

European Aviation Safety Agency

ADVISORY GROUP OF NATIONAL AUTHORITIES

MINUTES OF 3RD MEETING 2006

29-30 NOVEMBER 2006

Introduction

Mr Probst welcomed all the participants and apologised for the Chair's, Mr Goudou, absence.

Agenda

The Group adopted the agenda with the inclusion of an additional item on "general introduction" that should become a permanent agenda item.

Adoption of minutes of meeting 2-2006 and actions arising – WP 00

The Group reviewed and approved the minutes of meeting 2-2006.

The action table was displayed and a verbal debrief was given on each individual item as described in the attached action table. Additionally, the Agency handed out a paper indicating the follow-up given by the Agency to the action items. This allowed the closure of a number of action items.

Action required:

1. Ms Ruge to provide the Agency with ECAC data on fainting passenger issue.

1. General introduction

EU-OPS: The Group was briefed on the latest developments regarding the regulation of commercial air transport by large airplanes that was slightly delayed due to the recent amendment of the Council decision 468/1999 on "Comitology". As such, the amended Regulation (EC) No 3922/1991 is anticipated to enter into force in January 2007. Moreover, the participants were informed that Annex III of the said Regulation will apply after an 18-month transition period.

Mr Teillet expressed concerns about the timeliness of the EU-OPS that will most likely coincide with the delivery of the opinion on the implementing rules for operations, which may differ from EU-OPS. The Agency announced its intention to engage in a process some months before the application date of Annex III so as to arrive to a harmonised framework.

Post-meeting note: Regulation (EC) No 1899/2006 of the European Parliament and of the Council, amending Council Regulation (EEC) No 3922/1991, was adopted on 12 December 2006 and entered into force on 16 January 2006. Hence, Annex III of the said Regulation will apply as from 16 July 2008.

Extension of the Agency scope: The Agency reported that the Parliament transport committee draft report broadly accepts the Commission proposal. Most noticeable amendments are:

- The Agency to be given the necessary powers to impose administrative sanctions and fines on its regulated persons;
- The call to have cabin crew certified.

In consequence, the European Parliament is anticipated to adopt its position at the plenary meeting in February 2007.

Furthermore, the transport attachés reached a common position and agreed to send their revised text to the COREPER with no major reservation.

In view of the positive developments, the adoption of the amended EASA Regulation is expected to be finalised before the end of 2007.

2. 2006 rulemaking programme(s)

State of implementation of 2006 Rulemaking Programme

The Agency handed-out two papers: one on the 2006 programme implementation and one on the status of the active rulemaking groups. It reported that 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. The overall rate of implementation is roughly 65% when taking into account the advancement of the other tasks.

14 tasks are more seriously delayed. This is mainly due to controversial issues 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 initial airworthiness domain and the Agency's scarce resources. The latter was considered as key factor in the encountered delays. In this respect, the Agency announced its intention to expand the product safety team to boost the capability to deliver the programme.

At this point, the Agency recalled that an A-NPA isn't counted towards programme implementation and that it will reflect on how it can best present work on such deliverables in the programme.

Mr Woods stressed the importance of the "permit to fly" task that, in absence of a timely decision by the EASA committee, would lead to the grounding of aircraft. The Agency indicated that the task 21.023 on "permit to fly" was split into two: one to deliver the opinion in due time for the amendment of Part 21 as regards permit to fly and the other to further consider the issue of "restricted CoA" that couldn't be completed because of the tight timeframe.

Action required:

2. The Agency to reflect on how it can present A-NPA work in the programme

3. 2007 rulemaking programme

Opinion on the revised 2007 rulemaking programme – WP01

In view of the knock-on effect referred to above, the Agency has to revise the 2007 rulemaking programme. Furthermore, it has to introduce new tasks. As a consequence, some tasks that were initially foreseen to be completed in 2007 are now due in 2008 and have therefore been included in the inventory (see point 4).

