

Agenda Item 2: Draft Agenda

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|---|-----------------|
| 1. Chairman’s Welcome, Administrative Arrangements | |
| 2. Approval of Agenda | Approve |
| 3. Approval of Minutes from GB 71 | Approve |
| 4. IS-BAH Report | Note/Advise |
| 5. IS-BAO Report | Note/Advise |
| 6. ICAO Report | Note/Advise |
| 7. ICAO Air Navigation Bureau Briefing: Future of Aviation Environment Report | Note/Discuss |
| 8. Membership Application of Irish General & Business Aviation Association | Discuss/Vote |
| 9. Environment Report | Note/Discuss |
| 10. Finance Report | Discuss/Approve |
| 11. Proposed 2021 Budget | Discuss/Approve |
| 12. Members’ Secure Page on IBAC Website | Note |
| 13. Next Meetings | Approve |
| 14. AOB (please provide notice well in advance) | |
| 15. Adjournment | |

Advance information only (no discussion):

16. Communications Update
17. Member Updates (presented verbally if time allows)
18. Customs Issues Update

Starting (Local) Times in Member Association Locations

Sydney	00:00 (going into Thurs., 5 Nov.)
Tokyo	22:00
Hong Kong/Singapore	21:00
Delhi	18:30
Abu Dhabi	17:00
Johannesburg	15:00
Brussels/Rome/Berlin/Paris	14:00
London	13:00
Sao Paulo	10:00
Montréal/Washington/Toronto	08:00
Vancouver/San Diego	05:00

MINUTES

IBAC Governing Board Meeting/71
June 3, 2020
Virtual via GoToMeeting

Attendees

Ali Alnaqbi, MEBA
Rui Aquino, ABAG
Marc Bailey, BBGA
David Bell, ABAA
Elizabeth Dornak, NBA
Kurt Edwards, IBAC
Nick Fadugba, AfBAA
Omar Hosari, AsBAA
Hiroaki Kikuchi, JBAA
Scott Macpherson, CBAA
Andreas Mundsinger, GBAA
Sudhir Nayak, BAOA
Juergen Wiese, EBAA
Bertrand d'Yvoire, EBAA-France

Other Representatives

Steve Brown, NBA
RK Bali, BAOA
Doug Carr, NBA & IBAC Corporate Secretary
Athar Husain Khan, EBAA
Brian Koester, NBA
Leo Knappen, Bombardier
Andy Meyer, IBAC
Bruce Parry, IBAC
Flavio Pires, ABAG
Ben Walsh, IBAC
Rich Walsh, NBA
Terry Yeomans, IBAC

Agenda 1: Chairman's Welcome, Administrative Arrangements

Chairman Alnaqbi called the meeting to order at 7:06 am Eastern time and welcomed the Governing Board (GB) to the first ever virtual meeting.

Agenda 2: Approval of Agenda

The GB reviewed the proposed agenda and DG Edwards suggested altering the order of some existing agenda items to better utilize the available time. The GB unanimously agreed to the changes to the proposed agenda.

Agenda 3: Approval of Minutes of GB/70

The GB reviewed and unanimously approved the minutes from GB/70 with no edits.

Agenda 4: ICAO Report

IBAC staff provided an overview of ICAO's various industry engagement opportunities, such as committees, panels and groups and how IBAC's member associations can enhance IBAC's efforts across these diverse segments. Staff topics included:

- A review of priority efforts taking place at ICAO.
- Proposed member association representation schedule. Several meetings previously were attended but lacked follow up from attendee for action by IBAC.
- Ground Handling Task Force (GHTF) was missing from list but now fixed.
- Much more streamlined approach to needed representation.

The GB reviewed the recommendations from the IBAC staff for a more coordinated approach and supported the proposed representation structure.

Additionally, the staff briefed the GB on arrangements for post pandemic resumption of operations. The update included:

- Submitted IBAC's input at the start of the group's efforts. Over the past weeks, group has developed guiding principles to guide states and industry on recovery of operations. The ICAO Task force delivered its report on May 29, with deliberations planned on June 1.
- High level report with non-binding guidelines. Framework for how states could restructure and conduct restart of aviation sector.
- Council Aviation Recovery Taskforce (CART) document published on June 1 on ICAO website. IBAC involved in the development of the draft. No identified negative impacts on business aviation. Solid framework for restart. Mostly focused at scheduled operations and large international airports and passenger handling.
- Determining if CART should continue, expand or some consider some other lifespan.
- Public Health Corridor
 - Facilitate the conduct of cargo operations
 - Able to have a second edition that includes maintenance, ferry and delivery flights (all operations without pax). Discussed yesterday within the medical community and now heads to final review and presented to ANC next week for final approval and release.
 - See working paper for additional details.
 - How to facilitate getting crews to aircraft in need of moving due to weather or other issues.
 - Seeking to identify an SME for this effort.

Agenda 5: Business Aviation Prepared to Get Back to Business

IBAC staff discussed recent activity involving the restarting of travel and business aviation's focus as part of these discussions. These discussion included:

- How to facilitate operations during the current pandemic. How to restart and recover. Notional open letter and other guidance.
- Open Letter – CART developed the open letter. EBAA and AsBAA also issued open letter. Initial letter was foundational. Is there a need for another letter and if so, what would be the priorities? Guidance – satisfy in a number of ways.
- Communications and messaging for opportunities for a second open letter.
- EBAA suggested to use all info from EBAA's work with EU/Member States/EASA/EuroControl if needed. EBAA submitted documents to EASA based on their queries and it is now available on the EASA website. Globally, the key is lifting restrictions as soon as possible. Business aviation is ideally positioned to be a first mover.
- AsBAA offered that another open letter is a good idea and that we should add more details specific to business aviation. Suggests that the open letter would include best practices for business aviation's to return to normal and could specify region(s) that acknowledge specific regional issues/requirements. Finally, the letter could include general recommendations as well.
- Bombardier shared that we should consider this a must-do action. Airlines have been devastated and that this is an opportunity for business aviation to continue to raise profile.

IBAC staff will continue to follow ICAO developments and will reach out to member associations for continued input.

In addition to efforts focused on restarting travel, staff also briefed the need for additional guidance to assist our community. These included discussions on:

- Lots of info from public health experts.
- Collaborative Arrangement for the Prevention and Management of Public Health Events in Civil Aviation (CAPSCA) initiative.
- Ground handling perspective: citing resources for external guidance. Other assistance could include:
 - Central repository for business aviation of all information.
 - Recent experience: Flight to US was relatively easy. Flight to China – provincial information but only one step. Needing to help manage OEM guidelines along with state requirements.
- How would a global guideline affect state-based requirements. Not expecting something final anytime soon or perhaps ever. Changes to protocols will require medical evidence. That means a long process. World Food Program website tracking open source info on restrictions.
- AsBAA asked if we can build on the public health corridor effort. We want ICAO to endorse our efforts. Need to determine how we would develop this idea for ICAO. Other ideas happening on repatriation and related efforts. ICAO views the distinction between passenger and non-passenger operations and a focus on transmission rather than why or how people are traveling. Restart of aviation should not be at the expense of another sector.
- BBGA shared that the UK is developing alternate means of compliance.
- EBAA-France offered that France informed French operators that the country would reopen Schengen and UK, then on 8 June restrictions with similar restrictions for passengers coming from UK. This is a reaction to UK limits. Largest market is between UK and France.

The GB continued its discussion on the subject that included:

- The notion of travel bubbles is a sensitive topic. Want to hear more from the UK that might help with efforts at ICAO.
- We must appear to international audience that we are different in terms of protecting pax. Physical differences with aircraft, every measure to protect passengers that we know so well. Should be distinction between business aviation and scheduled transport. Different level of risk.
 - How to assure to that state that business aviation passengers are safe and uncontaminated. IATA info has not been helpful.
- Sanitary travel capsules – UK
- On arrival testing might not be the best solution as it could create a 2-level society between those that can afford and those that can't.
- IATA ideas on development of safe travel or safe arrival. Most have backfired. Data will be key to our efforts.
- We should be working on this issue jointly. Older aircraft don't have same filtering capability. The manufacturing community has a good story. Challenges remain at FBOs as they play an important role. Need to get them more engaged.
 - EBAA France has many FBO members. Worked closely with them to have measures adapted to BA.

Agenda 6: Finance Report

The IBAC Finance Committee met the previous day and reviewed Fiscal Year 2019 and the first quarter of Fiscal Year 2020 performance. The highlights included:

- 2019 did better in terms of bottom line relating to budget. Aircrew cards performed better than expected. Savings from salary (ICAO director). Mitigated significant losses in IS-BAO/H. The original budget projected a loss of \$48,000 but ended the year with only a \$5,000 shortfall.
- IS-BAH had a much better 1Q20 than expected. Not expecting that momentum to continue.

Additionally, the Director General discussed several other topics that included:

- Not spending on travel. Workshops moved online and in the case of IS-BAO, the online option is very popular.
- Let go one admin staff and a contract instructor.
- Other associations are having significant challenges. Summary of member contributions, only 5 have been able to contribute. Larger member associations have expressed confidence in following through on the current budget. Financial performance by member associations during the next fiscal year remains unclear. How do we formulate expectations for next year?

GB members shared the following feedback:

- AsBAA: IS-BAO/H may have an opportunity (GHFTF) related to pandemic to include pandemic considerations.
- EBAA: New FBO health certification? Highlighted IS-BAH so perhaps an extension or add-on to existing standards.
- IBAC: Travel health has been part of IS-BAH since the start. (COVID Secure)

The GB voted unanimously to approve the Finance Committee Report

Agenda 7: Update of IBAC Bylaws

The Director General briefed the GB on updates to the IBAC Bylaws resulting from a legal review reflecting changes in state laws of the District of Columbia for non-profit entities. The proposed bylaws changes relate to legal requirements and the recognition of additional member categories. The Governing Board voted unanimously to approve the proposed changes to the Bylaws.

Agenda 8: Strategic Direction

The Director General provided updates on the strategic direction efforts that have been previously discussed at the February, 2020 POC meeting that included the need for IBAC to retain a data collection and analysis capability. In the eyes of ICAO, better data brings greater relevance. He asked the GB to provide feedback on whether we delay further efforts considering current global challenges and to assist in developing the benefits of having such a data capability. GB feedback included:

- CBAA: A frustrating conversation if we don't move forward and the conversation has changed over time. If we don't have it, we will fade in relevance. We need the ability, but timing is difficult. Should hold but not take it off the table.
- AfBAA: reviewing depth and breadth of data, could we identify a smaller set of data that we could work on. We should leverage CAA data as well.
- IBAC: Most ICAO decisions are driven by answering social demand. In a second phase of decision making, industry is relying on our data. Modifications to existing frameworks will be data-based. Supports moving forward with a smaller data effort.
 - If collecting data, the must also analyze and share.
- DG: Would recommend parking effort for now.

EBAA and IBAC will review existing data and determine if this project could move forward.

The DG also updated the GB on membership efforts that support greater numbers of members within each category. The staff has developed a matrix of membership benefits and tiers that will continue development at the next POC meeting.

Agenda 9: Next Meetings

- POC/44 (Vancouver): No fixed arrangements yet. Need to get an idea on whether we hold meeting or have virtual. Risk is that we don't know what Canada or British Columbia's requirements will be for isolation right now when entering Canada. Skeptical on successful outcome.
- GB/72: Deadline for making travel arrangements for BACE? Can consider a hybrid meeting. Perhaps a check in a the next POC meeting for BACE. Keep on calendar as is. NBAA decision to hold/cancel will provide sufficient time to adjust, if needed.
- POC/45 (Melbourne): Avalon moved to November 21. Would we go to support ABAA or adjust? November 24-25?
 - EBAA: Will give another few months to review calendar. Maybe postpone decision until later. Agreed.

- GB/73 (Geneva): Plan for EBACE. Will wait to determine if changes needed later (GB meeting in October).

Agenda 10-14: Advance Information

IBAC staff shared advance information with member associations on these agenda items and asked for member feedback. Agenda items included the General ICAO Report, Environment Report, and both IS-BAH and IS-BAO updates.

Executive Session

The GB entered Executive session at 9:36 am Eastern time and exited Executive Session at 9:46 am Eastern time.

Agenda 15: Any Other Business

The GB was asked for any additional topics for discussion and none were identified

Agenda 16: Adjourn

The GB voted unanimously to adjourn at 9:52 am Eastern time.

Respectfully submitted,



Douglas Carr
Corporate Secretary.

Agenda 4 IS-BAH™ Update



IS-BAH™ Update to IBAC GB / 72 Sep 2020

International Standard for Business Aircraft Handling programme update.

Financial Year budget / performance to end Q3 20

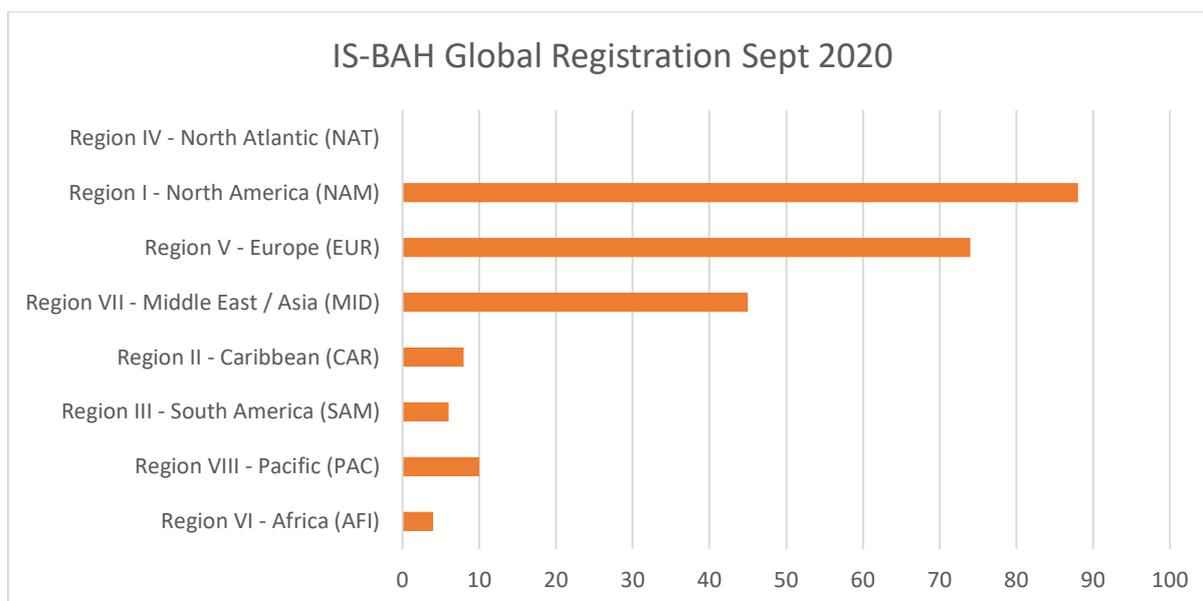
Year	Registrations	Manual Sales / Subscriptions	ISBAH Workshops	Auditor Workshops	Total - Gross Revenue**	Expenses	Net
Perf Year 2018	\$49,410.00	\$25,150.00	\$90,050.00	\$76,500.00	\$256,425.00	\$298,880.54	(\$42,455.54)
Budgeted 2019	\$31,200.00	\$136,150.00	\$75,252.00	\$55,184.25	\$297,786.25	\$315,663.20	(\$17,876.95)
Perf Year 2019	\$24,700.00	\$72,950.00	\$59,550.00	\$48,300.00	\$210,553.11	\$387,205.86	(\$176,652.75)
Budgeted 2020	\$34,696.50	\$97,114.80	\$77,920.00	\$47,957.71	\$257,689.01	\$331,063.47	(\$73,374.46)
Perf to end Sept 2020	\$25,200.00 < \$15,000.00 expected	\$91,030.00 < \$6,450.00 possible	\$76,550.00 < \$7,500.00 possible	\$55,550.00 < \$1,900.00 possible	\$251,270.45 < \$30,850.00 possible	\$247,777.58 < \$300,313.54 expected	\$3,492.87 (\$18,193.09)

** Total Gross Revenue includes auditor accreditation fees and affiliate fees.

2020 – Budgeting

Year	Registrations	Manual Sales / Subscriptions	ISBAH Workshops	Auditor Workshops	Total - Gross Revenue**	Expenses	Net
Budgeted 2020	\$34,696.50	\$97,114.80	\$77,920.00	\$47,957.71	\$257,689.01	\$331,063.47	(\$73,374.46)
Budget 2021 @100%	\$33,800.00	\$97,100.00	\$85,960.00	\$50,500.00	\$267,400.00	\$300,000.00	(\$32,600.00)

Current IS-BAH™ Registrations



Region VI - Africa (AFI)	4
Region VIII - Pacific (PAC)	10
Region III - South America (SAM)	6
Region II - Caribbean (CAR)	8
Region VII - Middle East / Asia (MID)	45
Region V - Europe (EUR)	74
Region I - North America (NAM)	88
Region IV - North Atlantic (NAT)	
	235

To date, 235 locations have been registered globally to Stage 1 with 122 of these reaching Stage 2 and 7 at Stage 3.

22 are currently “expired”, 4 have audits in process, one station was sold to another and one was removed from registry for poor performance.

