



**To** European FSTD Technical Group      **Date** September 3, 2014

**From** Scott L. Smith      **Reference** 14-999/SMA-853 klp  
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**Subject** **Meeting Announcement**  
**European FSTD Technical Group (EFTeG)**

**Chairman** **Stefan Nowack, Lufthansa Flight Training**

**Who to Attend** The meeting should be attended by training device managers, simulator engineers, general managers of smaller organizations, simulator evaluators, and simulator industry suppliers that are involved with qualification and certification of FSTDs.

**When** November 24-25, 2014  
0900 to 1700

**Where** Meeting Location  
**European Aviation Safety Agency**  
Ottoplatz 1  
Koeln, Germany 50679  
The meeting site is about 15 kilometers from the Cologne/Bonn (CGN) Airport.

**Instruction** Meeting Registration  
Please notify ARINC Industry Activities of your intention to attend by registering online at: <http://www.aviation-ia.com/events/>.  
**Registering for the meeting is important as seating is limited to 28 participants.** The registration will also allow EASA security to build the meeting access list.  
**Note:** Attendees should arrive to the EASA building at **0830** to allow sufficient time for security processing.  
**Hotel Information**  
EASA has preferred rates at several area hotels. Attachment 1 to this announcement has more information, as well as a webpage to use when booking under EASA rates.

## Meeting Instructions

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 Scott Smith by **November 14, 2014**.

The meeting is open to all, with a primary audience of flight simulation device operators who are subject to EASA qualification and certification requirements. Individuals requesting time on the agenda should contact Scott Smith. The agenda will be finalized one week prior to the meeting.

## Meeting Objectives

The European FSTD Technical Group (EFTeG) was chartered as a result of feedback from recent FSEMC conferences. The flight simulation industry perceived a need for a forum for simulator operators that are subject to EASA regulations to discuss technical issues. This forum is also intended for EASA flight simulation regulatory representatives to discuss regulatory qualification and compliance questions with operators.

The schedule and agenda can be expected to be fluid. A list of topics is outlined below:

Current Industry Issues	New devices, facility moves, personnel training, future organizational plans, etc.
Technical Issues	Discuss operators' experiences and challenges
Simulator Quality Management Issues	Discuss operators' experiences with compliance with SQM regulations from EASA or regional NAA's.
Simulator Qualifications and Evaluations	Discuss operators' experiences recent technical evaluations (motion, visual, configuration, QTGs, etc.).
Simulator Validation Data (SVD)	Discuss potential alternatives to evaluating and validating the data and performance of FSTDs. Reference the recent SVD activity report: <a href="http://www.aviation-ia.com/fsemc/projects/qtg/index.html">http://www.aviation-ia.com/fsemc/projects/qtg/index.html</a>
FSEMC Activities	Discuss activities of the FSEMC Conference, Working Groups, and documents
Regulatory Q&A	Open dialogue with regulators

The meeting Chairman, Stefan Nowack, Lufthansa Flight Training, has asked the ARINC Industry Activities staff to collect topics for discussion for integration into a final agenda. Also requested are specific regulatory questions or issues for EASA representatives.

Please submit your items to Scott Smith at [smitty@sae-itc.org](mailto:smitty@sae-itc.org) as soon as convenient. The ARINC Industry Activities staff will present a list of preliminary questions to EASA one week prior to the meeting.

**Meeting  
Schedule**

The following schedules are tentative, and may change prior to the meeting.

**Monday**

<b>Time</b>	<b>Agenda Item</b>	<b>Attendees</b>
0900	Introductions Recent Organizational Activity	Airlines Training Centers Other Operators Airframers Suppliers  EASA Representatives
1030	<i>BREAK</i>	
1045	Regulatory Concerns from the delegates	
1200	<i>LUNCH</i>	
1330	Current issues, common practices, EASA discussion items, open forum	
1530	<i>BREAK</i>	
1545	Presentation(s) Finalize agenda for Day 2	
1700	<i>ADJOURN</i>	

**Tuesday**

<b>Time</b>	<b>Agenda Item</b>	
0900	Continue discussion with EASA	All
1030	<i>BREAK</i>	
1045	Simulator Validation Data (SVD)	All
1200	<i>LUNCH</i>	
1330	Industry only session – Current issues	Industry Only
1530	<i>BREAK</i>	
1545	Meeting Feedback	All
	<i>ADJOURN</i>	

**Travel  
Information**

The meeting site is about 15 kilometers from the Cologne/Bonn (CGN) Airport. Please arrange your own air and ground transportation, as well as your hotel accommodations.

**cc**

FSEMC Steering Committee

# Attachment 1



## Hotel list Cologne 2013

- Please book via [www.ehotel.com/easa](http://www.ehotel.com/easa) -

Hotel	Stars	Single room	Other	Contact
Flandrischer Hof Hotel	3	78 €	Incl. VAT and breakfast Free WiFi in room and lobby	Flandrische Straße 3-11 50674 Köln
Günnewig Kommerz Hotel	3	85 €	Incl. VAT and breakfast No free WiFi in room and lobby	Johannisstr. 30 50668 Köln
Hotel am Augustinerplatz	3	59 €	Incl. VAT, excl. breakfast at 12 € Free WiFi in room and lobby	Hohe Strasse 30 50667 Köln
Barceló Cologne City Center	4	89 €	Incl. VAT and breakfast Free WiFi in room and lobby	Habsburgerring 9-13 50674 Köln
Günnewig Hotel Stadtpalais	4	109 €	Incl. VAT and breakfast No free WiFi in room and lobby	Deutz-Kalker-Str. 52 50679 Köln
NH Köln City	4	100,08 €	Incl. VAT, excl. breakfast at 19 € Free WiFi in room and lobby	Holzmarkt 47 50676 Köln
Dorint Hotel am Heumarkt	5	119 €	Incl. VAT and breakfast No free WiFi in room and lobby	Pipinstr. 1 50667 Köln
Excelsior Hotel Ernst	5	150 €	Incl. VAT and breakfast Free Wi-Fi in room; in lobby at extra charge	Domplatz /Trankgasse 1-5 50667 Köln
Hyatt Regency Köln	5	115 €	Incl. VAT, excl. breakfast at 25 € Free WiFi in room and lobby for 30 min.	Kennedy Ufer 2a 50679 Köln
M Gallery - Hotel Mondial am Dom Cologne	5	134 €	Incl. VAT and breakfast Free WiFi in room and lobby	Kurt-Hackenberg-Platz 1 50667 Köln

Rates are subject to availability and are not valid during trade fair periods or important event dates.