The ensuing debate focused on the following items:

MDM.032 (Regulation of aircraft other than complex motor powered aircraft, used in non-commercial activities): Replying to Mr Teillet's enquiry about the link to other tasks, the Agency pointed out that the work of this group will be used as an input to the OPS/FCL and the M.017 tasks. Furthermore, it was

stressed that the privileges of B3 license holders will be progressed through a separate task.

MDM.039 (Harmonisation of enforcement system): The Agency apologised for not having raised this matter during the May meeting and outlined the task scope and rationale. Furthermore, the Group was informed of the industry's favourable position as regards this task.

Mr Teillet expressed reservations on the inclusion of such a task in the programme. He emphasized that the Member States implement the rules and as such their judicial systems apply. Moreover, he had not seen any evidence of deficiencies in the current legal system. Mr Woods agreed with that position and draw participants' attention to the specifics of the United Kingdom's enforcement system.

The Agency clarified that there are two different issues that need to be tackled following the findings made by the FAA when assessing the Community regulatory system as a whole. First powers need to be given to the Agency to apply proportionate enforcement means to the persons it regulates directly. Currently it can only withdraw a certificate in case of incorrect implementation of the rules by these regulated persons. In the same way that national courts have no jurisdiction to judge on a dispute between the Agency and a regulated person, they may not be used by the Agency to sue the persons it regulates. As a consequence, the Agency agreed to explore with the Commission and the legislator various paths for a proper enforcement system. It is likely that the European Parliament will propose a legal basis allowing the Agency to impose administrative fines and that related implementing rules will have to be developed. The second issue is the possible harmonisation of enforcement means used by the Member States. Taking into account the variety of judicial systems in the Community, the Agency does not have the ambition to impose common means. It considers however that analysis of the systems and of those used in third countries could lead to establishing best practices that could be used by Member states if they so wish; they would also provide the basis for those to be used by the Agency and constitute an input for the above mentioned rules. In this context it recalled that pecuniary sanctions are only one means and that other soft, gradual means could be more easily harmonised.

The Agency agreed to further clarify the task rationale in the envisaged ToR.

MDM.041 (Continued operation of CIS aircraft): The Agency explained the reason for the last minute action required by the EASA Committee to avoid the serious economic consequences that the grounding of all aircraft that were not issued an EASA type-certificate would have in the new Member States.

21.040 (Part 21, Appendix VI, EASA Form 45, Noise certificate): Mr Gessky pointed out that this issue had to be taken care of by the industry. The Agency recalled that the Form 45 is included in Part 21 and therefore it had launched the A-NPA to solicit views on the matter. Depending on the comments received the Agency will discuss the best way forward with its advisory bodies..

25.041 (Class B/F cargo compartments): The Agency noted Mr Gessky's request to consider the retroactive aspects of the rule. Additionally, the Agency

reported that the retrofit of existing aircraft could be ensured by means of airworthiness directives (AD).

25.056 (a) (Flammability reduction/fuel tank safety): Responding to some members' request for clarification, the Agency indicated that production cut-in will be progressed by means of ADs while the retrofit aspect requires further reflection.

Tethered "hot" Balloons: Mr Teillet recalled that such balloons were under EASA's responsibility and advised that corresponding requirements should be developed in due time.

ETSO.001 (Validation of existing national equipment specifications): Replying to Mr Teillet enquiry whether this task covers the carbon monoxide detector, the Agency stated such is the case and that the corresponding NPA is due for publication soon.

20.002 (AMC – Airworthiness and Operational Approval of Electronic Flight Bags): The Agency clarified that it initially intended to produce the rule on the basis of the JAA TGL Nr 36 but the comments received show that a considerable update of the guidance is necessary. Consequently, it decided to change the working method to a rulemaking group. Moreover, it recalled that the modified terms of reference had recently been circulated to the advisory bodies for their opinion.

20.003 (a) (GM for Airworthiness and Operational Approval of on board equipment required for RNP-RNAV Approach Operations): Responding to Ms Linden's request for clarifications, the Agency reported that the discussion within the group were extensive due to the divergence of views amongst the members on how to best address the issue at stake and that the group will soon deliver the NPA for review and publication.

