




To EFB Users Forum **Date** August 18, 2015

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Subject **Joint AEEC EFB Users Forum
in coordination with the
IATA EFB Task Force** **Host:** 

Chairman **Philipp Haller, Austrian Airlines
Will Ware, Southwest Airlines**

When **Expo:** November 3, 2015 from 1400 to 2000 Jumairah Ballroom
Forum: November 4, 2015 from 0800 to 1600 Jumairah Ballroom
Reception: November 4, 2015 from 1630 to 2100 Al Shamsi Bedouin Village
Forum: November 5, 2015 from 0800 to 1600 Jumairah Ballroom

Where **EFB Users Forum and Expo**
Crowne Plaza Dubai
Sheikh Zayed Road
P.O. Box 23215
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EFB EXPO

The EFB Exposition (EXPO) will take place on Tuesday, November 3, from 1400 to 2000. EFB suppliers, system integrators, and others will have an opportunity to demonstrate their EFB products and services to the user community. The EFB Expo will be held at the Crowne Plaza Dubai in the Jumairah Ballroom.

Expo locations will be reserved on a first come, first served basis. Suppliers that wish to exhibit should refer to the EFB Users Forum web page for more information:

http://www.aviation-ia.com/aec/projects/efb_users_forum/index.html

Please note that reservation of an EXPO booth does not automatically register you for the conference. Each individual who attends the Forum, EXPO, or both is required to formally register.

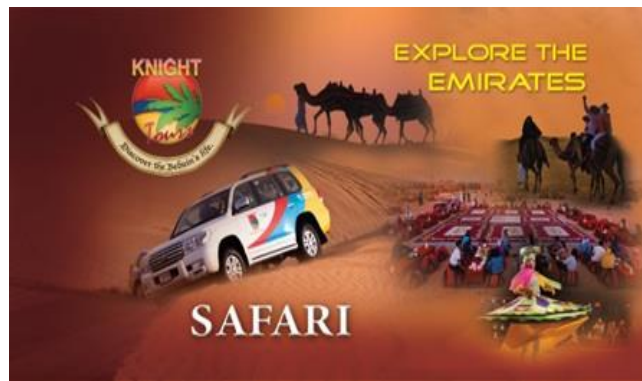
Instructions ARINC Registration:

You must register with ARINC to obtain proper badging and ensure your seating. Please notify ARINC Industry Activities of your intention to attend by registering online. The attendance fee is \$500 per individual. AEEC • AMC • FSEMC Members, Corporate Sponsors, and Invited Speakers are exempt from attendance fees. IATA Member Airlines that are not AEEC • AMC • FSEMC Members are extended a discounted attendance fee of \$250 per individual. The registration website provides details:

www.regonline.com/EfbNovember2015

Reception

Microsoft is planning a welcome reception and activity following the Forum on Wednesday evening. The event is a Desert Safari and is open to all interested Forum attendees. Participants will be transported to the Al Shamsi Bedouin Village via modern 4x4 vehicles. Once at the Village you may engage in many traditional Arabian activities and enjoy the local cuisine. If you are interested in participating, be sure to answer this question on the registration website. Details to follow.



Hotel

Crowne Plaza Dubai



The Crowne Plaza Dubai is recommended for all EFB participants. It is ideally located and will also be the venue for the EFB EXPO. A limited number of rooms are available at the discounted rate of AED 625.00 per night (approximately \$170) before taxes and service fees. This rate includes buffet breakfast and complimentary hotel-wide internet. The reservation cutoff date is **October 1, 2015**, after which the hotel will begin releasing unsold rooms. Reservations made after this date will be made on a space available basis, and the preferential rate cannot be guaranteed. You must identify yourself as being a participant in the ARINC – IATA EFB Users Forum at the time of registration to obtain the discounted rate.

Hotel Registration:

It is important to make your reservations early. The number of rooms is limited, and once filled, there is no guarantee the preferred rate can be extended.

Registration Link:

[EfbUsersForum Room Accommodation](#)

Hotel Registration by telephone:

Crowne Plaza Hotel Central Reservations: Tel: +1 (877) 227-6963

Crowne Plaza Dubai:

Tel: +971 433 1111

Fax: +971 433 14150

Comments or questions regarding any of the agenda items are invited. If you wish any material to be circulated prior to the meeting, please submit your proposals via e-mail to Peter Grau at peter.grau@sae-itc.org by **October 15, 2015**.

The meeting is open to all interested parties. Individuals requesting time on the agenda should contact Peter Grau. The agenda will be finalized one week prior to the meeting.

Visa Information

Before you travel to the United Arab Emirates (UAE) please check your visa requirements. Citizens of many countries are eligible for a free 30-day visa on arrival at Dubai International Airport, others will need a prearranged UAE visa.

Meeting Objectives

Joint Meeting: AEEC EFB Users Forum & IATA EFB Task Force November 4-5, 2015

The EFB Users Forum, in coordination with the IATA EFB Task Force, will be hosted by Microsoft at the Crowne Plaza Dubai Hotel in Dubai, United Arab Emirates. The joint meeting will be chaired by Philipp Haller, Austrian Airlines, and Will Ware, Southwest Airlines.

This activity is a coordinating activity among airlines, cargo carriers, and other aircraft operators. Aircraft manufacturers, regulators, EFB suppliers, and others are invited to participate in the discussion of EFB issues of mutual interest.

General topics of discussion:

- Regulations
- Operational Issues and Experiences
- Connectivity and Security
- Applications
- Human Factors
- Communication Interfaces
- Architecture and Installation Issues
- Data input Devices, Terminals, Displays, Interactive Devices
- Tablet Devices and Integration

Preliminary Agenda

EFB Users Forum/EFB Task Force Meeting (Jumairah Ballroom) Wednesday, November 4

0800: Welcome Address and Introductions

- Session 1 – EFB Human Factors

1200 to 1330: Lunch Break

- Session 2 – EFB Regulatory Issues

Thursday, November 5

0800: EFB Users Forum Administration and Announcements

- Session 3 – EFB Security and Connectivity

1200 to 1330: Lunch Break

- Session 4 – EFB Operator Experiences

Related Activities

Several EFB events are being planned for this week in Dubai:

- EFB Subcommittee November 2: 0900-1700 Al Diyafah 7
- EFB Subcommittee November 3: 0900-1200 Al Diyafah 7
- EFB Expo November 3: 1400-2000 Jumairah Ballroom

Travel Information

The Crowne Plaza Dubai is located 10 kilometers from the Dubai International Airport.

From Dubai International Airport (DXB):

By Taxi: Travel time is approximately 20 minutes and the fare will be in the range of 40-50 AED (about \$10.90-\$13.60).

By Metro: Subway service is also available from the airport. Disembark at the Emirates Towers stop, and the hotel will be a five minute walk. The fare will be approximately AED 10 (about \$2.75).

Note: The hotel operates a complimentary shuttle service, but due to local laws, it is only accessible for use *from the hotel to the airport*.

Once you have arrived, no additional transportation will be required, as all EFB activities will be held at the hotel.

Other Information

Dubai is a popular tourist destination in the Middle East. It offers cultural attractions such as the Dubai Community Theatre and Arts Centre and the Dubai Museum. It is also well known for architectural attractions such as the Burj Khalifa, Palm Jumeirah, and Burj Al Arab.

cc

EFB