




To EFB Users Forum **Date** February 24, 2016

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

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

When **EXPO:** May 24, 2016 from 1400 to 1900 Ballsaal Ballroom C and Foyer
Forum: May 25, 2016 from 0900 to 1700 Ballsaal Ballroom A & B
Reception: May 25, 2016 from 1800 to 2200 Hofbräuhaus
Forum: May 26, 2016 from 0900 to 1700 Ballsaal Ballroom A & B

Where **EFB Users Forum and EXPO**
Hilton Munich Park
Am Tucherpark 7
80538 Munich, Germany
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Meeting Objectives

Joint Meeting: AEEC EFB Users Forum & IATA EFB Task Force May 25-26, 2016

The EFB Users Forum, in coordination with the IATA EFB Task Force, will be hosted by Lufthansa Systems at the Hilton Munich Park Hotel in Munich, Germany. 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 (Ballsaal Ballroom A & B) Wednesday, May 25

0900: Welcome Address and Introductions

- Session 1 – EFB Regulatory Issues

1200 to 1330: Lunch Break

- Session 2 – EFB Security and Connectivity

Thursday, May 26

0900: EFB Users Forum Administration and Announcements

- Session 3 – Mobile Applications

1200 to 1330: Lunch Break

- Session 4 – EFB Operator Experiences

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 **April 30, 2016**.

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.

Hotel

Hilton Munich Park



The Hilton Munich Park 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 €151.00 per night including taxes and service fees. This rate includes buffet breakfast. In-room internet is complimentary for HiltonHonors members. The reservation cutoff date is **April 22, 2016**, after which the hotel will release 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 Reservations:

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:

http://www.hilton.com/en/hi/groups/personalized/M/MUCHITW-GSAEA-20160522/index.jhtml?WT.mc_id=POG

Hotel Registration by telephone:

Hilton Munich Park:

Tel: +49 (0) 89 3845 1000

Fax: +49 (0) 89 3845 2555

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 \$600 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 \$300 per individual. The registration site provides details. A link to our online registration can be found at:

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

Pre-registration will close on Friday May 13, 2016. All participants who have not pre-registered by this date will be required to register on site.

The hotel restaurant is unable to accommodate the large number of conference attendees expected. Therefore, the hotel has offered to provide a buffet lunch on the two Forum days, Wednesday May 25 and Thursday May 26, at a cost of \$ 16.50 (€15.00) per person per day. Due to the limited availability of nearby restaurants, it is highly recommended that you select this option. This must be chosen in advance as you register online. Should you select this option, you will receive lunch vouchers (along with your badge) on site. If you choose not to register for the buffet lunch, its availability on site will be extremely limited and cannot be guaranteed. Buffet lunches purchased on site will cost €32.00 to be paid directly to the hotel.

EFB EXPO

The Main EFB Exposition (EXPO) will take place on Tuesday, May 24, from 1400 to 1900. EFB suppliers, system integrators, and others will have an opportunity to demonstrate their EFB products and services to the user community. A Supplemental EXPO will also be held during coffee breaks and lunch on Wednesday, May 25. The Main and Supplemental EXPOs will be held at in the Ballsaal Ballroom C and the adjacent Foyer.

Exhibit 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. Everyone who plans to attend the Forum, EXPO, or both is still required to formally register as an individual.

Reception

Lufthansa Systems is planning a welcome reception and activity following the Forum on Wednesday evening. The event is a night at the Hofbräuhaus and is open to all interested meeting attendees. Participants will be transported to the Hofbräuhaus via bus. Once at the Hofbräuhaus, you may engage in many traditional German 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.



Related Activities

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

- EFB Subcommittee May 23: 0900-1700 Picasso
- EFB Subcommittee May 24: 0900-1200 Picasso
- EFB EXPO May 24: 1400-1900 Ballsaal Ballroom C and Foyer
- Supplemental EXPO May 25: During coffee breaks and lunch Ballsaal Ballroom C and Foyer

Travel Information

The Hilton Munich Park Hotel is located 35 kilometers from the Munich International Airport.

From Munich International Airport (MUC):

By Taxi: Travel time is approximately 30 minutes and the fare will be in the range of €50.

By Metro: Train and subway service is also available from the airport. Take the train from the airport to the Munich main train station. Then take the tram and disembark at the Tivoli Strasse stop, and the hotel will be a five-minute walk. The fare will be approximately €20.

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

Other Information

Munich is a popular tourist destination in Germany. It offers cultural attractions such as the Munich Concert Hall, BMW Museum, Hofbräuhaus, and Olympic Center. It is also well known for architectural attractions such as the Glockenspiel at the City Square and nearby Castle Neuschwanstein.

cc

EFB