M.007 (Rule amendment for non-complex aircraft not engaged in commercial activities): The Agency reported that the handling of comments received on Part M will be progressed through task M.017 and the interface issues on general aviation through task MDM.032.

66.011 (66.A.45(a)): Responding to Mr Gessky's enquiry about the status of the related tasks, the Agency clarified that tasks 66.006, 145.012 and 66.009 are accelerated and the groups in question were invited to co-ordinate in the development of the rules.

Unmanned Aerial Vehicle: Responding to Ms Linden's enquiry about the status of this work, the Agency explained that the possible inclusion of a rulemaking task in the programme will depend on the results of the comments received on the A-NPA.

Human Factors: On Mr Woods' request for clarification on the issue at stake, the Agency pointed out that all human factor aspects are grouped in task MDM.035.

As a more general comment Mr Woods noted that priority reshuffling seems to affect mainly the development of airworthiness codes. The Agency responded that most of the tasks inherited from the JAA were in the field of initial airworthiness and that incorporation of the JAA work into the EASA system requires more work

than expected. As the centralisation of certification tasks within the Agency allows it to handle pressing safety issues by other means, such as special conditions, these tasks have indeed be given a lower priority than those related to rules implemented by Member States to a large population of persons, such as those related to continued airworthiness.

The Group expressed a positive opinion on the revised 2007 rulemaking programme subject to the observations raised above.

Action required:

3. The Agency to clarify the task rationale on “harmonisation of enforcement means” when producing the ToR.

4. 2008 Rulemaking Inventory

The Agency explained the approach used for developing 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 Group to deliver their opinion on items to be completed/initiated in 2008 by the end of March.

During the ensuing debate the following observations were made:

- Mr Rieder pointed out that the group on task 66.005 concluded that some items are outside the scope of their work and raised some inconsistencies between Parts 145 and 66.
- The Agency to identify JAA tasks that do not require terms of reference.
- Mr Gessky suggested expediting task 21.027 and deleting the sentence in the description field that “does not allow ETSO parts to be produced outside the ETSO authorisation”.
- Mr Woods advocated for the inclusion of “rotor brakes” proposal in the inventory.
- Mr Teillet believed that some tasks from the previous programme/s were omitted from the inventory.
- Responding to Mr Gessky’s request for clarification on task 20.011, the Agency stated that the task rationale is the development of an occurrence report form.
- Mr Gessky advised accelerating task 21.010 and extending its scope to cover ETSOs.

The Agency agreed to examine the above points and issue a corrigendum to the rulemaking inventory

Action required:

4. The Agency to review the comments raised and to produce the revised 2008 rulemaking inventory.

5. Rulemaking Procedure

User training on CIRCA – IP02

The Group was given a presentation on the use of the CIRCA tool. The secretary draw participants' attention to the new approach, where the CIRCA newsgroups, shared both by AGNA and SSCC members, would be used for the consultation on draft terms of reference and call for nominations of members to rulemaking groups. This will increase the transparency in the determination of group composition.

Mr Teillet asked if “newsgroup” function can be used by the Group to exchange views on particular topics. The Agency will investigate and report back.

Rulemaking manual of procedures

The secretary introduced the scope and the work approach for the development of the procedures and thanked Mr Woods for his valuable inputs. Subsequently, the Group was given a presentation on the structure of the “programming” and the “processing of task” procedures and the related work instructions; and the next steps for the adoption of the internal procedures.

At this point, some members advocated for the receipt of key NPAs prior to their publication so as to have them translated into their national language. The Agency recognised that the lack of translation of its NPA could affect the quality and the acceptance of the rules finally adopted. It was unfortunately not in a position to finance such translations and welcomed the support on NAAs to produce and disseminate such translations. It was not sure however that sending the draft to NAAs before their publication was the right way as that would unnecessarily freeze the process; another solution could be to extend the consultation period when translation is undertaken by NAAs for significant NPAs, in particular those related to AMCs to Parts.

