

DRAFT
MEETING MINUTES OF THE THIRTY-SEVENTH MEETING
JOINT RTCA SPECIAL COMMITTEE 217
EUROCAE WORKING GROUP 44
18st January 2022 – Virtual meeting via WebEx

Executive Summary

RTCA SC-217 met jointly with EUROCAE WG-44 virtually via WebEx in Plenary on the 18th of January 2022. The main objective of the meeting was to finalize the “Considerations for Aeronautical Data Alteration” document (the Data Alteration document) for initiating Final Review and Comment (FRAC)/Open Consultation (OC) and to approve the formal launching of the FRAC/OC.

The meeting was opened by Brian Gilbert (RTCA SC-217 co-chair), who introduced the agenda for the meeting. Rebecca Morrison and Sergiu Marzac presented the relevant RTCA and EUROCAE policies.

The group approved the meeting minutes of the previous meeting, the 36th plenary meeting.

As the Plenary meeting was preceded by a series of working sessions, during which the review of the draft Data Alteration document was completed, the group considered the document ready for submission to FRAC/OC and approved the initiation of the consultation process.

Stéphane Dubet gave a verbal report on the work being conducted by EUROCAE WG-105 UAS, in particular SG-03 UTM. There will be similar activities in WG-105 to those performed by SC-217/WG-44 – addressing data quality requirements – but for the specific case of UAS. More detailed information will be provided to the joint group at one of the next meetings once there is more clarity on this task within WG-105.

Potential dates for the next Plenary, mainly dedicated to FRAC/OC resolution and closing, were discussed. It was decided to set up a new survey with two potential periods: the week of March 21st, and the week of April 18th, 2022. Both RTCA and EUROCAE premises are expected to be available for a face-to-face meeting and arrangements for remote participation will be provided.

A discussion on the start of the work on other tasks in the ToRs, namely revisions to DO-200B/ED-76A including Data Process Assurance Level (DPAL) granularity, took place. Two dedicated working sessions were planned – one on February 22nd, 2022 to conduct scoping of DO-200B/ED-76A revision, and a second one on March 2nd, 2022, to discuss DPAL granularity.

1 Welcome, Introduction, and review of RTCA/EUROCAE Policy

RTCA SC-217 met jointly with EUROCAE WG-44 virtually via WebEx in Plenary on the 18th of January 2022. The main objective of the meeting was to finalize the “Considerations for Aeronautical Data Alteration” document (the Data Alteration document) for initiating Final Review and Comment (FRAC)/Open Consultation (OC) and to approve the formal launching of the FRAC/OC.

The meeting was opened by Brian Gilbert (RTCA SC-217 co-chair), who introduced the agenda for the meeting. Rebecca Morrison and Sergiu Marzac presented the RTCA membership policy, RTCA Anti-Trust Policy, the RTCA Proprietary Information Policy, the EUROCAE IPR Policy Call, and the EUROCAE membership policy and GDPR policy. Attendees introduced themselves.

The group approved the meeting minutes of the previous meeting, the 36th plenary meeting.

2 Attendance List

Name	Company/Organization
Reuss Anderson	Garmin Ltd.
David Atkinson	National Geospatial-Intelligence Agency
David Baker	The MITRE Corporation
Brian Belcher	US Navy
Patrick Benson	DCS Consulting (US Navy)
Caroline Biarnes	Thales Group
George Bland	U.S. Air Force
Kevin Carey	U.S. Air Force
Thomas Ciolino	U.S. Air Force
Matthew Colburn	The Boeing Company
Stéphane Dubet	DGAC/DSNA
Greg Fisher	Universal Avionics Systems Corp.
Brian Gilbert	The Boeing Company
Max Gornish	Garmin Ltd.
Andrew Goldsmith	Federal Aviation Administration (FAA)
Rob Keller	Jacobs Technology
Sergiu Marzac	EUROCAE
Joe McGrath	Jacobs
Jeff Meyers	Federal Aviation Administration (FAA)
Bradford Miller	FAA
Stephen Moody	Jeppesen
Rebecca Morrison	RTCA, Inc.
Sasho Neshevski	EUROCONTROL
Brandon Ness	Gulfstream Aerospace
Collin Ogden	Collins Aerospace
Jeff Plantinga	GE Aviation
Laurant Pomiès	DOSOFT Consulting (EUROCAE)
Scott Roesch	Honeywell International, Inc.
Erik Ringnes	Honeywell International, Inc.