16 further audits at initial Stage 1 have been notified and a total of 44 locations are currently subject to Planned Audit Notifications.

The introduction of the subscription service has assisted manual sales, with the current 128 locations participating in subscriptions, this should bring in firm income annual fees going forward, rising to \$68,500.00 in 2021 and >\$80,000.00 in subsequent years.

When the IS-BAH programme was first launched, we had estimated the global FBO/BAHA market being around 4500 individual locations and had hoped that the programme would be attainable as a voluntary programme (financially and resource wise) by 20% of the global market, 900 registrations was a good target to aim for.

As developments towards the regulation of ground handling service providers (GHSP) becomes more likely, not only the scope of entities eligible for this type of management system has increased potentially so has the reasoning behind adopting an industry Standard, the potential market could be considerably more than first envisaged.

Audit Programme

The numbers for IS-BAH auditors stack up as follows:

Total Valid Auditors: 37

Total Current Auditors: 30

Active Auditors (having participated in a registration audit in the past 12 months): 37

“S” Credentialed Auditors (Stage 3): 14

As far as applications:

Number of auditor applications past 12 months: 12

Number of new auditors past 12 months: 3

Number of applicants denied past 12 months due to experience requirement: 2

Pending applications: 7

Number of ARBs held for IS-BAH past 12 months: 1 resulting in revocation of credential for IS-BAH.

Regulatory Update

ICAO Document 10121 on Ground Handling was finally released in December 2019. We have also been advised that following the work of the GHTF at ICAO and following the ADOP meeting in July 2019, there is now agreement from the Panel to start work on SARPs for GH. This work started in October 28 thru 30, 2019 and a further meeting has taken place for drafting in early January. Next formal meeting will be held virtually in November. We remain fully engaged with the process. This has the potential to require further time and resources to remain fully engaged with the process over the upcoming months and years.

From the EASA, work continues as part of the “expert” group set up to develop both ToR, and later the Implementing Rules for the proposed regulation.

Due to COVID the EASA work is now on hold.

Of the 577 aerodromes in scope of regulation (EU) 139/2014 laying down the requirements for the certification of aerodromes in the EASA Member States, we have only reached 7% of that market potential to date.

Current Roadmap:

- 1) Terms of Reference
- 2) EASA Advisory Boards (AB) Consultation (Draft Opinion and Decision)
- 3) Proposal to Commission (Opinion)
- 4) Adoption by Commission (Implementing Rules)
- 5) Decision (Certification Specs, AMC, Guidance Material)

EC 96/67 Evaluation

A questionnaire was sent out by Steer on behalf of the EC in early 2020. The questions were clearly aimed at an “airlines” response, despite the word “airline” being used only once in EC 96/67 (“...reduce the operating costs of airline...”), it should really have been aimed in a more non-discriminatory way to best enable all airport users to respond.

What we have to be concerned about is the proposed “declaration” procedure for Ground Handling Service Providers in order for them to be eligible to declare capabilities under the new basic regulation means it is possible that a GHSP will be required to have a licence to operate in advance at the airport they wish to provide services at. What we could see is GHSP wishing to make a declaration but can't because the airport is unable to give them a licence based on EC96/67, without a licence you can't declare and if the licence criteria then includes a valid declaration, you get the point....

Much more work to be done on this not just at ICAO level, but also at States level, particularly the EC, we need to invite regulators to each of the workshops in order for them to better understand the IS-BAH and its processes. **Request all MAs to consider who in their respective authorities should be a point of contact to invite to the next workshops planned in that region. (Action Required)** So far Spain and Singapore are the only regulators to have attended the workshops.

2020 Workshop Schedule

Wilmington NC (Jan 20)	8
West Palm Beach (Jan 20 – NBAA Regional)	13
Brussels (Feb 20 – EBAA AirOps)	13
Brussels (Feb 20 – closed)	17
Luton (Feb 20 – closed)	15
San Jose (Mar 20 – NBAA Regional)	21
Virtual W/S 1 (June)	24
Virtual W/S 2 (August)	34
Closed Virtual (September)	20
Closed Virtual (October)	15
Virtual W/S 3 (October)	24
Virtual W/S 4 (December)	1

All 2021 workshops will be planned to be held virtually, starting January 2021.

Promotional opportunities

EBAA AirOps 2020 – a number of opportunities for both programmes in a few panels over the two days of the event, thank you to EBAA.

S&D 2020 (Mar) – booth booked – put in presentation RFP, but nothing appeared in schedule for S&D again, despite this being the biggest opportunity for market capture in the US. Very disappointing. Need to decide if this is worth attending at all in future or if funds could be better spent elsewhere.

.... And then COVID hit...

IS-BAH Press - Our registered operators have been doing us proud.

Sept 2020

Pentastar Aviation Receives IS-BAH Certification – Aviation Pros
Abilene and Lubbock Reach IS-BAH Stage 2 – Aviation Pros
TAG Macau achieves IS-BAH Stage 2 certifications – Aviation Pros

Jun 2020

Meridian earns dual IS-BAH approval

May 2020

IBAC adjusts to effects of COVID-19

April 2020

Jet Aviation achieves IS-BAH Stage 1 for its Australian FBOs – Business Airport International
Jet Aviation secures IS-BAH Stage 1 registrations – Australian Aviation
Jet Aviation earns IS-BAH Stage 1 for its entire FBO network – Famagusta Gazette
Jet Aviation receives IS-BAH Stage 1 – AviationPros.com
American Aero FTW ranked NO 1 FBO in World – fortworthbusiness.com

Mar 2020

Bird ExecuJet Airport Services Achieves IS-BAH Stage 2 – BW Businessworld
IBAC establishes online IS-BAO workshops – AviationPros
IBAC establishes online tools in the wake of COVID-19 – Skies Magazine
Paragon Taps FBO Partners for Safety Program – AIN Online
Sheltair Aviation opens Ocala International Airport Terminal - Business Airport International

Feb 2020

First VIP terminal launched in Marrakech – Business Airport International

Jan 2020

American Aero FTW ranked NO 1 FBO in World – AviationPros.com

Universal Aviation Singapore Earns IS-BAH Stage 2 – AviationPros.com
ABS Jets Gets OK for FBO Services in Slovakia – AIN online

Nov 2019

Banyan Only FBO at FXE with IS-Bah Stage 1 Accreditation – AviationPros.com
Jet Aviation to redesign Riyadh FBO - Business Airport International

Oct 2019

Signature Flight Support's Global Expansion Throughout 2019 Nets 16 Additional Aircraft Handling Locations – AviationPros.com

Sept 2019

Northern Virginia FBO Unveils Renovation – AIN Online
Latvian Ground Handler Makes Scandinavian Debut – AIN Online
Geneva Airpark To Offer Hangar Flexibility – AIN Online

Aug 2019

Desert Jet Founder Denise Wilson Announced as Chairman of the Board – AviationPros.com

Jul 2019

Duncan Aviation's Provo, Utah, FBO receives IS-BAH – AviationPros.com

Jun 2019

Lyon-Bron Airport achieves IS-BAH Certification – AviationPros.com
Concord-Padgett Regional Airport earns international business aircraft standard – WBTV
IAM Jet Centre landing at St Lucia Airport – AIN

IATA continue to actively work with ICAO States regulators to ensure their standard is seen as the aviation industry standard for ground handling, this has potentially many issues for our sector, not least in the possibility of forcing our sector to only have ISAGO approved handlers following airline standards.



If this is linked to the licencing for GHSPs, such as covered by current and proposed Indian and EU regulations, we could see no licence approvals available for GHSPs to the dedicated BA/GA sector at major airports.

Moving forward

As part of the continuous improvement of the programme have continued to compile an update in comparison with the plan provided initially in 2014.

Standards board

Met week of 25th May virtually, Chair Allison Markey, Vice Chair Marc Pieters. Promotions subcommittee, chaired by Lou Sorrentino, group.

Workshop content

2020/21 workshops development now completed. Part of ongoing development and changes based on feedback after workshops and observations, as we continue the first accreditation renewal periods for some, emphasis will be with ensuring much changed content for those who have attended prior, but also maintaining the necessary complete programme overview for those who are attending for the first time.

Review of audit processes based on IS-BAH audits.

Several policy changes and additions to the Standard continue to close the loopholes and tighten upon those who were clearly able to write a report designed to “pass an audit”, this is an ongoing process and formed an integral part of the new joint ISP APM (V8) released in early 2020.

Tighten up on auditor qualifications.

The new APM (version 8) helps to clarify better the full list of requirements for auditors, which is capping the numbers of auditors eligible for accreditation. Since we suggested the use of the PSA programme as one possible means to enter the auditing corps subject to time / performance criteria, we have not yet had any converts. Auditor number currently sits at 37 (down from 39) globally.

Programme support affiliates (PSA)

Introduced in late 2015, take up has been minimal currently (4 registered), additional income potential for the programme. Renamed “Affiliate” programme in Dec 2018, now released.

Pricing options.

Introduced subscription service on 01st January 2019, raised posted prices for workshops to USD950 and USD1050, then offer “early bird discount” to USD750 and USD950 for booking early.

Band A initial subs US\$2300.00, covers year 1 and 2, subsequent years US\$750.00

Band B initial subs US\$1915.00, covers year 1 and 2, subsequent years US\$650.00

Band C initial subs US\$1610.00, covers year 1 and 2, subsequent years US\$550.00

Banding based on number of stations.

Band A = single station locations.

Band B = more than 1 station to 40 stations

Band C = more than 40 stations

Suggest that we start to charge for the registration renewal processing fee at time of receipt of PAN and also consider increase registration fees from current US\$600.00 per station to US\$750.00 per station from January 01st 2021.

Safety evaluation / Education to industry.

We are starting to get some good accident data / intelligence from which we are able to start to see where the areas of concern are, currently we show 16 yr historical average for general aviation ground-handling-related claims sits at US\$125,513.72 (source AirSure).



What the data we have captured at IBAC tells us, from the 1050+ incidents we have found:

67% incidents result in A/C damage

A/C vs GSE – 27% of incidents

A/C vs A/C – 11% of incidents

A/C vs Immovable object – 11%

Arrival – 11%

Departure – 12%

Turn / Parked – 40% and

18% where towing is involved.

We need to keep capturing what we can from a variety of sources to complement the data, new reporting email address added in Feb for uploads of data by organizations.

IS-BAH Safety culture survey starting to produce some usable data.

74% of those contacted agreed to partake (down 12%)

35% were already IS-BAH registered (down 8%)

90% feel they have the necessary equipment to do the job, but 75% feel they have sufficient training.

75% feel safety is a priority at their organization. 65% feel they have a just culture.

50% are reporting near misses when no harm is done.

Ground Generic Operations Manual (GGOM)

Currently LF is working on first draft of an IS-BAH generic ground operations manual for the GHSP community, with current resource issues it is still some time from being completed. Would like to get this out at the earliest opportunity to assist organizations in developing their own manuals in conformity with the IS-BAH. It is potentially a revenue stream opportunity. Others have already developed GH operations manuals. **Currently on hold.**

Promotion of the standard

ISBAH on member websites – still poor. Better education package needed for all MA's to promote the programme and workshops. Newsletter now going out every quarter, input from IBAC team and others is good. Brochure / material updates in progress with market lift needed to support Standard.

Marketing – Operators. Operators are the ones that are benefiting from this as much as anyone, need their commitment and support. RP added to IS-BAO IG material 2018. On the negative side, some IS-BAO operators have been using the access to the IS-BAH standard to develop their own checklist to assess their FBOs

What does the programme need?

Better support from the IBAC member associations, on websites, in social media, at events, at every single opportunity the safety programmes should be at the forefront of your members operations.

We need the GHSP community for our sector to want to both attain and then maintain the IS-BAH, it has to be the single promoted solution option for our sector by our MAs. There should be no doubt that your association is fully behind the IBAC Standards programmes, and that includes any disruptive influencers.

We need aircraft operators, starting with BAO registered ones to be encouraging their GHSPs directly and indirectly (through the trip support companies), to be implementing the industry standards, not trying to use the IS-BAH to develop their own audit checklists.

Just as we teach at the workshops, leadership for safety has to be driven from the top, at the DG, SG, COO etc. level of each of the associations and regrettably, in the majority of cases, that simply is not happening, we want to understand why, what obstacles are in the way?

Exposure of the programme to local, national and regional stakeholders, the GHSPs, the airports, those who issue licences, the regulators anyone who can positively influence the efforts of the programmes. These stakeholders need to be encouraged to understand the role a good industry standard programme can bring them as a tool toward safety management and where there may be shortfalls, let us know so we can work together for a safer aviation environment.

Better control of finances is needed in Montreal, credit control and reconciliation of invoices is needed to capitalise on the income potential.

Safety brief / Safety data, we need to be the single source for global data for ground handling related incidents, it can come from a multiple of sources, but it needs to be published annually.

Stage 1 registrations have been attained by just 25% of our initial target of 900 locations, the programme in the first 5 years has generated a gross iro US\$1.25M (US\$250,000 per annum), we have the potential to easily reach US\$1M per annum and more with greater exposure to stakeholders of what the programme can provide industry.

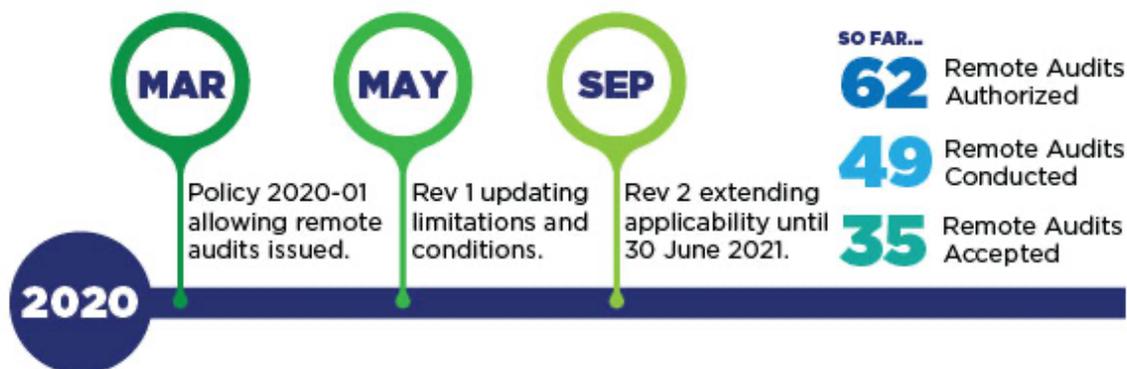
Time and patience, without doubt.

Agenda Item – 5 IS-BAO PROGRAMME UPDATE:

5.1.1 OVERVIEW: Programme Director, Ben Walsh

We are working with a long-term mentality regarding the Covid-19 pandemic by adapting the programme policies, budget, and workshops for an open ended pandemic.

IS-BAO Remote Audit and Extension Policy Revision #2 click here ([CV19 Policy](#))



In short, Covid-19 impacted operator counts and the number of audits processed. This fall we have seen audit numbers exceed some 2018/19 levels for the same period as audit extensions catch up.

Although traditional 'live' audits have continued throughout the pandemic, all things online have done better than our original CoVid 19 projections. Such as online workshops, auditor Accreditation, and e-learning courses have had higher numbers than our CoVid 19 projections anticipated. Overall, the IS-BAO Programme will have a loss for 2020 but still close the gap on losses from previous years even in the pandemic.

The 2020 IS-BAO Standards Board meeting was held virtually on 05 October ([press release](#)). The 2018 Standard was validated for another year and the following new members were elected to the 01 January 2021 through 31 December 2023 term:

- Jad Donaldson, NBAA (Director of Aviation, Harley – Davidson)
- Randy Horsley, CBAA (Flight Operations Assurance Manager, Private operator)

Re-elected members included, Dan Boedigheimer, Advanced Aircrew Academy; Mike Ott, Phoenix Air Group, Inc.; and Juergen Wiese, BMW Flight Service.

The Board also launched the IBAC Advanced Air Mobility (AAM) working group chaired by Standards Board member, Joanne Wong, NBAA (Safety Manager, Uber Elevate). The working group's mission will be to configure both IBAC Programmes with leading risk reduction

standards for the AAM sector. AAM includes Urban Air Mobility (UAM) passenger operations and small special-use UAS operations.

Additionally, the new Helicopter Association International (HAI) President, James Viola, greeted the IS-BAO Standards Board as we welcomed him to HAI's standing membership. He described HAI's commitment to revitalize the HAI/IBAC joint initiatives to include new focus on the expansion of small operator programs, including the IS-BAO FlightPlan Stage1, and to the expansion of the HAI/IBAC international collaboration.

At this writing, we are planning a Flightplan Stage 1 implementation course for the Tour Operators Program of Safety (TOPS) group of operators.