Revision of the rulemaking process – WP03

The Agency introduced the scope and rationale of the paper that was amended to address comments made during the previous meeting and that now included a special procedure for A-NPAs.

Mr Teillet proposed editorial corrections to the revised articles of the rulemaking procedure to clarify their scope. Furthermore, he requested specifying in the revised article 14.2 that the advisory bodies will be consulted on draft terms of reference, whenever they are produced.

Responding to Mr Gessky's concern about possible non-harmonisation with the FAA when transforming AMC to GM in the airworthiness code, the Agency explained that such work will be progressed through the rulemaking task MDM.010 or by dedicated tasks.

At some members' request about the status of special conditions, the Agency clarified that whenever a deviation to the code is endorsed by the Agency it is de

facto accessible to anyone and in due time inserted in the rule via the rulemaking process.

In summary, the Group supported the revised rulemaking procedure subject to the observations raised above.

Process for opinions to change EASA regulation

Mr Teillet introduced the matter. He was of the opinion that the NPA shall not contain open questions and wished seeing the essential requirement accompanied with the draft amending articles to the EASA regulation. He commented that without the latter it would be difficult for the public to take a position on the essential requirements.

The Agency recalled the Community framework where it is up to the legislator (European Parliament and Council) to decide on questions of political nature. Experience so far has shown that the main items of discussions are not technical but about subjects that are clearly for the legislator to decide.

Consequently, the Agency indicated that the future opinions on the extension of the EASA Regulation will include essential requirements together with its views on the implementation means. On this basis, the Commission would then draft the amending regulation.

In another domain, the Agency clarified its intention to include a definition of “complex aerodromes” in the opinion on the extension of its scope to aerodromes so as to clarify this concept. The Agency noted some members’ advice to develop implementing rules that would depend on the complexity of aerodromes.

Responding to Mr Gessky’s enquiry about non-complex aircraft of a certain age, the Agency clarified that they will most likely become Annex 2 aircraft.

Last, the Agency noted Mr Gessky’s concerns about the lack of standards for assessment bodies and said that such a path will be explored in the work of task MDM.032 if the concept is accepted by the legislator.

EASA – NAA co-operation in rulemaking

The Agency introduced the scope and rationale of this paper. It clarified that during the discussions on the rulemaking procedure manual, Mr Woods suggested the Agency benefiting from NAAs experience when they have to implement the rules; and that inputs are given before the drafting of the full RIA. Building on that concept, the Agency suggested introducing a new approach where 5 to 10 key issues would be identified in advance for in depth discussions in forums, open to advisory body members and relevant experts.

MMr Teillet and Woods were in support of the proposal that would be beneficial both for the Agency and the NAAs. Mr Gessky agreed with that view but advised limiting the number of issues due to the scarce resources in NAAs.

On some member’s request for clarification on how the Agency will comply with article 43.2 of the EASA Regulation, the Agency recalled that AGNA is not fulfilling the obligations of the said article and that an internal procedure (see rulemaking manual of procedures) was put in place for the consultation of Member States through diplomatic channels. If major objections would be raised by the Member States, the Agency would bring the issue for discussion in AGNA.

The Group expressed a positive opinion on the approach proposed in the supporting document.

Subsequently, the Group was invited to propose items that could be eligible for such a list so as to create a consolidated list during the March meeting.

Action required:

5. The Agency to verify whether the “newsgroup” function can be used for the exchange of views by the Group;
6. The Agency to bring the revised rulemaking procedure, taking into account comments of the Group, to the Management Board for adoption;
7. The Group to provide items for the list of key issues

6. AOB

- Planning of future meetings
 - Thematic meeting:
 - Tentative date on 18 or 19 September 2007: Topic to be defined
 - Next meetings will be held on:
 - 13 (starting 14h00) and 14 March 2007

Secretary note: Due the unavailability of some members, the March meeting was rescheduled to the above dates.

