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Minutes of Meeting

EUROCAE WG-96 / RTCA SC-236 Joint Meeting #16

Standards for Wireless Avionics Intra-Communication (WAIC) Systems

within 4200 - 4400 MHz

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Plenary Session	***Tuesday November 19, 2019***
Place	***Virtual Plenary – WebEx***
Host	**RTCA**
Contact Persons EUROCAE RTCA	***Anna Guégan*** *anna.guegan@eurocae.net* *Phone: +33 1 40 92 79 31* *And* ***Rebecca Morrison*** *rmorrison@rtca.org* *Phone: +1 202-330-0654*

AGENDA

Plenary Session Beginning Tuesday November 19, 2019
1. Welcome/Administrative Duties/EUROCAE and RTCA Policy Statements
2. Membership Call-Out and Introductions
3. Review SWG-1 draft revision to ToR
4. Approve revision to ToR for submittal to PMC and TAC
5. Other business
6. Adjourn

- **Attachments:**
- Attachment A : Attendance List
- Attachment B : Action List (SC-236, WG-96 WAIC) – status November 2019

Minutes of Meeting: Start on Tuesday November 19th (15:05 UTC)

Agenda Item 1. Welcome, Administrative Duties, EUROCAE and RTCA Policy Statements

Steve Rines (RTCA Co-Chair) welcomes the group to the Plenary Meeting, and reviews the proposed agenda. This is a virtual plenary held via WebEx.

Robin Davies (EUROCAE Co-Chair), Anna Guégan (EUROCAE) and Rebecca Morrison (RTCA) are attending the meeting.

Rebecca Morrison reads the RTCA Antitrust Policy.

Rebecca Morrison reads the RTCA Proprietary Information Policy.

Anna Guégan reads the EUROCAE IPR Policy.

Rebecca Morrison reads the RTCA Committee Participation Membership Policy.

Anna Guégan reads the EUROCAE Participation Policy.

Rebecca Morrison reviews the introductory slide on committee deliverable deadlines. The current version shows different MOPS delivery dates RTCA and EUROCAE, due to discrepancies between ToRs. This will be addressed later in this meeting.

Agenda Item 2. Membership Call-Out and Introductions

Steve Rines welcomes two new members of the committee and asks them to introduce themselves.

Adishesha Sivaramasastry says he represents Collins Aerospace. He has collaborated on WAIC with Sanjay Bajekal, Mike Lynch and Radek Zakrzewski.

Peter Walther says he represents Airbus. He takes over from Peter Anders relative to aircraft certification aspects.

Steve Rines asks all other participants to introduce themselves to the new members. Individual introductions follow. The complete list of attendees is provided in Attachment A.

This meeting is considered as a plenary meeting. Richard Adler, acting as the FAA representative (Government Authorized Representative), participates in this plenary.

Agenda Item 3. Review SWG-1 draft revision to ToR

Rebecca Morrison presents the proposed draft of ToR revision 5, as posted at this location:
http://workspace.rtca.org/apps/org/workgroup/sc236_standards_for_waic/download.php/39920

Discussion on the newly modified second paragraph of the Background section:

Dave Redman asks if SARPs is truly required under the provisions of the WAIC allocation. Have we closed this question definitely? The corresponding ToR sentence is modified to clarify this and say that the allocation references, instead requires, SARPs.

Kevin Hallworth notes the paragraph implies that SARPs for WAIC already exists. The last sentence is modified to say that SARPs will focus on system coexistence issues, to signify that it does not focus yet, as it has not been completed.

Robin Davies notes that harmonization between ICAO and RTCA does not include or mention EUROCAE. The wording is changed accordingly to include EUROCAE.

Robin Davies asks whether the background section should better explain the need to reopen and revise MASPS. Steve Rines says this kind of explanation should go into the envisioned use of the documents, as it is linked to how SARPs and MASPS are related.

Several other minor editing changes are made to the paragraph.

Discussion on the deliverable dates:

Sanjay Bajekal notes a discrepancy between the expected publication date in Q3 2020 and the stated need to have MASPS ready for the August 2020 FSMP meeting to finalize SARPs. Radek Zakrzewski says that publication in July 2020 will satisfy the need to meet the FSMP schedule, even though July is technically Q3 2020.

Rebecca Morrison explains that publication in early July may be possible only if the committee delivers a final and complete draft of MASPS out of the May plenary. There has to be a minimum of 45 days between the committee hands off the draft and the PMC approval to publish. The current target date for FRAC/OC resolution is May 31, which implies PMC approval only in September. If the final draft is delivered by the committee out of the May 2020 plenary and is in relatively clean condition, Rebecca Morrison will make every effort to assure PMC approval of MASPS in June 2020. Anna Guégan says the same applies to EUROCAE TAC approval.

Uwe Schwark notes that the entire MASPS schedule heavily depends on progress with SARPs negotiations. By March 2020 it will be clear how critical it is to meet the July 2020 publication target.

Rebecca notes a discrepancy between MOPS deliverable dates in two ToR versions. The EUROCAE ToR shows October 2021 vs. RTCA ToR showing December 2021. Anna Guégan agrees that the EUROCAE ToR should be adjusted to have December 2021 as the final delivery date.

