



EUR
RTCA 033-21/SC238-015



Saint-Denis, 19th November 2020

EUROCAE WG-115 “C-UAS”

Meeting #7 Minutes

Date	17th November 2020
Place	Webex
Venue	Webex
Hosted by	EUROCAE

1. Welcome and Tour de Table

Jorge Munir El Malek Vázquez [JM] welcomed the participants to the 7th meeting of the Joint Activity EUROCAE WG-115 and RTCA SC-238. Meeting took place according to the agreed agenda:

1. Plenary Session
 1. Welcome, adoption of Agenda
 2. RTCA and EUROCAE Statements
 3. Approval of Meeting #6 Minutes
 4. Updates about Joint activity WG-115/SC-238
 5. Updates from partners
2. Review of OSED OC/FRAC
3. SPR/INTEROP
 1. Outputs of 10th November session
 2. Key objectives of the new stage - (Fast Review)
 3. Editorial teams for SPR/INTEROP Stage - Editor
 4. Leaders/Co-leaders election
 5. Brainstorming (General, Performance, Safety, INTEROP)
 6. Planning
4. Actions review
5. AOB
 1. SC-238 Secretary Position
6. Close of the day

JM requests all participants to register with their name and organisation under the Webex chat. RTCA members are also asked to register using the RTCA link. Additionally, all participants are requested to complete the online questionnaire about expertise and interests for the new stage (SPR/INTEROP).

Note: 24 members (EUROCAE or RTCA) have completed the questionnaire. This information is complemented with the information provided during the SPR/INTEROP meeting (10th November).

Presentation used during the meeting can be found under EUROCAE and RTCA workspaces. [EUROCAE Link](#)

2. RTCA and EUROCAE Statements review

Karan Hofmann (KH) presents the standard announcements regarding RTCA Anti-Trust policy, Proprietary policy, and Committee Participation Membership policy.

Alain Vallée [AV] presents the standard announcements regarding EUROCAE membership-based status, IPR policy, including the Workspace tool available for EUROCAE members.

3. Approval of Meeting #6 Minutes

Without any comment, final draft of the Meeting #6 Minutes is approved. Available [here](#).

4. Updates about joint activity WG115-SC238

JM updates about the joint activity WG115-SC238:

- At the beginning of October 2020, a Call for Participation was launched to inform and get involved new parties interested in WG-115/SC-238 activities. As result of this:
 - New EUROCAE and RTCA members have joined the WG/SC.
 - One (1) application for the editor position was received.
 - JM introduce Juan Vicente Balbastre as new editor for the SPR/INTEROP stage (see slide 33).
 - JM and Ryan Wallace [RW] thank the Juan's step forward, his role will be really valuable during the new stage.
- A Technical Meeting focused on SPR and INTEROP took place the 10th of November 2020.

5. Updates from Partners

JM updates about some related organisations such as:

- **DG HOME**
 - Counter-UAS innovation workshop (link Community of Users for Security, Safe and Resilient Societies (CoU)) (10th November 2020)
 - The focus of the workshop, which will be organized around discussions of specific scenarios, is on innovation and thus for projects to demonstrate, how their specific solutions could fit into existing counter-UAS strategies.
 - Participation some WG-115 members and U.S. DHS S&T representatives.
- **NATO**
 - C-UAS WG - Technical Standardization Sub-group Meeting (25th September 2020, 16th October 2020)
 - Next meeting: 20th November 2020
 - Initial Planning Conference (IPC) of a NATO Counter Unmanned Aerial Systems (C-UAS) Technical Interoperability Exercise (TIE) (9th – 10th December 2020)
 - Drone SLAP (Single Local Air Picture) (6th October 2020)
- **EUROCONTROL-SESAR-FAA (TIM)**
 - Participation in the Technical interchange meeting (TIM) on unmanned aerial systems and urban air mobility (13th November 2020)
 - The goal of the meeting is to exchange know-how and research results and encourage collaboration and harmonization of aviation research in the area of UAS and UAM.
 - Presentation about "Industry Standards in Support of ATM/UTM/C-UAS integration"

Some questions during the plenary meeting:

- Regarding the TIM session, AV asks if JM has received any feedback. JM answers he received only some questions during the TIM session. In next days, the presentations and (probably) the videos of the TIM sessions will be published, maybe then some additional questions/inputs are received.
- RW asks if it is possible to have access to the meeting minutes of the OTAN Technical Standardization Sub-group. AV and JM answer that not directly, that is why every plenary meeting the leadership team share information about the activity of these group.

