

FINAL MINUTES OF THE 6TH ETAP/ETAC STEERING BOARD (SB)

**Madrid, 14MAR19 at the premises of the
SpAF Headquarters**

Participants: See Annex 1. The representatives from Luxembourg and Czech Republic have been invited to participate and both of them excused their absence.

Chairman: Col Jose Luis Romero Allegue

Secretary: TCol Alex v. Lengriesser

Annexes: 1.- Action Items (only Annex 1 will be sent with the draft minutes)
2.- List of Participants
3.- Agenda
4.- Briefing (provided only as electronic version)
5.- ETAP/ETAC TA (complete updated version)

Start: 08:53 MEZ

End: 14:12 MEZ

These minutes follow the proposed agenda, and thus record the sequence of events and present at the same time the meeting results (additionally summarised at the end).

The agenda was displayed as intro before and repetitively during the sequence of the meeting. No change to the agenda has been requested in prior by any representative.

1.	Welcome by the SPAF representative
	<p>Major General José Luis PARDO, Secretary General of the Spanish Air Staff welcomes all participants of the 6th SB. He resumes with the successful history of the European Tactical Airlift Programme, which was initiated in Spain in 2012 at Zaragoza at that time with an EATT. He continues thanking Col José Luis Romero Allegue for his passion and informs the representatives about the planned change in the Centre's command in the upcoming summer. His designated successor, Col Fernando Raimundo Martinez, is presented as well. He attends the 6th SB as an observer.</p> <p>Concerning the chairmanship and the venue of the SB he states that the chairman always should be of outstanding knowledge about the ETAP/ETAC - like the ETACCOM does – and that the representatives will always be welcome in Spain.</p> <p>Spain will continue to support the programme and Centre to its maximum. He concludes with wishing all representatives a fruitful meeting.</p>
2.	Chairman's opening remarks
	<p>Col Romero, Cmdr of the ETAC and Chairman of this SB (later referred to as ETACCOM) takes the floor and welcomes the representatives. After some administrative remarks a 'tour de table' is conducted to give each representative the opportunity to introduce himself.</p> <p>At the end Col Fernando Raimundo also introduces himself. He is a pioneer of the programme having been the first ExDir of an EATT ever. He now takes the chance to attend this SB in order to learn about the progress of the programme and states that he will follow the footsteps of his predecessor and strive to continue improving the ETAP/ETAC.</p>

3.	Validation of the 5th ETAP/ETAC SB minutes and Action Items (AI) review
	<p>Except the following Italian objection about the continuation of permanently posting Italian personnel at the ETAC no further changes are requested. The correct statement to be inserted into para 4 of the 5th SB minutes is:</p> <p style="padding-left: 40px;"><i>ITA is interested in the continuation of the provision of a ChTacIP/TacIP.</i></p> <p>ETACCOM proceeds explaining that the ‘Centre’ has carried out all its assigned AIs. Concerning the two pending ones he expects them to be closed during the ongoing SB:</p> <p>05/3 Approving of the modified Job Descriptions (JB), 05/5 Investigating the possibility of filling a vacant PE-post (INTELO/CISO).</p>
4.	Query of the pending answers to the letter of ETACCOM dated as of 14Sep18
	<p>05/18 ETACCOM explains the increasing emphasis of his different approaches to the nations:</p> <p style="padding-left: 40px;"><i>email</i> - official letter – SB itself</p> <p>With that and the presented table about the missing replies to his letter as of 14Sep2018 he expresses his surprise about the lack of reactions.</p> <p>In the following discussion the representatives approve the JDs, but state that their nations are unable to provide any ad hoc personnel for the two vacant positions. However, NOR states that they are still investigating on the provision of an INTELO. BEL states that they are presently planning to provide an INTELO as of summer 2021.</p> <p>Due to a still missing consensus concerning the SB chairmanship in connection with necessary time-consuming debate about a TA-change the decision was made to initially continue with a chairmanship of the ETACCOM but with rotating venues.</p>
5.	ETACCOM Proposal to change the TA Annexes: A, C, D, F
	<p>ETACCOM proposes to enlarge the Peacetime Establishment (PE) according to Annex A and presents the modification of various templates for the approval of the SB.</p> <p>Annex A:</p> <p>ETACCOM justifies the need for the creation of a 3rdTacIP position with the:</p> <ul style="list-style-type: none"> - workload in the ‘Centre’, - extensive absence of the Centre’s TacIPs from their families and - better possibility to react positively to missing TacIPs during ETAP-Cs. <p>In the following consultation some representatives (NLD, BGR and PRT) ask, if an augmenting TacIP won’t solve the case and state that nations, who are unable to provide a TacIP along with their participation to the courses should be excluded from the projects. ETACCOM answers that an augmentation won’t work to solve the first two enumerations and will not guarantee the desired and necessary continuity in this domain. The representatives finally agree to the proposal. A third (3rd) TacIP position will be created.</p> <p>On the question of if the ‘Centre’ plans as well to increase the number of ‘Loadmaster Instructors’ (TacILM) ETACCOM replies that this is not foreseen, since the set-up for TacILMs is deviating from the one of the TacIPs. The number of TacILM at projects is considered to be less and their training and evaluation is intended to happen during ETAP-Cs and ETAP-Ts.</p> <p>The NLD-representative asks, with respect to the slides representing images of the ETAC PE, if the CISO-position cannot be covered by a civilian.</p> <p>ETACCOM answers that this will be possible, but that it will be a financial matter. The SB tasks ETACCOM to investigate on the costs of outsourcing the CISO position in order to be able - in the case of a no-show up of the CZE CISO - to address these costs with the distribution of the MB 2020 draft in autumn to the nations.</p>