 - 20 (starting 14h00) and 21 June 2007
 - 20 (starting 14h00) and 21 November 2007
- Follow-up to EASA-NAA 1st Partnership meeting

The Agency introduced the topic and stated that NAA representatives called the Agency to assist them in the implementation of the rules. One of the means proposed during that meeting was the development of Guidance Material. In this regard, the Agency recalled that the prioritisation process is an opportunity for the NAAs to identify important issues and to have them progressed through the rulemaking process.

Subsequently, the Agency invited the Group to provide ideas on how the Agency could better support NAAs.

During the ensuing debate the participants made the following suggestions:

Mr Lynggard wished to explore the possibility for training courses, which are quite valuable for small administrations.

Mr Gessky advised the Agency to be more responsive and to provide solutions to queries from regulated persons and the NAAs in the context of the certification process; and to consider how it can better deal with activities, which need proximity with the regulated persons.

Mr Teillet understood that replying takes time as most of the questions raised are difficult and not straightforward. He believed that a lot of activities are already undertaken to facilitate the NAAs but that the main issue was the change of the

regulatory framework, where the sharing of roles among the Agency and the NAAs lead to confusion and was not clearly understood by the regulated persons.

Mr Hezky advocated for the sharing of content on NAA and EASA websites, especially FAQs. At this point, Mr Rieder asked for a subscription to new postings on the Agency website.

Mr Ramirez advised for an increased co-operation and data sharing in the issuance of CoA and TC by the NAAs and the Agency respectively. Mr Woods suggested an improved interface between the DOA and POA competent authorities.

The Agency noted the various positions expressed and said that it has not managed yet to fully explore the different means due to the limited resources. As a first step, it proposed the Group considering putting Agency's FAQ on the NAAs websites. Additionally, the Agency will try to increase its presence in Member States through the organisation of workshop, especially in the new countries. It also invited the Group to provide the Agency with their FAQs that can be useful for others.

As regards training, the Agency explained that it does not envisage providing external training. It will only, as already explained and agreed with the management Board, set the training "syllabi" and organise examinations to attest the level achieved. If there is a need for specialised training of NAA staff, the Agency could reflect on doing more to help.

The Agency agreed to draft a paper building on ideas expressed during the meeting and to propose possible co-operation. It also envisaged reviewing regularly this issue in AGNA meetings to agree concrete projects and follow their implementation.

Action required:

8. The Agency to draft a paper and propose possible co-operation projects for discussion and collective action.

▪ Future of Design Organisation Approvals

The Agency introduced the matter and made a presentation on the results of the inputs received on the survey; interface issues with other ongoing tasks; and the various paths explored in re-defining the DOA concept.

The Group welcomed the presentation. Some members offered to provide the Agency their views on the proposed concept.

Date of next meeting

The next meeting will be held on 13 (14h00) and 14 March 2007 in Cologne.

Actions table

Action #	What	Who	When	Status	Comments
1-6-05	The Agency to pursue work on WP02 – prioritisation taking into account comments made by the consultative bodies	Y. Morier		O	Ongoing
2-1-05	Analyse data and conclude on fainting passenger issue	Agency	Next meeting	C	Agency sent letters to airlines and manufacturers. IACA provided some examples. So far limited feedback from manufacturers. The Agency dispatched the letter from AEA and the Agency response. The Agency briefed members that the A-NPA on “cabin air quality” will include a point on the issue.
2-3-05	Establish transparent procedure and criteria for selecting rulemaking group members’ from nominees	Agency	Q1 2006	C	The Agency reported under agenda point 4
3-1-05	Take into consideration NAAs’ offers to provide the Agency with draft NPAs.	Agency		~	The NAA are invited to submit documentation which can be used as a draft NPA’s without committing the Agency to give follow-up to such submissions.
1-2-06	Include a new task in the rulemaking inventory on “Acceptable Data for use by Part 145 Organisations for repairs” and to incorporate the associated Guidance Material in AMC 20.	Agency		C	Agency agreed to include a task in the 2008 rulemaking inventory
1-4-06	Share the “Design Organisation Approval” survey results, relative to task 21.024(b), with AGNA.	Agency		C	The Agency reported under agenda AOB
1-6-06	Consider a task on UAVs if this appears necessary in the light of the comments on its A-NPA.	Agency		C	The Agency will continue the rulemaking action so as to finish the “airworthiness” part, which should allow for the certification of UAVs and submit an opinion to the Commission.
1-7-06	Produce terms of reference for tasks 25.022, 25.026, 25.037, 25.039, 25.040, 25.058, 27 & 29.003.	Agency		C	Agency issued ToR on tasks 25.040 and 27&29.003. 25.022 and 25.058: NPA scheduled end 2007 but need to coordinate with FAA the exact timing. 25.026 and 25.039: ToRs to be published early January 2007 to fit with the corresponding NPA schedules. 25.037: The Agency is participating into an ARAC group. ToR of the ARAC group has been retrieved and will be provided.

