



# MINUTES OF THE 9<sup>TH</sup> ETAP/ETAC STEERING BOARD (SB)

per VTC, 22 Apr 21 organised by ETAC

**Participants:** The participating main representatives are listed in Annex 1.

**Chairman:** Col Fernando Raimundo Martinez (CM)

**Secretary:** LtCol Alex v. Lengriesser (Sec)

**Moderator:** LtCol Nicola Ferrario (Mod)

**Annexes:**

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

**Start:** 08:05 Z

**End:** 13:05 Z

These SB-meeting minutes have been created in accordance with the guidelines for a standard of discussion minutes. They follow the adopted agenda, record the sequence of events and actions and present at the same time the meeting results (summarised at the end).

<b>1.</b>	<b>Verification of attendance and welcome by the Chairman (opening remarks)</b>
	<p>The Chairman (CM) opened the meeting after a preceding short “Roll Call” for verifying the proper connection of the SB representatives and Mr De Sessa from EDA (for more details see Annex 1).</p> <p>The CM welcomes all participants. He refers to the course of the ongoing meeting, the required decision making session in part two of the meeting and mentions that his tour as ETACCOM will come to an end in summer this year. The handover is scheduled to happen by end of June (<i>Editorial note: It is confirmed to take place on the 8<sup>th</sup> of July</i>) and he presents his successor Col Juan Gonzalo Fernandez Gonzalez (SPAF) to the SB, who is invited by the CM to get already familiar with the expected duties of his new position. The incoming ETACCOM is given the floor. Col Fernandez points out that it is an honour for him to take over the commander’s position in this small but unique multinational Centre taking care of all ETAP affairs. After a brief review of his career and a remark that he is due to his current position is in touch with ETAP he reaffirms that he is looking forward to take over and to work with all the SB representatives. The CM welcomes him again in the name of the SB and assures him the support of the SB representatives by coping with the duties belonging to his new assignment as ETACCOM.</p>
<b>2.</b>	<b>Tentative Agenda and 8<sup>th</sup> ETAP/ETAC SB minutes review</b>
	<p>The tentative agenda is displayed and explained in detail by the CM. No further comments are made.</p> <p>No comments to the 8<sup>th</sup> ETAP/ETAC SB minutes dated of 22 Feb 2021 are made. The minutes are approved.</p>

