

ES Col. Javier Fernández

Chairman

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### Final minutes of the 4<sup>th</sup> ETAP/ETAC STEERING BOARD – Madrid, 27 April 2017

#### A. Participants :

1. Participants: BE, BG, DE, ES, FR, IT, NL, NO, PT, EDA, EATC. Detailed list of participants is in Annex B.

#### B. Welcome & Introduction

1. Welcome & Introduction

Gen Biosca, Head of ES Air Force Plans and Policy Division took the opportunity to welcome all the participants to the 4<sup>th</sup> ETAP/ETAC SB meeting in Madrid. He stressed the importance of the Program and wished a fruitful meeting that contributes to the smooth handover from EDA to the ETAC.

Col Fernández (ES Air Force Staff/Plans & Policy Division), former PMG Chairman, welcomed the Participants, especially to Maj François BENJAMIN (FR), who will be posted to ETAC in July. He also thanked DE and FR for sending SMEs to the ETAC.

The Chairman reminded that the meeting would focus on the 2018 PoW; 2018 Budget review/approval; and the roadmap for the ETAC IOC, including the Opening Ceremony of the ETAC.

A tour de table followed to introduce each other.

#### C. Agenda

The agenda was approved as follows:

- 3<sup>rd</sup> ETAP/ETAC SB Actions review
- 2018 Programme of Work. HU EATT location approval
- ETAP/ETAC Activation procedure for EAATTC 17-04
- IT Tool (Wise, Flight Pro). E-Learning permanent location
- EATC Documentation handover to ETAC COM
- Approval/review of the 2018 ETAC Budget
- ETAC Roadmap. Opening Ceremony, IOC
- AOB
- 3<sup>rd</sup> ETAP/ETAC SB Actions review

All of the 3<sup>rd</sup> ETAP/ETAC actions have been achieved and closed but D-01 and D-02. The first one is related to the Job Descriptions; as officially there will be no ETAC Commander until 8 JUN, this

action will keep open. The second one is the confirmation of BU and NO with their manning commitment. No news from BU and a decision is expected from NO after their participation in the EAATTC. Mr Chairman reminds that this commitment is inherent with the signature of the TA, and encourages the representatives to do their best in order to have personnel from BU and NO in the ETAC manning roster.

- 2018 Programme of Work. HU ETAP-T location approval

Michele Rega, (Fixed Wing Project Officer-EDA) presented the results of the site survey made in HU for a possible ETAP-T in 2018 (Annex C). HU is not signatory of the ETAP/ETAC TA, but has shown interest in joining the TA, that's why they request to run an ETAP-T in order to make a decision. After some discussions, the conclusion is that there is no problem for HU to organize the Project at Papa AFB, but:

- Accommodation is not enough in Papa, so some crews will be hosted at location/s more than one hour drive from the Base, with roads in bad conditions.
- There is no certified unpaved runway, but there is a possibility to use a circular one located at 65 NM (within Austrian territory).

EATC expressed the need to limit the number of Aircraft to 10 for ETAP-T at Papa AFB.

The SB approved the proposal to organize ETAP-T 2018 in HU within the limits proposed by EATC, waving any possible fee to HU.

Regarding the 2018 PoW (Annex D), there are not enough slots for all petitioners, so it was decided to limit to 8 aircraft for ETAP-C; attend all Participants' requests first, and then, offer to the rest of Nations other projects where there are slots available or invite them as observers. These Nations are: LT, PL, RU and UK. All of them, but UK have shown interest in joining the TA.

The same occurs with ETAP-I, there are more requests than slots. Priority will be given to Participants. FR confirms the will to organize an ETAP-I in Orléans on A400M FFS in order to offer alternative slot to the Italian offer. The final decision will be taken really soon (in summer 2017) by the Air Mobility Command.

The SB approved the 2018 PoW with the limitations mentioned above.

- ETAP/ETAC Activation procedure for EAATTC 17-04

Lt Col Marín (HN OPR for the projects hosted in Spain) explained the benefit to use for the very first time the ETAP/ETAC TA activation procedure for the ETAP-C 17-04, to be hosted in Spain next September.