The IS-BAO Progressive Program Stats:

- Flightplan Stage 1 (FS1) = 5 Operators
 - North America
 - 30WestJets.
 - Launch 01OCT2019
 - Audit completed on 25FEB2020
 - Peace River Citrus
 - Launch 12AUG2020
 - Audit date TBD
 - BankNote and IPO, LLC.
 - Launch 14AUG2020
 - Audit date TBD
 - Nebraska Power Co.
 - Launch 18SEP2020
 - Audit date TBD
 - Middle East
 - Saudi Private Aviation
 - Launch 10FEB2020
 - Audit date TBD
- Stage 3 Progressive (PS3) = 12 Operators*
 - North America
 - Exxon Mobile: Audit completed
 - Harley – Davidson: Audit completed
 - Leco Corporation: Audit completed
 - Mente LLC: Audit completed
 - Johnson and Johnson: Audit completed
 - AT&T: MOA executed
 - Crew Aviation, LLC.: MOA executed
 - L Brands: MOA pending
 - Honeywell: MOA pending

- Coca Cola: MOA pending
- Southern Company: MOA pending
- BD Corporation: MOA pending

* NOTE from GB71 - *The FS1/PS3 Programs have a multiplier effect on revenues. We estimate 10 new FS1 operators and 10 new PS3 operators in 2020.*

The official PS3 rollout webinar is in production for release sometime before the end of the year. It consists of several operator and progressive auditor testimonials and will be sent to all IBAC operators as well as public distribution. The 2021 PS3 goal is 24 new operators and the 2021 FS1 goal is 12 new operators.

The operator led PS3 Safety Leadership Team lead a successful virtual operator roundtable on 26AUG “Operating in the not so normal CV19 world” to rave reviews with 180 participants. The same group is working on a new Roundtable to focus on the impact on SOPs during CV19. The leadership team has also volunteered to develop attainable Sustainability items for the IS-BAO Standard.

5.1.2 PROJECTS UNDERWAY

- CAA nurturing continues:
 - The EASA Part NCC effort is continues with the presentation of the GAP analysis and protocol tab.
 - The FAA effort is continuing with a briefing for Bruce DeCleene, Director of Office of Safety Standards FAA Aviation Safety and AFS 900. They have the full ISBAO suite and a Part 5/ISBAO gap analysis. NBAA’s Once again, as in DEC2019, Doug Carr has been instrumental in opening doors with the new FAA leadership.
 - The Philippine CAA sent a cadre of Inspectors to the OCT workshops. There is a plan to meet soon to brief them on the Special Regulatory Qualification (SRQ) program used by OTAR CAAs.
- An all new workshop footprint to support ISBAO Initial and ISBAO Recurrent training for Operators and Auditors in being developed.
 - The Initial will be a more significant course to support operator safety officer training.
 - Recurrent will have more nimble courses delivered on an annual basis eliminating currency issues for auditors and improving overall standardization.
 - An Initial Auditor course is also being developed to train aspiring auditors. This is a significant effort and will result in a week long interactive course.

- IS-BAO Programme a founding member of the Aviation Insurance Association’s safety committee.
- Projects on standby:
 - An IS-BAO-wide safety awards program:
 - IS-BAO Registered Commercial Operator list subscription:
 - Due to demand from our commercial IS-BAO operators to leverage their registration for commercial purposes, provide an opt in survey for all IS-BAO Operators allowing a public listing of Registration and Stage
 - IBAC will sell subscriptions to this list for use by various databases, brokers, charter booking apps, etc.

5.1.3 FINANCIAL

For background GB71 and POC 44 included:

A 40% improvement YoY from 2018’s loss. The revenue curve was bent upward by an 89% revenue bump from the 2019 registration fee increases and an 8% workshop revenue bump. This is a positive trend in our two largest verticals that account for 82% of total revenues. However, the increase must be followed up quickly with FS1/PS3 mainstreaming, and a net gain in Stage 1 new entrants in order to cement any long-term return to the black.

First Quarter 2020, even with the MAR impact of CoVid19, was on par YoY with first quarter 2019. We have tightened our belt with a moratorium on all travel and reduced the use of all contract support.

Now that we are well into CV19 territory it is apparent that the ISBAO programme will see a significant loss for 2020. While workshops and Accreditations will finish 2020 stronger than first anticipated, registrations are being adjusted lower from 233 to 213 by end of year. However, as the FS1 and PS3 programs pick up steam the year end may improve slightly. See the 2020 Projected Gross Revenue chart below.

As if CoVid-19 wasn’t enough, the ISBAO programme is defending a lawsuit from a disgruntled auditor that had his accreditation revoked after violating the code of conduct. This lawsuit has impacted the ISBAO P and L by \$106,000 YTD. Overall, the ISBAO 2020 loss could approximate \$150,000 to \$200,000 usd.

2020 Projected Gross Revenue by Section:

2020 Gross Revenue Projections versus 2019			
IS-BAO SECTION	2019	2020	YoY
Registrations	\$390,372	\$317,580	-19%

Workshops	\$314,690	\$304,080	-3%
Accreditation	\$48,315	\$51,500	6%
Total	\$753,377	\$673,160	-11%

Now we have the 2020 year end in sight, we will do slightly better than the above projections. Excluding the extraordinary expense from the auditor lawsuit we expect a \$80,000 loss. This is a 27% improvement over 2019's loss. Remarkably the Programme has steadily improved YoY for the last 4 years including in the midst of a pandemic.

To ensure success in 2021 we have budgeted based upon the 2020 year-end numbers. The 2021 budget is 24% less the pre CoVid 19 budget. We feel that 2020 is the floor pandemic and by planning on those finances, any improvement in 2021 will result in positive gains. Registrations have improved more than expected in the fall as extensions begin to expire and audits are occurring. The expectation for 2020 registrations has been adjusted upward to 220.

We are also seeing a revenue multiplier from the Progressive programs that is beginning to kick in. Therefore, registrations will be the only section we will budget a mild increase in revenues in 2021.

5.1.4 Audit Management: Audit Manager, Daniel Devraignes

05OCT2020:

Stage Level	Operators	Percent
Stage 1	65	10%
Stage 2	234	37%
Stage 3	333	53%
ALL	632	100%
Private	398	63%
Management Co.	234	37%

Registration Statistics:

Operators in the program: **632*** (*tracking includes expired less than 6 months)

- 554 current operators
- 78 expired within the last 6 months

Operators that left the Program:

- 39 in 1st Half 2020
- 64 in 2019
- 76 in 2018
- 85 in 2017
- 54 in 2016

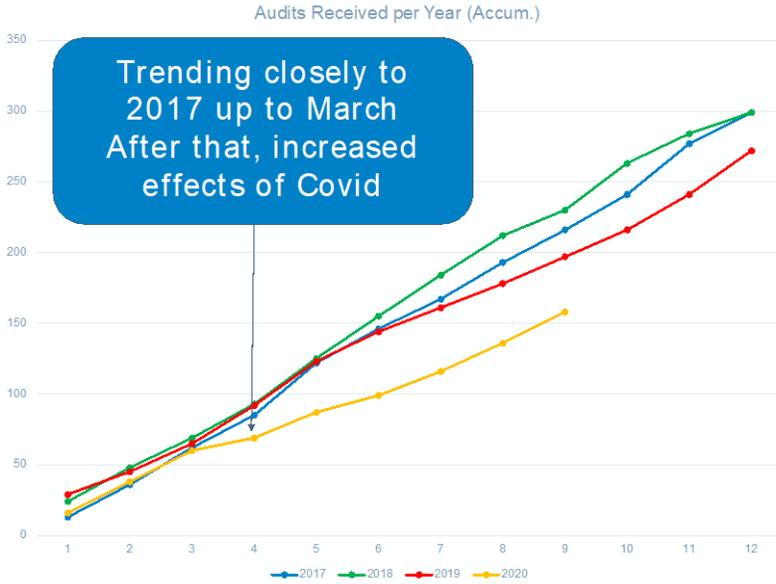
New Entrants:

- 15 Thru 3rd Qtr. 2020 (60% US-based)
- 31 in 2019 (58% US-based)
- 46 in 2018 (46% US-based)
- 60 in 2017 (50% US-based)
- 81 in 2016 (54% US-based)

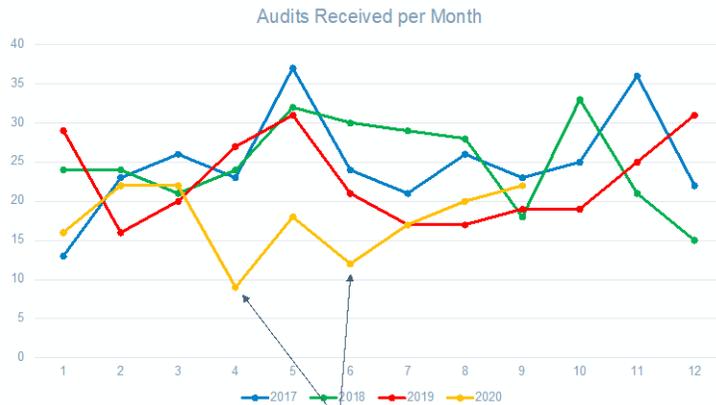
Registrations Processed:

- Audits projected 2020: 220 (**18.3/mo.**)
- Audits received 2020: 168 (**18/mo.**)
- Audits received 2019: 272 (**22.7/mo.**) (**89% of 305**)
- Audits received 2018: 299 (**24.9/mo.**) (**91% of 328**)
- Audits received 2017: 299 (**24.9/mo.**) (**91% of 327**)

Audit Processing



Audit Processing



Significant drop in audits received in April; slightly better after that and improving since mid-July

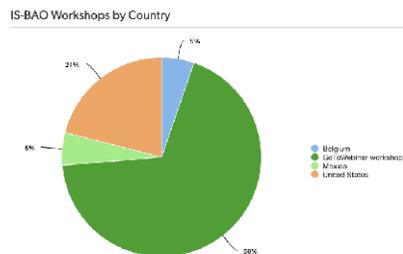
Pre-Covid estimates for 2020: ~ 265-270 audits

- Based on trends observed until end of 2019 ref. expirations and new entrants
Updated Estimate Oct 2020: ~ 220 audits
- Pattern observed Apr through mid-July improving

5.1.5 Operations and Training: Operations Manager, Katherine Hilst

Overview

- 2020 total will be 18 workshops
 - In-person: completed 6 in-person on workshops before lockdown in early March
 - Online: 9 workshops from end March through September
- Scheduled: 3 more online workshops through 2020
 - No workshop conference room, meal or travel costs
 - Global representation in many workshops
 - Full IS-BAO Team participation



Attendance Summary



Comparison: 2019 & 2020 January through Sept

Year	2019	2020	
	Total Attendance	Total Attendance	YOY
Fundamentals	168	126	-17.12%
Auditing	132	106	-9.41%
Totals	392	338	-13.78%

Monthly attendance average to end of Sept:

2020: 37 (up from 33 thru Aug.)

Total increase of over 10% since August 2020



Future IS-BAO Learning Events Concept

revised May 27, 2020



Training Program Planning



- IS-BAO Protocol Standardization (IPS) training
 - Based on progressive auditor/implementor training
 - IPS (AvSafe) – Beta test in 4th quarter 2020
- Developing Training Plan for 2021 and beyond
 - Self-paced, online training
 - Researching learning management systems
 - Fundamentals materials that remain the same
 - Auditing information that doesn't change
 - In-person training (virtual or face-to-face when able)
 - Safety performance measurement
 - Hot topics / current issues
 - Scenario training
 - Safety officer training

Progressive Audit Program



- Progressive auditor/implementor team
 - Currently training second group of auditors
 - PS3 and FS1 audits ongoing
 - Monthly standardization meetings with the group
- PS3 Roundtable
 - Successful webinar on August 26, 2020 covering issues related to operating in the new “not-so-normal” covid19 world
 - 218 registered; 152 attended
 - Approximately 30% responded to post-event survey and all very positive about the event
 - Second PS3 Roundtable to be confirmed for early November 2020
 - Working title: “SOPs and Just Culture: Challenges and Successes”

- **Safety Net Webinars:**
 - Fall 2020: 3-Part Webinar Series on safety processes with Polaris Aero
 - *Past:* Spring 2020: conducted webinar series on safety and flight risk management with Polaris Aero
- **NBAA: PDP/CAM version of Fundamentals of IS-BAO**
 - Recorded, self-paced version of Fundamentals
 - Includes interactive discussion at the end of each module
 - For Fundamentals of IS-BAO workshop certificate, upon completion of the online course participants must have a meeting with operations manager to go over topics.

- **2018 IS-BAO Guidance**
 - Chapters 4 (ERP), 9 (OHS), 12, (Fatigue Management Programmes), 14 (Aircraft Equipment) and 15 (Maintenance) are all published
 - Next up:
 - Chapter 13 Flight Operations
 - Chapter 10
 - Chapter 3.5 & 3.6

5.1.6 Auditor Accreditation Programme: Accreditation Manager, Yvonne Marinus

IS-BAO Auditor Round Up



IBAC has the following Accredited Auditor Totals:

- **IS-BAO**
 - Valid Accreditations: 199
 - Current: 150
 - Active: 101*
 - Holding the Stage 3 SMS Credential: 100
 - Holding the SRQ Credential: 53
 - Restricted ICAP Auditors: 8
 - Unrestricted ICAP Auditors: 10

*Active is defined as having participated in a registration audit in the past 12 months.

IS-BAH Auditor Round Up



IBAC has the following Accredited Auditor Totals:

- **IS-BAH**
 - Valid Accreditations: 38
 - Current: 32
 - Active: 21*
 - Holding the Stage 3 SMS Credential: 18

*Active is defined as having participated in a registration audit in the past 12 months.

Auditor Accreditation Process

IBAC has the following Accreditation Process Totals for the first half of 2020:

IS-BAO:

- Initial Auditor Accreditations: 19
- Renewal Auditor Accreditations: 53

IS-BAH:

- Initial Auditor Accreditations: 2
- Renewal Auditor Accreditations: 7

Support of the Audit Review Process

- The Audit Accreditation Manager (AAM) has taken on a more active roll in the audit review process.
- AAM is now assisting the Audit Manager with all phases of the review process in order to better expedite and streamline the process.
- This also provides IBAC with a cross-trained back up to the Audit Manager.

5.1.7 E.U. Operations: Stephane De Wolf

Part-NCC cooperation



- Dedicated NCC tab for the IS-BAO protocol
 - Used the IS-BAO vs. NCC gap analysis as starting point;
 - Gaps were consolidated then risk-assessed;
 - The most important gaps led to additional questions;
 - Reached out to EU operators and auditors for comments;
 - The consolidated file/content is on short final;
 - Meanwhile, NAAs are being consulted too (content-wise).
- Next steps: touch base with EASA
 - Send the draft tab for comment;
 - Sketch the outlines of the SRQ credential;
 - Define *how* the next observation will take place.

SAFA & French DSAC



- 2019: bilingual draft MoC for a one-off experiment was submitted to DSAC for review and approval;
- Still no feedback from the legal advisors at DSAC;
- Went through a complete review of IS-BAO and of the proposed experiment just before the lockdown;
- DSAC staff interested but couldn't attend workshops:
 - at EBACE (cancelled due to covid-19); nor
 - mid-September (Laurent Chapeau on paternity leave);
 - "permanent invitation" sent to DSAC.
- Fall 2020: major changes at senior DSAC levels;
- L. Chapeau waiting for his new manager to make the case for IS-BAO (once again).

- ICAO Safety Management Panel
 - Rapid response to covid-19 & return to normal operations
 - SMP Working Groups restructuring
- EBAA
 - Weekly presence stopped due to the lockdown in Brussels
 - Unsure when it will resume
 - Unfortunate effect on communication and coordination

- National Competent Authorities (NCAs):
 - UK CAA is M.I.A. (cannot identify -for weeks- who will be in charge of NCC operations);
 - AustroControl, already short of inspectors, is reportedly removing an entire layer of managers in its structure;
 - LBA, FOCA, DAC-L, DSAC appear swamped (more than usual)
- Part-NCC had numerous unintended consequences:
 - Owners dodge the rules in many ways (some illegal), or
 - Put the aircraft in a commercial structure, but it seems that
 - Only multinational corporations can and do comply.

Agenda Item 6: ICAO Report

1. ICAO Building / Secretariat

1.1 The ICAO Secretary General has initiated Phase 1 of the recovery plan for the ICAO Secretariat, which means that a small number of essential ICAO Secretariat staff can now work on-premises on Monday, Wednesday, and Friday. This limitation follows the Quebec and Canada public health regulations, which set maximum building occupancies at 25% at any time.

1.2 Resident State delegations and international organizations, IBAC included, have the right to access the building at any time but are required to follow physical distancing and other public health regulations.

1.3 IBAC's Office Administrator continues to work from the office at one day per week to manage Air Crew Cards and Program Certificates' production and shipping. The Director, ICAO Liaison, is working from the office during ANC and Council meetings. Both IBAC staff members maintain a virtual office presence during normal business hours when not on-premises.

2. Meetings of the Council and Air Navigation Commission, including Panels

2.1 The 221st Session of the ICAO Council and 215th Session of the Air Navigation Commission are held virtually, but with full interpretation services. All in-person Panel and Working Group meetings have been canceled and remain so until further notice. Most of the work is being conducted via inter-sessional work arrangements, and shortened meetings are being held via teleconferencing solutions. These arrangements continue until further notice and require all ICAO events and symposia for at least 2020 to be held virtually. An increasing number of meetings for early 2021 are already being reformatted to convene in a virtual environment.

