

## 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 at 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 the pooling charges, remuneration and billing method.

**Attendance:** Senior Delegates or any delegate interested in IATP invoicing method.

### INTRODUCTION TO AUTHORIZED GUEST VENDORS AND ORIGINAL EQUIPMENT MANUFACTURERS (OEMs) MEETING

**Details:** This session identifies conference protocol expected from all Authorized Guest Vendors and Associate Members at the IATP conference.

**Attendance:** All Authorized Guest Vendors and Associate Members are required to attend.

### SENIOR DELEGATES FAMILIARIZATION SESSION

**Details:** This meeting is aimed at welcoming the new Senior Delegates and at providing all Senior and Acting Senior Delegates with information and overview of the Senior Delegate's duties.

**Attendance:** Delegates who were assigned the role of Senior Delegate of their airline in IATP recently.

### IATP PLATFORM OVERVIEW, ENHANCEMENTS AND Q&A

**Details:** This meeting is aimed at reviewing the platform functionalities and latest enhancements.

**Attendance:** Airline or Associate Members' delegates who want to refresh their knowledge of the IATP platform operations and better understand the latest enhancements.

### OBSERVER AIRLINES BRIEFING & DEBRIEFING MEETINGS

**Details:** These meetings are aimed at providing information and overview of the IATP Conference and answering potential questions following the Observer Airlines' participation in the different introductory sessions.

**Attendance:** Airlines invited by the IATP Membership Coordinator to observe the conference. Applicants for full IATP Membership at this particular conference are also welcome to attend.

## Training

### SGHA FAMILIARIZATION

**Details:** This training gives a general overview and refreshment of Line Maintenance contracting, the legal aspect and required training necessary in order to comply with EASA/FAA and National CAA requirements.

**Attendance:** For new and present F/L Pool members, Associate Members and observers, who have prior approval of the Chairperson and/or Advisory Committee.

#### LINE MAINTENANCE REGULATORY TRAINING

Details: This session provides an overview of EASA's rules based on the latest European Plan for Aviation Safety (EPAS) which sets out strategic priorities, strategic enablers and main risks affecting the European aviation system and the necessary actions to mitigate those risks and to further improve aviation safety.

Attendance: Any delegate interested in regulatory matters.

#### Associate Members/Suppliers Meetings

#### ASSOCIATE MEMBERS & SUPPLIER OBSERVERS MEETING

Details: This session is for Associate Members who provide components for pooling requirements where no member airline is able to provide.

Attendance: Associate Members and those interested in becoming an Associate Member.

#### SUPPLIER TRAINING CLASS

Details: This session is a comprehensive review of how the Associate Members work and fit into the IATP family.

Attendance: All Authorized Guest Vendors and Associate Members. This session is MANDATORY for those who have not attended before. This session is also open to all interested Airline Members.

#### 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; Advisory Committee 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 / Bilateral Meetings

#### EXCHANGE MEETINGS 1, 2, 3, 4

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: Exchange Meeting 1: All IATP Member Airlines, airline observers, Associate Members, new member applicants accepted during the General Assembly 1. Authorized Guest Vendors are not allowed to attend this Exchange meeting only.

Exchange Meetings 2, 3, 4: All IATP Member Airlines, airline observers, Associate Members, Authorized Guest Vendors, new member applicants accepted during the General Assembly 1.

#### 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.

#### AOG SPEED MEETINGS

Details: Venue provided to enable delegates, especially those involved in AOG management, to meet other counterparts, exchange contact details, and briefly check the support opportunities between the companies which the aim to solve AOG situations when no pooling could be set up in advance.

Attendance: Airline and Associate Members who confirmed their interest through a survey.

#### 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; Advisory Committee 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 kit providers; Advisory Committee guests are allowed to attend upon approval of the Chairperson.

#### 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 Advisory Committee.

#### G, K, M, Q, P, S, T and E POOL GROUP & AIRCRAFT RECOVERY 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 Advisory Committee.

#### 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; Advisory Committee 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.

#### INTRODUCTION TO AIRBUS NEW MODELS AND DERIVATIVES PROJECT GROUP MEETING

Details: This group meets to discuss all issues with respect to the Introduction of the new Airbus aircraft including but not limited to the fields of spares provisioning, ground equipment, training, line maintenance, etc.

Attendance: Representatives of airlines that will operate Airbus aircraft.

#### INTRODUCTION TO BOEING NEW MODELS AND DERIVATIVES PROJECT GROUP MEETING

Details: This group meets to discuss all issues with respect to the Introduction of the new Boeing aircraft including but not limited to the fields of spares provisioning, ground equipment, training, line maintenance, etc.

Attendance: Representatives of airlines that will operate Boeing aircraft.

#### INTRODUCTION TO B777-9 (currently in Standby)

Details: This group meets to discuss all issues with respect to the Introduction of the new B777-9 aircraft including but not limited to the fields of spares provisioning, ground equipment, training, line maintenance, etc.

Attendance: Representatives of airlines that will operate B777-9 aircraft.

### 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; Advisory Committee 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; Advisory Committee 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; Advisory Committee guests are allowed to attend upon approval of the Chairperson.

#### STATIONS RESTRICTIONS COMMITTEE MEETING

Details: This committee reviews all station restrictions, prepares and defines potential alternatives and solutions for the organization while confronted with these issues.

Attendance: Current members of the Stations Restrictions Committee; 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 Advisory Committee and suppliers.

Attendance: Current members of the Supplier Services Committee, Advisory Committee guests are allowed to attend upon approval of the Chairperson.

### 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 Pool Group, Project Group/Committee meetings that will be held during the conference.
- Attendance: All Pool Group Chairpersons and Co-Chairpersons, all Project Group/Committee Chairpersons and Co-Chairpersons (mandatory), Advisory Committee Members. Advisory Committee 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), Advisory Committee Members. Advisory Committee guests are allowed to attend upon approval of the chairperson.

### Advisory Committee Meeting

#### ADVISORY COMMITTEE MEETING

- Details: During the conference, the Advisory Committee primarily focuses on all issues related to current and future conferences.
- Attendance: Advisory Committee, CEO, Senior Business Manager, and Corporate Secretary as required.