Action #	What	Who	When	Status	Comments
1-11-06	Provide AGNA with a list of differences with ICAO SARPS contained in ICAO Annex 8's amendment 99.	Agency		C	Check lists for ICAO Annexes 1, 6 and 8 are being reviewed resulting from comments from National Authorities. Results will be presented to the meeting of national coordinators on December 7, 2006.
1-14-06	Conduct a study on compliance with ICAO Annex 6's amendment on "Safety Management System" and the need to amend accordingly Agency rules.	Agency		C	Pending discussions on GERT, the Agency proposed to create a rulemaking task for Part-145 and Part-M (subpart G) to incorporate the ICAO standard taking into account what is already in the parts as the interface with the quality system. The schedule of the rulemaking task should be compatible with the ICAO schedule. The Agency briefed the Group that ICAO Air Panel launched a study of Annex 8 to consider also an SMS standard for that Annex. Proposals should be available for AIRP 2 meeting in May 2007. Mr Teillet advocated for co-ordination between EU-OPS and Part M. Mr Woods asked whether Member States have to file a difference to ICAO Annex 6. The Agency drafted an answer to this recommendation that will soon be circulated to the national coordinators.
1-15-06	Assess proposal on "ACAS indications" and consider possible rulemaking options.	Agency		C	Item included in the 2008 rulemaking inventory
1-16-06	Launch a study on rotorcraft health and vibration monitoring to define how the issue would be best regulated.	Agency		C	Item included in the list of potential 2007 studies
1-20-06	Consider update of CS-VLA in light of CS-22 modification, using work carried out by CAA UK. The paper will be passed to SSCC for advice.	Mr Woods Agency		C	Mr Woods provided papers. The Agency included item in the 2008 rulemaking inventory.
1-22-06	Consider outsourcing work on the "investigation of the risk of unlimited number of examination" (task 66.017).	Agency		C	Item included in the list of potential 2007 studies
1-24-06	Ensure that task FCL.001 covers the conversion of flight engineers and military pilots' license.	Agency		C	Included in the ToR of task FCL.001
1-29-06	Draft a position paper on "pilot owner maintenance in the case of collectively owned aircraft" (task M.010).	Agency		C	The Agency will propose the rulemaking group M.005 to address the issue. In case of a positive answer, the M.010 deliverable will be available more than one year ahead of schedule.