2.2

3. IBAC Representatives

3.1 A working paper – IBAC External Representation (including ICAO Committees, Panels, and Groups – was presented to the GB/71 meeting to highlight the issue of the large numbers of such meetings and introduced an IBAC representation framework, which was approved at the GB/71.

3.2 As a direct result of the Governing Boards' approval for the IBAC representation framework, a first virtual meeting with all IBAC representatives was organized on 29 July 2020. The meeting was attended by 15 representatives and introduced the newly developed IBAC External Representation Portal as well as associated procedures for the identification, attendance, and reporting of meetings relevant to IBAC's mandate.

3.3 Initial experience with the new framework shows broad acceptance of the new processes, and IBAC representatives have started using the harmonized reporting format and made use of the portal as appropriate.

3.4 With Sarah Wolf's departure from NBAA, IBAC lost its representation at the ICAO Remotely Piloted Aircraft Systems Panel (RPASP), as well as the Aviation Security Panel (AVSECP). Joanne Wong (Uber Elevate) has been identified to replace Sarah Wolf on the RPASP, and the Director, ICAO Liaison will represent IBAC at the AVSECP and fill the vacancy on the Flight Operations Panel (FLOTPS). All three nominations have been confirmed by the ICAO Secretary General. Furthermore, Mitch Launius has been identified to represent IBAC on the newly established Personnel Licencing Panel, and his nomination is pending confirmation by the Secretary General.

3.5 Due cancellation of ICAO meetings since the Pandemic outbreak, the third and fourth quarter of 2020 will see an increased number of Panel meetings.

4. COVID19 – Work Program

4.1 In March 2020, ICAO called upon States and industry organizations to collaborate in managing the impact of COVID19 on the air transport system. As a means to coordinate the collaborative efforts, ICAO established the Council Aviation Recovery Task Force (CART) to provide practical, aligned guidance to governments and industry operators to restart the international air transport sector and recover from the impacts of COVID-19 on a coordinated global basis. CART requested the Collaborative Arrangement for the Prevention and Management of Public Health Events in Civil Aviation (CAPSCA) to provide subject matter inputs to drafting the CART documents and guidance material. IBAC has been participating in those efforts from the beginning.

4.2 On May 27, 2020, CART published its first set of recommendations and guidelines (Link) that will be continuously reviewed and updated based on the latest medical and operational advice and intended to guide but not replace the COVID-19 recovery roadmaps established by States, Regions, or industry groups. CART initially aimed to assist commercial air transportation, particularly the airlines, in recovering and restarting operations. Recognizing the specialized character of business aviation operators (Link) and business aviation ground-handling service providers (Link), IBAC developed appropriate guidelines harmonized with the CART documentation content.

4.3 Over the last few months, CAPSCA worked on a comprehensive set of "Testing and Cross-Border Risk Management Measures." IBAC led a sub-group that developed a generic risk management process that is considered appropriate in the context of a public health risk assessment framework to identify the residual risk of air transport as a vector for spreading COVID19. The CAPSCA outcomes were presented to CART to support the update and revision of the current recommendations and guidelines, which ICAO expects to publish by the end of October. The updated CART report will consider new evidence on the infectious characteristics of COVID19, public health management experience by States, and operational inputs from industry. The emphasis of the revised CART guidance is on operating in a persistent pandemic situation and providing recommendations for measures to prevent the spread of the virus by infectious passengers.

4.4 CAPSCA is a voluntary, cross-sectoral collaboration managed by the International Civil Aviation Organization (ICAO) in partnership with the World Health Organization (WHO). The close collaboration with public health experts developed an understanding that the most important aspects of managing cross-border movements for passengers and goods in a pandemic environment fall outside aviation regulators' competence. The guidance and recommendations for "Testing and Cross-Border Risk Management Measures" were developed with due regard to the sovereignty and varying public-health management capacities of States. The lack of demonstrating meaningful, evidence-based efficacy data on of existing measures, such as testing and temperature screening, poses a significant challenge to developing a global risk management framework and will remain a key hurdle to returning to the pre-Covid relative ease of international operations, absent breakthroughs in such measures or the wide availability of an effective vaccine(s).

4.5 The revised CART report will continue to emphasize airline operations and recognize materials developed by industry organizations for other aviation sectors. The operational guidelines for business aviation operators and ground-handling service providers that IBAC developed will be included along with material from CANSO and IAOPA. ICAO and States recognize the importance of the continuous updating of the CART report and considering new scientific evidence collected and discussed by CAPSCA, when available. IBAC remains engaged in this work and will make available the revised CART report when published. Furthermore, IBAC will actively work with CAPSCA to share best practices from the business aviation community and enhance its own guidance material as new information becomes available.

4.6 The relationship between public health organizations, on the one hand, and aviation organizations, on the other, has revealed significant challenges. CART guidance material is developed to focus on a quick restart of the air transport sector by facilitating and promoting the effortless movement of passengers to the maximum extent possible. In doing so, CART focused on eliminating or reducing quarantine requirements by promoting testing regimes and other measures to reduce the translocation of COVID19. The WHO and many States, however, are taking a different and more evidence-based position. For example, public health organizations have not seen any efficacy in the thermal screening of passengers or various multi-layered testing regimes. Another critical aspect that is being considered by States is the cost of such multi-layered testing regimes. A recent CAPSCA internal study set the cost to identify one true-positive COVID19 test in a 100'000 people population at around 1'000'000 dollars.

– END –



Irish Business
and General Aviation
Association



Association Rules

Approved version by AGM 2020
Irish Business and General Aviation Association (IBGA Limited)
Abbreviated as IBGA



Irish Registered Company:

Number 677203

Registered Address:

7 Bracken Crescent, North Circular Road, Limerick (IRE)

VALUES OF THE ASSOCIATION

- The Association promotes the interests and defends the rights of its Members. In so doing, the Association abides by the following values which should inspire the conduct of all its members:
- Promoting professionalism and safety within the Membership and the Business Aviation community;
- Fostering a safe and transparent environment which allows its Members to thrive and compete in the most appropriate way by striving to ensure that applicable legislation is uniformly and evenly applied by its members within the relevant countries (home country and countries served by the operation), so as to avoid distortions of competition based on differing interpretations of the relevant legislation at national or international level;
- Ensuring the proper recognition of Business Aviation as an integral part of the aviation industry and a vital European business;
- Adhering to the highest levels of fiscal and fiduciary responsibility; and Maintaining the highest ethical standards and best practices.

1. RULES

These Rules have been established, and may be amended from time to time, by the Board of Directors.

These Rules are in addition to the Corporate Articles of Association. In case of discrepancy between the provisions of these Rules and the Articles of Association, the Articles of Association shall prevail. Each member of the Association shall accept and comply at all times with these Rules and these Rules do not convey any ownership interest in the Association

2. MEMBERSHIP

2.1 Membership Fees

The amount of the membership fee for Members is determined from time to time by the Board of Directors in accordance with the agreements concluded with the respective International Associations.

2.2 Members' undertakings

By becoming a member of the Association, each Member declares to have read and accepted these Rules and undertakes to conduct its business in compliance with the values of the Association as indicated in these Rules.

In particular, each Member declares and undertakes, at the time of joining the Association, and for the entire duration of its membership to:

1. comply at all times with the obligations pertaining to the nature of its operations as they are described in the relevant legislation with respect to air transport as applicable in its principal place of business and in other countries where it operates;
2. not to pursue or promote any activity that could be deemed to be contrary to the spirit of the above-mentioned legislation, and that would counter the values generally promoted by the free market; as applied universally, ignorance of the applicable laws does not excuse acts in breach of the relevant rules; and
3. be a responsible member of the business aviation community and therefore bring full transparency to its undertakings and to adhere to the highest standards of safety and ethical behaviour, promptly reporting any suspected violations of the values of the Association.

3. THE BOARD OF DIRECTORS

3.1 General Provisions

The role of Director is not remunerated and, unless decided otherwise for specific events, costs and expenses linked to such role (including travel costs and accommodation) are not reimbursed by the Association.

The Board of Directors shall maintain a board comprising a minimum of three Directors at any time and a maximum of six.

The three founding directors, appointed at the 2020 AGM shall, will have their appointment for a first term of seven years. During the First Term, the Founding Directors by majority vote have the power to appoint a further three Directors to the Board

3.2 Decision Making

The Chairman of the Board or, in his absence, one of the remaining Directors shall moderate the discussion during the meetings of the Board of Directors also in consideration of the topics discussed, the number of Directors present or represented and the time available for the meeting.

Notwithstanding any majority needed to adopt any decision of the Board of Directors, the Directors should use their best endeavours to reach unanimity or, if not possible, a high level of consensus on the decisions to be taken.

3.3 Special Functions

The Board of Directors shall appoint:

- a) Three Founding Directors, who shall have a seat on the Board for life upon commitment to serve the Board for a minimum of 7 years.
- b) a chairman, who shall chair the meetings of the Board. The Chairman shall drive the discussions of the Board and, in case of equality of votes, the vote of the Chairman shall be decisive; and
- c) a treasurer/secretary who shall be responsible for the keeping of a full and accurate account of all income and expenditure received, paid or incurred on account of the Association and s/he shall advise the Company where to deposit the relevant amounts in the name of the Association and to what extent the Directors may operate the accounts; the treasurer acts under the instructions and the supervision of the Board of Directors to which it reports.
- d) A members advisory council, that shall be made up of Members at the election of the Board of Directors and shall assist the Board with the strategy and implementation of the values and vision of the Association

The Board of Directors may at any time decide to give powers to one or more persons to execute fund transfers, payments and deposits. An extract of the minutes of the Board conferring such powers may be used as evidence of authorisation towards third parties such as banking institutions.

3.4 Elections

Prior to the conclusion of the First Term, there shall be an election at the AGM for the vacant seats on the Board of Directors. Each Member who has held valid membership for a minimum of one full membership year shall be entitled to vote.

Each Member shall have one vote and all votes shall rank equally. The vacant seats, which shall be a minimum of three and a maximum of six shall be filled on a basis of the total numbers of votes each proposed Director receives. Those eligible for a seat on the Board shall either be an owner or employee of a Member or an independent individual nominated by the majority of the existing Board of Directors.

Following the First Term, each term shall be for a period of three years.

Certificate of membership

This is to certify that

IBGAA

is an official member of
the European Business Aviation Association (EBAA)



On behalf of Athar Husain Khan
EBAA Secretary-General

Year of membership:
2020

Number 677203

Certificate of Incorporation

I hereby certify that

IBGA LIMITED

is this day incorporated under
the Companies Act 2014,
and that the company is
a Private Company Limited by Shares.

Given under my hand at Dublin, this
Friday, the 4th day of September, 2020

A handwritten signature in green ink, appearing to read 'Par DeL'.

for Registrar of Companies

IBGAA ACTION ITEMS:

Issues:

- The lack of recognition and understanding of the economic value of Business Aviation by the Irish Government Department of Transport and the IAA (Irish Aviation Authority).
- There is also a disconnect, in that Ireland, is heavily reliant on FDI but there is a lack of knowledge at Irish Government decision making level regarding how Business Aviation supports the international development of the Fortune Five Hundred companies and other international corporations.
- Lack of development and promotion by the IAA of the Irish EJ Business Jet Registry
- Differing applications of EU regulations and law by the Irish authorities when compared to other EU member states.

Solution:

- Harness the collective views of our members with detailed economic/strategic value analysis and present these to the Irish Government, the IAA and CAR (Commission for Aviation Regulation).
- Support the EBAA in its efforts to represent its members effectively within EASA and the EU.

Strategy:

- Market and emphasize the commercial and employment opportunities that the Irish Aviation sector has to offer, particularly post BREXIT. This is not only from an operator's perspective, but also from an aircraft registry and importation viewpoint.

Supportive Measures:

- Prevent the introduction of regulatory measures that lay further costs onto operators and businesses. Adopt a policy to align regulatory interpretation to a common EU baseline which does not currently happen. This results in additional restrictions and significant cost being applied to Irish operators.



USP's:

- Aircraft importation; US Pre-clearance; Irish Executive Jet Registry; UK/Irish CTA; Irish International relationships.

Further Steps:

- Change in approach from the Irish Government, IAA and CAR towards the sector. Pro-active support and marketing from the Irish regulators and Irish Government through various state agencies espousing the benefits of the Irish Business Aviation sector.

Policies:

- A balanced and EU-aligned interpretation of the regulations would be extremely helpful in developing and maximizing the potential of Business Aviation in Ireland.
- There must be a new strategic mandate given from the Government to the IAA and CAR with a key priority to enable Ireland to maximize the business and job creation opportunities which are presented by Business Aviation.
- There must be a new national effort with the development of a strategic business plan for Business Aviation with action items to be undertaken by the various state agencies such as the IAA, CAR, etc.
- This plan must be underpinned and supported by the Irish Government. Failure to do so will cost jobs and economic development, at a time when most needed because of the devastating impact of Covid 19 on the Irish economy.



Welcome to
ubgaa[®]

EBAA  MEMBER

Dear Member,

Welcome to the Irish Business & General Aviation Association [IBGAA](#).

As a member of [IBGAA](#), you are joining a passionate and likeminded community of aviators, aviation professionals and industry change-makers, who share a collective ambition to shape Ireland's business and general aviation landscape for the better.

On behalf of Josh Stewart (Founding Chairman), Dave Scully (Founding Vice-Chairman) and Joe Buckley (Founding Executive Director), we would like to extend our sincere gratitude to you for supporting the establishment of [IBGAA](#) and taking a vital step in the right direction for the future of our industry.

You can rest assured that [IBGAA](#) has been created by the community, for the community. We are an association that values the input, experience and expertise of all members. Above all, we are dedicated to always putting the best interests of our members and our industry first.

At a time when the Irish economy is facing major adversity, we aim to create a platform to help serve as a driver of economic growth and development for the business and general aviation industry.

We are also focused on supporting and driving ancillary sectors such as tourism and hospitality, across the island of Ireland. Moreover, we will continue to strengthen existing relationships at government and regulatory board levels, as well as developing new and lasting connections, through our powerful collaborative platform.

[IBGAA](#) is committed to the long haul and determined to ensure our proactive approach, collaborative spirit, and clear collective vision lay the foundations for the sustainable, long-term success of our members, our industry, and the island of Ireland.

Enclosed in this introduction pack, you will find some information to prepare you for membership take-off:

IBGAA Overview, including Mission, Vision & Values
Membership Application Form
Member Questionnaire & Feedback Form

We look forward to working with you to build a successful future for Irish business and general aviation.

Best regards,



Josh Stewart

Founding Chairman



Dave Scully

Founding Vice-Chairman



Joe Buckley

Founding Executive Director

The Irish Business & General Aviation Association (IBGAA)

Working together to get Irish Business and General Aviation flying high.

Mission Statement

The Irish Business & General Aviation Association (IBGAA) is committed to shaping a successful and sustainable future for business and general aviation in Ireland, while facilitating the growth and development of our members' businesses and every sector of the industry.



Carrying on Irish Aviation's Rich Legacy

Our vision is inspired by the monumental achievements of the Irish aviators, entrepreneurs and pioneers of the past. Ireland has been a transformative force in global aviation for over a century.

This dates back to John Alcock and Arthur Whitten Brown's crash landing in a bog in Galway, after completing the first non-stop transatlantic flight, from North America to Europe, in 1919 – a feat equalled by Commandant James Fitzmaurice and his crew, who took off from Baldonnel Aerodrome and completed the first transatlantic flight from Europe to North America in 1928.

Even the creation of the first Irish Coffee is rooted in Irish aviation's rich history. Joe Sheridan introduced the iconic drink to the world when he served it to an American passenger at Foynes, a flying boat base on the River Shannon in County Limerick, in 1943.

Irish aviation's impressive momentum continued to build, and, in 1947, the world's first Duty Free shop was opened at Shannon Airport. What began as a small kiosk staffed by one woman has since grown into the multi-billion-dollar worldwide retail industry it is today.

Tony Ryan founded Guinness Peat Aviation (GPA) in 1975 which went on to become the largest aircraft leasing business in the world and firmly placed Ireland on the centre stage of global aviation.

Global business and general aviation has also benefitted from Ireland's continuous innovation and collaborative work with international agencies and governments. A lasting impact of such progressive collaboration can be found at Shannon Airport, where the world's first U.S. Customs & Border Protection Preclearance Facility was established in 2010. The facility has evolved significantly over the past decade to provide significant time saving and efficiency benefits for the wider industry.

Today, among its many other success stories, Ireland has cemented its position as a global leader and top destination for aviation leasing and finance, as well as business and general aviation. This achievement can be attributed to the vast and invaluable experience that has come from more than 40 years of involvement in the industry.

Playing an Integral Role in Ireland's Growth

It is our responsibility to honour Ireland's aviation milestones and many more like them, as we add new chapters to this island's storied aviation history and carry the torch forward for Irish business and general aviation. We are fully committed to bringing Ireland's business and general aviation industry together as members of one inclusive platform, while encouraging more youth, more entrepreneurs and more of the wider community to enter and grow this sector. Together, we can play a key role in promoting Ireland and building our industry's reputation across the world.



Vision

At [IBGAA](#), we are driven by a collective commitment to supporting industry growth, encouraging innovation and achieving standards of excellence for business and general aviation in Ireland. By actively supporting, advocating for and promoting our members – we aim to create opportunities, establish long-term strategic partnerships, and enhance the global reputations of their businesses and the industry as a whole.