6. Review of OSED OC/FRAC

JM presents a summary of the comments received during the OC/FRAC period:

<u>EUROCAE - Summary of Comments</u>		<u>FRAC - Summary of Comments</u>	
	Number		Number
Non-Concur	0	Non-Concur	2
High	11	High	34
Medium	28	Medium	23
Low	22	Low	6
Editorial	32	Editorial	32
N/A	5	N/A	0
Total	98	Substantive	0
		Total	97

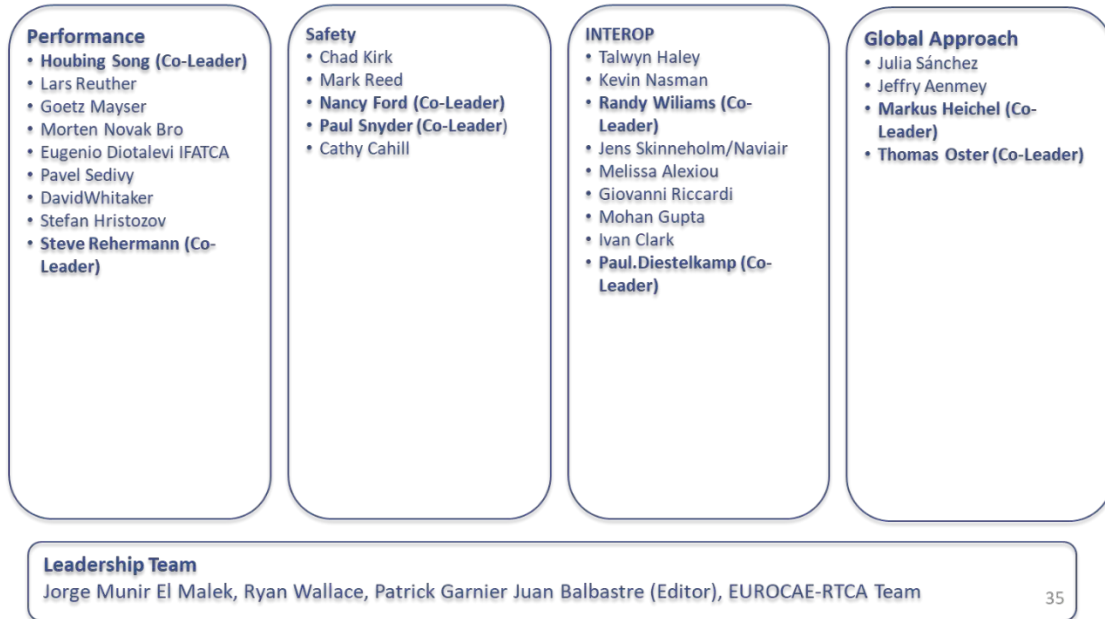
JM introduces the next steps to be followed, see slide 21, main steps:

- All comments received are transferred to the WG for consideration.
- Chapter Leaders will prepare an early comment review and resolution.
- Arrange comment resolution meeting for reviewing the comments and achieve consensus.
- Upon completion of the comment resolution, the WG shall state that they have achieved consensus on the final draft; this must be properly recorded.
- The WG sends the final draft, together with the complete Comment Response Document, to the TPM.

7. SPR/INTEROP

- Taking into account not all participants in the plenary meeting joined the technical meeting focused on SPR/INTEROP which took place the previous week (10th November 2020), JM shares the agenda of that session and the main resulting actions (See slide 23). Main actions:
 - Get involved more airports and ANSPs representatives.
 - Creation of a first approach of the new working teams – A Questionnaire was defined and shared with the WG/SC members in order to gather their experience and interests related to SPR/INTEROP as well as what challenges each member identifies.
 - Organize a focus session where airport representatives and other experts can share their C-UAS experience with the WG/SC members, including information about the state of e-Identification.
 - This action includes to Identify a candidate date for this session.
- In order to get all participants aligned with the current status of the joint activity, JM shares with the WG/SC a status update, highlighting the importance of the TOR (Terms of Reference) and explaining the established objectives for the SPR and INTEROP documents, including specific remarks which clarify the scope (slides 25 to 30).
- JM and RW focus on the creation of the editorial teams for the next stage, considering 4 teams:
 - Global approach team: the teams will consider topics such as the general functional architecture, overall C-UAS timeline, allocation of operational requirements included in the OSED.
 - Performance team
 - Safety team
 - INTEROP team
 - Note: The interaction among the team is crucial.
 - Note1: JM highlights the less active contributors are involved, the more challenging the established objectives and schedule will become.