	<p>Annex C: The proposal to modify Annex C - <i>Letter of Activation</i> is rejected by BGR since the paragraph about 'Third Parties being a non-signatory to the NATO or PfP SOFA' is missing. The missing paragraph is included now. The modified Annex C is included in Annex 5. A complete version of the modified ETAP/ETAC TA is attached to the Final Minutes.</p> <p>Annex D: The change concerning the Annex D – <i>Letter of Acceptance</i> is approved.</p> <p>Annex F: During the presentation of the modified template – <i>Note of Joining</i> - a discussion arises about the use of the wording 'agree' and 'accept' (which has not been changed with respect to the original version). Finally the modification of Annex F is not approved by BGR due to an addition of the phrase "... as of the date ...", which stays in contrary to the ETAP/ETAC TA Sec 18.2. The representatives ask for the distribution of a complete modified ETAP/ETAC TA including all Annexes.</p>
6.	Coffee Break 1055 - 1130
7.	Peacetime Establishment - national offers 2020-2023 Extension of tour of present personnel
	<p>Presenting the slides referring to the permanent positions and their national distribution within the 'Centre', ETACCOM explains that the slides reflect the shift the national commitment of attaching permanent personnel time wise one (1) year to the right. Keeping in mind the idea of an initial validity of the TA for nine (9) years (ETAP/ETAC TA Sec. 20.2).</p> <p>While the Cmdr's Assistant position (slide 18-20, #2) is covered by DEU at least until 2022, for all other occupied non-Spanish positions a change in personnel is foreseen next year. ETACCOM mentions that a request of extension is staffed in FRA and ITA for the persons in place of the two (2) TacIP positions. 'Both are very proficient and performing outstanding, additionally this will allow a much smoother transition of their duties to the succeeding TacIPs. The French and Italian representatives state that they are supporting his initiative, however are not able to positively reply at this early state, since the national decision about the extension is still pending. The new approved additional TacIP position is supposed to be filled by PRT as of summer 2020 .</p> <p>The TacILM position, which is currently filled by DEU, is taken over by NLD from June 2019 until 2022. ETACCOM repeats that currently the enlargement of the 'Centre' by a 2nd TacILM is not under investigation (see para 5, Change of Annex A).</p> <p>BEL assesses that they are planning on the provision of an INTELO as of summer 2021, NOR that the sending of an INTELO is still under investigation, however the remaining period prior to the BEL commitment seems to be too short for the sending of permanent personnel. The representatives suggest to continue working with augmentees. ETACCOM states that this will not solve the problem.</p> <p>The CZE representative is not present to confirm the provision of a CISO as of summer this year (2019). No other official information is available. ETACCOM stresses that the ESP CIS Sgt is doing an outstanding work but is working at his limit and in case of none – availability cannot be substituted by anyone inside or outside the 'Centre'.</p> <p>The representatives ask ETACCOM if a proper level of Spanish is required for working as permanent personnel at the 'Centre'. ETACCOM states that the 'Centre' is a multinational driven agency and that the business language is English. However, the level of English outside of the 'Centre' in Zaragoza is low, but up to now none of the non-Spanish working members of the 'Centre' nor their families encounter any problem.</p>