Until now, a dedicated TA for each Project has been developed, causing a lot of issues and problems during the negotiation and national staffing processes. In order to use the signed TA, and because of the interim phase caused by the fact that ETAC is not "officially" in place until the next 8th of June, some decisions of the SB have to be adopted.

In section 8 (Launching of Projects) of the TA is depicted that:

"No later than 8 months before the starting date of the Project, the ETAC COM sends to potential Project-Participants a Letter of Activation containing the planned Project costs if any, the timeline and the scope of the Project as well as any required". "Each potential Project-Participant decides whether it joins the Project and informs the ETAC accordingly, while also confirming its funding of the Project as well as provision of augmentees, if any, through the signature of a Letter of Acceptance of the Letter of Activation". The Letters of Acceptance are to be submitted to the ETAC

not later than 6 months before the starting date of the Project, except under special circumstances to be appreciated by the SB or for cases covering spare capacity of the Projects.”

The Project 17-04 will be hosted in Spain next September, so the timeframes depicted in the TA cannot be fulfilled.

After explaining the benefits, all the SB representatives agreed to use the TA activation procedure and to waive the 8 and 6 month time periods mentioned in the TA.

Also it was explained that in these Projects there will be “Third Parties” involved, and its participation was “agreed” in the AHWG O&T. It is stated in the TA that “The SB may decide, in accordance with Section 5, to waive or reduce the fee for ETAP / ETAC Projects”. Because of the interim phase, it is proposed to the SB to waive the fee to the third parties (LT, PL, RO). This proposal was also agreed.

Also it was agreed that the Chairman of the SB will “trigger” the procedure (after the opening of the ETAC, ETAC Commander will be entitled to do that) sending the activation letters to all Project Participants DE, ES, FR, NL and NO (signatories of the TA), and LT, PL, RO (“Third Parties”).

Finally, it was also agreed that starting ETAP-T at Beja AFB, expenditures related to travel and lodging of the IT officer that will be posted to the ETAC as Chief Ops will be covered by ETAC Budget FY 2017.

- IT Tool (Wise, Flight Pro). E-Learning permanent location

Michele Rega informed that WISE and Share Point are delivered by EATC so this area is covered. The problem comes with Flight Pro. The licence will be valid until March 2019, but an extension of the contract cannot be done by EDA. Licences will be transferred to the Centre and ETAC COM will decide on the need to continue with this software.

It was agreed that the level of ambition of the Centre should be high, and go back to a blackboard for the management of the Projects cannot be conceived.

Regarding ETAP-T 17 in PT, it was agreed that could be a good opportunity for training the CIS expert of the ETAC in Flight Pro. This expertise is needed for the Centre, and one training will be enough; that’s why SB approved to run the costs of Oceans in EATP-T, expected to be 10.000€

E-learning was presented by Vyktor Bryaskov, BG representative. He initiated discussion about possibility of his country to be a permanent location for e-learning with the following opportunity:

- BG service will be available 24/7
- Fast and reliable Internet connection
- The server has to be stationed (not mobile) and could be placed in Krumovo Airbase (Plovdiv).
- A little server is necessary as a back-up solution
- Hosting and technical support will remain BG responsibility
- Administration will be EATC responsibility
- During EAATTC 17-1 the server was successfully managed via security Internet connection.
- The Internet renting, payment and hardware maintenance should be discussed.
- For further action, an official letter to Bulgaria Deputy Minister of Defence is needed.

This proposal was accepted as the best and cheapest solution, as it is expected to cost about 3.000 € per year. The official letter will be sent by EDA.

- EATC Documentation handover to ETAC COM

Patrick Mollet, Head of the EATC Functional Division, in the name of the EATC COM, Gen Badia, made a hand over to the ETAC Commander of the documentation framing the execution of the whole of EATF events:

- ETTP (ETAC Tactics, Techniques and Procedures) V5,
- ETAP-C Single Aircraft Course Syllabus V3,
- ETAP-C Element Lead Course Syllabus V1,
- ETAP-C Night Course Syllabus V2,
- ETAP-I Course Syllabus V5.