After an intensive activity, the editorial teams are created, see below:



- Some comments about these teams:
 - The teams have been created based on the primary preference of each WG/SC member. Each team is open to any member beyond primary preference.
 - In order to ease the team management, the leadership team considered a priority to identify two co-leaders per team.
 - The rest of WG/SC members interested in participate actively, please, contact with some member of the leadership team (JM, RW, AV, AS) and specify your primary preference.
- After three intensive hours of plenary meeting, JM and RW proposes not to enter in the brainstorming (next item of the agenda). The brainstorming questions will be shared with the team co-leaders to be considered as starting material (See slides 37 and 38).
- Finally, JM share a provisional approach for the next weeks (planning), considering:
 - Comment Resolution meeting for OSED
 - To be proposed after previous review of received comments by chapter leaders of the OSED.
 - Next focus session (SPR/INTEROP)
 - December (To be confirmed ASAP)
 - Each editorial team is required to (1) develop a list of questions for the presenters in that session, (2) provide first approach for their team activity.
 - Next plenary meeting
 - End of January 2021 (To be confirmed ASAP)

8. AOB

- As pending question, JM and RW will ask RTCA (Al Secen (AS) and KH) if any candidature for the vacancy of SC-238 Secretary has been received.
 - **Reminder from previous plenary meeting:** AS explains the importance of this role, in charge of different tasks including: draft the calling notices for WG meeting and submit them to the Technical Programme Manager (TPM), draft the minutes of the WG meeting and submit them to the TPM, manage the workspace by uploading and managing documents, manage the list of meeting participants and ensure registration procedures are respected, etc. Additionally, AS highlights this role is not time demanding.

9. Close

As there was no other remark, the Plenary meeting ends at 18:00 (CET).

ATTACHMENT A**WG-115 and SC-238 Meeting 7 Attendance**

Organisation	First name	Last name
AccelerateUM	Brett	Fedderson
Air Services Australia	Melissa	Alexiou
ALPA	Mark	Reed
ALPA	Randy	Williams
ANS-ATC	Paul	Diestelkamp
AOPA	Christopher	Cooper
CS Group	Patrick	Garnier
EASA	Thomas	Oster
Embry-Riddle Aeronautical University	Houbing	Song
Embry-Riddle Aeronautical University	Ryan	Wallace
ENAV	Giovanni	Riccardi
ENRI	Kohmura	Akiko
EUROCONTROL	María Julia	Sánchez Pinilla
EUROCAE	Alain	Vallée
EUROCAE	Sergiu	Marzac
FAA	Chad	Kirk
FAA	Mohan	Gupta
FAA	Shelly	Roman
FAA	Tal	Haley
FREQUENTIS	Markus	Heichel
Unmanned Systems Bulgaria	Stefan	Hristozov
Hidden Level, Inc	Kevin	Nasman
IFATCA	David	Guerin
IATA	Manon	Gaudet
Indra	Jorge Munir	El Malek Vázquez
INECO	Victor	Gordo
Japan Radio Air Navigation Systems Association (JRANSA)	Nakatsubo	Katsuyuki
Leonardo Electronics	Steve	Rehermann
NAVIAIR	Jens	Skinholm
Nordic Radar Solutions	Morten Novak	Bro
NUAIR	Andy	Thurling
Raytheon	James	Johnson
RETIA	Pavel	Sedivy
Rinicom Intelligent Solutions	Garik	Markarian
Rohde & Schwarz	Goetz	Mayser
RTCA	Karan	Hofmann

Security101	Nancy	Ford
TERMA	Lars	Reuther
University of Alaska	Cathy	Cahill
University of Valencia	Juan V.	Balbastre
Unirity of North Dakota	Paul	Snyder
Vereniging Nederlandse Verkeersvliegers (VNV)	Jeffry	Aenmey