8.	Program of Work 2020 – Approval
	<p>ETACCOM explains the PoW 20 in detail. In three (3) out of five (5) ETAP-Cs are still slots available. Same is valid for the ETAP-I. With the application of AUT the number of assets of the nations interested to participate in ETAP-T 20 at Decimomannu has risen to fourteen (14). A discussion follows about the maximum number and a possible restriction of participants to ETAP-T 20.</p> <p>The representative of EATC – a main player in each ETAP-T – states that the maximum number of participants should be limited to 10, unless a site survey demonstrates the ability (airspace, training facilities and airfield infrastructure) of Decimomannu, to host a higher number. However, the maximum number of participants should not exceed 12 participants (1 aircraft/2 crews).</p> <p>With that, FIN as applying 3rd party nation should not be accepted. The communication to FIN will be done after the Site Survey scheduled on the 4th and 5th of June.</p> <p>The uneven distribution of requests for ETAP-Cs and the ETAP-T 20, initiates BEL to ask, if a swap of an ETAP-C in favour of an additional ETAP-T would be feasible. ETACCOM replies that this would be doable, however the workload for an ETAP-T is much higher than for an ETAP-C. The EATC representative states that on their Training and Exercises Conference no EATC-nation so far requested more ETAP-Ts per year.</p> <p>(Side note Cmdr’s Asst: A query made among the present EATF-nations made during an EDA AHWG O&T meeting in 2018 ended with an appetite for one (1) ETAP-T per year.)</p> <p>The EATC representative officially offered to host the ETAP-S 20 in Eindhoven.</p> <p>Finally the PoW 20 is approved with the exemption of the ETAP-T 20, which will require further investigation.</p> <p>Investigations will be started with regard to the possibility of offering an additional ETAP-T instead of an ETAP-C for 2021.</p>
9.	3rd party participation in ETAP – Approval of an Extra Fee for 2020
	<p>ETACCOM asks the question concerning a 3rd party fee for the year 2020. He presents slides that prove that the implementation of the 3rd party fee in 2019 did not harm the overall number of participants of 3rd parties at all. He suggests the 3rd party fee for 2020 should be linked to the basic national financial contribution of each signatory nation to the Multinational Budget (MB) 2020. His suggestion is unanimously approved. The 3rd party fee for 2020 will be the basic MB 2020 divided by 13.</p> <p>The request of AUT to pay like FRA the estimated MB for the next years in one go, is denied by the ESP-side. Further bilateral contacts will be made between ESP and AUT to reach a convenient solution provided possible. No further discussions about this point are addressed due to the lack of interest for the rest of the Steering Board nations.</p> <p>ETACCOM continues explaining some initial problems in collecting the 3rd party fee, since the current reference in the Letter of Activation is not a sufficient basis for any of these nations to pay. In future ESP, as auditor of the MB, will invoice 3rd parties on request of the ETAC.</p>
10.	Final Full Operational Capability (FOC) - discussion