3.	<b>Action Items (AI) review by the CM</b>
	<p>The CM presents the status of some of the AIs from the 5<sup>th</sup> to the 8<sup>th</sup> EATC/ETAP SB. In detail:</p> <p>05/01 He refers to the later to be approved ToR and considers the AI regarding the Chairmanship of ETAP/ETAC SB as closed.</p> <p>07/01 The status on the 'Centre' reaching FOC is further progressing. He expects that the SB, based on the agreed criteria will declare the 'Centre's' FOC status once he as ETACCOM will propose the SB to do so.</p> <p>07/02 He considers the AI 'Preparation of a 'Cold Weather Ops' project in Finland, originally planned for 2022 but shifted by FIN by one (1) year to the right (2023), as still open.</p> <p>07/04 The AI is still open. After ESP has offered Salamanca as a location to host the first ETAP-I TACILM from 04-07 Oct 2022 the necessary site survey has to be accomplished and elaboration of the project documentation approved.</p> <p>07/09 ETAP-T 21 (HUN): ETAP-T 21 is not going to be executed. The AI can be closed.</p> <p>07/10 Though one (1) NTO from FRA is missing, but considering the fact that the respective TacIP will rotate out in summer, the CM considers the AI as closed. However, it is stressed the mandatory need for all Sending Nations (no exceptions) to issue the NTO to the personnel assigned to ETAC in order to have a clear legal status as a NATO Force positioned in Spain. For the current and new personnel replacing the current ETAC staff is a pre-requisite before joining the Centre.</p> <p>07/12 Expecting the later approval of the SB ToR the CM considers the AI as closed.</p> <p>07/13 The 'Centre' is awaiting on the formal confirmation about the incoming personnel to be assigned to the ETAC (not to TLP or any other NATO body) from FRA, ITA, DEU and BEL. AI is still open.</p> <p>07/14 The new ANNEX A was approved by the SB. ETACCOM will propose new Job Descriptions (JD) for ETAC Personnel for the approval of the SB.</p> <p>07/16 AI is still open. EATC has to coordinate with EATC nations a new wording for the decision of the SB. Plus, SB has to approve it.</p> <p>07/17 AI is still open. The work is still in progress. ETAC has already sent the version 1 to EATC. EATC replied with some comments and proposal. ETAC, before the celebration of this SB meeting, re-send the document accepting some changes proposed and asking for more information about the EATC comments. <i>(Editorial note: EATC replied the version 1 with some comments and explanations. Most of them have been approved by ETAC. Version 2 already sent for Participants comments/approval )</i></p> <p>08/01 ETAC FOC will be declared by the SB after ETAC COM has proposed that the conditions are met. AI is still open</p> <p>08/02 Since the ETAP-T 2021 will not take place anymore in HUN, this AI is considered closed.</p> <p>The SB follows the considerations and requests of the CM. The status of the AI can be derived from the colour code of their number. (closed – green, open – red)</p>
4.	<b>ETAC Multinational Budget (MB) 2020 review</b>
	<p>After introducing himself, OR9 Ostiategui (ETAC Admin) provides information (slides and explanation) about the MB 2020. The pandemic has a huge impact on MB 2020. PoW 20 suffered the loss of the execution of many projects. This leads despite the missing income though extra fee paying (3<sup>rd</sup> party) Project Participants (PP) to a balance of more than +55.000€ of the MB 20. Financial resources in the height of 31.600€ have been transferred within chapters in order to purchase laptops for the usage of the PPs during projects. The surplus of the MB 20 will be credited against the MB 22 for the current ETAC operator nations.</p> <p>No further questions were raised by any participant. The CM proposes the approval of the MB 2020 in the following session.</p>

5.	<b>ETAP-T 2021 Cancellation</b>
	<p>ETAC's Training Branch Head and Chief TI, LtCol Ferrario, presents the course of actions which led to ETACCOM's decision not to conduct an ETAP-T 21 this year. Despite the progressive work of ETAC and EATC in preparing the project on behalf of the unanimous decision made by the SB, any continuation must stop at this point, since many issues (costs, bilateral agreements, site survey execution) still are unsolved and a successful project execution is jeopardised. In line with ETACCOM's recommendation dated of 21 Dec 20 he proposes to the SB to skip the execution of ETAP-T21 and to focus on an ETAP-C 21-4 in September timeframe, enlarged by a 'side-training' substituting the complementary training offered on an ETAP-T by EATC.</p> <p>Following this proposal the ESP representative states that he unfortunately cannot promote the idea, since neither the period (07-19 Nov) nor the type (ETAP-C) of the project can be changed anymore, since planning in the ESP forces has progressed too far. He encourages any other nation to propose to receive an ETAP-T 21.</p> <p>All SB representatives and LtCol Ferrario accept the impossibility to shift ETAP-C 21-4 to September. However, despite the little chances of success predicted by the ESP representative, LtCol Ferrario will request to ESP to re-consider the rejection of a 'side-training', which should not interfere with the project flow of the course and should be restricted to a minimum footprint to avoid extraordinary RP-support. Together with EATC he will come up with a proposal on how the 'side-training' could be accomplished in accordance with the limitations outlined some minutes before <b>(AI 09/01)</b>. The EATC representative states that considering the loss of ETAP-Ts in the past, an incorporation of a side training in ETAP-C 21-4 would contribute a lot to help EATC achieving the EATC training objectives for the year.</p> <p>The discussion of the topic is concluded by the ESP representative's statement that he will expect the proposal of ETAC on how to conduct this side training and then will take the decision accordingly <b>(AI 09/02)</b>.</p>
6.	<b>Report about the progress of PoW 21</b>
	<p>LtCol Ferrario proceeds presenting some information about the status of PoW 21 showing the already completed projects (ETAP-C 21-1; ETAP-I 21-1, 21-2, and 21-3) and those in planning (ETAP-C 21-3, 21-4; ETAP-I 21-4, 21-5, 21-6 and ETAP-S 21). An outcome of the so far this year accomplished projects are twelve (12)* new TacIPs, who graduated on the three (3) conducted ETAP-Is in ITA and FRA (<i>*Editorial note: correction of the presented numbers: number of newly graduated TacIPs must be ten (10) and three (3) new TacILM trained during the TacILM-module conducted at ETAP-C 21-1</i>).</p> <p>ETAP-C 21-1 performed at the new location Canary Islands must concerning the overall outcome be called a success. All four (4) participating crews from DEU, ESP, ITA and DNK managed to graduate by achieving 100% of the planned training objectives, though one (1) flight out of a total of twenty-eight (28) was lost. A further conclusion will be drawn and presented on a later stage.</p> <p>Concerning the ETAP-S 21, scheduled for 06/07 Oct in Malaga (ESP), he points out some framing factors as well as the target group and magnitude of the auditorium and the speakers.</p> <p>He approaches the SB representatives to approve that the ETAC fund can be used to pay the travel expenses of the speakers. No counter-argument comes from the representatives and travel expenses (accommodation and flight/train tickets plus conference fee) will be reimbursed to the guest speakers. ETAC will release the invitation soon respecting the agreements got.</p> <p>LtCol Ferrario continues his presentation explaining status of the 'Centre's' documentation (ETAC Library). The current existing EATC manuals and the confusing situation, whether they are 'in effect' or not, will be superseded by the release of an 'ETAP Reference Book' and related 'project specifications'. While the '<i>ETAP Reference Book</i>' contains empiric general information about the programme including valuable information for any Receiving Participant (RP), the specifications focus on each project including the specific syllabus provided by the Standardisation Board (StdB) (managed by EATC) and supersede the</p>