Discussion on the newly modified first paragraph of the section on the envisioned use of deliverables:

Anna Guégan asks about the first sentence relative anticipating the use of MASPS. What is the basis of this anticipation? The concern is that the TAC may ask how the committee makes this prediction. If the anticipation is not correct, then there may be no need to revise MASPS. Radek Zakrzewski says the committee intends for MASPS to be used as a source of means of compliance for SARPS – it is the very purpose of developing MASPS. The wording is adjusted accordingly, with anticipation replaced by intent.

Robin Davies says that the current MASPS already includes means of compliance with SARPS. How do we motivate the need for a revised MASPS? Radek Zakrzewski says the existing MASPS covers only a part of requirements in SARPS. Robin Davies says it should be explained that SARPs requirements were not fully known when MASPS was started and in fact are still evolving. This explains the need for a revision. The wording of the paragraph is edited accordingly to reflect this reasoning.

Several other minor editing changes are made to the paragraph.

Discussion on the specific guidance section

Dave Redman notes that there were PMC comments at the June 2019 meeting deferred to a future revision of MASPS. Those comments constitute specific guidance from the PMC to SC-236. A corresponding sentence is added to the section.

Modifications to EUROCAE TOR

Rebecca Morrison and Anna Guégan jointly modify the MASPS task sheet in WG-96 ToR to reflect the SC-236 modifications. The new paragraph in the RTCA background section is added to the liaison statement in

the EUROCAE task sheet. The new paragraph in the RTCA envisioned use section is added to the purpose and justification section of the EUROCAE task sheet.

Rebecca Morrison will provide the edited version of WG-96 ToR to Anna Guégan.

Agenda Item 4. Approve revision to ToR for submittal to PMC and TAC

Steve Rines asks the committee if all participants are in favor of submitting the revised ToR to RTCA PMC and EUROCAE TAC.

All meeting participants individually say they approve the new document.

Steve Rines says the committee has approved the revised ToR.

The new document with all plenary edits is posted at this location:
http://workspace.rtca.org/apps/org/workgroup/sc236_standards_for_waic/download.php/40152

Agenda Item 5. Other business

Presentation of revised ToR to RTCA PMC

Rebecca Morrison says the presentation for PMC must be ready by December 5, at least 2 weeks prior to the December 19 meeting. Steve Rines says all the necessary information motivating the request to revise MASPS is already available in the presentation that Radek Zakrzewski gave in October at the Hamburg meeting. Sanjay Bajekal has an action to condense that information and to prepare a draft for the PMC.

Sanjay Bajekal may not be able to take part in the presentation to the PMC. If he is not available, Uwe Schwark may present to PMC together with Steve Rines. Rebeca Morrison says two people out of the joint committee may be presenting.

May 2020 plenary planning

Steve Rines says that the ballot for the May Plenary venue is closed. The decision is to hold it in Cologne, at EASA headquarters, the week of May 4. Kevin Hallworth advises all the members to book their hotel rooms as soon as possible due to the high likelihood that a large convention may be held in Cologne that week.

February 2020 plenary planning

Rebecca Morrison reviews the proposed agenda for the College Station plenary. The agenda is posted at:
http://workspace.rtca.org/apps/org/workgroup/sc236_standards_for_waic/download.php/40153

Dave Redman confirms he has two conference rooms available, each sufficient for about 20 people. Robin Davies says that typically 20 person capacity is sufficient for a plenary, based on past meetings. Rebecca Morrison asks whether there may be fire code restrictions or similar in the unlikely event that a 21st participant arrives. Dave Redman says the only consequence may be that the committee will feel a little crowded; there are no hard limitations on the number of people in those rooms.

Way forward with ICAO SARPs

Radek Zakrzewski asks the meeting for suggestions or guidance how to approach the upcoming November 25 meeting of the SARPs Correspondence Group. This joint committee plans to include DGAC in co-development of SARPs and MASPS, but the DGAC is not yet appraised of this possibility. If an invitation is extended, what plan forward should be suggested to DGAC?

Steve Rines asks Kevin Hallworth if he has made contacts within DGAC with appropriate people. Kevin says he may be able to find individuals with deeper knowledge of aircraft certification issues, to complement the RF expertise of our current DGAC partners. Steve asks if an appropriate contact may be identified this week so that they may take part in the November 25 conference call. Kevin agrees to provide such a contact this week.

Robin Davies asks if the currently proposed draft of SARPs may be made available for the committee, to better understand the exact nature of the problem – which requirements are already agreed on and which still need to be negotiated. Uwe Schwark offers to post the Working Paper 02 from the August 2019 FSMP meeting that contains the most recent draft of SARPs. Radek Zakrzewski says that Flimsy 08 from that meeting may also be very informative as it explains motivations put forward by all sides. Rebecca Morrison creates a new top-level workspace folder to contain MASPS drafting materials. Uwe Schwark posts the two FSMP documents in that folder. They can be found in these two locations:

http://workspace.rtca.org/apps/org/workgroup/sc236_standards_for_waic/download.php/40146

http://workspace.rtca.org/apps/org/workgroup/sc236_standards_for_waic/download.php/40147

Agenda Item 6. Adjourn (16:53 UTC)

Chairman Steve Rines asks the participants if there are any other issues to be discussed. There are no other suggestions. Steve Rines says this Plenary Meeting is adjourned.

Compiled by Radek Zakrzewski   Secretary of Joint SC-236/WG-96
Approved by Robin Davies   *Co*-Chairmen of WG-96 (EUROCAE)
Approved by Steve Rines   *Co*-Chairmen of SC-236 (RTCA)