Through our ever-evolving, far-reaching network of aviation experts, professionals and enthusiasts, we are establishing a culture of knowledge sharing, collaboration and regular dialogue at government and regulatory board level, while contributing to the long-term growth, success and sustainability of the entire business aviation ecosystem in Ireland.

Attracting and nurturing the best young talent is an essential component in shaping a successful future for Irish business and general aviation. To do so, we must educate the country's youth on the extensive career prospects provided by our industry. This involves proactive engagement with second and third-level education institutions throughout the region, in order to showcase the diverse range of career options we can offer.

[IBGAA](#) continues to strive to position ourselves at the forefront of technical and operational best practices, consistently promoting Ireland as a global destination for business and an attractive hub for international business aviation opportunities.

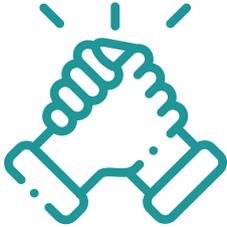
Moreover, we are seeking to drive growth and development in the tourism and hospitality industries, along with various other ancillary sectors. With a host of major sporting and cultural events set to take place across the country over the next decade, including the Ryder Cup – [IBGAA](#) is ideally positioned to connect the rest of the world to Ireland.

In doing so, we endeavour to not only empower stakeholders at every level of the business and general aviation sector, but also positively impact the wider aviation industry and, in turn, help to serve as a key driver for economic growth.



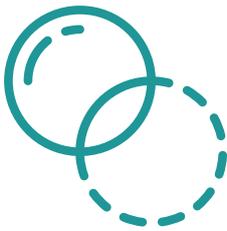
Values

As a non-profit association and member of the European Business Aviation Association (EBAA) the IBGAA is guided by the following values:



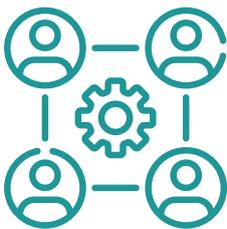
TRANSPARENCY

We believe that a transparent association is a stronger association. This means that we adhere to the highest standards of transparency, ethics and best practices, ensuring our members and the wider business aviation community believe in IBGAA's vision and trust that we have the industry's best interests at heart.



RESPONSIBILITY

IBGAA was created by the community for the community. We are an association that fully understands and takes pride in the responsibility of representing our members, our industry and the country of Ireland with integrity on a global scale.



TEAMWORK

At our core, we are a team of passionate aviation professionals, united by our shared vision to shape a better future for Irish business aviation. We believe in the value of teamwork, collaboration and community.



INNOVATION

We are members of a rapidly evolving industry, and it is our responsibility to constantly nurture, facilitate and promote innovation at every level of our sector, from the improvement of safety standards, to the enhancement of operations, to the development of new technologies.

Josh Stewart

Founding Chairman, IBGAA

Josh Stewart is the Founding Chairman of the Irish Business & General Aviation Association (IBGAA), Founder & CEO of Robusto Capital, Founder & CEO of XJet, Director & Investor in Belize Natural Energy (BNE), and Board Member of the Middle East & North Africa Business Aviation Association (MEBAA).

A Belfast native and former RAF (ULAS) pilot, Josh has been a passionate aviator since a young age and worked as a bush pilot in Africa during the early stages of his career. This involved providing humanitarian air support for many NGOs, including the United Nations World Food Programme and International Red Cross. He has since accumulated over 5,000 flight hours as a rated Airline Transport Pilot (ATP) and commercially rated helicopter pilot.

In 2003, Josh attended a seminar in the Bahamas, where he was introduced to the Educo Model and immediately knew it was the answer. It was on this seminar, that he developed his invincible vision for a new type of private aviation company, and XJet was born.

XJet disrupted the status quo by implementing a revolutionary business model and placing world class facilities, seven-star service and transparent economics at its core. This was achieved from its state-of-the-art flagship facility, which was built in 2006 from the ground up with a clean-sheet design, in Denver, Colorado – setting a new benchmark for private aviation.

In 2014, XJet took over the largest private

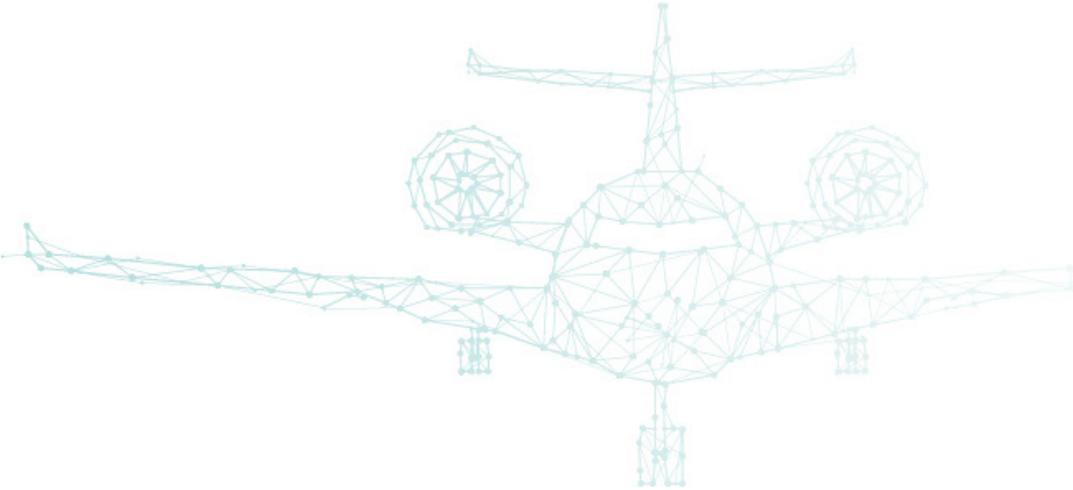
hangar in Europe, at London-Stansted Airport, and carried out a comprehensive upgrade to cater for heads of state and the VVIP market. Under Josh's leadership, XJet rapidly rose from industry start-up to challenger brand to the world's number-one-ranked private aviation company. Following the acquisition of the flagship Denver facility by Tiger Infrastructure Partners in 2018, the UK facility was sold to Diamond Hangar Limited in 2019. The company also relocated its global headquarters to Dubai, securing a new license for its award-winning club and continuing to seek new opportunities.

Outside of aviation, Josh is a Director and investor in Belize Natural Energy (BNE), having joined the company in 2008. BNE was founded in 2005 by a group of Irish investors, trained in the Educo Model, who came together and discovered the first oil in Belize. BNE is powered by a 97% Belizean team and has consistently been the number one revenue generator and employer in Belize, contributing more than US\$240 million in government revenues.

Upon joining BNE, Josh's role was to position the company to secure additional investment and opportunities. He began by leading high-level government delegations between the United Arab Emirates (UAE) and Belize, as no formal links had existed between the two countries previously. He was subsequently responsible for the establishment of formal bilateral relationships between the UAE and Belize, resulting in the signing of bilateral trade agreements at the United Nations Headquarters in 2015.

This was followed by the signing of a bilateral economic cooperation agreement at the UAE Ministry of Economy in 2019. As a result of these agreements, investment has flowed from the UAE into Belize from both the government and private sector, as the county-to-county alliance continues to strengthen and develop.

After successfully raising and deploying investments of over US\$100 million through his entrepreneurial endeavours, Josh launched his own investment and acceleration company, Robusto Capital, in 2019 in the Abu Dhabi Global Market (ADGM), thus unifying his business portfolio under one banner. As Founder & CEO of the company, he sees significant potential to build upon his experience at both government and private sector levels to develop more 'win-win' country-to-country collaborations, in addition to strategic business partnerships and investments.



Dave Scully

Dave Scully is the Founding Vice-Chairman of the Irish Business & General Aviation Association (IBGAA) and Managing Director & Accountable Manager at Private Sky, the Shannon based leading corporate aircraft management company.

A stalwart of Irish business and general aviation, Dave has close to two decades of experience in aviation operations at senior management level. He previously held the position of Director of Operations at Dublin-Weston Executive Airport and was also the founder of AEM Limited Aviation Consultancy.

Over the years, he has been the driving force for many business aviation special events. In addition to being the Founder of the Bray International Air Show, Dave organised Ireland's first helicopter exhibition, the Irish Heli Expo, in 2007. He has also overseen such VVIP helicopter operations as the Dalai Lama's visit to Ireland.

In his role as Managing Director & Accountable Manager, which he has held since 2017, Dave leads Private Sky, a trading name of Airlink Airways Ltd., in its delivery of a luxurious and effortless private aviation service. From the Private Sky headquarters in Shannon, he guides his team in striving to ensure the hassles of regular jet air travel are removed, so that passengers can fly whenever and wherever they want in comfort, privacy and safety.

The company specialises in aircraft management, purchasing, completion oversight, CAMO,

Founding Vice-Chairman, IBGAA

Part NCC, sales and charter, and is in operation in Ireland for more than 28 years – operating its fleet of business jets from bases in Dublin, Belfast, London and Moscow.

Equipped with a diverse and invaluable set of specialities, including aviation management and consultancy, airport management and development, airport operations management, and VVIP Handling – Dave has established himself as a leading industry figure and innovator.

Moreover, his proven track record of managing several key aviation projects from concept to execution, along with his comprehensive expertise of EU-OPS and ICAO Legislation, the helicopter and corporate jet market, FBO management, business development, and marketing, has made him an invaluable asset to Irish business and general aviation as a whole.

A widely respected advocate for the development and growth of business aviation in Ireland, Dave has an in-depth knowledge and experience of aviation regulatory requirements, as well as an extensive understanding of both national and international aviation business.

Over the course of his career, he has striven to bring aviation safety professionals together to exchange concepts and ideas, while facilitating the review and discussion of safety records and mechanisms, with the aim of promoting continuous improvement of industry standards and best practices.

Joe Buckley

Joe Buckley is the Founding Executive Director of the Irish Business & General Aviation Association [IBGAA](#). An aviation industry veteran, with over 40 years of extensive experience working for Shannon Airport – Joe has held several executive roles within airport operations and business development.

Since the early 80s, Joe has been involved at a national and international level on a number of issues of strategic importance to Shannon Airport, having served as a Director on several Shannon Airport and Shannon Group boards.

In 2007, Joe took on a new role with Shannon Airport and assumed responsibility for technical traffic development. He went on to successfully position Shannon as the number one Airport on the North Atlantic for technical stops by business jets. He also actively promoted the development of a Centre of Excellence for Business Aviation in Shannon.

An early advocate of extending US preclearance to business aviation, Joe played a key role in the subsequent opening of the world's first US preclearance facility in Shannon. The facility allows passengers on business jets to preclear US Immigration & Customs at Shannon and fly directly to more than 200 US airports. He also contributed significantly to a compliant catering trial, which would enable business jets to fly to any airport in the US from Shannon.

The pivotal part he played in developing preclearance for business aviation gained inter-

Founding Executive Director, IBGAA

national recognition and he was the first Irish person to be named one of the 'Top European Business Aviation Leaders for 2013' by the prestigious Aviation Week magazine.

Through his work with numerous US non-scheduled carriers, Joe has generated new business and secured the use of Shannon for those carriers as their main European base for technical stops on the North Atlantic.

He has collaborated with both political and commercial VIP's to develop relationships of long-term business and strategic benefit to Shannon Airport, as well as serving as a representative for Shannon in several international aviation industry associations. These include the NBAA, NACA, and EBAA. He is also a member of the EBAA's Advocacy Committee.

Since availing of early retirement in September 2020, Joe continues to provide strategic support on several aviation-related projects at both Board and Executive level. In his role as Founding Executive Director of the [IBGAA](#), he contributes expert advocacy support and promotes the growth of general aviation traffic at Irish airports, with the aim of facilitating FDI, tourism and technical traffic stops.

IBGAA Membership Application

CONFIDENTIAL

Name of Company/Organization	Parent Company (if appropriate)
<hr/>	<hr/>
Address:	Telephone:
<hr/>	<hr/>
	E-mail:
	<hr/>
	Web:
	<hr/>
Nature of Business	<hr/>
Contact Person:	<hr/>
Number of employees engaged in general/business aviation activities:	<hr/>
Number of aircraft (if appropriate):	<hr/>
Annual Subscription Rates:	<hr/>

Membership Costs €500 for 2021

We apply to become a member of the Irish Business and General Aviation Association and undertake to remit the subscription indicated above within 14 days of this application being accepted.

We agree to the Membership Category annotated above in accordance with this application as being appropriate for our organization.

Authorized Signatory:	<hr/>
Name in Capitals:	<hr/>
Date of Signing:	<hr/>
IBGAA: Bank Details:	<hr/>
Bank of Ireland	<hr/>



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ibgaa.com | info@ibgaa.com



IBGAA FOUNDING MEMBERS AND ADVISORY BOARD MEMBERS
1. Josh Stewart (Chairman)
2. Dave Scully (Vice Chairman)
3. Joe Buckley (Executive Director)
4. Private Sky (Operator) https://www.privatesky.com/
5. Gainjet Ireland(Operator) http://www.gainjetireland.com/
6. Acass Ireland (Operator) https://acass.com/en/introducing-acass-ireland/
7. Signature Flight Support (International FBO Chain) https://www.signatureflight.com/
8. Universal Aviation (Flight Planning and International FBO Chain) https://www.universalaviation.aero/locations/ireland/dublin-eidw/
9. Premier Aviation (Aircraft charter, sales and technical support) http://www.premieraviation.ie/
10. Exchequer Leasing Limited (Aircraft charter and sales) http://exchequeraircraft.com/
11. Luxury Hotels Group (Six of Ireland's luxury hotels which includes a number of castles. Adare Manor which will stage the Ryder Cup in 2027 is part of this ad hoc group).



Date: October 27, 2020

To: Mr. Ali Alnaqbi
Chairman, IBAC

Cc: Mr. Kurt Edwards
Director General, IBAC

RE: International Business Aviation Council (IBAC) Membership Request

Dear Mr. Chairman,

On behalf of The Irish Business & General Aviation Association (IBGAA), operating as IBGA Limited, it is my pleasure to formally request to get the recognition required and to join as a member association of the International Business Aviation Council (IBAC).

Founded by a passionate and likeminded group of aviators, aviation professionals and industry change-makers, IBGAA shares a collective ambition to shape Ireland's business and general aviation landscape for the better.

The association was officially incorporated under the Irish Companies Act on the 4th of September 2020 (license number - 677203), and, following its incorporation, IBGAA joined EBAA on the 22nd of September 2020. We are also in the process of concluding a joint member sharing agreement, which will enable all IBGAA members to gain automatic membership with EBAA at no extra cost.

This will allow IBGAA to further our strategic objectives at a European level, while solidifying our commitment to serving the best interests of our members and our industry. Additionally, as part of our membership agreement with EBAA, we will be joining CEBA (Council of European Business Aviation Associations).

IBGAA currently has 10 Founding Members, and we are aiming to secure a further 20 to 30 new members in 2021. In addition to establishing an office at Shannon Airport, we have secured the IBGAA.com web domain, and our website is under development, with a target launch date before the end of the year.

The Irish aviation industry is deeply ingrained in Ireland's proud history, having made enormous contributions to both national and international aviation, including the development of the world's first US Customs & Immigration Preclearance facility for Business Aviation at Shannon Airport. As a member of IBAC, we believe we can carry on this rich legacy and help to further strengthen Ireland's position within the global business aviation community.

Please find the following documents attached for your consideration and review:

- IBGAA Membership Overview, which includes our mission, vision and values, along with bios on the IBGAA founding officers
- IBGAA By-Laws
- Founding Members List
- IBGAA Action Items
- IBGAA Certificate of Incorporation
- EBAA Membership Certificate



IBGAA would be honoured to be accepted into IBAC, and you can rest assured that you will receive the full commitment and support of our entire association.

Please let us know if you require any further documentation to support our application, and we will be happy to oblige.

Yours sincerely,

A handwritten signature in blue ink, consisting of a stylized 'J' and 'S' followed by a long horizontal line that ends in a small loop.

Josh Stewart
Founding Chairman
IBGAA

Agenda Item 9: Environment Report

1. Sustainable Aviation Fuel (SAF)

The Business Aviation Guide to Sustainable Aviation Fuel (SAF) 2nd Edition was published on the 19th August 2020 and builds on the original SAF guide published in 2018. The guide will be available in a more online/tablet/mobile friendly format to reduce the need to print multiple copies. The updated guide can be viewed here; <https://www.futureofsustainablefuel.com/guide>

There is now work planned to update the multi-lingual FAQ SAF brochures to reflect the updated content of the SAF Guide.

The SAF Coalition Summit took place on 14-15 September as a virtual event. The summit was held over two sessions of one and a half hours over two days and consisted of four panels, which covered subjects from the OEMs, fuel providers, regulator & stakeholder perspectives and operators. The IBAC Director General moderated the panel on “*regulator and stakeholder perspectives: Long Term Solutions*”. All four sessions can be watched again here; <https://www.futureofsustainablefuel.com/events>

There are now discussions within the SAF Coalition to hold a similar (virtual) event in Europe during Q1 2021. This has yet to be finalised and the Environment Director will continue to provide updates when they become available.