	<p>former EATC manuals. Both together will allow a better insight of any project execution for all involved.</p> <p>On the request of the BGR representative and the hereafter noted statement of the ESP representative the (draft) versions of the new ETAC documentation will be uploaded on the webpage making them available to of the SB representatives for their assessment and further approval <b>(AI 09/11)</b>.</p> <p>The ESP representatives remarks that the new documentation, despite being expected to be better than the existing one, would become a matter of a validation process by each SB nation, since they neither have been produced nor validated by the StdB.</p>
<b>7.</b>	<b>PoW 22 approval</b>
	<p>The Sec. presents the draft PoW 22 in order to prepare the later following approval as consensus for the overall PoW and an unanimously one for any 3<sup>rd</sup> party participation. The PoW 22 slide reflects all different ETAP-Cs (two (2) single day, one (1) night/NVG and one (1) element lead) seven (7) ETAP-Is (four (4) in ITA, two (2) in FRA for TacIPs) and the new ETAP-I TacILM at Salamanca AFB (ESP). The ETAP-T 22 is being received by PRT in the year.</p> <p>For the projects in which the number of interested PPs is so far exceeding the number of offered slots, the priority mechanism will come into effect so that 3<sup>rd</sup> party nations will have to stay back. The ESP representatives states that the primary execution location for ETAP-C 22-1 (single-ship night course) will be Lanzarote (Canary Islands) and Zaragoza becomes the alternate location. He continues that basic documentation as well as a site survey for a thorough investigation on the project execution prior to the first (1<sup>st</sup>) ETAP-I TacILM in Salamanca are missing. The Sec replies that should time allow both will be tackled this year (<i>Editorial note: Site Survey at Salamanca AFB is scheduled to take place in September 2021 in close coordination with RP-ESP</i>) <b>(AI 09/03)</b>. Detailed information about the project will be released subsequently to all. The PRT representative states that they would be able to accept thirteen (13) PPs for ETAP-T 22. The offer will be taken into account by the 'Centre'. BEL's considerations concerning their prioritization of attendance are noted.</p> <p>Only in the displayed version the ETAP-S 22 is included, which presently is scheduled for the period 15 -17 Nov in ESP. The ESP representative states that ESP would accept to host ETAP-S for two (2) years in a row, however, only should no other nation volunteer to receive ETAP-S in 2022. The Sec. affirms that he knows about many other nations being able to host such a project, either because they have already hosted an EATS run by EDA in the past or as he knows from his experience that appropriate locations are existing.</p>
<b>8.</b>	<b>ETAP SB ToRs (4<sup>th</sup> version)</b>
	<p>The CM takes the floor again and comments a slide with the status of each national position regarding the possible acceptance of the TOR. According to the feedback received ESP as only nation has restraints to the 4<sup>th</sup> version of the SB-ToR. The ESP representative comments that he made several comments for an improvement of the TOR to ETAC, however, even though they have not been taken into account yet, this would not signify at all a non-acceptance, should all other SB representatives agree to the last version.</p> <p>The CM thanked the ESP representative for his considerations about para. 3, 6 and 16. For the preparation of the later following voting and his confirmation concerning the unchanged opinion of the SB he starts a short query among the other national representatives and the EATC one. BEL, BGR, FRA, LUX, NLD, ITA and EATC would agree to some of the ESP comments (specifically comments on para.16) in the later voting during the 2<sup>nd</sup> session.</p>
<b>9.</b>	<b>Status of ANNEX A and G to the ETAP/ETAC TA</b>

