

**Minutes of the ACP meeting held on 6th February 2009, at Boeing office, 10th
Floor Eros Corporate Tower, Nehru Place
New Delhi**

The following agenda are discussed in this meeting.

1. ACP activities
2. ACP Project-08 summary and Status
3. Project Execution Model
4. Program Financial Review / Dues Renewal
5. Participation Aero India -2009
6. ACP Projects-2009
7. Others
8. Next meeting

The following members attended the meeting in person:

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|----------------------------|--------|--|
| ▪ Mr. Larry Coughlin | Boeing | Co-Chair (Industry) ACP |
| ▪ Mr. Aaron E. Wilkins III | FAA | Co-Chair (US Gov't) ACP |
| ▪ Dr. Arjun Singh | ACP | Program Director ACP |
| ▪ Mr. Ajay Kumar | FAA | Civil Aviation Specialist, South Asia |
| ▪ Mr. Balakrishnan | USTDA | India Representative |
| ▪ Mr. Nakul Gupta | Boeing | Director-Strategy & Business Development |
| ▪ Mr. Rahul Sharma | IBM | Director |
| ▪ Ms Deepa Das | Fedex | Sr. International Legal Advisor |
| ▪ Mr. Chuck Kohli | PAS | Advisor |

The following members attended via teleconference:

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|---------------------------|-----------------|--|
| ▪ Mr. Howard Nesbitt | Hitec | Advisor |
| ▪ Ms. Linda M. Schuessler | WCG | Program Manager |
| ▪ Ms Linda Schuessler | Vaughn College | |
| ▪ Dr. Kalpna Jain | Vaughn College | Vice President (Acad. and Student Affairs) |
| ▪ Ms Dobbas Mimi | MITRE | Program Director –Asia Pacific |
| ▪ Mr. Venket Raman | Hieco | VP and Country Manager |
| ▪ Ms Tejal Shah | US Embassy | Second Secretary (Economic Affairs) |
| ▪ Mr. B.S. Singh Deo | Bell Helicopter | Managing Director |

Meeting commenced on February 06, 2009 at 1700 hrs in Boeing office, 10th Floor, Eros Corporate Tower, Nehru place, New Delhi. Mr. Larry Coughlin, Co-Chair (Industry) ACP kicked-off the meeting and discussed the agenda.

1. ACP Activities

Program Director-ACP briefed about the ACP activities during December-2008, to January-2009.

- a. Refer the ACP meeting on 7th Nov 2008 where the members voted on Projects for 2009 among eight domains and decided on 12 projects to submit to the Indian stakeholders i.e. Ministry of Civil Aviation (MCA), Director General of Civil Aviation (DGCA) and

Airports Authority of India (AAI) for their review. The ACP had fixed a meeting with the stakeholders on 3rd Dec 2008 and discussed the proposals in detail.

- b. Beta ACP web site was posted and members were invited to provide suggestions. Only four members have replied and further suggestions are encouraged to improve the website content.
- c. A feature of the ACP website now allows members to pay ACP dues directly on-line by using a credit card.
- d. Program Director followed up with MCA/DGCA/AAI for ACP Projects for 2009 and got the approval of the all 12 projects from MCA on 15th January 2009.
- e. ACP was one of the co-sponsors in “5th Indo-US Economic Summit” held on 7-8th Jan 2009. ACP was very visible as a number of ACP members participated and our brand was appropriately displayed.
- f. National level “Aviation University” Gondia near Nagpur is being planned to set up by MCA/AAI, and MCA desires that ACP should help them to start the university at Gondia. In this regard, the Program Director met with Mr. R.C. Chitkara, Executive Director, Aero-Planning and Project In-charge Gondia, AAI on 8th Jan as well as Joint Secretary, Mr. R.K. Singh, MCA on 15th Jan 2009 along with Vaughn College, Vice-President Dr. Jain.
- g. ACP hosted a farewell luncheon for Joint Secretary Mr. R.K. Singh on 22nd Jan 2009 in the Hotel Le Meridian, New Delhi. The highlight of this farewell was presence of the Secretary, MCA, other MCA senior officers and Dr. Zaidi, DGCA.

