SAB AG006

- Part-21 DOA, Certification Procedures -

Kick-Off Meeting

14.03.2024

Entry in SAB Work Programme Item List

- **Item Title:**

    Streamlining of EASA Part-21 DOA related requirements

- **Responsible Group:**

    AG006 - Part-21 DOA, Certification procedures

- **Description, Deliverables:**

    Discussion with EASA about organise the disposition of the EU Part-21 changes proposed in order to simplify/clarify the DOA related requirements, to maximize the flexibility in their implementation by transferring provisions from hard law into soft law (AMC/GM and consensus standards), for the benefit of both the EASA and European Industry.

    Expected outcome: batch of changes to be discussed through dedicated WPI.

- **Milestones:**

    7-Sep-2023 WPI to be endorsed during the AG005 meeting

- **Status:**

    0-draft

ASD DOA WG proposed Agenda

Time	Topic	Reporter
14:00	Welcome	Stuart Anderson
14:20	Agree recording of Minutes of Meeting	Stuart Anderson
14:30	Agree temporary chair role for this meeting	all
14:45	Introduction of SAB AG006 functionality, incl. - First thoughts of Terms of References - Reporting structure into SAB P and SAB AG005 - Storage of data - Agreement of Minutes	Chair of this meeting
15:15	Membership (including EASA)	all
15:30	Break	
15:45	Definition of roles & Election method agreement - Call for candidates for each role	Chair of this meeting
16:15	Subjects/topics of interest	Chair of this meeting
16:45	Meeting place(s) in future	Chair of this meeting
17:00	End	

Briefing to CSTG and AG

**after the SAB Plenary meeting
on 2023, Nov. 20th-21st**

A - General Approach

New SAB organisation

6 Communities

Supported by a new information platform by EASA

SAB Plenary

SAB Work Programme

With EASA, MS

Steering Groups (CSTG)

Work Programme Items (WPI)

Activity Groups, as needed

Members from Industry, EASA, States, as necessary

Work across Communities.

Tasked with WPI

B - Communities and their Steering Groups (CSTG)

- **Community:**
  - a network of persons involved and knowledgeable around a kind of aviation activities. A same person can be part of several communities.
  - Also a means for filtering information: contacts, groups, work programme items.
- **Community Steering Groups:**
  - Their key role is to make sure there are SAB Work Programme Items (WPI) addressing the items of interest for their community, and that these WPI are progressing as expected.
  - Way of working (to be discussed): periodic in person meetings (from bi-annual to quaterly) and periodic short online meetings for keeping the pace with WPI and their milestones. CSTG to be left to decide. Workload noticeably reduced with the SAB digitalisation.
- **→ Expected from EASA:**
  - For Communities: interested members from EASA and from Member States
  - For CSTGs: secretary, members and followers.

B - Activity Groups (1/2)

- **It is where the Work Programme Items are dealt with.**
  - involving knowledgable people from industry, EASA and MS, as necessary.
- **Beyond WPI related activities,**
  - Activity Groups are expected to be the place where the EASA /MS can exchange on ideas prior to formal activities (RMT, policy changes,…). Situations where informal discussions will result into resources engagement: should be covered by a WPI agreed by relevant group.
  - AGs can be setup as mirror groups for RMT when EASA only and can also function as focus consultation groups.

→ **Expected from EASA:**
  - Names of points of contact, members and followers of existing AGs.
  - Decisions on which AGs will benefit from an EASA secretariat.

B - Activity Groups (2/2)

- **Right size for an AG**

    - AG size in members shall not be detrimental to its efficiency, but no hard limit set in the RoP. Arbitration possible by the relevant upper body (as per the reporting line).

    → Recommendation to connect people as followers instead of members.

    → Recommendation to create an AG as a cluster of an existing AG with focus on a specific WPI:

    AG013 - Flight Standards Coordination for Commercial Aviation

    AG013.1 cluster - Flight Time Limitation (FTL) and Fatigue Risk Management (FRM)

    → Proposal to consider as members the leaders of WPI in the scope of the AG and its clusters.

    → Proposal to use webinar or workshop for gathering members and followers.

- **Leadership of an AG**

    - RoP §12.2.1 refers to an AG lead.

    → Proposal for a casual leadership with 2~3 co-leaders rather than formal leadership with a single person as the chair: open conversations, while keeping the dynamic and the focus on WPIs.