	<p>The CM briefly reviews the process of the ANNEX A development and that ITA as a last nation has agreed to ETACCOM's proposal. ANNEX A as it has been approved by that has been sent to all SB representatives during the last days. Next step will be the distribution of the applicable ETAC's Job Descriptions (JD). <b>(AI 09/04)</b></p> <p>Concerning the status of the ANNEX G the EATC representative informed the SB that the staffing process of a proposal to the complete SB between the EATC nations is still ongoing. A proposal by FRA, which is in line with to be approved SB-ToR and fits with EATC's intention is circulated as we speak between the EATC nations and will once a consensus has been reached be proposed within the next fourteen (14) days to the SB for further consideration. The AI is still open and work as stated in AI 07/16 is in progress.</p>
<b>10.</b>	<b>ETAC FOC – Conditions for declaration</b>
	<p>The CM parallel to the presentation of his slide informs the SB representatives that they might expect ETACCOM's proposal of having achieved FOC within the upcoming two (2) weeks. The proposal is based considering the minimum requirements made by the CM on the occasion of the 7<sup>th</sup> SB. ETAC's Peacetime Establishment (PE) is expected to reach by then a level of 90% filling, based on the approved new ANNEX A and with the arrival of a new Spanish officer, who will vest the Logistic/Support position.</p>
<b>11.</b>	<b>ETAC PE summer rotation</b>
	<p>ETAC Admin states that dated of 03 Mar those nations, who will assign (rotate or extend) personnel to ETAC, have been approached by the 'Centre' to return essential information about this personnel within May 21. Following the PE positions on the presented slide he approaches SB representatives asking for clarification on the planning. DEU states after being challenged by The Sec. that an extension of his duties might be possible until 01/2025. <i>(Editorial note: DEU offered to extend the tour of duty of LTC von Lengriesser until 01/2025 but will not replace him in the event that his tour of duty should end before 01/2025. This offer will be taken into consideration only if DEU complies with the in place procedure to assign personnel as per the ETAC Order, the NATO SOFA provisions and the ESP regulations/law).</i></p> <p>Following OR9 Ostiategui's request about the vesting of the 'Plans' position, which is offered to non EATC nations, the NOR representative requested the latest JD for this position.</p> <p>As well FRA, ITA and PRT confirm their intentions to keep their national footprint in the 'Centre' by sending replacements for their current personnel in place. FRA however, considers that the vesting of the Chief TI position in ETAC's training section is based on a rotational system. He claims with respect to the credentials of the selected incoming FRA TacIP the Chief TI position as of the upcoming rotation. The PRT representative confirms the intention to replace the PRT TacIP as of summer this year for two (2) years.</p> <p>On request the NLD representative offered to investigate on the possibility to replace the current Dutch TacILM once he is leaving and the BEL representative stated that a person, who will vest the 'Centre's' INTEL position as of summer 21 is identified. A possible extension of the current CZE CIS-officer is under investigation. After both, the FRA and the ITA representative having underlined their claim for the Chief TI position based on the credentials of the already selected (FRA) or to be selected (ITA) person the CM postpones any further discussion to the afternoon.</p>
<b>12.</b>	<b>LEGAD advice to ETAC</b>
	<p>The CM continues and informs the representatives that the 'Centre' is missing any LEGAD advice for ETAP related issues. As ETACCOM he might ask the Spanish LEGAD in affairs concerning CN-ETAC (ESP national part of ETAC) including affairs that touch Host Nation concerns and subjects regarding the MB, however, in all other issues the 'Centre' and the SB stays without any legal advice, which might predispose faulty decisions.</p> <p>BGR in some matters fortunately jumped in with LEGAD advice (e.g. Lol/LoA, ToR) in the past.</p> <p>Based on this the CM proposes to the SB to start thinking about the implementation of a rotational system among the ETAP/ETAC TA nations providing LEGAD service to the 'Centre' and the SB itself.</p>

