



General Assemblies 1 & 2

GENERAL ASSEMBLY 1

- Details:** Official opening of the conference, which includes the General Business meeting as per IATP Organization Manual, Chapter 5, page 14.
- Attendance:** **Mandatory for all Conference attendees;** BoD guests.

GENERAL ASSEMBLY 2

- Details:** Official closing of the conference, which includes the continuation of the General Business meeting as per IATP Organization Manual, Chapter 5, page 14.
- Attendance:** **Mandatory for all Airline Senior Delegates, Associate Members, and new member applicants accepted during the General Assembly 1.**

Exchange Meetings

EXCHANGE MEETINGS

- Details:** Venue for face-to-face discussion amongst member airlines. This is the opportunity for delegates to discuss all aspects of outstation aircraft operations including but not limited to spare parts pooling, technical handling and line maintenance pooling agreements, etc.
- Attendance:** All IATP Member Airlines, Observer Airlines, Associate Members, new member applicants accepted during the General Assembly 1, Non-Associate Members.

Bilateral Meetings

BILATERAL MEETINGS

- Details:** Bilateral meeting rooms are provided during the course of the conference for all attendees to conduct pooling related business in a more secluded atmosphere.
- Attendance:** All attendees.

Pool Group Meetings

AIRCRAFT RECOVERY MEETING

- Details:** This meeting is designed to discuss the new requirements of the airport authorities, equipment required to support existing and new aircraft types, positions and suppliers of aircraft recovery kits.
- Attendance:** Current and potential Aircraft Recovery Pool Group Members; BoD guests.

AIRCRAFT RECOVERY PROVIDERS MEETING

- Details:** This meeting is designed to discuss the new requirements of the airport authorities, equipment required to support existing and new aircraft types, positions and suppliers of aircraft recovery kits.
- Attendance:** Current Aircraft Recovery Pool Group Members; BoD guests are allowed to attend upon approval of the Chairperson.

PARTS POOL GROUP MEETINGS

- Details:** These meetings are held to discuss business related issues of the various pools, ground handling and ground maintenance equipment. Each Parts Pool Group Chairperson will present the activities of the pool groups for the current and future seasons.
- Attendance:** All parts pool members, E Pool members, Associate Members, observers who have prior approval of the Chairperson and/or Board of Directors.

F/L POOL GROUP MEETING

- Details:** This group meets to discuss the business related to technical handling at line stations.
- Attendance:** All F/L Pool members, Associate Members, and observers who have prior approval of the Chairperson and/or Board of Directors.

TECHNICAL WATCH FORUM MEETING

- Details:** This group monitors the broader scope of aircraft effectivity and complexity of interchangeability as it affects avionics and common equipment.
- Attendance:** Current Members who are nominated representatives from each parts pool group; BoD guests are allowed to attend upon approval of the Chairperson.

Project Group Meetings

ENGINE POOLING PROJECT GROUP MEETING

- Details:** This group meets to discuss and review all issues with respect to the potential introduction of an engine pooling in IATP.
- Attendance:** Representatives of members that are interested in participating in a potential engine pooling, either as a user or as provider.

THIRD-PARTY POOLING PROJECT GROUP MEETING

- Details:** This group meets to increase the services to the members – especially on new aircraft type (A350, B787) – and evaluate the possible options to involve in the pooling suppliers, who could be contacted each time a required part is not provided by a Member Airline, also exploring the possibility to introduce a “regional pool”, not to restrict the part availability at a specific location.
- Attendance:** Project Group’s members.

Committee Meetings

AUTHORITIES REQUIREMENTS COMMITTEE MEETING

- Details:** This committee meets to analyse and discuss various requirements of the authorities with respect to airlines technical operations.
- Attendance:** Current members of the Authorities Requirements Committee; BoD guests are allowed to attend upon approval of the Chairperson.

MAINTENANCE POOLING AGREEMENTS COMMITTEE MEETING

- Details:** This committee discusses and reviews the technical requirements relating to maintenance pooling agreements.
- Attendance:** Current members of the Maintenance Pooling Agreements Committee; BoD guests are allowed to attend upon approval of the Chairperson.

PLATFORM STEERING COMMITTEE MEETING

- Details:** This committee is the interface between the membership and the IATP Platform provider. They meet to review the current operation of the IATP Business Platform and future website developments in order to keep up with the IATP business model.
- Attendance:** Current members of the Platform Steering Committee, representatives of platform provider if required; BoD guests are allowed to attend upon approval of the Chairperson.

SUPPLIER SERVICES COMMITTEE MEETING

- Details:** This committee represents a proportionate mix of airlines and suppliers. Their main function is to act as liaison between the Board of Directors and suppliers.
- Attendance:** Current members of the Supplier Services Committee; BoD guests are allowed to attend upon approval of the Chairperson.

Introduction to IATP Meetings

INTRODUCTION TO IATP

- Details:** This presentation gives a general overview of the IATP organization and its processes. It includes but is not limited to the benefits, processes, protocol, and various functions within the organization.
- Attendance:** Mandatory for all first-time participants to the conference. Also recommended as a refresher for all delegates.

INTRODUCTION TO PARTS POOLING

- Details:** A comprehensive workshop that covers all the pooling principles and procedures within the IATP.
- Attendance:** Mandatory for all first-time participants at the conference. Also recommended as a refresher for all delegates.

INTRODUCTION TO AIRCRAFT RECOVERY POOLING

- Details:** A comprehensive workshop that covers all the aircraft recovery principles and procedures within the IATP.
- Attendance:** Mandatory for all first-time participants at the conference. Highly recommended for the Recovery participants and also potential participants/providers.

INTRODUCTION TO IATP INVOICING

- Details:** A comprehensive workshop that covers all pooling charges, remuneration and billing method.
- Attendance:** Senior Delegates or any delegate interested in IATP invoicing method.

INTRODUCTION TO VENDORS AND ORIGINAL EQUIPMENT MANUFACTURERS (OEMs) MEETING

- Details:** This session identifies conference protocol expected from all Vendors and OEM's at the IATP conference.
- Attendance:** All Vendors and OEM's (including Associate Members) are required to attend.



Chair/Co-Chair Meetings

CHAIR/CO-CHAIR MEETING 1 (POOL GROUPS, PROJECT GROUPS/COMMITTEES)

- Details:** This is a planning session for the conference and for the project/committee meetings that will be held during the conference.
- Attendance:** **All Pool Group Chairperson and Co-Chairpersons, all Project Group/Committee Chairpersons and Co-Chairpersons (mandatory)**, Board of Directors members. BoD guests are allowed to attend upon approval of the Chairperson.

CHAIR/CO-CHAIR MEETING 2 (POOL GROUPS, PROJECT GROUPS/COMMITTEES)

- Details:** This is a debrief of the conference.
- Attendance:** **All Pool Group Chairperson and Co-Chairpersons, all Project Group/Committee Chairpersons and Co-Chairpersons (mandatory)**, Board of Directors members. BoD guests are allowed to attend upon approval of the chairperson.

Board of Directors Meeting

BOARD OF DIRECTORS MEETING

- Details:** During the conference, the Board of Directors primarily focuses on all issues related to current and future conferences.
- Attendance:** Board of Directors, Senior Business Manager, and Corporate Secretary as required.