Action #	What	Who	When	Status	Comments
1-30-06	Accelerate task M.011 so as to deliver rule by early 2008.	Agency		C	The Agency proposal is to wait for the end of M.017. It is expected that this group removes the existence of "ARC recommendations", which seem to create the problem.
1-31-06	Ensure that "amendments to AMC to Part M" are incorporated in the task M.017	Agency		C	These amendments are incorporated in M.017, but will be done after finishing the changes to the rule itself (after March 2007).
1-32-06	Split up task MDM.001 into two tasks, one on ETOPS and one on LROPS, to be progressed through an NPA and A-NPA respectively.	Agency		C	It as been split into MDM.001 (a) on ETOPS, part of 2007 programme, while MDM.001 (b) on LROPS is part of 2007 advance planning
1-33-06	Clarify the status and purpose of AMC and GM material to facilitate understanding task MDM.010.	Agency		C	FAQ published on the Agency website.
1-34-06	Conduct a study on "Single Engine IMC Commercial Air transportation" before undertaking task MDM.031.	Agency		C	Agency commissioned study on the subject.
1-35-06	Publish A-NPA on task MDM.032 and in light of comments received consider the creation of dedicated rulemaking group that will address complex and contentious issues.	Agency		C	A-NPA 14/2006 published in the Agency website on 18 August 2006
1-39-06	Submit comments by writing on how on the implementation of the GERT could affect the implementation of agreed JARs	Agency Members		O	Agency awaits inputs from members. The Agency reported that OPS/FCL groups have been asked to reflect on how the new rules could best fit in the existing regulatory structure. At Mr Teillet request, the Agency clarified on how the different parts will be integrated in the GERT structure.
1-40-06	Clarify the scope of AMC/GM and circulate a paper in view of a next AGNA meeting.	Agency		C	The Agency reported under agenda point 4
1-41-06	Organise a thematic meeting by the end of September on the implementation of Part M to general aviation, taking into account conclusions of task MDM.032 on better regulating non-complex aircraft engaged in non-commercial operations (date - 26 or 29 September - to be confirmed at next meeting).	Agency		C	Meeting organised on 28 September 2006
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	
2-1-06	The Agency to circulate the list of AIB recommendations together with the rulemaking inventory.	Agency		C	The AIB recommendations' were included in the 2008 rulemaking inventory.
2-2-06	The Agency to circulate the state of implementation of the 2006 rulemaking programme	Agency		C	The document was posted on CIRCA on 24 July 2006.

Action #	What	Who	When	Status	Comments
2-3-06	The Agency to adjust the 2006 rulemaking programme with the inclusion of a new task on the possible extension of the transition period specified in Article 7.2.c) of Regulation 2042/2003.	Agency		C	Task MDM.036 included in the revised 2006 rulemaking programme, adopted on the 6 July 2007.
2-4-06	The Agency to use a written procedure if EASA-FAA rulemaking co-operation leads to changes in the draft 2007 RMP.	Agency		C	The process didn't affect the 2007 rulemaking programme
2-5-06	The Agency to clarify the scope of task MDM.003 when producing the terms of reference.	Agency		C	Description in the 2007 rulemaking programme has been modified.
2-6-06	The Agency to consider the inclusion of a task on MDM.035 in the 2008 advance planning.	Agency		C	A-NPA foreseen to be published in 2007
2-7-06	The Agency to replace the cross-reference to Part 21 by Regulation(EC) No 1702/2003 in the task 21.043.	Agency		C	The revised 2007 rulemaking programme contains the correct reference. ToRs to be published early January 2007 to fit with the corresponding NPA schedule.
2-8-06	The Agency to participate in the next cabin safety group meeting to assure a better co-ordination between rulemaking group members'.	Agency		C	The secretary of the relevant groups participated and briefed participants on their respective responsibilities'.
2-9-06	The Agency to produce terms of reference on task 25.006, 25.037, AWO.001.	Agency		C	Produced 25.006 and AWO.001. 25.037: The Agency is participating into an ARAC group. TOR of the ARAC group has been retrieved and will be provided.
2-10-06	The Agency to include TSOs on "hand held fire extinguishers" and "portable oxygen system" in the list of ETSO to be produced.	Agency		C	Specification included in EUROCAE contract
2-11-06	The Agency to include a note in the NPAs of tasks 66.0XX to make people aware of interface issues between the related tasks.	Agency		C	A note will be included in the related NPAs.
2-12-06	The Agency to include a task on "non-binding guidance on TBO limits" in the rulemaking inventory and to produce a preliminary RIA.	Agency		C	MDM.038 included in the 2008 rulemaking inventory
2-13-06	The Group to review the tasks contained in Corrigendum to WP01 and WP02 and to provide comments	Group		C	No inputs received.
2-14-06	The Agency to produce terms of reference on tasks MDM.006, MDM.028, 25.028	Agency		C	MDM.006: ToR will be produced early January to fit with the schedule. MDM.028: draft ToR circulated for AGNA and SSCC opinion 25.028: ToR will be produced early of January
2-15-06	The Agency to consider advancing task 21.019 after consultation of SSCC.	Agency		C	Agency agreed to slightly accelerate task

