



MINUTES OF THE 14th ETAP/ETAC STEERING BOARD (SB) VTC, 07 MAY 24 organised by ETAC

Participants: The participating representatives are listed in Annex 1.

Chairman: Col Juan Gonzalo Fernández González (CM)

Secretary: LtCol Jens Gjolme Bolstad (CPP)

- Annexes:**
1. - List of Participants
 2. - Action Item (AI) list
 3. - Agenda
 4. - Briefing (available only at www.etac-mil.eu)

Start: 07/0900L

End: 07/1135L

These SB-meeting minutes were created based on handwritten notes. The minutes follow the sequence of the adopted agenda numbered, except the coffee break.

1	Verification of attendance
	All Nations attended the VTC, however, two participants joined a little later (NLD and BGR).
2	Welcome by the Chairman/ETACCOM
	Col Fernández (ETACCOM) verbally introduced his successor, who was not able to connect to the VTC, and informed that he will join the community later this summer.
3	Validation of the 13th SB minutes / Action items review
	<p>ETACCOM informed that although the SB Terms of Reference (ToRs) call for minute's approval by ex-committee procedure, when that is not completed, it has been included as the first point in SB meeting. No comment was received and 13th SB minutes were formally approved.</p> <p>There has been no changes pending Action Items presented in the VTC. Most of the pending Action items (AI) were closed (12/01, 13/01, 13/03, 13/04, 13/05, 13/06, 13/07, 13/08, 13/09).</p> <p>Anyway, the review showed that some long standing AI (10/02, 11/08, 12/02, 13/02), for which only partial work has been done, need to be maintained open, either because there is no valid conclusion (clarify legal advice responsibility), or because the actual goal e (national intentions for sending personnel to the Centre)</p> <p>AI 10/03 remains open, while the very few comments originally received are pending further clarification and review to be prepared by the Centre.</p> <p>Regarding AI 11/07 modification of ETAC TacIP Job Descriptions (JD), ETACCOM explained that although the AI was considered closed in the previous SB, his intention was to send a new proposal. The topic is address later in the minutes.</p>

4	ETAC/ETAP Extension of TA
	<p>ETACCOM informed that the writing declaration proposed by the Chairman to be returned before the SB, as a way to formally express the extension decision, had not worked due to national disagreement with the text or the procedure. ETACCOM apologized to the three nations that had even returned the declaration signed. GER proposed a new draft of this document via e-mail, explaining some minor legal issues that lead to the change.</p> <p>Although no clear objection to the new draft was received, ITA representative explained issues with staffing the document, and informed they were not able to anticipate agreement with the procedure, but they would try to resolve this issue internally.</p> <p>CZE mentioned the importance of ALL signing the same document.</p> <p><i>Editor's note: new version of the declaration sent out to all nations – intention to validate within May 17 – then new staffing process for National approval. There was no total agreement though, so a “point paper” was released on June 10 to the nations describing the situation and explaining a potential alternative, to avoid a long delay. Nations need to state NLT June 25 the option they prefer, or if any objection.</i></p>
5	PoW 2023 - review
	<p>ETACCOM informed the representatives about all projects conducted in 2023, emphasizing 2023 is the year with most ETAC projects so far. The complexity of the type of scenarios and the training provided was also increased as a result of the experience gained by the whole community, challenging the planning teams for a more thorough work.</p> <p>He mentioned that the capacity of some projects could not be increased, with the undesired outcome of rejecting request, and introducing the need to prioritize the requests.</p> <p>He pointed out that even though in several cases, participation was cancelled at the last moment; the overall number of planned slots has been clearly increased. The added value in quantity and quality, had anyway the set-back of delaying many planning milestones, leaving in some cases little time for properly integrating identified lessons, but the personnel in the Centre are compensating with professionalism and commitment.</p> <p>He emphasised that projects' execution was only possible with the excellent support of the Participants. He especially thanked the nations offering to host projects as “Receiving Participants”, recognizing their essential contribution as the critical factor for the Program.</p>
6	PoW 2024 - Status
	<p>ETACCOM presents the status of PoW 24. All LoAct have been sent out to the nations except LoAcc 24-4 that will be distributed later in the week.</p> <p>As a summary there is a growing demand for ETAP C/T/I courses, however due to the manning status at ETAC (explained later), ETAC is at the peak on how many courses to be planned and executed. Important for all nations to communicate to etac@mde.es any changes to the courses you are attending as soon, as you know about them. Further, include augmentees and other staff positions when sending LoAcc.</p> <p>At this point, ETACCOM reminded the requirement of providing a national Tactical Instructor (TI) every time a nation sends a crew to a course. He also emphasized the importance for the TIs to be present during the pre-deployment CPT training week, as the quality of the product relies heavily on the final coordination and planning work done during those days.</p>
7	Pow 2025 - Outlook
	<p>The draft for PoW 2025 is about to be settled. PRT to host ETAP-C in May, but conflicting with FRA project. PRT will staff nationally the possibility of hosting ETAP-C in Portugal Q3/4</p>