13.	<b>Report on ETAC &amp; EATC Lol</b>
	<p>The CM briefly sums up the history of the development of an agreement between the EATC and the ETAP/ETAC SB or the 'Centre'. The week prior EATC has released its proposal to the first draft from ETACCOM, which has already been commented by ETAC and distributed among all representatives (to be included the EATC). The CM and the EATC representative show themselves convinced about that based on the suggested changes a new agreement is within reach. EATC suggests to call the document due to the long ongoing cooperation between EATC and ETAC rather a 'Letter of agreement (LoA)' than 'Letter of Intent (LoI)'.</p> <p>The BGR, ESP and the FRA representative refer critically to the term 'agreement' and propose to look for any other name in order neither to lose any time nor the focus on the overall subject in the further discussion about the product's name.</p> <p>Comments to the last draft from EATC are requested and a new proposal is welcome. An adapted version will be drafted as soon as possible by ETAC as a version 2 of the document (<i>Editorial note: Version 2 has been submitted to Participating Nations for comments/approval</i>). The SB will be kept in the loop of the further progression.</p>
14.	<b>Summary of the meeting: Agreements and Action Items</b>
	<p>The CM takes the floor and reviews the SB meeting asking for comments and agreements for each of the addressed topics that requires approval. His proposal to close those AI he suggested before is not contradicted. The explanation of the MB 20 and approval have been accepted unanimously by the SB. The CM calls the MB approved. The cancellation of ETAP-T 21 in HUN is approved by all representatives. The CM accepts the ESP decision to keep ETAP-C 21-4 as it is. A proposal to widen it by a complementary side training so far requested, ESP will investigate on. In this context the FRA representative approaches the ESP one, asking ESP, to kindly investigate on the possibility to widen ETAP-C 21-4 by allowing a 'side-training' delivered by EATC. The CM justifies the ESP decision to keep on planning on a 'simple' ETAP-C and offers ETAC's support for any nation who is willing to receive and conduct a 'mini-Tango' in September timeframe.</p> <p>PoW 22, as it has been displayed, is approved by the representatives which includes the unanimous decision on the so far interested 3rd parties and additionally DNK, should a participation of TA-signatories is not jeopardised. The EATC representative states that despite the ESP announcements EATC will provide information to the 'Centre' on how a 'side' or 'complementary' training under EATC management could be conducted during ETAP-C 21-4 that should neither interfere with a course nor will lead to an excessive additional burden of ESP.</p> <p>Regarding the SB-ToR the CM tries to achieve a consensus by querying the representatives about the discussable para 3 and 16. All other than the ESP representative are not in favour of the deletion of para 3, whereas the majority would accept the ESP request to change the wording of para 16 and to add the sentence that 'SB representatives should not belong to the ETAC'. The CM decides to adapt para 16 and to subsequently release the already approved SB-ToRs final version.</p> <p>The new ANNEX A and by that the increase of staff is already approved by the SB. A change of ANNEX G is still pending. Concerning the SB's decision of ETAC having reached 'FOC' the representatives are reminded by the CM that he will approach them with his proposal to do so <b>(AI 09/05)</b> estimating the end of the upcoming week.</p> <p>Summarising the PE rotation plan the CM reminds the Sending Nations (SN) to return the information requested about the incoming personnel assigned to the 'Centre' <b>(AI 09/06)</b>.</p> <p>A new argument about the Chief TI position sparks up between the FRA and ITA representative both claiming the position based on the personnel that have been selected for replacing the current incumbents, underlined by FRA that a swap of allocation would contribute to a welcome rotation of responsibilities.</p> <p>In order to find a for both nations acceptable solution the CM proposes to flag the Chief TI position for a share of FRA and ITA and to rotate its vesting.</p> <p>The proposal is not accepted by ITA who states they intend to keep vesting the Chief TI as of summer this year. FRA accepts and will be ready to jump in should ITA run into any</p>

