| | | Date | February 8, 2021 |
|---|---|---|---|
| **To** | FLS Working Group | | |
| **From** | Scott L. Smith<br>smitty@sae-itc.org<br>tel +1 443-221-8372 | **Reference** | 21-999/SMA-209 lth |

**Subject**   **Meeting Announcement**
**Field Loadable Software**
**Working Group**

**Co-Chairmen**   Ted Patmore, Delta Air Lines
Chris Kuske, Teledyne Controls

**When**   **February 25, 2021**

| Meeting Times | US Pacific | US Eastern | Central European |
|---|---|---|---|
| Start | 0800 | 1100 | 1600 |
| Adjourn | 1000 | 1300 | 1700 |

**Host**   This meeting will be 100% virtual. Details to be provided to those who register.

**Instruction**   Please notify ARINC Industry Activities of your intention to attend by registering online at: *http://www.aviation-ia.com/events/.*

The meeting is open to all interested parties. Individuals requesting time on the agenda should contact Scott Smith. Any material to be circulated prior to the meeting should be submitted via e-mail to Scott Smith by **February 20, 2021.**

A detailed agenda will be provided one week prior to the meeting.

**Meeting Objectives**   The FLS Working Group will initiate work on Supplement 3 to **ARINC Report 667:** *Guidance for the Management of Field Loadable Software.* The project intends to accomplish several goals, including:

- Incorporate additional physical and electronic security into the document
- Describe the structure and uses of a Certificate of Conformity
- Review and edit the document to align with other industry standard references and editorial enhancements as needed

The group will initially perform a preliminary review of the document, including the appendices. A workplan and milestones will be set for project completion.

The latest draft of Supplement 3 to ARINC Report 667 will be found on the FLS Working Group webpage, here: *https://www.aviation-ia.com/activities/field-loadable-software-fls-working-group*

**cc**        AMC Steering Committee