2. Active Project Summary and Status

- a. The overall summary of the active ACP projects and the individual project summaries (four squares) were reviewed. Project details and status were confirmed by project leaders and USTDA India Rep. Comment made by Co-Chair (Industry) that individual project schedules and milestones need to go beyond the TDA contract award, and the ACP Program Director should therein be afforded the ability to track progress of overall project and assist where able.
- b. Given current uncertainty of the AME Capacity Assessment project, that project status will be changed from green (on plan) to yellow (plan in work).

3. Project Execution Model

- a. The model has been explained by Mr. Bala, Indian Rep. USTDA, was further reviewed by Co-chair (Industry). The particular point made was the general expectation of the ACP that project leads would fill the “US Company” roles and other companies on the project team would be afforded the ability to subcontract, as appropriate, either formally or informally.
- b. ACP is arranging two hours workshop for members to familiarize the USTDA format and their application for preparing the project proposal in-line with USTDA format.

4. Program Financial Review / Dues Renewal

- a. Co-Chair (Industry) provided an overview of the financial position of the ACP for the year 2008. Given the 2008 financial results, the following recommendation for 2009 fees was proposed and accepted by the ACP board via no objection vote:

\$7K to \$6K for tier one [>\$22M rev]
\$3.5K to \$3K for tier two [\$22-\$6M rev]
\$2K to \$1.5K for tier three [<\$6M rev]

- b. Mr. Coughlin also requested members to pay their dues as per new approved rates at the earliest and further requested to initiate the aggressive membership drive. ACP board hoped that this year total member would target to be 30.

5. Participation Aero India -2009

Program Director-ACP participated in Aero India-2009, Bangalore from 10-13 Feb 2009 and displayed the ACP brochure and banner, met various US Industry to brief about the ACP activities.

6. ACP Projects for 2009

- a. Over the course of December 2008 and January 2009, the Ministry of Civil Aviation (MCA), the Director General of Civil Aviation (DGCA) and the Airports Authority of India (AAI) reviewed and prioritized the 12 ACP projects for 2009 as proposed by the ACP Board. The views of the MCA, DCGA, and AAI, resulted in seven projects being listed as their highest priority (see presentation for details). The ACP Co-chair (Industry) proposed that these seven projects be carried forward as the ACP's 2009 projects. The ACP board:

- Decided on appropriate project leads and team members
- Voted, by no objection (i.e., no dissenting votes) that the seven projects be carried forward.

- b. The seven projects, project leaders, and team members follow:

Projects for 2009	Team Lead	Team Members
A. Implementing of ATC processes and procedures as identified in the ATMTP	WCG	FAA
B. Study on Next-Gen technology requirement for Indian aviation sector	MITRE	IBM, Vaughn
C. DGCA Human Resource Development	FAA	IBM, Vaughn
D. Rotorcraft rulemaking , capacity assessment, airspace classification, and airspace design	Bell Helicopter	
E. Safety Program and safety management system readiness assessment and development plan	Vaughn	IBM, WCG
F. GBAS assessment at major airport (s) aside from DEL and MUM	Honeywell*	FAA
G. SBAS/GBAS users and providers seminar	Raytheon*	Honeywell , FAA
* To be coordinated		

7. Others

Now onward, ACP will have monthly meeting to appraise about the progress of the ACP projects to AAI/DGCA.

8. Next meeting

Meeting ended at 1900Hrs. Next ACP meeting will be conducted on 20th March 2009. Time and venue will be informed separately.

Meeting ended with thanks.

(Dr. Arjun Singh)
Program Director-ACP

(Larry Coughlin)
Co-Chair Industry

(Aaron E. Wilkins III)
Co-Chair US Govt.