1.1 Book and Claim – SAF

IBAC, through the SAF Coalition has been contributing to the development of CoSAFA (Council on Sustainable Aviation Fuels Accountability), which is inputting into the design of an organization needed to establish and support the use of standards of practice governing transactions of Sustainable Aviation Fuel (SAF) and its environmental attributes. This overall book and claim system will enable verification of ownership of the environmental and sustainability attributes of a given volume of sustainable aviation fuel.

2. ICAO Stocktaking Seminar

The original ICAO Stocktaking Seminar was scheduled for April 2020 and was postponed due to the Covid-19 crisis and rescheduled for 8-11th September 2020 as a virtual event. IBAC, representing the SAF Coalition was a main sponsor of this event. This event runs parallel and contributes to the ICAO CAEP (Committee on Aviation and Environmental Protection) Long-term Aspirational Goal (LTAG) activity.

The Stocktaking Seminar was designed to evaluate the wide range of activities and innovation contributing towards “in-sector” reductions of CO₂ emissions both now and in the future through three key areas, which were; Technology, Operations and Sustainable Aviation fuels.

The IBAC Director General participated to the “*Boosting Innovation and Implementation*” panel, which included stakeholders from a wide range of disciplines who discussed the next steps and efforts to boost innovation and shorten the path from knowledge to implementation of these solutions.

ICAO Plans to follow up this event with an Aviation Green Recovery Seminar due to take place virtually on 23 – 24th November 2020. This event will focus on the potential opportunities for aviation to take concrete measures to reduce its emissions footprint, as it seeks to “build back better”. It will highlight the ongoing work by ICAO and the aviation community towards a green recovery. Further details on this event will be provided by the Environment Director as they become available or can be captured here; <https://www.icao.int/Meetings/GreenRecoverySeminar/Pages/default.aspx>.

3. ICAO Long Term Aspirational Goal (LTAG)

During the 40th Session of ICAO General Assembly (24 September to 4 October 2019), ICAO Member States requested the ICAO Council prioritize work on the feasibility of a long-term global aspirational goal (LTAG) for international civil aviation CO₂ emissions reductions, and present options, including a roadmap for implementation, for consideration by the 41st Session of the ICAO General Assembly in 2022 (detailed in Assembly Resolution A40-18, operative paragraph 9).

Initial discussions on the feasibility analysis of LTAG took place at the 218th Session of the ICAO Council, in November 2019. The Council noted that the Committee on Aviation and Environmental Protection (CAEP) would consider the matter during its 2019 Steering Group Meeting (Johannesburg, December 2019) and provide its recommendations to the 219th Session of the Council in March 2020. At the March Session of the Council, on 13 March 2020, the Council agreed to the CAEP recommendations regarding the organization of work to assess the feasibility of a LTAG.

The work on the LTAG has now commenced within the CAEP process and determined that there would be three areas that the feasibility study would focus on; technology, operations and fuels. Member States and International Observer Organizations were given the opportunity to nominate subject matter experts to participate to each of these sub-groups. IBAC has identified and nominated six individuals to participate to these sub-groups, two to each group. A coordination process to ensure that participants to each sub-group are made aware of what the other sub-groups are working on has been established.

The LTAG feasibility process continues through data gathering and IBAC continues to contribute to via its nominated experts to the groups. The work has now been well organised with methodologies now in place to collect and evaluate data that will contribute to the process of determining the feasibility of the long-term aspirational goal. The six IBAC nominated experts now regularly meet to share information on each sub-group’s activities and to ensure that business aviation continues to be part of the ongoing LTAG process.

Given the circumstances that have arisen from the COVID-19 pandemic, the amount of contributors to the LTAG work has presented its own challenges, in particular from the industry.

The LTAG work is also in addition to the already pre-agreed CAEP work program. IBAC and other industry stakeholders have raised concerns over the resources issue and subsequently joined together with other industry associations in submitting a Working Paper (WP/51) to the recent CAEP Steering Group (virtual) meeting, held from October 5-9th.

As the LTAG process continues, a special scenarios group has been set up to assess how the introduction of new technologies will be introduced to the aviation system that represent a range of “readiness” and “attainability”. There will be a final analysis of the scenarios to understand those impacts on CO₂ emissions including relating this to the actual 2020 levels. The costs associated with the scenarios and economic impacts on aviation growth, noise and air quality, in all countries especially developing countries, will be considered.

The Environment Director will continue to provide updates on the progress and outcomes of the LTAG process as it continues.

4. The Carbon Offsetting and Reduction Scheme for International Aviation (CORSIA)

In late June 2020, the ICAO Council made the decision to adjust the CORSIA Baseline to be based on the single year of 2019 (rather than an average of 2019 and 2020). This news should be treated with caution as the change would only apply to emissions to be offset from the “pilot phase” of the scheme, which runs from 01/01/2021 – 31/12/2023.

There is already a provision within the CORSIA governance for an overall review process and this will be exercised in 2022 as planned and will now also review as to whether or not the baseline for the scheme would need to be adjusted again. IBAC will keep a keen eye on this going forward.

4.1 CORSIA Eligible Fuels

Under CORSIA, there are what’s known as “CORSIA Eligible Fuels”. These are fuels that can achieve an emissions reduction (through life-cycle analysis measurement) of at least 10% under the CORSIA Standards and Recommended Practices (SARPs) that operators can use as credit against CORSIA obligations, removing the need to offset that portion of fuel use.

These emissions reductions can potentially be derived through two current types of identified fuel, Sustainable Aviation Fuel (SAF) and Low Carbon Aviation Fuel (LCAF)*.

LCAF is a fossil fuel that could potentially meet the CORSIA Sustainability Criteria requirements and there is current research on possible technologies that may allow the production of these types of fossil fuels with a smaller carbon footprint, such as Carbon Capture, Utilization and Storage (CCUS) and the use of renewable energy in oil refineries for example.

Given that LCAF is still a fossil fuel, there could be limits to the potential CO₂ reductions that the fuel may be able to achieve. Therefore, when the fuel becomes more readily available and the reduction and sustainability criteria are established, then operators will need to evaluate which fuels they use to give them the overall emissions reductions they require and that contribute most effectively to their CORSIA obligations.

** It should be remembered that the emissions output from the aircraft are exactly the same post combustion, it is the emissions reductions within the processes carried out and the feedstock used leading up to the combustion of the fuel that give it its overall emissions reduction.*

5. Standards & Training for Aviation Training and Responsibility (S.T.A.R.S.)

The work on the STARS programme has recently started to ramp up again, having had to take a back seat while focus was elsewhere for many of the contributors to the project earlier in the year.

It was originally planned that this Recommended Practice would be a three-tier process for operators to achieve. This will still be the case. However, once work on STARS recommences, a decision has been made that the focus will be on developing the first tier only, make this available to operators to establish and work on, while work continues with the second and third tiers for release in subsequent years.

Work started again in earnest during September 2020 and two groups have been formed that will be looking at both the environmental and social elements of the recommended practice and prioritising which subjects should be in each tier.

Agenda Item 10: Finance Report

The Finance Report includes the following:

1. Q3 2020 Financial Report
2. Q3 2020 Balance Sheet
3. Q3 2020 Profit & Loss
4. Proposed 2021 Budget
5. IS-BAO & IS-BAH Revolving Funds Status
6. Membership Contributions Status

Decision Required

The Governing Board is invited to review and approve Items 1 through 6.

– END –

International Business Aviation Council
Q3 2020 YTD Financial Report
January through September 2020

Cash and Certificates Status

(Inclusive of IS-BAO & IS-BAH)

1.	Cash and Certificates at start of year	\$ 984,293.
2.	Cash and Certificates at 30 Sept. 2020	\$ 946,471.

Change in Position	\$ -37,822.
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Revenue to date in 2020

(Excludes IS-BAO and IS-BAH revenue)

1.	Budgeted revenue for year	\$ 863,000.
2.	Actual revenue end of Sept. 2020	\$ 742,752.

Difference between budget revenue and actual revenue	\$-120,248.
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Expenditures to date in 2020

(Excludes IS-BAO & IS-BAH expenditures)

1.	Annual Budgeted expenditures	\$859,550.
2.	Expenditures at end of Sept. 2020	\$590,838.

Difference	\$268,712.
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International Business Aviation Council Balance Sheet

As of September 30, 2020

	Total
Assets	
Current Assets	
Cash and Cash Equivalent	
1000 BB&T- Chequing	109,099.42
1050 ScotiaBank - Aircrew Card	13,258.51
1101 Principal Account Montreal	134,216.08
1110 ScotiaBank - Canadian	31,963.34
1131 IS-BAO / IS-BAH	3,295.34
1149 Scotia 41301 0178918 Interest	708,800.69
Total Cash and Cash Equivalent	\$ 1,000,633.38
Accounts Receivable (A/R)	
1200 Accounts Receivable	100.00
Total Accounts Receivable (A/R)	\$ 100.00
Total Current Assets	\$ 1,000,733.38
Non-current Assets	
Property, plant and equipment	
1400 Computer Equipment	-221.00
1455 Computers - Original Cost	983.26
Total 1400 Computer Equipment	\$ 762.26
1500 Furniture & Equipment	50,000.00
Total Property, plant and equipment	\$ 50,762.26
2100 Accrued Liabilities	-2,600.00
Total Non Current Assets	\$ 48,162.26
Total Assets	\$ 1,048,895.64
Liabilities and Equity	
Liabilities	
Current Liabilities	
Accounts Payable (A/P)	
2200xx Accounts Payable	302,952.30
Total Accounts Payable (A/P)	\$ 302,952.30
Payroll Deductions	5,638.32
Total Current Liabilities	\$ 308,590.62
Total Liabilities	\$ 308,590.62
Equity	
3000 Opening Bal Equity	159,053.90
Retained Earnings	647,797.74
Profit for the year	-66,546.62
Total Equity	\$ 740,305.02
Total Liabilities and Equity	\$ 1,048,895.64

International Business Aviation Council
Profit and Loss by Class
January - September, 2020

	Air Crew Card	IS-BAH	IS-BAO	Principal	TOTAL
INCOME					
61000 Member Contribution					\$0.00
61100 Member Associations				\$618,730.58	\$618,730.58
61110 Industry Partners					
Total 61000 Member Contribution	\$0.00	\$0.00	\$0.00	\$618,730.58	\$618,730.58
62000 Sales					\$0.00
62100 Crew Cards	\$122,341.16				\$122,341.16
62200 Workshops		\$35,177.36	\$61,141.42		\$96,318.78
62201 Fundamentals		\$49,075.00	\$24,550.95		\$73,625.95
62202 Auditing		\$33,690.00	\$87,778.43		\$121,468.43
Total 62200 Workshops	\$0.00	\$117,942.36	\$173,470.80	\$0.00	\$291,413.16
62300 Manuals		\$83,544.00	\$40,213.40		\$123,757.40
62400 Registrations		\$20,100.00	\$284,610.07		\$304,710.07
62410 FS1			\$58,164.00		\$58,164.00
62415 PS3			\$19,861.26		\$19,861.26
Total 62400 Registrations	\$0.00	\$20,100.00	\$362,635.33	\$0.00	\$382,735.33
62500 Accreditations		\$4,650.00	\$20,875.00		\$25,525.00
62700 e-learning sales					
Total 62000 Sales	\$122,341.16	\$226,236.36	\$597,194.53	\$0.00	\$945,772.05
63000 Interest Income				\$1,679.90	\$1,679.90
Total Income	\$122,341.16	\$226,236.36	\$597,194.53	\$620,410.48	\$1,566,182.53
GROSS PROFIT	\$122,341.16	\$226,236.36	\$597,194.53	\$620,410.48	\$1,566,182.53
EXPENSES					
71000 Office General	\$2,187.89	\$1,502.93	\$1,572.93	\$2,823.09	\$8,086.84
71150 Non-capitalized Equipment				\$425.99	\$425.99
71200 Non-capitalized Software		\$64.19	\$3,227.25	\$1,293.54	\$4,584.98
71250 Office Rent				\$14,234.75	\$14,234.75
71350 Insurances			-\$37.85	\$1,728.37	\$1,690.52
71400 Telephone		\$195.77	\$1,056.94	\$3,409.51	\$4,662.22
71425 Internet Services				\$3,232.66	\$3,232.66
71450 Postage				\$703.31	\$703.31
71500 Express mail/courier	\$2,882.86	\$720.70	\$3,686.39		\$7,289.95
71550 Foreign exchange rate gain/loss				\$13,972.42	\$13,972.42
71600 Bank charges	\$8,468.26	\$6,973.80	\$21,719.49	\$6,563.46	\$43,725.01

71650 Memberships, e.g., ATAG				\$13,080.64	\$13,080.64
72000 Communications/Marketing	\$401.95	\$6,815.02	\$20,417.47	\$33,400.00	\$61,034.44
72200 Subscriptions					
72300 Printing					\$0.00
72301 Advertising - electronic				\$4,971.71	\$4,971.71
72302 PrintingAdvertising - print		\$909.97	\$840.97	\$248.63	\$1,999.57
72303 Printing				\$3,025.08	\$3,025.08
Total 72300 Printing	\$0.00	\$909.97	\$840.97	\$8,245.42	\$9,996.36
72350 Advertising General				\$5,300.00	\$5,300.00
72400 Promotion at trade shows					
72500 Rentals					
Total 72000 Communications/Marketing	\$401.95	\$7,724.99	\$21,258.44	\$46,945.42	\$76,330.80
73000 Professional Services					\$0.00
73100 Legal		\$13,214.26	\$154,430.89	\$22,589.88	\$190,235.03
73200 Accounting				\$6,250.83	\$6,250.83
73300 Computer Support				\$399.82	\$399.82
Total 73000 Professional Services	\$0.00	\$13,214.26	\$154,430.89	\$29,240.53	\$196,885.68
74000 Staff Salaries/Contracts					\$0.00
Total 74100 Contracts	\$0.00	\$195,608.34	\$509,694.48	\$209,071.22	\$914,374.04
Total 74200 Salaries	\$16,890.12	\$10,644.47	\$10,644.48	\$171,347.19	\$209,526.26
74900 Covid Subsidy				-\$6,687.49	-\$6,687.49
Total 74000 Staff Salaries/Contracts	\$16,890.12	\$206,252.81	\$520,338.96	\$373,730.92	\$1,117,212.81
75000 Travel					\$0.00
Total 75100 Lodging	\$0.00	\$7,809.26	\$4,983.21	\$8,005.45	\$20,797.92
Total 75200 Meals	\$0.00	\$1,282.26	\$968.79	\$5,068.55	\$7,319.60
Total 75400 Transportation	\$0.00	\$7,310.98	\$13,288.59	\$11,257.98	\$31,857.55
Total 75000 Travel	\$0.00	\$16,402.50	\$19,240.59	\$24,331.98	\$59,975.07
77000 Information Technology			\$263.56		\$263.56
77200 Database services			\$3,186.60	\$4,223.64	\$7,410.24
77300 Web site support			\$24,245.78	\$20,066.76	\$44,312.54
Total 77000 Information Technology	\$0.00	\$0.00	\$27,695.94	\$24,290.40	\$51,986.34
78000 Meetings/Workshops					\$0.00
78100 Room rentals		\$1,350.00	\$1,350.00		\$2,700.00
78200 Hospitality/catering		\$5,669.55	\$6,279.61		\$11,949.16
Total 78000 Meetings/Workshops	\$0.00	\$7,019.55	\$7,629.61	\$0.00	\$14,649.16
Total Expenses	\$30,831.08	\$260,071.50	\$781,819.58	\$560,006.99	\$1,632,729.15
PROFIT	\$91,510.08	-\$33,835.14	-\$184,625.05	\$60,403.49	-\$66,546.62

Note: Net loss thru Q3 2020 is largely caused by \$154K cost of legal defense.