	<p>issues, as they try to always send only properly selected competent personnel to any multinational position.</p> <p>For planning any HoTo (Hand over/Take over) the CM remarks that the 'Centre' will be closed from the 2<sup>nd</sup> to the 4<sup>th</sup> week of August.</p> <p>Thereafter he requests the Secretary to summarise the AIs. The Sec states that so far only one AI has been determined, which is: the distribution of ETACCOM's proposal of the Job Descriptions (JD) for the new Annex A. Prompted by the CM, the Secretary reviews his notes to identify more AIs, which are to find in Annex 2 to this minutes.</p> <p>Concerning the LEGAD Advice to the SB and ETAC he proposes a rotational system between the Participants to provide the service. Some representatives request a point paper in which the kind, scope and time requirements are described, since a decision must be staffed in their nation. The CM accepts the task and will provide a proposal <b>(AI 09/07)</b>. ETAC/EATC relationship agreement as he states is on a good way ahead and he would like to finalise it before his tour comes to an end.</p>
<p><b>15.</b></p>	<p><b>AOB/Closing remarks</b></p>
	<p>The PRT representatives request the attention and feedback of the SB for his proposal of PRT to sponsor Brazil to participate in one (1) project in 2022 or 2023 with KC-390. The PRT proposal finds the consent of the CM and he ask for the intentions of the SB representatives. ESP, BGR and ITA reply that this decision must be staffed within their nation and request PRT to provide a formal request to the SB <b>(AI 09/09)</b>.</p> <p>BGR request a draft version of the MB 22 in order to prepare their approval in due time. The CM offers to release a draft version of the MB 22 until beginning of July though the responsibility for this MB will finally lie with the incoming ETACCOM <b>(AI 09/10)</b>.</p> <p>A short discussion arises about the matter, if times for the SB meetings should be made in Zulu or local time. Because of the various time zones that prevail in the nations of the SB representatives or representatives of PPs timings are expressed in UTC in order to avoid confusion.</p> <p>Concerning the next (10<sup>th</sup>) SB AUT keeps up with the invitation to host the next edition of a face-to-face SB, however, most of the proposed periods are in conflict with the 'Centre's' calendar. AUT and ETAC agree on investigating on a proper date for the 10<sup>th</sup> SB <b>(AI 09/12)</b>.</p> <p>The CM expresses his gratitude to the representatives for their cooperation and assistance not only for this last edition but during his complete tour as CM and ETACCOM. Should there have been conflicting ideas between his person and the SB this is owed to his understanding that it was better for the 'Centre', the SB and the ETAP.</p> <p>A decision on the exact date for the Change of Command (COC) ceremony has not been made yet (<i>Editorial note: It is confirmed to be by the 8<sup>th</sup> of July</i>). The Invitations to the SB representatives, who are welcome to join this event will be distributed in due time.</p> <p>He closes passing his best wishes to his successor Col Juan Fernandez.</p>


50001 Zaragoza, 20 May 2021

Approved by Chairman:

\_\_\_\_\_  
Signature  
Col Raimundo Martínez

50001 Zaragoza, 20 May 2021

Conference content compiled  
by Secretary:

  
\_\_\_\_\_  
Signature  
LtCol v. Lengriesser (vL)