B - Work Programme and Work Programme Items

SAB Work Programme = list of Work Programme Items

Identification & Scope	People	Dates	Monitoring
• Item Reference: unique identifier by SharePoint • Item Title: free text • Description, Deliverables: free text • Affected regulations: terms from the EASA taxonomy of regulations • Status: • 0-Draft, 1-Backlog, 2-Ongoing, 3-Completed, 3-Withdrawn	• Group Responsible • Leader / Focal Point: name of the person • Other interested groups: ID of the SAB groups (1 to N), EASA groups (from EPAS: RM, SP, …), MAB groups • Communities involved: ID of the communities (1 to N)	• Milestones: dates and description • Next Target Date: month or quarter with a milestone	• Log: entries about progress made (free text as inside an email, with most recent entry at the top)

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Stakeholders Advisory Body

B - Being inclusive - Membership

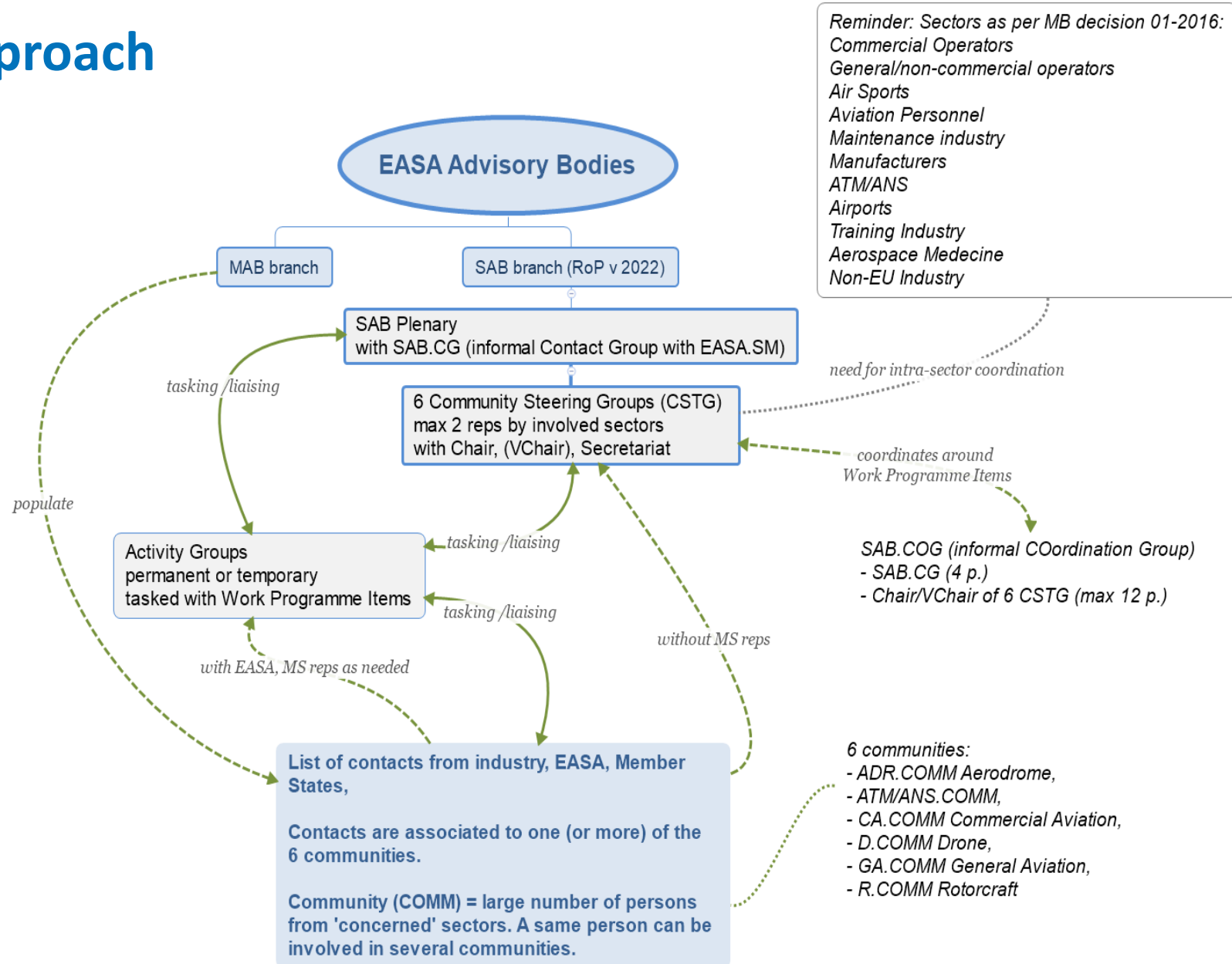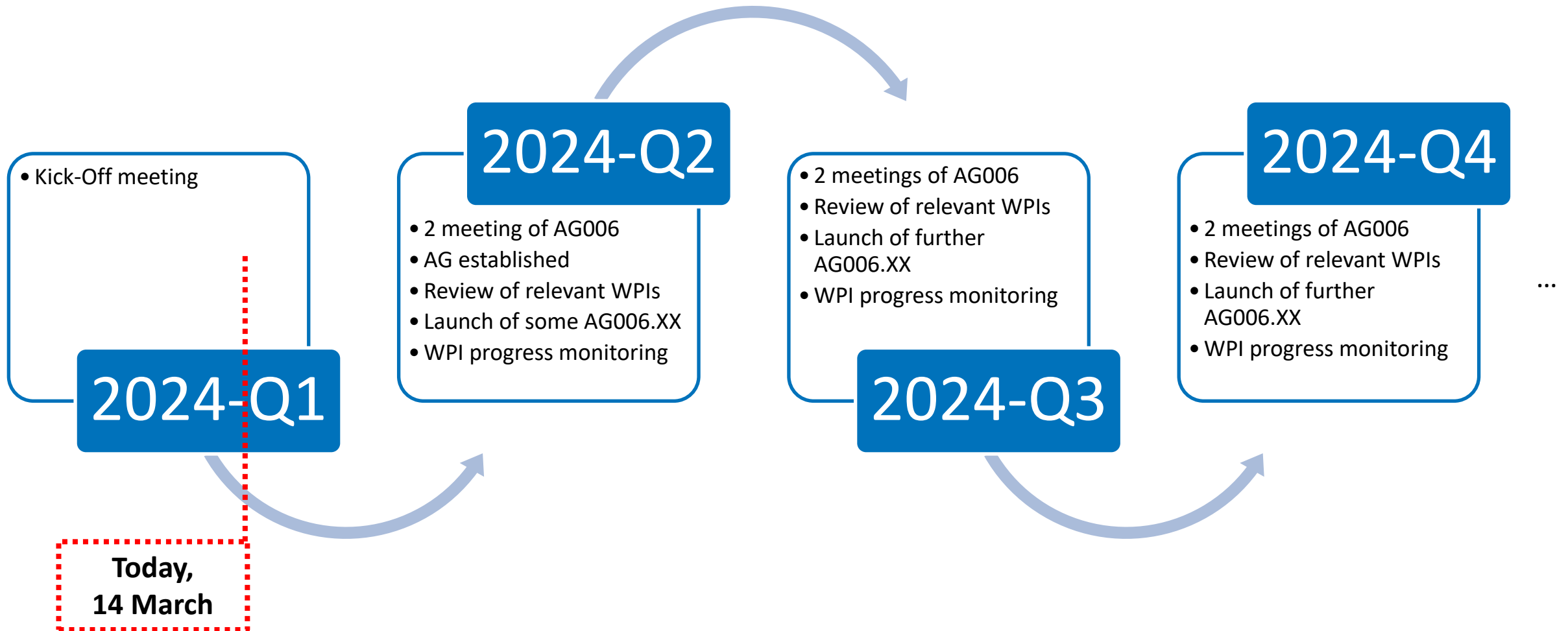|	
Member of a Community	• Proposed by any entity in the scope of the BR • Nominated by or Sponsored by a SAB Plenary association (EASA MB 01-2016). • Has access to the information system, can contribute (request for comments, surveys,...), can follow group(s)
Member of an AG Activity Group	• Any COMM member can be candidate • Nominated by a SAB Plenary association (EASA MB 01-2016), endorsed by a supervising body (CSTG, SAB.P...). Intra sector coordination shall have a role. • Members are invited to meetings, followers are notified.
Member of a CSTG	• Nominated by a SAB Plenary association after intra sector coordination, • Endorsed by SAB Plenary.
Member of the SAB Plenary	• Nominated by a SAB Plenary association (EASA MB 01-2016) • Agreed by the EASA

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A - General approach

SAB.AG006 (permanent AG) – Timeline and outcomes

2024-Q2

2024-Q4

- Kick-Off meeting

- 2 meeting of AG006
- AG established
- Review of relevant WPIs
- Launch of some AG006.XX
- WPI progress monitoring

- 2 meetings of AG006
- Review of relevant WPIs
- Launch of further AG006.XX
- WPI progress monitoring

- 2 meetings of AG006
- Review of relevant WPIs
- Launch of further AG006.XX
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...