International Business Aviation Council Budget 2021

	General Fund				2021	2020	2021 vs 2020 Budget
	Air Crew Card	Principal	IS-BAH	IS-BAO	Budget TOTAL	Budget TOTAL	
INCOME							
61100 Member Associations		62000			620,000.00	620,000.00	0%
61110 Industry Partners		30000			30,000.00	45,000.00	-33%
Total 61000 Member Contribution		\$650,000.00		\$ 0.00	\$ 650,000.00	\$ 665,000.00	-2%
62000 Sales							
62100 Crew Cards	\$150,000.00				150,000.00	195,000.00	-23%
62200 Workshops							
62201 Fundamentals			\$ 85,130.00	\$103,500.00	188,630.00	332,170.00	-43%
62202 Auditing			\$ 50,160.00	\$120,000.00	170,160.00	90,700.00	88%
Total 62200 Workshops			\$ 135,290.00	\$223,500.00	358,790.00	\$ 422,870.00	-15%
62300 Manuals			\$ 97,800.00	\$48,000.00	145,800.00	192,300.00	-24%
62400 Registrations			\$ 33,800.00	\$366,000.00	399,800.00	537,115.00	-26%
62410 FS1				\$43,416.00	43,416.00		
62415 PS3				\$30,600.00	30,600.00		
Total 62400 Registrations				\$440,016.00	440,016.00	\$537,115.00	-18%
62500 Accreditations & ISSSA registrations			\$ 5,000.00	\$41,675.00	46,675.00	52,500.00	-11%
62700 e-learning sales				\$36,000.00	36,000.00	63,450.00	-43%
Total 62000 Sales	\$150,000.00		\$ 271,890.00	\$789,191.00	1,211,081.00	\$ 1,463,235.00	-17%
63000 Interest Income		\$1,000.00			1,000.00	3,000.00	-67%
Total Income	\$150,000.00	\$651,000.00	\$ 271,890.00	\$789,191.00	1,862,081.00	\$ 2,131,235.00	-13%
GROSS PROFIT	\$150,000.00	\$651,000.00	\$ 271,890.00	\$789,191.00	1,862,081.00	2,131,235.00	-13%
EXPENSES							
71000 Office General	\$3,000.00	\$3,000.00	\$ 2,000.00	\$1,780	9,780.00	13,204.00	-26%
71150 Non-capitalized Equipment							
71200 Non-capitalized Software		\$1,000.00	\$ 90.00	\$4,302	5,392.00	1,000.00	439%
71250 Office Rent		\$15,000.00			15,000.00	13,500.00	11%
71350 Insurances		\$3,000.00		\$4,845.00	7,845.00	6,745.00	16%
71400 Telephone		\$3,500.00	\$ 260.00	\$1,500.00	5,260.00	10,625.00	-50%
71425 Internet Services		\$3,300.00			3,300.00		
71450 Postage		\$600.00			600.00	1,800.00	-67%
71500 Express mail/courier	\$2,000.00	\$500.00		\$10,000	12,500.00	12,500.00	0%
71550 Foreign exchange rate gain/loss			\$ 3,500.00		3,500.00		
71600 Bank charges	\$10,500.00	\$6,500.00	\$ 9,200.00	\$29,000	55,200.00	48,000.00	15%
71650 Memberships, e.g., ATAG		\$13,500.00			13,500.00	\$12,000.00	13%
Total 72000 Communications/Marketing	\$1,000.00	\$62,000.00	\$ 11,200.00	\$ 25,000.00	99,200.00	\$ 102,000.00	-3%
73000 Professional Services							
73100 Legal				\$10,000.00	10,000.00	12,500.00	
73200 Accounting					0.00	5,000.00	
73300 Computer Support					0.00		
Total 73000 Professional Services		\$20,000.00	\$ 0.00	\$ 10,000.00	30,000.00	\$ 17,500.00	71%
74000 Staff Salaries/Contracts							
Total 74100 Contracts		\$ 259,000.00	\$ 267,600.00	\$ 670,700.00	1,197,300.00	\$1,012,000.00	18%

Total 74200 Salaries	\$24,610.00	<u>\$ 268,000.00</u>	<u>\$ 16,000.00</u>	<u>\$ 14,319.00</u>	322,929.00	279,433.00	16%
Total 74000 Staff Salaries/Contracts	\$24,610.00	<u>\$ 527,000.00</u>	<u>\$ 283,600.00</u>	<u>\$ 685,019.00</u>	1,520,229.00	1,545,433.00	-2%
75000 Travel					0.00		
Total 75100 Lodging					0.00	58,000.00	-100%
Total 75200 Meals					0.00	6,000.00	-100%
Total 75400 Transportation					0.00	171,873.00	-100%
Total 75000 Travel		\$0.00	\$ 0.00	\$ 0.00	0.00	<u>\$ 286,873.00</u>	-100%
77000 Information Technology					0.00	2,500.00	
77200 Database services					0.00	10,750.00	
77300 Web site support				\$24,000.00	24,000.00	32,500.00	
Total 77000 Information Technology		\$20,000.00		\$ 24,000.00	44,000.00	<u>45,750.00</u>	-4%
78000 Meetings/Workshops					0.00		
78100 Room rentals					0.00	22,000.00	
78200 Hospitality/catering					0.00	40,000.00	
Total 78000 Meetings/Workshops			\$0.00	\$0.00	0.00	<u>62,000.00</u>	-100%
Total Expenses	<u>\$ 41,110.00</u>	<u>\$ 678,900.00</u>	<u>\$ 309,850.00</u>	<u>\$ 795,446.00</u>	<u>1,825,306.00</u>	<u>\$ 2,188,930.00</u>	-17%
PROFIT	<u>\$ 108,890.00</u>	<u>-\$ 27,900.00</u>	<u>-\$ 37,960.00</u>	<u>-\$ 6,255.00</u>	<u>36,775.00</u>	<u>-\$58,195.00</u>	-163%

IS-BAO & IS-BAH Revolving Funds

The IS-BAO & IS-BAH revolving funds provide funding of the programs on an ongoing basis.

The Revenues and Expenditures record of the **IS-BAO** program since inception is as follows:

Year	Revenues	Expenses	Net
2003	\$170,512	\$79,342	\$91,170
2004	\$146,962	\$129,652	\$17,310
2005	\$155,973	\$134,591	\$21,382
2006	\$136,700	\$134,795	\$1,905
2007	\$214,836	\$240,057	(\$25,221)
2008	\$195,200	\$297,750	(\$102,550)
2009	\$383,306	\$370,919	\$12,387
2010	\$845,680	\$482,470	\$363,210
2011	\$660,552	\$662,940	(\$2,388)
2012	\$641,871	\$622,430	\$19,441
2013	\$742,093	\$702,347	\$39,746
2014	\$645,432	\$661,497	(\$258)
2015	\$993,195	\$742,071	\$251,124
2016	\$831,510	\$895,970	(\$64,460)
2017	\$894,597	\$915,664	(\$21,067)
2018	\$796,546	\$974,177	(\$177,631)
2019	\$859,218	\$957,989	(\$98,771)
2020 YTD	\$597,195	\$781,820	(\$184,625)*

* Reflects \$154K in extraordinary legal defense costs.

The Revenues and Expenditures record of the **IS-BAH** program since inception is as follows:

Year	Revenues	Expenses	Net
2014	\$291,663	\$210,326	\$81,337
2015	\$140,581	\$236,734	(\$96,153)
2016	\$297,340	\$247,624	\$49,716
2017	\$219,381	\$284,424	(\$65,043)
2018	\$167,327	\$388,213	(\$279,081)
2019	\$210,553	\$378,558	(\$168,005)
2020 YTD	\$226,236	\$260,072	(\$33,836)

IBAC Member Contributions 2020 (projected)

Member	2018		2019		2020		2020 Disposition
	Formula	Paid	Formula	Paid	Formula	Paid	
ABAA	\$4,158.00	paid	\$4,356.00	paid	\$4,158.00	paid	
ABAG	\$20,000.00	paid	\$20,000.00	paid	\$14,500.00	paid	
AfBAA	\$2,310.00	paid	\$1,195.62	paid	\$1,716.00	paid	
AsBAA	\$8,976.00	paid	\$8,382.00	paid	\$9,042.00	paid	
BBGA	\$4,026.00	paid	\$1,716.00	paid			deferred to fall or 2021
BAOA (India)	\$5,280.00	paid	\$4,686.00	paid	\$4,620.00		deferred to 2021
CBAA	\$26,334.00	paid	\$26,730.00	paid	\$22,110.00	paid	
EBAA	\$101,848.63	paid	\$100,431.98	paid	\$90,838.39	paid	
EBAA F	\$5,214.00	paid	\$4,752.00	paid			reminder for memb. #
GBAA	\$4,686.00	paid	\$5,148.00	paid	\$5,478.00	paid	
IBAA	\$660.00	paid	\$660.00	paid	\$594.00	paid	
JBAA	\$4,950.00	paid	\$4,620.00	paid	\$3,762.00	paid	
MEBAA	\$15,180.00	paid	\$15,642.00	paid	\$15,840.00	paid	
NBAA	\$475,156.32	paid	\$459,678.60	paid	\$460,465.19	paid	
Industry Partner	\$15,000.00	paid	\$15,000.00	paid	\$15,000.00	paid	
Operator Affiliate	\$5,000.00	paid	\$5,000.00				
Totals	\$698,778.95	\$691,254.95	\$677,998.20	\$661,631.00	\$648,123.58	\$643,503.58	

Agenda Item 13: Next Meetings

All meetings in 2021 will be virtual.

POC/45 – 23-24 February 2021

GB/73 – 2 June 2021

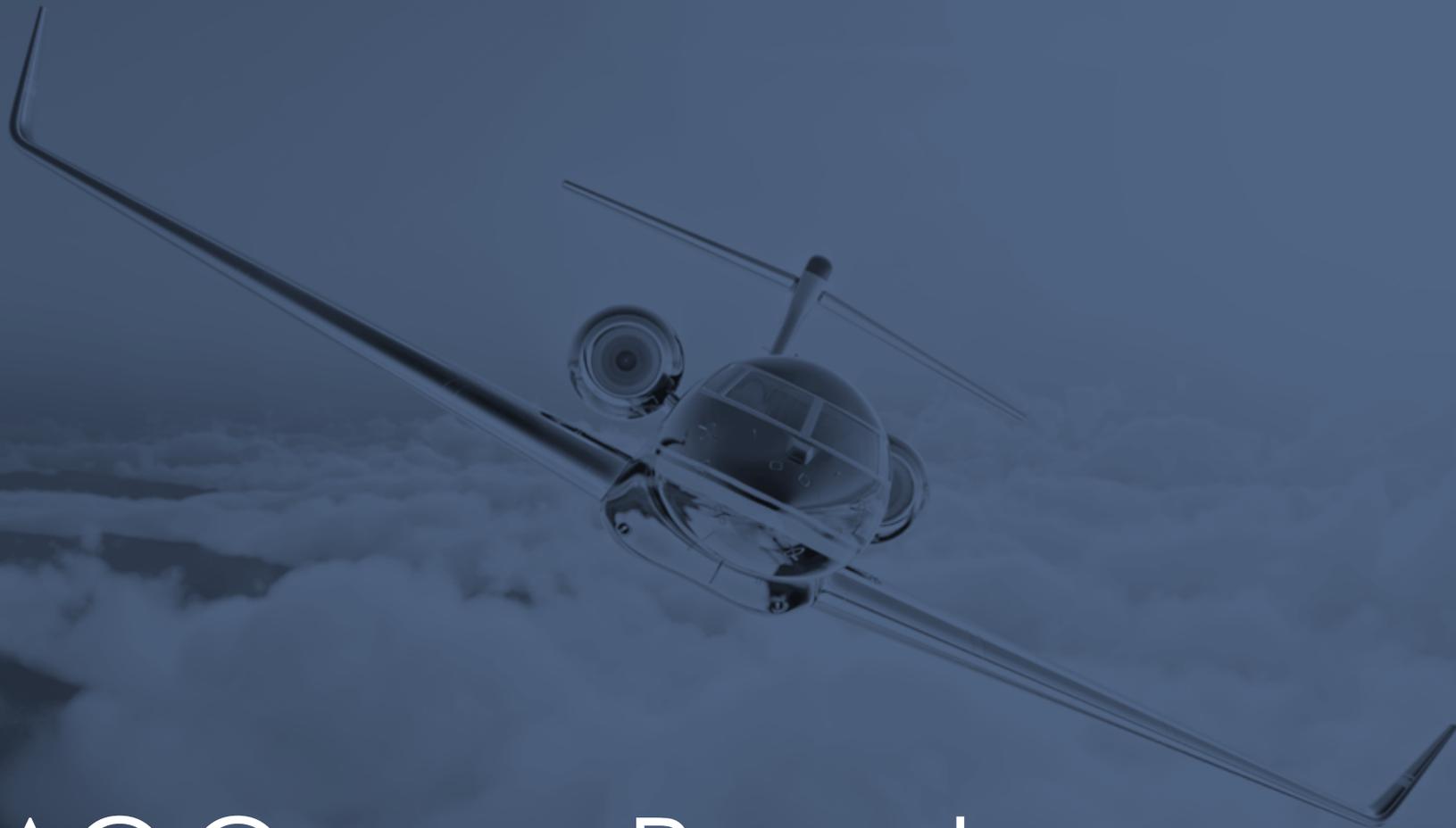
POC/46 – 1-2 September 2021

(14 September 2021 = 40th Anniversary of IBAC's Founding)

GB/72 – 4 November 2021



International Business Aviation Council



IBAC Comms Report

November 2020

Collateral & Promotions

New in 2020

- New Website! Continuous Improvement
- Online store (IS-BAO, IS-BAH and IBAC) shirts/hats
- COVID Guidance publications in CART
- IS-BAO FlightPlan Stage 1 Flyer – Fixed-Wing and Rotor
- SAF Guide Tri-Fold – Branded Options/Languages for MAs
- IS-BAH – Toward COVID-19 Secure - digital
- Polish PNR Guide - digital
- IS-BAO Pricing Guide - digital

This Quarter 2020

- IS-BAO Progressive Stage 3 and FlightPlan Stage 1 Campaigns – Webinars / Infomercials
- Testimonial Spotlights and Video promos
- NBAA VBACE – Virtual booth participation
- Aircrew Card application automation



Press Releases and Communications



20 Press Releases / INFOs Distributed in 2020 YTD

- IBAC Honored with IS-BAO FS1 Top Flight Award Nomination from AIN
- IBAC Announces New 2021 IS-BAO Standards Board Members And Advanced Air Mobility Working Group At Virtual Meeting – Acknowledges David Nigri For His Years Of Service
- Two Working Groups Launched To Accelerate Business Aviation's "Green Recovery" With Creation Of Sustainability Standards
- Business Aviation's First Sustainability Summit Highlights Focus Areas For Sustainable-fuels Growth
- IBAC Representing The SAF Coalition At The Virtual ICAO Aviation Co2 Reductions Stocktaking Seminar
- Coalition Releases New Sustainable Aviation Fuel Guide As Industry Moves To Accelerate Use Of Lower-carbon Alternative
- IBAC Welcomes ICAO Council Decision On CORSIA Baseline
- IBAC Applauds Bombardier For First-ever Environmental Product Declaration For Global 7500
- IBAC Announces New 2020/21 IS-BAH Standards Board Members At Virtual Meeting
- IBAC And Gama Welcome ICAO Work On Aviation Challenges Related To The Global Pandemic
- IBAC Virtual Auditing Comes To The Aid Of IS-BAO & IS-BAH Organizations
- IBAC Welcomes Medaire And Dupont As New Industry Partner And Operator Affiliate Members
- IBAC Calls On ICAO To Adjust CORSIA Emissions Baseline
- IBAC Establishes Online IS-BAO Workshops And Temporary Option For IS-BAO & IS-BAH Remote Auditing In Wake Of Covid-19
- IBAC'S New Board Executive Officers Reflect Global Nature Of Business Aviation
- How IS-BAH Registration Benefits FBOs
- Business Aviation's Sustainability Commitment Highlighted At 2020 World Economic Forum
- IBAC Announces Andreas Meyer As New Director, ICAO Liaison

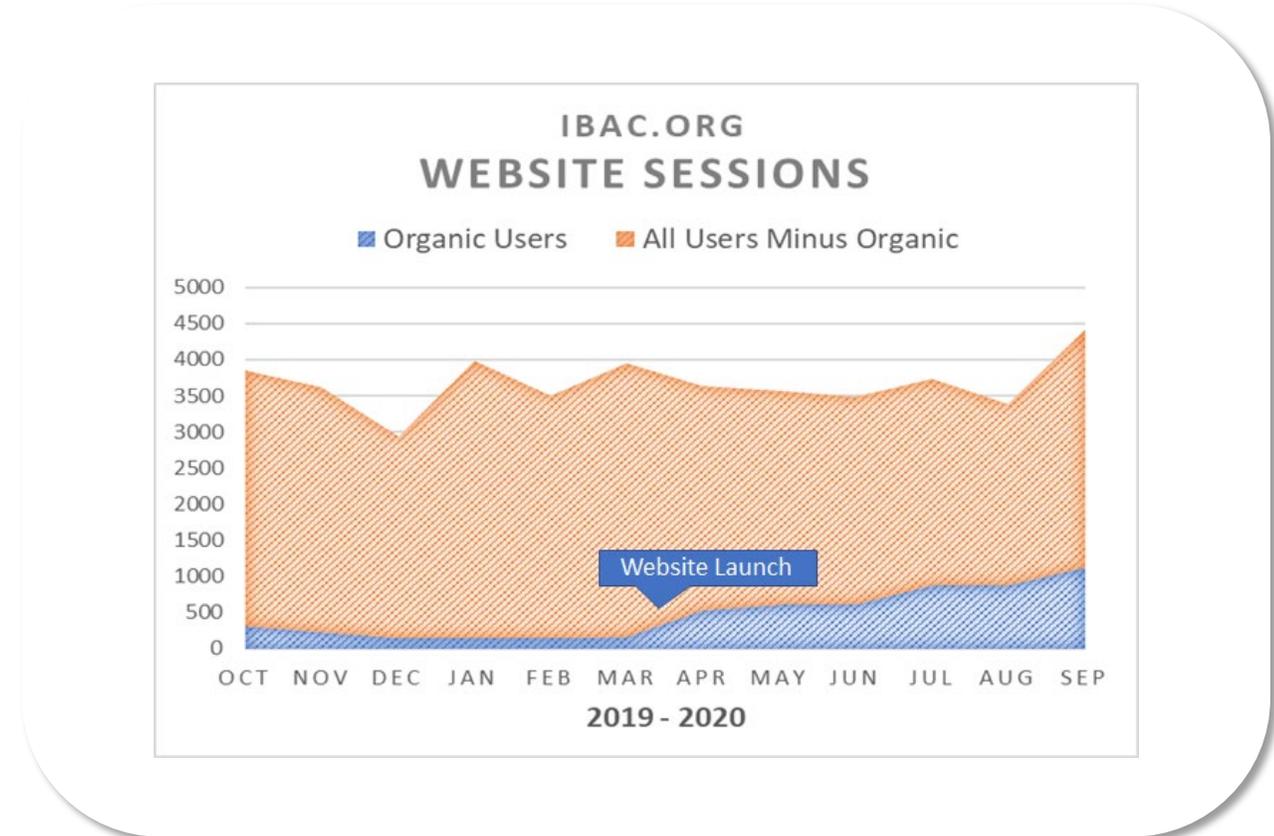
Guest Articles

- NBAA-BAI Mag - IS-BAH – A Systematic Way to Avoid Aircraft Damage on the Ground – Sept/Oct 2020
- ICAO CART Guidance – IS-BAO and IS-BAH Oct 2020
- AIA Mag – Now More than Ever – Safety Stds are Needed – Rob Little – July 2020
- AvBuyer – Guest Editor, Kurt Edwards – June 2020
- COVID Guidance for Ground Handlers – June 2020

SEO

Search Engine Optimization

2020 included a NEW website – adding valuable content, making it easier for new visitors to find IBAC.org!