	<p>2025. FRA explained no possibility to swap dates with PRT to solve this challenge. EATC/ESP will check dates for possible ETAP-C in Valladolid and possibility to swap dates with PRT.</p> <p><i>Editor's note: new version of the POW 2025 draft is being coordinated. Other than the Zaragoza course in March, the initially mentioned dates of flying projects need to be adapted. PRT and ESP ETAP-C's during the second semester have to be de-conflicted, or otherwise one will be cancelled, before PoW draft can be sent to the SB for approval.</i></p> <p>Due to TacIP situation, only 4xETAP-I's in 2025. Stand by for validation of dates from FRA, GER and ITA.</p> <p>For the project attendance:</p> <ul style="list-style-type: none"> • BEL request participation in 1x Element lead in France + 1x ETAP-C in Portugal + 2x ETAP-I in November (Pisa) • BUL: No participation or hosting of projects in 2025 • CZE: 1x ETAP-C (Zaragoza) + 1xETAP in November (Pisa) • GER: 2xcrews for ETAP-C sg day/night with one A/C + 1xETAP-C Valladolid • All others: send request to etac@mde.es for project attendance.
8	ETAC PE 24 Positions
	<p>All PE and National positions had its peak in 2023, however, due to several terminations, ETAC is lacking personnel to be suited for project preparation and daily management. Imminent are replacement of TacIP Aug 24 and INTEL Jan 25. All nations to staff filling of any of the following positions:</p> <p>PE12 CIS PE02 Cmdr's Asst PE06 Chief TI PE10 Intel</p> <p>Notify etac@mde.es if you see a possibility for your nation to fill any of the PE positions mentioned above.</p> <p>ITA: Italy will not replace Chief TacIP position from AUG 24.</p> <p>ETACCOM remarked the fact that the reduction in number does not allow for any good result of the products. The fact that the vacant positions are not being covered, and that there is no replacement identified for several persons leaving the Centre in 2024, will have a substantial negative effect on the quality and timely of the work of the Centre.</p>
9	Any other business
	<p>Standardization board continuation:</p> <p>EATC estimates to facilitate a Standardization board meeting shortly, tentative date: June 11th.</p> <p>ETACCOM reminded that this board has been working in the past to improve reference documents of detailed tactical nature. Although the last meeting was more than 2 years ago, the intention is to facilitate EATC restart of the meeting calendar and to continue the cooperation in this matter, independently of the format.</p> <p>Budget Execution Statement (BES) 2023.</p> <ul style="list-style-type: none"> - ETACCOM stated there are still some pending approvals of BES 23 for some nations. Please staff internally and report back to ETAC. - Third party fee as mentioned in the presentation remains the same (12.500 €) for 2025. <p>Graduation certificate option for INTEL and OPS personnel.</p>

	<ul style="list-style-type: none"> - Graduation certificates will be issued to crews attending and fulfilling all requirements during ETAP projects only. INTEL and OPS personnel may be given a Certificate of Participation at will from nations hosting ETAP projects. <p>TI currency and possibilities.</p> <ul style="list-style-type: none"> - ESP had requested the item to be included to lok for flexible alternatives.. - EATC representative, talking in the name of ESOP, proposed an Action Item for ETAC to facilitate a forum including SME's from all nations to address and refine the requirement of qualification for TacIP's attending projects. Forum should be established NLT SEP 24. - ETACCOM mentioned inregard to this point, that the last proposed draft of the Centre instructors JD's, was released to the SB, and approved by all representatives except one. He announce that adaptation to the draft were pending to be sent. <p>AoB from Nations:</p> <p>AUT – in process to acquire 4x KC390</p> <p>ESP – work to adjust dates to offer for PoW 2025</p> <p>ETAC - to staff and finalize document to be signed by all nations on TA extension.</p> <p style="padding-left: 40px;">Share PoW 2025 with PPs.</p> <p>ITA – Financial status from ETAP-I in Pisa. Missing payment from NOR (2021 -2022) and BEL (2023), totals EURO8200 per nation.</p> <p style="padding-left: 40px;">SB member LtCol Marconi new position at EATC from AUG24.</p> <p>PRT – Will staff and address dates for ETAP-C PRT to ETAC.</p> <p>No input from any other nation</p>
10	Wrap up/new Item Action review
	<p>To pave the road for meeting the requirements of the TA ETACCOM proposes as a potential way ahead to release based on the information received a short letter urging the representatives to answer on the offer to extent the active TA for nine (9) years latest mid of May allowing each representative a two (2) week time period to reply. Since all representatives are expected to have received by their Ministry of Defence (MoD) the 'appropriate national approval' to do so, with fourteen (14) positive answers the extension could be considered as to be unanimously agreed on.</p> <p>Potential amendments to the TA will have to be a matter of further future consultations.</p>
11	Farewell
	<p>Not to exceed the scheduled time more as necessary ETACCOM thanks all representative for having been present and communicative and says goodbye.</p>

Zaragoza, July 2024

Approved by Chairman:

Signature
Col G. Fernández

Zaragoza, July 2024

Conference content compiled
by Secretary:

Jens J Bolstad

Signature
LtCol J. G. Bolstad