The chairman thanked EATC for all its hard work and reminded that without EATC participation, ETAC could not exist as it is, a really lean organization with a powerful expertise in tactical air transport arena.

- Approval/review of the 2018 ETAC Budget

The draft ETAC Budget FY 2018 was presented to SB for approval. It was noted that the small change comparing it with the previous year's budget is due to the following circumstance:

- Increase of 5.000€ under Item "2522 Maintenance and development of hard and software" to cover the maintenance of the server devoted to e-learning.

However, taking into consideration that Bulgaria estimated the cost to maintain the server devoted to e-learning in 3.000€ per year, it was agreed that the remaining 2.000€ should be derived to cover the requirements of communications/public relations of the Centre during 2018.

The ETAC Budget for FY 2018 was then approved by SB with the minor changes previously stated which do not affect the total amount of 151.250€ (Annex E).

- ETAC Roadmap. Opening Ceremony. IOC

Col Fernández informed that, in order to facilitate the assignment of international personnel to the ETAC, an Opening of the Centre day was established in February 2017 and the IOC should be reached by September 2017. EDA informed the intention of the High Representative of the Union for Foreign Affairs and Security Policy (HR), Federica Mogherini to give high visibility to the upcoming event (that will take place June 8<sup>th</sup>). Spanish Minister of Defence will attend the ceremony, with EUMC representatives, Air Chiefs and COM EATC.

Due to the recent handover of the Spanish Air Chief, invitations are being delivered with some delay, but everyone is advised that they will receive the invitation at the proper level.

Col Romero, future ETAC COM, explained a first approach to the Opening Ceremony of the Centre that will be, in fact, a handover of the Project initiated by EDA to the ETAC COM. Changes will happen, but not in the date and the beginning and end of the Ceremony.

### AOB/Closing Remarks

No AOB were presented.

## 4<sup>th</sup> ETAP/ETAC SB

The Chairman thanked the SB representatives for their participation, and the help received during the whole process, as this will be his last ETAP/ETAC SB meeting. He wished great success and all of the best to the Project and good luck to his first ETAC COM, Col Romero.

The next meeting will be convened by April 2018.

ES Col Javier Fernández

DECISIONS TAKEN		
Nr	SB DECISIONS	RMKS
D-01	Job Descriptions update	AHWG Operations & Trainig
D-02	BU and NO to confirm their commitment with the manning	ASAP
D-03	The SB approved the proposal to organize ETAP-T 2018 in HU and no fee will be applied.	Limit the number of Aircraft to 10 for ETAP-T.
D-04	The SB approved 2018 PoW. Priority signatory nations	Máx number of A/C for ETAP-C will be 8. Offer to the rest of nations others projects where there are slots available or invite them as observers
D-05	Use the permanent TA and to waive the 8 and 6 months times mentioned in the TA for ETAP-C 17-04.	Waive the fee to the third parties (LT, PL, RO). Chairman of the SB will "trigger" the procedure
D-06	ETAC will cover the costs of Oceans support in Portugal ETAP-T.	The objective is to train ETAC SME.
D-07	E-learning permanent location in BG	Estimated in 3.000€ per year and included in FY2018 budget
D-08	Asign 2.000€ to cover the requirements of communications/public relations of the Centre during 2018.	Included in FY2018 budget
D-09	The ETAC Budget for FY 2018 was then approved by SB with the minor changes previously stated (which do not affect the total amount of 151.250€).	