Name	Company/Organization
Richard Timms	National Geospatial-Intelligence Agency
Frank Wigold	Lufthansa Systems

3 FRAC/OC initiation

As the Plenary meeting was preceded by a series of working sessions during which the review of the draft Data Alteration document was completed, the group considered the document ready for submission to FRAC/OC. Rebecca Morrison clarified that the procedure requires a motion - a formal proposal by a member that the action is taken. Brad Miller put forward a motion; Scott Roesch seconded the proposal. The motion was carried unanimously; therefore, the FRAC/OC initiation was formally approved.

The remaining open action was to finalize the Executive summary of the document. It was agreed that the document will be finalized offline and that the FRAC/OC would be launched by Friday, 21st of January 2022.

Rebecca Morrison and Sergiu Marzac presented the details regarding the application of the FRAC/OC process:

The RTCA commenting tool in AerOpus will be used. A spreadsheet will still be provided. Members are asked to submit their comments only to one of the organizations - either RTCA or EUROCAE. Following the completion of the commenting period, the comments will be combined into a single spreadsheet that will be used for the comment resolution process at the next Plenary meeting.

Brian Gilbert specified that when commenting, members should make sure they propose a resolution to their comment.

Stéphane Dubet reminded members to make sure they assign the appropriate category to their comments.

Brian Gilbert recalled that in the past, the group had used an Editorial Team to facilitate the resolution of the comments and the finalization of the documents prior to publication. He suggested that the Group considers creating one such Editorial Team towards the end of the comment period.

Stéphane Dubet supported the proposal and urged members to consider joining the Editorial Team.

Brian Gilbert thanked the Document Editor, Richard Timms for the great work done on the drafting and editing of the Data Alteration document.

4 Next steps

Potential dates for the next Plenary, mainly dedicated to FRAC/OC resolution and closing, were discussed. The result from the poll that had been conducted did not provide sufficient information to make a decision. Therefore, it was decided to set up a new survey with two potential periods in March and in April 2022. It was specified that the following two periods would be proposed: the week of March 21st, and the week of April 18th, 2022. In terms of venue and organisation of the Plenary, both RTCA and EUROCAE premises are expected to be available for a face-to-face meeting. Even if the meeting would be in person, remote participation would be possible, i.e. arrangements would be made for a hybrid meeting.

Rebecca Morrison informed that for in-person meeting RTCA advises to have at least 20% of the meeting participants present physically.

Brian Gilbert initiated a discussion on the start of the work on other tasks in the ToRs, namely DO-200B/ED-76A revisions including Data Process Assurance Level (DPAL) granularity.

Reuss proposed to start with scoping of the other DO-200B/ED-76A revisions, and address DPAL granularity afterwards.

This approach was agreed. Two dedicated working sessions were planned – one on February 22nd, 2022 to conduct scoping of DO-200B/ED-76A revisions, and a second one, on March 2nd, 2022, to discuss DPAL granularity.

5 Any other business

Stéphane Dubet gave a verbal report on the work being conducted by EUROCAE WG-105 UAS, in particular SG-03 UAS Traffic Management (UTM). The Sub-group has received a request to address data for UTM and the task is expected to involve the kind of work being done in SC-217/WG-44 – data quality requirements – but for the specific case of UAS. WG-105 has already defined a data model as part of ED-269 - Minimum Operational Performance Standard for UAS Geo-Fencing; it is now intended to have a dedicated ED on all aspects related to data for UAS.

It was recalled that WG-105 and the RTCA Drone Committee are not joint.

In conclusion, Stéphane Dubet underlined that there will be similar activities in WG-105 to those performed by SC-217/WG-44. He will provide more detailed information to the joint group at one of the next meetings once there is more clarity on this task within WG-105.

6 Open Actions

There is one action item remaining open: Action Item Id 10009: Prepare a WP on DPAL.

7 Adjourn

Brian Gilbert thanked all members for the participation and closed the plenary meeting.

Certified as a true and accurate summary of the meeting:



Sasho Neshevski
Secretary, RTCA SC-217, EUROCAE WG-44



Brian Gilbert
Chair, RTCA SC-217



Stéphane Dubet
Chair, EUROCAE WG-44