2024-Q1

2024-Q3

Today, 14 March

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(1/3) Entries in AG006 Work Programme Item List

WPI Title	Description, Deliverables
SMS implementation	Proposal of changes to EASA Part-21 in order to clarify the DOA related SMS requirements based on lessons learnt during initial introduction.
Meaning of 'feature or charateristics .. making the produc unsafe' for approvals under 21.A.433	Propose text to include 21.A.433 meaning into GM 21.A.20(d).
Formal EASA notification of LOI determination under 21.B.100	Propose text to identify wording and layout of the final determination of EASA LOI used for notification to the applicant.
Flight Test results as Means of Compliance	Proposal of changes to EU Part-21 in order to clarify the DOA related requirements when using Flight Test results as one Means of Compliance with applicable certification basis, but Flight Test was NOT performed by that DOA Holder (nor sub-contracted).
DO-IPO-PO Clarification	Proposal of IPO-PO arrangement form (in addition to current DO-PO form) supporting DO-PO requirement under 21.A133. IPO: Intermediate Production Organisation
Consistency of the term 'Type Design' as per EU Part 21 point 21.A.31 and EASA Type Certificate Data Sheet content.	Proposal of changes to EU Part-21 and AMC/GM in order to establish consistency between the term 'Type Design' EASA TCDS entries and DOA Holder design data to comply with 21.A.31.
Acceptance by the DO of unintentional manufacturing deviations	- provide guidance related to the acceptance by the DO of Unintentional manufacturing deviations; - share and take benefit of best practices among European Aerospace and Defence Industry; - clarify that the accepted deviations are not part of the Type design

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(2/3) Entries in SAB Work Programme Item List (14.03.2024, ASD SharePoint)

WPI Title	Description, Deliverables
Alternative Means of Compliance under AMC2 21.B.435	1) Proposal of changes to EU Part-21 in order to clarify the DOA related requirements in order to be prepared for the request to enter a discussion with the competent authority for an alternative means of compliance with EU Part-21. 2) Provide clarity of impact from recent AMC2 21.B.435 text on current Design Management Systems not strictly complying with current or future AMCs.
Competence management at DOAH and suppliers	- provide guidance related to the assessment of competence management of Design Organisation Approval Holder (DOAH) and their associated design suppliers managing and/or performing design related activities on behalf of a design organisation approval holder; - share and take benefit of best practices among European Aerospace and Defence Industry; - identify key elements for competence management; - harmonize criteria for competence assessment D6and surveillance.
Consistency of the term 'Certification Basis' as per EASA Type Certificate Data Sheet (no CRIs) content and the use of previously issued CRIs, CARIs, CMs for changes to TC.	Proposal of changes to EU Part-21 and AMC/GM in order to establish consistency between the term 'Certification Basis' as per EASA TCDS entries and 21.A.20 and 21.B.80.
DOA supplier control	- define generic requirements applicable to the surveillance of Design Suppliers. - provides common means of compliance to EASA Part 21 DOA applicable requirements and/or military equivalent applicable requirements (e.g.: EMAR 21) in: - identifying the applicable DOA regulatory requirements; - identifying necessary capabilities and providing guidance for assessment and surveillance; - addressing the DOA requirements for each step of the process.

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WPI Title	Description, Deliverables
EASA oversight of Development Assurance through DOA oversight activities	DOA is an important asset of European System. DOA is an organization certification covering in particular process and skill management, whose added value in terms of development assurance shall be identified and promoted Position Paper to describe the elements of the European system which provide development assurance. & how to better use of the DOA system for Development Assurance
ICA Clarifications	1) Improve GM1 21.A.90C to include ICA directly prepared with a repair design approval under Subpart M.
ICA Clarifications	2) Improve 21.A.265(h) and EASA Type Certificate Data Sheet on statements whether the aircraft ICA contains all engine/propeller ICA or not, to standardise declaration text to Operator (or MOAs, CAMO) and Validating Authorities.
Privilege for flight conditions approval	Allow a DOA to approve any flight conditions (21.A.710.b)

SAB AG006