



EUR 337-21/WG117-016
RTCA 287-21/SC240-016

November 11, 2021

EUROCAE WG-117 / SC-240 “Topics on Software advancements (TOSA)” Meeting #9 Calling Notice

Date	9 December 2021
Time	15:00 – 19:00 CET /09:00am – 1 :00pm EST
Venue	Virtual (Web Ex) and at RTCA Headquarters 1150 18th Street NW, Suite 910 Washington, DC 20036
Hosted by	RTCA

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Working Group meetings will start Monday 9am EST and will run as long as participants are available on December 6, 7 and 8. The working meetings are only available to members of EUROCAE or RTCA.

IMPORTANT NOTE:

Please refer to the information provided on page 2.

Please send an email to confirm your physical attendance before December 1st to Rebecca at rmorrison@rtca.org

AGENDA

1. Welcome, Introductions
2. Review of RTCA and EUROCAE Policies and Expectations
3. Review and Adoption of Agenda
4. Review of minutes of previous meeting/s and status of action items
5. Management team general information if any
6. Review of WG-117/SC-240 Work Plan, schedule, deliverables & task allocation
7. Consider a motion to initiate OC/FRAC on the SG-2 Document
8. Special Presentations
9. Subgroups Status Presentations including proposed text for standards
10. Review of Actions
11. Date of Next Meeting/s
12. Any other business
13. Close

Disclaimer:

By attending EUROCAE / RTCA face-to-face meetings, you confirm your agreement with the following:

Participants are required to comply with the travel and entry requirements and restrictions for the United States rules imposed by RTCA (see below), prior to making or conducting any travel arrangements.

You further confirm you will comply with any sanitary measures imposed by RTCA.

The meeting will be conducted as virtual mode only in case Washington, DC or the US Center for Disease Control puts limits on meeting capacities.

RTCA cannot be held responsible for late cancellation on in-person status of the meeting if deemed necessary for covid protection.

RTCA Visitor Policy:

RTCA will post signage at entrances to the facility providing information on safety protocols for fully vaccinated and not fully vaccinated individuals, including additional safety protocols in place for any visitors regardless of vaccination status. RTCA may take additional steps in communicating workplace safety protocols to visitors prior to the arrival at RTCA's facility.

Please register your attendance plans here:

https://forms.office.com/Pages/ResponsePage.aspx?id=_k0_oGskkU2OMpOyU45tluLZsm-89iRDnkgbAcZN13RUMVBIU1RBV09GMEZIRzRNQzFZSjBYVvkJSy4u