory material.
1-17-2006	Revisit the point on co-ordination with AGNA.	Agency		C	An agenda point was included under AOB of meeting 1-2-2006.
2-1-2006	Circulate Agency’s position paper on FAA AC on vibration, linked to task E.004	Agency	Asap	O	
2-2-2006	Consider a study on the implications of “sonic boom” to allow for policy decision being taken as regards future supersonic light jets.	Agency		O	

2-3-2006	Issue a Safety Information Notice on serious corrosion of U/C brakes	Agency		O	
2-4-2006	Further consider the publication of the PCM contact details list	Agency	Next meeting	O	
2-5-2006	Organise a workshop on “online maintenance data”	Agency	In 2007	O	
2-6-2006	Revisit the possibility to publish a consolidated list of all Part 145 approved organisations	Agency	Next meeting	O	
2-7-2006	To create a consolidated list of each sub-committee priority list	Agency	May 2007	O	
2-8-2006	To examine and confirm whether the list constitutes the top ten list of main policy issues	Committee	Next meeting	O	This is linked to action point 2-7-2006
2-9-2006	Produce and adopt the revised 2007 rulemaking programme taking into account SSCC remarks.	Agency	December 2006	O	
2-10-2006	Consider the organisation of a workshop on “harmonisation of enforcement means” with external experts and advisory bodies members and their experts	Agency	In 2007	O	
2-11-2006	Indicate priorities on 2008 Rulemaking Inventory	Committee	Before end of March 2007	O	
2-12-2006	Submit the revised 2008 rulemaking inventory to Committee	Agency	Before May	O	
2-13-2006	Put the revised rulemaking procedure on the agenda of a next meeting of the Management Board	Agency	Next MB meeting	O	
2-14-2006	Communicate meeting conclusions to IFA, EHAC and EEATA	Agency	Asap	O	
2-15-2006	Circulate paper, drawn in 2004, on the “EASA Units of Measurement Conversion Policy”	Agency	Asap	O	
2-16-2006	Investigate matter with the Commission on the situation in other sectors as regards the implication of the conversion of non-SI into metric units	Agency	Next meeting	O	

Legend & codes

O: Open

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

~: Continuous

WP: Working Paper

IP: Information Paper

X-X-200X: meeting reference – item - year

List of participants

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Bob SWAN (Alternate Frank Kabuth)
Alan ECCLESTON (alternate Liam SISK)
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