Action #	What	Who	When	Status	Comments
2-16-06	The Agency to accelerate task 21.027 and to extend the task scope to cover “repair and modification” of ETSO articles, in particular TSO seats.	Agency		C	Task scope expanded but can’t be accelerated.
2-17-06	The Agency to consult SSCC and to consider postponing task 22.001.	Agency		C	No changes are considered following the consultation.
2-18-06	The Agency to include a question in the NPA on task 23.010 asking views on the splitting of the task.	Agency		C	The Agency agreed to include the question in the NPA
2-19-06	The Agency to verify and align timing of task 25.022 with FAA planning.	Agency		C	See action item 1-7-05
2-20-06	The Agency to include a task on ETSO “ice detectors”	Agency		C	ETSO article on “ice detectors” included in NPA-14-2005
2-21-06	The Agency to examine the need for an ETSO article on “escape slide” and to consider including it in EUROCAE work package.	Agency		O	The Agency believes that it is a maintenance issue, to be addressed in this context. Hence; it will not include an ETSO article on “escape slide”. Mr Rieder considers this as a “design” case and would like to have the issue revisited by the Agency.
2-22-06	Mr Woods to further investigate interface issues between task AWO.006 and other tasks and to provide input to the Agency.	Mr. Woods		C	Mr Woods investigated the matter and concluded that there is no need to broaden the scope of AWO tasks.
2-23-06	The Agency to draft a position paper on “Part M Subpart F” explaining the problem and how it intends to address the issue raised by Mr Woods.	Agency		O	This issue covers the “release of parts imported from USA which may become unserviceable”. This needs to be further investigated.
2-24-06	The Agency to organise a workshop after the summer break to present and discuss the EU/USA BASA agreement	Agency		C	The workshop was organised on 13 November 2006
2-25-06	The Agency to include a task on “pilot compartment view” in the rulemaking inventory..	Agency		C	Item included in the 2008 rulemaking inventory
2-26-06	Ms Ruge to provide the Agency with the manufactures’ paper on transport airships.	Ms Ruge		O	
2-27-06	The Agency to consider the inclusion of a task on “transport airships” depending the urgency of the issue	Agency		O	
2-28-06	The Agency to use UK CAA Paper on “helicopter ditching” as an input to the rulemaking group.	Agency		O	Call for tender launched in 2006 was unsuccessful. Item included in the list of 2007 potential studies.
2-29-06	The Group to submit their views in writing on the role of the State of Design and the scope of ADs.	Group		O	The Agency informed participants about the meeting, scheduled on 24 January 2007, aiming to clarify the role and responsibilities’ of the State of Design and State of Registry and any other issue associated to Airworthiness Directives.
2-30-06	The Agency to draft a policy paper on the topic “Safety information notices”.	Agency		O	The purpose of SINs is to raise awareness across of the aviation community on safety issues

Action #	What	Who	When	Status	Comments
3-1-06	Provide the Agency with ECAC data on fainting passengers.	Ms Ruge		O	
3-2-06	Reflect on how to present A-NPA in the programmes	Agency		O	
3-3-06	Clarify task rationale of task MDM.039 when producing the terms of reference	Agency		O	
3-4-06	Produce revised 2008 rulemaking inventory	Agency		O	
3-5-06	Verify whether CIRCA newsgroup function can be used for the exchange of views by AGNA members.	secretary		O	
3-6-06	Bring the revised rulemaking procedure, taking into account AGNA comments, to the Management Board for adoption	Agency		O	
3-7-06	Provide items for the list of key issues	Group		O	
3-8-06	Draft a paper and propose possible co-operation projects for discussion and collective action (Follow-up to EASA-NAA partnership)	Agency		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)

Mr Gessky
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Czech Republic

Karl Koefoed
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Eleonora Dobрева
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