ATTACHMENT B

Action items

Number	Action	Responsible	Due By	Status
1	Correct errors detected in the OSED draft and provide new version	Lead Team	1 st week March	Version V0.1 available. Closed
2	Define multiple key terms to get clarity and alignment (terms such as collaborative and non-collaborative drones, threat, detection, identification,)	Lead Team and Contributors	5 th Meeting	Closed. Proposal shared 20200605. See action #14
3	Review and provide clarifications about SPR comments	Lead Team	3 rd meeting	“update after meeting” included in meeting #2 minutes. Closed
4	Evaluate feedback about focusing on specific drone categories	Lead Team	3 rd meeting	“update after meeting” included in meeting #2 minutes. Closed
5	Share with the lead team the IATA document	Manfred Mohr	February 2020	Document available on workspace. Closed
6	Create list of out-of-scope topics and check with EUROCAE team what alternative groups, subgroups or forums	Lead Team, EUROCAE team	3 rd meeting	“update after meeting” included in meeting #2 minutes. Closed
7	Evaluate the suggestion about including Legal Framework section in the OSED scope	Lead Team	3 rd meeting	Chapter included in TOC. Closed
8	Check that the ConOps from ACI EU is aligned and coordinated with ACI North America and/or ACI World.	Lead Team	4 th meeting	Closed
9	RTCA to look for applicable documents to support the OSED and verify that there is no impediment to share them with WG participants.	Al Secen	4 th meeting	Document provided. Closed
10	Check chapter 6 to differentiate between requirements and assumptions, and to avoid providing too technical inputs	Lead Team	5 th Meeting	Closed. Finally, no chapter 6. Requirements were include in the chapter 2-5.
11	Integrate last inputs received before meeting #3 and share new document	Lead Team and Contributors	23 rd March week	Inputs integrated in version provided before plenary. Closed
12	Share the outcome of the legal framework study (deliverable) performed in the ALADDIN project	Patrick Garnier	16 th March week	Done (Uploaded to the workspace)
13	Provide inputs on the draft OSED version “WG115-SC238 CUAS OSED – 20200425” by 8th May	All	8 th May	Closed

14	Comments and inputs about the “Terms and Definitions” proposal	All	16 th June	Closed
15	Review and provide inputs about the OSED Draft 20200605	All	16 th June	Closed
16	Polling about 7th Plenary Meeting	Lead Team	18 th June	Closed. 39 th week has been the most voted
17	Creating first draft of chapter 6	Lead Team and Garik Markarian	24 th June	Closed
18	Analyse and achieve a common understanding about SPR	All	December	Open. Once the SPR editorial team (editor / chapter leaders) is completed
19	Arrange focus session for chapters 3 and 4	Chapter leader	Next days after meeting #5	Closed
20	Call for potential contributors or editor(s) for the SPR or INTEROP	All	December	Closed partially. Editorial teams have been created and co-leaders have been identified. Anyway, WG/SC additional members are welcome to the editorial teams.
21	Update OSED chapters and share them with AV, including the agreed resolutions during the 6 th plenary meeting.	Lead Team and Chapter Leaders	28 th September	Closed
22	Update the full OSED draft based on new chapter drafts	AV	30 th September	Closed
23	New OSED draft enters OC/FRAC	EUROCAE/RTCA TPM	16 th November	Closed after deadline for providing comments.
24	Contact with other EUROCAE WGs and RTCA SCs whose members can be interested in the new task the Group is starting	Lead Team	9 nd October	Closed via Call for Participation launched by EUROCAE and RTCA
25	Specify final dates for 7 th Plenary Meeting	Lead Team	9 th October	Closed. 17 th November 2020
26	Upload final version meeting minutes #6 and slides of plenary meeting	Lead Team	20 th November	Closed. In SPR/INTEROP stage, Editor will be in charge of this type of action
27	Specify final date for the Comment Resolution Meeting	Lead Team	November	Previously, this action requires to arrange an ad-hoc meeting for discussion among OSED chapter leaders
28	Prepare agenda of the SPR/INTEROP focus session, including identification and invitation of guests	Lead Team	1 st week December	

29	Specify final date for the SPR/INTEROP focus session	<i>Lead Team</i>	November	
30	Contact with co-leaders in order to organize 1 st steps of each editorial team	<i>Lead Team</i>	November	This action includes to identify and share main guidelines for all the teams
31	Specify final date for the next plenary meeting	<i>Lead Team</i>	November	
32	Identify and close vacancy of SC-238 Secretary	<i>Lead Team/RTCA</i>	December	
33				