calling notice

*user group meeting 2*

*arona, italy*

*19-20 September 2013*



|  |
| --- |
| **Meeting Title: User Group 2** |
| Date19-20/09/2013 | Meeting Time | Meeting LocationJRC, Ispra, Italy |
| Meeting called by | Monique Heiligers, Gerard Temme (CertiFlyer) |
| Work Package | WP 6.3 |
| Type of meeting | User Group Meeting |
| Facilitator | JRC |
| Prepared by | Monique Heiligers, Gerard Temme (CertiFlyer), Wietse Post (JRC) |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

Document Change Log

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Version | Author(s) | Date | Affected Sections | Description of Change |
| **1.0** | Monique Heiligers | 15/07/2013 | All |  |
|  |  |  |  |  |

1 Invited ASCOS attendees 7

2 Invited other attendees (User Group Members) 7

3 Goals of the meeting 8

3.1 Thursday 19 September 8

3.2 Friday 20 September 8

4 Draft Agenda 9

4.1 Draft Agenda Thursday 19 September 9

4.2 Draft Agenda Friday 20 September 10

5 Prerequisites from participants 12

6 Meeting organisation 12

7 Logistics 12

7.1 Meeting venue 12

7.2 Registration 13

7.3 Dinner on Thursday 19 September 14

7.4 Reimbursement of travel costs for User Group members 14

# Invited ASCOS attendees

|  |  |  |
| --- | --- | --- |
| Name | Organisation | Remark |
| Bernard Pauly  | Thales Air System  |  |
| Nuno Aghdassi | AVANSSA |  |
| Lennaert Speijker | NLR  |  |
| Marga Martin Sanchez, Izaro Etxebarria | Isdefe |  |
| Veronique Bonvino, Jean-Pierre Heckmann | APSYS |  |
| Gerard Temme, Monique Heiligers | CertiFlyer |  |
| Alan Simpson | Ebeni |  |
| Andrzej Iwaniuk, Krzysztof Piwek | Institute of Aviation |  |
| Wietse Post | JRC |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

Maximum 15 ASCOS representatives will be present at the User Group Meeting.

# Invited other attendees (User Group Members)

|  |  |  |
| --- | --- | --- |
| Name | Organisation | Remark |
| Ron van de Leijgraaf | CAA NL |  |
| Rob van der Boom | CAA NL |  |
| Piotr Michalak | CAO |  |
| Catherine Champagne | DASSAULT |  |
| Bruno Stoufflet | DASSAULT |  |
| Ken Engelstad | EASA |  |
| Tomasso Sgobba | ESA |  |
| Maite Trujillo | ESA |  |
| Keith Conradi | ESASI |  |
| Michel Piers | ESSI |  |
| Abdoulaye n’Diaye | EUROCAE |  |
| Eric Perrin | EUROCONTROL |  |
| John Lapointe | FAA |  |
| Tom Tessitore | FAA |  |
| Rudi den Hertog | FAST |  |
| Dieter Reisinger | IATA |  |
| Okko Bleeker | Rockwell |  |
| John Dalton | SAE |  |
| Patrick Mana | SESAR |  |
| Jos Nollet | SRC |  |
| Hendrik Schorcht | TUVN |  |
|  |  |  |
|  |  |  |

# Goals of the meeting

## Thursday 19 September

To inform the user group members about the status of the ASCOS project. To present the results obtained to date in Work Packages 1, 2 and 3 with a focus on the following submitted deliverables:

* *D1.1 Analysis of existing regulations and certification processes*
* *D1.2 Definition and Evaluation of innovative approaches to certification*
* *D2.1 Framework Safety Performance Indicators*
* *D2.2 Baseline Risk Picture Total Aviation System*
* *D3.1 Total Aviation Safety Assessment Methodology*
* *D3.2 Risk models and accident scenarios*

The results obtained to date form the baseline for further discussion about the future work in ASCOS. The future work will be presented during the second day of the User Group Meeting (Friday 20 September).

To obtain information from the User Group about CATS, ECCAIRS and FAST relevant for the future work in the ASCOS project.

## Friday 20 September

To present and discuss the future work in all work packages. To obtain input from the User Group members relevant for the future work.