	<p>ETACCOM presents the criteria he suggests as necessary to be fulfilled to achieve FOC:</p> <ol style="list-style-type: none"> 1. completely filled PE (based on the approved 2019 PE) 2. elaboration of Standing Operation Procedures (SOP) to describe, control and regulate, in the sense of management, preparation and conduction of all different ETAP projects (including task sharing between the 'Centre', the HN, the augmentees, etc. ...) 3. independency and recognition of the status of autonomy, considering other manuals and concepts as basis for creating own documents (e.g.: syllabi) 4. ability to manage the ETAP (achieved) 5. once the criteria are fulfilled, an audit by an independent agency – e.g. JAPCC – to evaluate the status of 'FOC'.
	<p>First of all the AUT representative states the 'F' in FOC is supposed to stand for 'Full' instead of 'Final', which is taken care of in the further discussion. ETACCOM continues that the enumeration with most of its points is a wish list, since due to the permanent and in the long run foreseeable incomplete PE the main problem will not be solved. With that, the manpower is still limited and the time/workload ratio does not match and the preparation of the mentioned important documentation will not be feasible. From all FOC-criteria only the ability to manage the annual programme is achieved.</p> <p>The representatives – especially the EATC one – do not accept a complete independency of the ETAC regarding the elaboration of own documentation (e.g.: syllabi), especially as EATC has been tasked at the 3rd SB to take over this responsibility for them.</p> <p>FRA states that they will not accept any evaluation upon 'FOC' through a NATO-agency. Some other nations also share this view. The representative of the EDA offers his agency as a substitute for an independent agency.</p> <p>Following a discussion the above mentioned, criteria numbers 1, 2 and 4 are approved. For criteria number 3 the approval is denied until the next SB once ETAC and EATC agree on the wording.</p> <p>Criteria number 5 is decided by the SB as not required, meaning that FOC will be declared inside the envelope of the Steering Board (without external agencies) once the other four criteria are fulfilled.</p>
11.	Report about 2018 Multinational Budget (MB) Closure / Outlook
	ETACCOM explains the execution of the 2018 budget in detail. No representative comments his statements.
12.	IT tool update: ETAC Webpage and status of negotiations with Ocean Software (Ocean Flight Pro) - Effects on MB 2020
	<p>ETACCOM introduces the ETAC's webpage and its status. He explains that the webpage is already installed and running, but is not accessible via 'search engines'. Available url is the following: https://etac-mil.eu/. This might change in future with the establishment of a protection shield. It is a low budget construct and with that, in line with the ETAP/ETAC philosophy. The maintenance costs will be low. Except the original design all works (updates) can be done organically by the CIS ETAC member.</p> <p>ETACCOM continues explaining the status of the main IT-tool for the ETAP-Cs and ETAP-Ts, the so called Ocean FlightPro. He states that he was able to lower the prize of the contract after long negotiations about more than two third (2/3). The contract at an annual cost of 6000 € will last for 5 years (including version upgrades and maintenance), excluding onsite technical assistances. If technical assistance is required (24 working hours per assistance) they will have a cost of 10.000 € each. Those onsite assistance are not expected in short/medium future.</p>
13.	ETAP-S 19 – Information

	Information about the ETAP-S on 23 rd /24 th Oct 2019 (dates on the presentation slide do not match) at Lisbon is given. It will deviate in topics, duration and audience from the former EATS. As on day one (1) generic tactical topics will be discussed, day two (2) will concentrate on transport aircraft small aircrew management and new aircraft types (A400M). AUT volunteers to send a speaker for day one (1) presenting the AUT Air Force and the reasons to join the ETAP/ETAC TA. ROM agrees on providing a speaker too on request of the 'Centre'.
14.	Program of Work (PoW) 2021 – Information ETAP-T location
	ETACCOM informs about the idea of the PoW 21. Basically due to the success of the past years program and the missing change requests of any nation the PoW of the ancient years is mirrored. ETAC will continue elaborating it and will discuss each location with the planned Receiving Participant (RP). A nation volunteering to host ETAP-T 21 is welcome. ESP will offer Zaragoza again as location, provided no other nation volunteers.
15.	EDA – acts and suggestions
	Mr. Antonio De Sessa, (Chairman of the AHWG O & T), takes the floor and requests an estimated date for achieving FOC, since EDA, as initiator of the ETAP/ETAC TA, is still expecting the Centre to reach FOC in 2019. He explains that EDA is striving to support nations in airlift exercises in order to open them for a multinational participation. He presents the MedEvac part in the upcoming exercise 'European Spartan 19' as an option to be considered for future PoWs. Almost all the representatives answer to him, that ETAC initially should take care of its core business – tactical training for aircrews – before enlarging their scope of business. The proposal is refused and, as a result, no dedicated MedEvac-training will be implemented, for the time being, inside the ETAP.
16.	Any Other Business (AOB)
	ETACCOM mentions that the financial support of EDA – as planned - will come to an end in 2019. The EDA representative states that due to changes within Europe, and with that within the EDA and due to the fact that FOC will not be reached for sure in 2019, an extension of the financial support might be barely possible. It would be a matter of investigation for him. ETACCOM states that ETAC-projects are a proper basis for the continuation of investigations in the field of cross-parachuting. He reports about the positive results ESP regulatory agencies have made during the last projects and promotes this way of doing to the other nations in order to get along with the endlessly cross-para certification. He informs the representatives that no news exists about the former observing or in the ETAP interested 3 rd party nations. Finally he kindly reminds the representatives to comply with the given deadlines for projects as stated in the Letters of Activation. He concludes the 6 th SB with the proposal to meet again in one year in Pisa as being offered by ITA targeting the period 12-22APR20, date to be confirmed.