NEXT EVENTS		
Nr	EVENT	RMKS
E-01	Opening Ceremony of the ETAC	08 June 2017
E-02	ETAP/ETAC IOC	September 2017
E-03	5th ETAP/ETAC SB	April 2018

4<sup>th</sup> ETAP/ETAC SB Participants

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The following personnel were also present:

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Papa airbase Site Survey to host EATT1 2018



Adobe Acrobat  
Document

## PoW 2018

		ETAP-T		ETAP-C				ETAP-I			
	Aircraft	Crew	18-1 ES Single + NVG	18-2 BG Single ship	18-3 FR Multiple ship	18-4 ES Single ship	18-01	18-02	18-03	18-04	
BE	1	2	1 + 1	-	1	-	2	-	-	-	
BG	-	-	-	1	-	-	-	-	-	-	
CZ	-	-	-	-	-	-	-	-	-	-	
DE	A400M + 2C160	2 + 2	1+2	1(?)	1	1	1	-	1	-	
ES	-	-	1+1	-	1	1	1	-	-	1	
FR	1	2	1	1	4	1	1	1	-	1	
IT	1	2	1+1	-	1	-	-	-	1	1	
LU	-	-	-	-	-	-	-	-	-	-	
NL	1	2	-	1	1	1	-	1	-	1	
NO	1	2	-	-	-	1	-	1	-	-	
PT	-	-	-	-	-	-	-	-	1	-	
AT	1	2	-	-	-	-	-	-	-	-	
EL	-	-	-	-	-	-	-	-	-	-	
FI	-	-	-	-	-	-	-	-	1	-	
HU	-	-	-	-	-	-	-	-	-	-	
LT	1	2	-	1	-	1	-	-	-	1	
PL	2	2	1	-	1	1	1	-	-	-	
RO	1	2	-	-	-	1	(1)	-	-	1	
SE	-	-	-	-	-	-	-	-	-	-	
SK	-	-	-	-	-	-	-	-	-	-	
UK	A400M+1	2+2	-	-	-	-	-	-	-	-	

ETAC BUDGET FY 2018				
Chapter	Item	Sub-Item	CISI DESCRIPTION	Credits/Authorizations
				Euros
1			<b>PERSONNEL</b>	0,00 €
	1000		Course fees for training of ETAC staff	0,00 €
			<b>GENERAL ADMINISTRATIVE, OPERATING AND MAINTENANCE</b>	151.250,00 €
	2100		<b>Office Accommodation</b>	16.350,00 €
	2110		Water and sewage	900,00 €
	2120		Electricity	8.000,00 €
	2130		Heating	4.000,00 €
	2140		Pest Control	150,00 €
	2150		Cleaning of ETAC facility	2.300,00 €
	2160		Minor Maintenance of ETAC facility and equipment	1.000,00 €
	2200		<b>General Supplies</b>	13.000,00 €
	2210		Consumable supplies (paper, minor equipment and supplies)	3.500,00 €
	2220		Staff Vehicle	8.000,00 €
2	2230		Postage/Freightage	300,00 €
	2219		Copying, Printing & Publication of ETAC products	1.200,00 €
	2300		<b>Travel</b>	101.000,00 €
			Transportation and accommodation for travel of ETAC staff	
	2400		<b>Hospitality and Public Relations</b>	4.500,00 €
	2401		Hospitality for ETAC related and other events in accordance with Annex C of the BFR	2.500,00 €
	2402		Public Relations and Info	2.000,00 €
	2500		<b>Communication &amp; Information technology</b>	16.400,00 €
	2510		Rental/lease of telephone lines for local exchange services and long distance services	6.500,00 €
	2520		AIS	
	2521		Hardware, software	5.000,00 €
	2522		Maintenance and development of hard and software	4.900,00 €
			<b>CAPITAL INVESTMENTS</b>	0,00 €
			Purchase of furniture and equipment subject to write-off and residual value procedure	
3			<b>AIS</b>	0,00 €
	3100		General AIS new	0,00 €
			The credits required for new IT (HW for ETAC staff, notebooks, etc.)	
	3200		Furniture	0,00 €
			<b>TOTAL EXPENDITURES</b>	151.250,00 €
			<b>REVENUES</b>	0,00 €
4	4100		Reimbursement for services provided to Third Parties	0,00 €
	4200		Third Parties fees	0,00 €
			<b>TOTAL REVENUES</b>	0,00 €
			<b>TOTAL ETAC BUDGET</b>	151.250,00 €

27 APRIL 2017