# Draft Agenda

## Draft Agenda Thursday 19 September

|  |  |
| --- | --- |
|  |  |
| 9.00 – 9.30 | Registration |
| 9.30 – 9.45 | 1. **Welcome**  **- JRC and Gerard Temme**
 |
| 9.45 – 10.15 | **2. General overview status ASCOS project – Lennaert Speijker***Form: presentation* *Goal: To inform the user group members about the overall status of the ASCOS project.* |
| 10.15 – 11.15 | **3. Results Work Package 1 – Bernard Pauly***Form: presentation by WP1 leader followed by questions**Goal: To present the results obtained to date in WP1 with a focus on the following submitted deliverables** *D1.1 Analysis of existing regulations and certification processes*
* *D1.2 Definition and Evaluation of innovative approaches to certification*
 |
| 11.15-11.30 | **Coffee break** |
| 11.30– 12.30 | **4. Results Work Package 2 – Nuno Aghdassi***Form: presentation by WP2 leader followed by questions**Goal: To present the results obtained to date in WP2 with a focus on the following submitted deliverables** *D2.1 Framework Safety Performance Indicators*
* *D2.2 Baseline Risk Picture Total Aviation System*
 |
| 12.30 -13.30 | **Lunch** |
| 13.30-14.30 | **5. Results Work Package 3 – Veronique Bonvino***Form: presentation by WP3 leader followed by questions**Goal: To present the results obtained to date in WP3 with a focus on the following submitted deliverables** *D3.1 Total Aviation Safety Assessment Methodology*
* *D3.2 Risk models and accident scenarios*
 |
| 14.30– 15.15 | **6. CATS – (to be confirmed)***Form: presentation followed by questions**Goal: To inform the ASCOS team about (items related to) CATS relevant for the ASCOS project*  |
| 15.15 – 15.45 | **Coffee break** |
| 15.45 – 16.30 | **7. FAST – (to be confirmed)***Form: presentation followed by questions**Goal: To inform the ASCOS team about (items related to) FAST relevant for the ASCOS project*  |
| 16.30 – 17.15 | **8. ECCAIRS – (to be confirmed)***Form: presentation followed by questions**Goal: To inform the ASCOS team about (items related to) ECCAIRS relevant for the ASCOS project*  |
| 17.15 – 17.30 | **9. Evaluation – Gerard Temme***Form: plenary discussion**Goal: to evaluate whether the goals of the first day of UG meeting have been achieved* |
| 18.00 | **Closure** |

## Draft Agenda Friday 20 September

|  |  |
| --- | --- |
|  |  |
| 9.00-9.30 | Walk-in and coffee |
| 9.30– 10.30 | **1. Future Work in Work Package 1 – Bernard Pauly***Form: short presentation by WP1 leader (15 min) followed by discussion and feedback**Goal: To present very briefly the scope of the future work in WP1 with a focus on the following on-going deliverables:** *D1.3 Development of new certification approach*
* *D1.4 Certification E-learning Environment*

*To obtain input from the User Group relevant for the future work.* |
| 10.30-11.00 | **Coffee break** |
| 11.00 – 12.00 | **2. Future Work in Work Package 2 – Nuno Aghdassi***Form: short presentation by WP2 leader (15 min) followed by discussion and feedback**Goal: To present very briefly the scope of the future work in WP2 with a focus on the following on-going deliverables:** *D2.3 Process Safety Performance Monitoring*

*To obtain input from the User Group relevant for the future work.* |
| 12.00 -13.00 | **Lunch** |
| 13.00 – 14.00 | **3. Future Work in Work Package 3 – Veronique Bonvino***Form: short presentation by WP3 leader (15 min) followed by discussion and feedback**Goal: To present very briefly the scope of the future work in WP3 with a focus on the following on-going deliverables:** *D3.3 Tools for risk assessment and user manual*
* *D3.4 Overall safety impact results and user manual*

