

Introduction to IATP Meetings

FIRST TIME ATTENDEES WELCOME SESSION

Details: This session gives a general overview of the IATP conference. It includes a brief presentation of the conference schedule: mandatory session, meetings, networking opportunities and social events.

Attendance: **Mandatory for all first-time participants at the conference.**

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.

CONFERENCE 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.

PRESENTATION OF THE NEW IATP PLATFORM

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

Attendance: Airline or Associate Members' delegates.

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/Management Board.

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.**

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 POOL GROUP

Details: This meeting is designed for the Aircraft Recovery Pool Group participants in order to review the annual aircraft excursions, aircraft damages, samples of kit utilization and training opportunities, report the airport authorities requirements, 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.

AIRCRAFT RECOVERY PROVIDERS

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.

ENGINES POOL GROUP

Details: This group meets to discuss and review all issues with respect to the introduction of an engine pooling in IATP.

Attendance: All Engine Pool members, representatives of members that are interested in participating in engine pooling, either as a user or as provider.

F/L POOL GROUP

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/Management Board.

POOL GROUPS (Parts, Equipment, A/R, F/L and Engines Pool Group)

Details: This meeting is held to discuss business related issues of the various pools, ground handling and ground maintenance equipment. Each Pool Group Chairperson will present the activities of the pool groups for the current and future seasons.

Attendance: All Parts Pool, E Pool, Aircraft Recovery Pool, Maintenance Pool and Engines Pool Group members; Associate Members, observers who have prior approval of the Chairperson and/or Advisory Committee/Management Board.

TECHNICAL WATCH FORUM

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.

Project Group Meetings

INTRODUCTION TO AIRBUS MODELS AND DERIVATIVES

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.

APU (Auxiliary Power Unit) Project Group

Details: This group meets to discuss the details for the implementation of APU Pool within IATP.

Attendance: Current members of the APU project Group.

Committee Meetings

AUTHORITIES REQUIREMENTS COMMITTEE

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.

MAINTENANCE POOLING AGREEMENTS COMMITTEE

Details: This committee discusses and reviews the technical requirements relating to maintenance pooling agreements.

Attendance: Current members of the Maintenance Pooling Agreements Committee.

PLATFORM STEERING COMMITTEE

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.

STATIONS RESTRICTIONS COMMITTEE

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.

SUPPLIER SERVICES COMMITTEE

Details: This committee represents a proportionate mix of airlines and suppliers. Their main function is to act as liaison between the Advisory Committee/Management Board and suppliers.

Attendance: Current members of the Supplier Services Committee.

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 and Management Board.

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 and Management Board.

Advisory Committee/Management Board Meetings

ADVISORY COMMITTEE AND MANAGEMENT BOARD MEETING

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