	Lunch break
	Continuation of AOB (if required but not expected) - Not required
	Bus transfer to Barajas Airport

Summary of the approvals made by the 6th SB:

- For the time being the chairmanship of the SBs stays with ETACCOM. A venue at different nations on a rotational basis is proposed (7th SB in Pisa, ITA).
- The Job Descriptions are approved.
- The third (3rd) TacIP position in the PE is approved.
- The change of Annex A to the ETAP/ETAC TA is approved (3rd TacIP included).
- The modification of Annex D to the ETAP/ETAC TA – the Letter of Acceptance is approved.
- PoW 20 is approved, except the number of participants for ETAP-T 20.
- The linkage of the 3rd party fee to the basic financial contribution of the TA-signatory nations is approved.

Pending decisions and approvals (Action Items):

- ETAC FOC criteria.
- Number and participants to the ETAP-T 20.
- Modification of Annex F to the ETAP/ETAC TA.

Zaragoza, 28 May 2019

Approved by Chairman:

Composed by Secretary:

Signature

Signature

Action Items (AI) 6th SB:

06/1	Inform ETAC on the results of the investigation of sending an INTELO	NOR
06/2	Modify ETAP/ETAC TA Annex F - Note of Joining	ETAC
06/3	Distribute the modified ETAP/ETAC TA, Annexes included, to the SB-representatives	ETAC
06/4	Inform ETAC about the pending decision to extend the TacIPs	FRA/ ITA
06/5	Investigate on the max. number of participants for ETAP-T 20	ETAC /EAT C
06/6	Approving participants for ETAP-T 20 of the PoW 20	SB
06/7	Presenting an approved PoW 20 at the AHWG O&T	ETAC
06/8	Develop a PoW 21 under the consideration of offering more ETAP-Ts	ETAC
06/9	Informing 3 rd parties of the EATF about the introduction of a 3 rd party fee for 2020 projects except ETAP-I	ETAC
06/10	Update FOC criteria	ETAC
06/11	Investigate on the need of an AUT and ROM speaker at ETAP-S 19	ETAC
06/12	Investigate on the possibility to host an ETAP-T in 2021	SB

6th ETAP/ETAC Steering Board

List of Participants

The Czech Republic and Luxembourg national representative were excused.

Spanish Military HQ, Madrid

Date: 14 May 2019

	surname	given name	rank	org	signature
1	Romero Allegue	José Luis	Col	ETAC	
2	von Lengriesser	Alexander	Tcol	ETAC	
3	Kamensky	Cédric	Col	BAF	
4	Deberdt	Thomas	Tcol	BAF	
5	Ignat	Petre Francisc	Col	ROAF	
6	Huehn	Marcus	Maj	GAF	
7	Solda	Laurent	Col	FAF	
8	Poidevin	Yann	Tcol	FAF	
9	Dufour	Jérôme	Col	EATC	
10	Garioud	Thomas	TCol	EATC	
11	Naderer	Otto	Col	AUTAF	
12	Bryaskov	Victor G.	Maj	BuAF	
13	Tsokova	Polina Penkova	civ	BGR MoD	
14	De Sessa	Antonio	Tcol	EDA	
15	Carvalho	Marco P.M.	Tcol	PoAF	
16	van Praat	JLA	Tcol	RNAF	
17	Ferrara	Salvatore	Col	ITAF	
18	Gentilucci	Frederico	Tcol	ITAF	
19	Lyssand	Kristian	Col	NOAF	
20	Lavado Rodríguez	Ismael	Tcol	SPAF	
21	Revaliente Lopez	Jesus	Tcol	SPAF	
22	Raimundo Martínez	Fernando	Tcol	SPAF	
24					
25					

OBSERVER