*To obtain input from the User Group relevant for the future work.* |
| 14.00 – 14.30 | **4. Planned Work for Work Package 4 – Lennaert Speijker***Form: short presentation by WP4 leader (15 min) followed by discussion and feedback**Goal: To present very briefly the scope of the planned work in WP4. To obtain input form the User Group relevant for the Work Package.* |
| 14.30 – 15.00 | **5. Planned Work for Work Package 5 – Izaro Etxebarria***Form: short presentation by WP5 leader (15 min) followed by discussion and feedback**Goal: To present very briefly the scope of the planned work in WP5. To obtain input form the User Group relevant for the Work Package.* |
| 15.00 – 15.15 | **9. Evaluation –** Gerard Temme*Form: plenary discussion**Goal: to evaluate whether the goals of the second day of UG meeting have been achieved* |
| 15.15 | **Closure** |

# Prerequisites from participants

All participants are required to register **before 16 August 2013** as indicated in section 7.2 of this document.

Presenters are asked to prepare their presentations, keeping in mind the goal of the presentation and corresponding agenda item. Due to the full agenda and many interesting topics to cover, all presenters are urged to adhere to the time limits as indicated in the agenda, and to allow sufficient time for questions, feedback and discussion. Please send your presentation to Monique Heiligers (Monique.heiligers@certiflyer.eu) **before Wednesday 28th August**. The presentations will be sent to the User Group meeting participants prior to the meeting.

# Meeting organisation

The second User Group meeting is jointly organised by Certiflyer and the Joint Research Centre (JRC).

The JRC will take care of all logistical aspects of the meeting such as registration, hotels, dinner on Thursday evening and reimbursement of travel costs for User Group members (see also section 7). The contact details of the JRC secretary are as follows: Ms. Adriana Cojocaru (Phone: +39-0332-785636; Fax: +39-0332-789156; Email: Adriana.COJOCARU@ec.europa.eu). Should you need further information, please do not hesitate to contact her.

Certiflyer will take care of the technical contents of the User Group meeting such as agenda, presentations, discussions, etc. If you have any questions or remarks, please contact Monique Heiligers (Monique.heiligers@certiflyer.eu, +31 6 211 57 174).

# Logistics

## Meeting venue

The second User Group meeting will take place in the Atlantic Hotel in Arona, Italy. Arona is located approximately 30 kilometres from Milan’s Malpensa Airport at the east coast of the Lake Maggiore.

Free bus transport is arranged by the JRC from Malpensa Airport to Arona departing at 20:00 on Wednesday 18 September and back from Arona to Malpensa Airport departing from the meeting place at 15:30.

Hotel Atlantic

corso Repubblica 124

28041 Arona NO Italy

Tel. 0322 46521

Fax 0322 48358

http://www.atlanticarona.com/

## Registration and hotel reservations

The practical organisation of this meeting is done by the JRC. All participants are kindly requested to register as soon as possible via their meeting registration web site

**https://jrc-meeting-registration.jrc.ec.europa.eu/**

After logging in to the meeting registration application you can find this meeting under the TAB “Other Locations” for the month of September 2013, as can be seen from the figure below.



The deadline for registration to the meeting is **16 August 2013** and will need to be respected strictly. The number of places available for the meeting is limited to 30. The meeting will take place in hotel Atlantic in Arona.

The JRC have reserved sufficient hotel rooms divided between Hotel Atlantic (single room 100,50 Euro) and Hotel Giardino (single room 77 Euro) double rooms are available at a higher rate. Hotel Giardino is about 200 meters away from Hotel Atlantic; normally the weather in September is nice. During your registration you can indicate if you want to profit from the special rates of one of the two hotels. You can also indicate in which of the two hotels you prefer to book a room. **There is no need to contact the hotel directly; the JRC will pass the reservations to the hotel.**

The registration procedure will ask for a registration code. The registration code for this meeting is

**ASCOS2013**

## Dinner on Thursday 19 September

Thursday evening a social dinner will be arranged for all User Group meeting participants.

## Reimbursement of travel costs for User Group members

User Group members (maximal 15) will have the possibility to claim reimbursement of their travel and accommodation allowance. ASCOS will be able to reimburse the Travel and subsistence of at most 1 person per organization, participating in the User Group. According to the ASCOS contract with the European Commission, the maximum amount to be reimbursed is 1000 euro per travel. In order to be able to reimburse travel costs, user group members should register at the latest on 16 August 2013, such that the JRC can send a formal invitation letter before the meeting.