Social Overview

Reach Analysis



Facebook

176 Posts have been shared since January 2020. We have increased our followers from 228 followers to 237.

LinkedIn

176 Posts have been shared since January 2020. The posts are shared two more times immediately, one to the Company Page and one to the Forum. We have increased our connections from 2,028 to 2,073, our followers from 435 to 628, and our Forum members from 667 to 700.

Twitter

176 Posts have been shared since January 2020. We have increased our followers from 2,301 followers to 2,414.

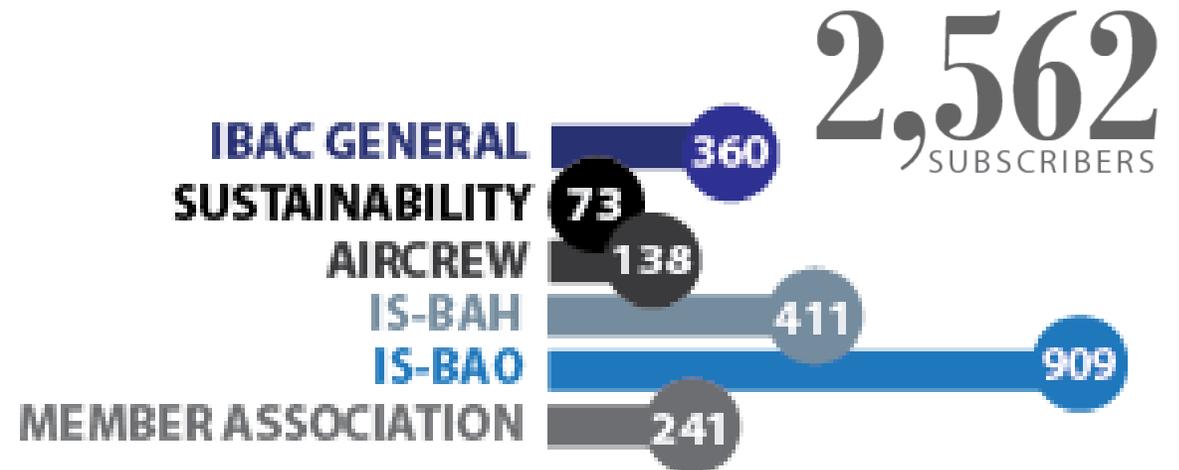
Email-Newsletters Comms Data

Mailchimp Communications

Mailchimp is the email marketing platform used to communicate with the IBAC family.

The chart below breaks down the number of email communications (Newsletters, Updates, INFO, Bulletins, Reminders) have been opted in, to received since 2018.

Most emails are shared in IBAC social media sites. You can share them too! Please like and share when you see our posts! Please redirect your prospects to the opt-in link on our website.



Primary Communication Activities

MARKETING CHANNELS	Jan	Feb	Mar	Apr	May	June	July	Aug	Sep	Oct	Nov	Dec
Google Search Marketing	24/7	24/7	24/7	24/7	24/7	24/7	24/7	24/7	24/7	24/7		
Social Media Posts	126	87	48	45	57	27	24	21	39	45		
MailChimp	3	4	14	5	4	3	3	3	2	5		
Press Releases		2	3	1	2	2	2	2	3	3		

OUTCOMES (Paid Marketing)	Reach	Engagements	Media Costs	Type of Engagement
Google Search Engine Marketing	33,216	5,507	\$5,199	Clicks to Website
Social Media	3,284	105	\$100	Clicks to Workshops, Likes/Shares
MailChimp	2,562	40%	\$317	Newsletters
Total			\$5,616	

We shaved \$945 off the mailchimp fees this year by scrubbing the list.

Activity Report

1) Membership:

Year	Total
2015	70 members
2016	58 members
2017	41 members
2018	42 members
2019	50 members
2020	52 members

2) ABAG's Activities:

- a) LABACE 2020 Show cancelled by ABAG Board Members decision.
- b) ABAC support/launching a technological platform to connect passengers/cargo/ambulance 135 Operators to users in several country locations where Commercial Airlines have their operations temporarily interrupted or reduced due to COVID-19. We have invited Top 14 major companies (360 aircraft – 45% of 135 Fleet) to join us at www.flyadam.com.br also available in IOS and Android.
- c) ABAG managing several virtual workshops connecting Operators to Federal Regulatory Agency (ANAC) to discuss BizAv community major issues and difficulties and also working in recovery plans for each segment.

3) Institutional Environment:

List of most important achievements

- a) Action with ANAC to postpone validity of companies' qualification certificates and professional licenses.
- b) Action with DECEA (navigation and airspace) to postpone all air navigation fees from September on.
- c) Actions with Federal Government for reduction or postponement in payment of airport charges and taxes, in addition to create specific finance credit lines for general aviation industry.

Governing Board Meeting
72TH MEETING OF MEMBERS
ABAG – Associação Brasileira de Aviação Geral



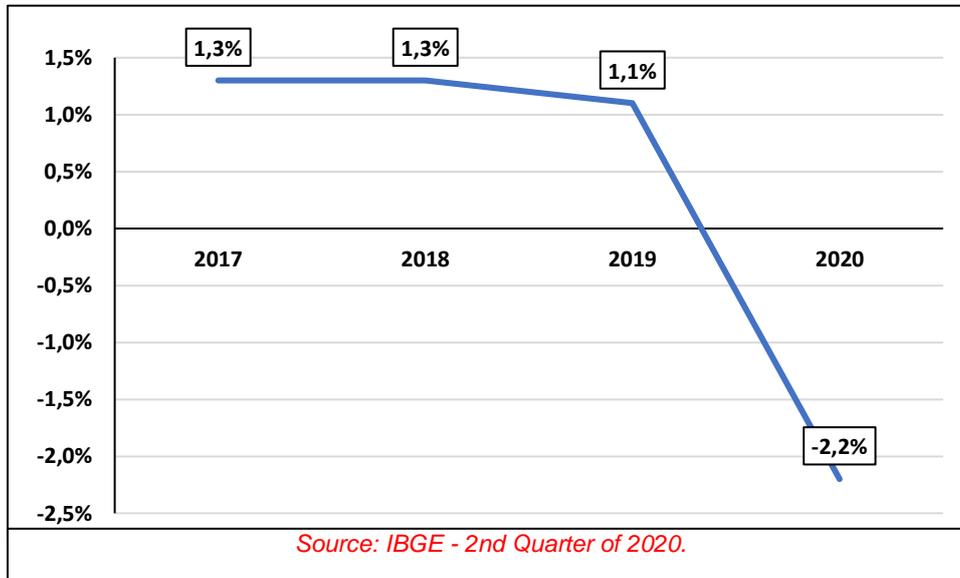
- d) Actions with State Governments, INFRAERO (Federal Airport Authority) and Private Airports Operators to get 50% discounts and postpone rentals in airport area concessions and airports landing fees.
- e) Direct actions with States and Municipality Authorities to clear operation and access to airports infrastructure.
- f) Request for government recognition of the essentiality of the services provided by General Aviation
- g) Actions with São Paulo Municipality Government to speed up approval & renewal processes for Hospitals and neighborhood Helipads.
- h) Obtaining regulatory flexibility for cargo transport by 135 Operators without prior authorization from ANAC
- i) Action with ANAC to authorize distance education & learning courses (web based training) for 135 Operators.
- j) Action with ANAC to allow seats/tickets offering by 135 Operators.
- k) Launch of Voo Simples (Simple Flight) Program by Federal Government on October 4th, 2020 as a response to all General and Business Aviation demands in last 15 years. ANAC (Regulatory Agency) and Ministry of Infrastructure program includes more than 50 actions in favor of aeronautical industry, aviation professionals, aircraft operators and small businesses.

Main expected benefits are:

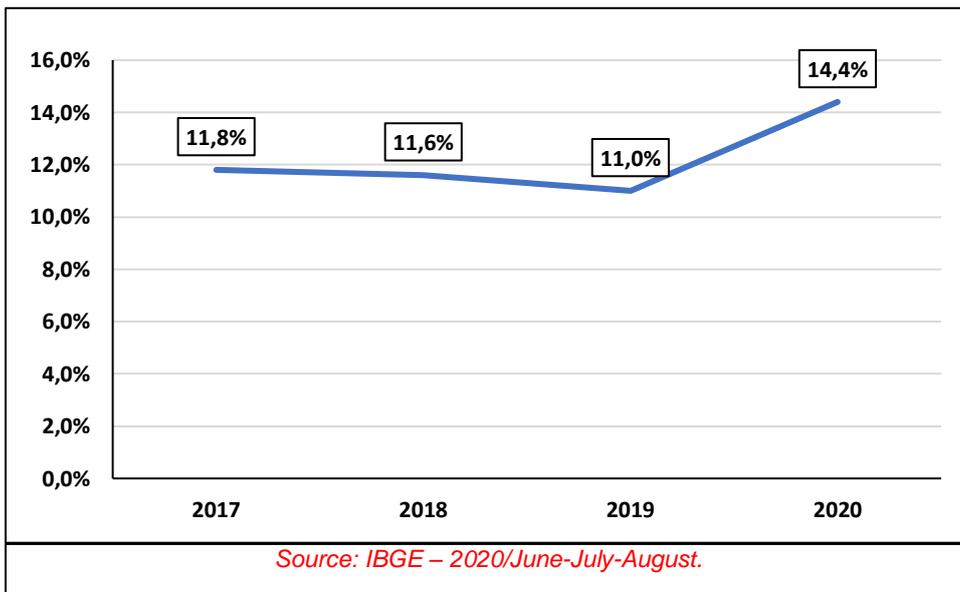
- Regulations simplification and modernization in line with international experience;
- More transparency and segment participation;
- Civil aviation market promotion for general Aviation development;
- Alignment to international compliance standards;
- More Safety and Security programs;
- Legal Security improvement;
- Reduction of administrative costs and bureaucracy
- Incentives for new operational players in Civil Aviation;
- More competitiveness in all segments.

4) Economic Environment Information:

a) GDP Growth:



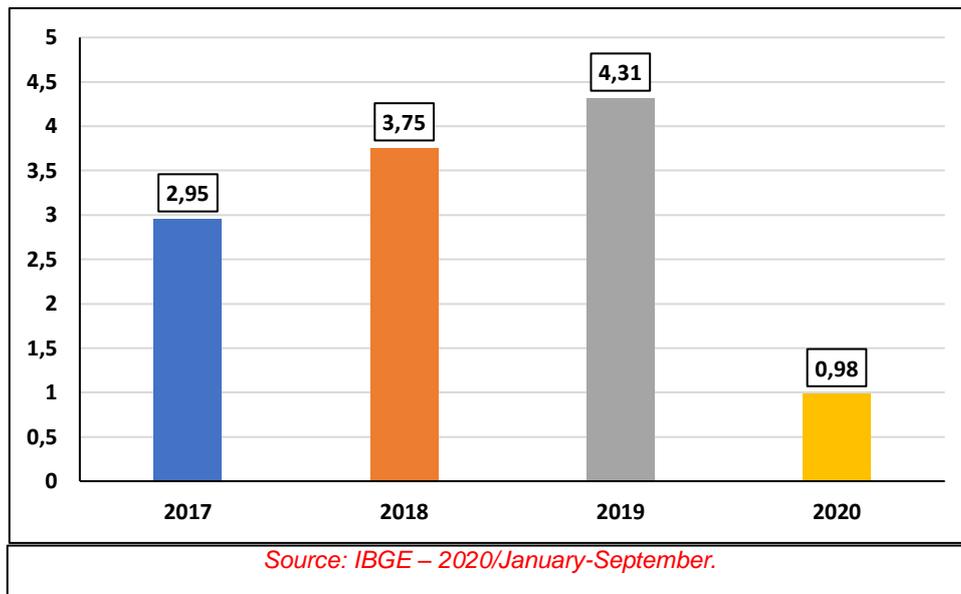
b) Unemployment Rate:



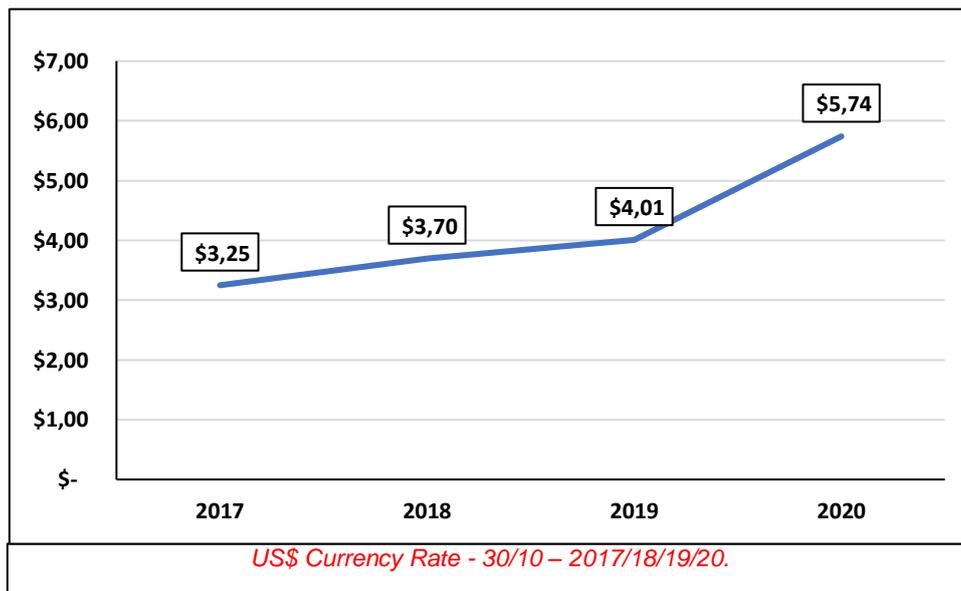
Governing Board Meeting
72TH MEETING OF MEMBERS
ABAG – Associação Brasileira de Aviação Geral



c) Inflation Rate:

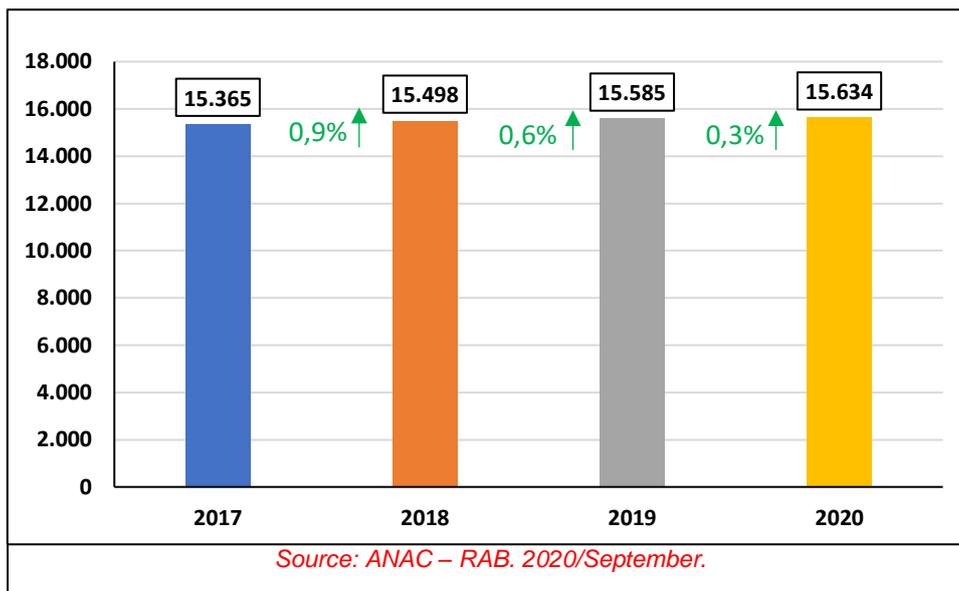


d) US\$ Currency Rate:

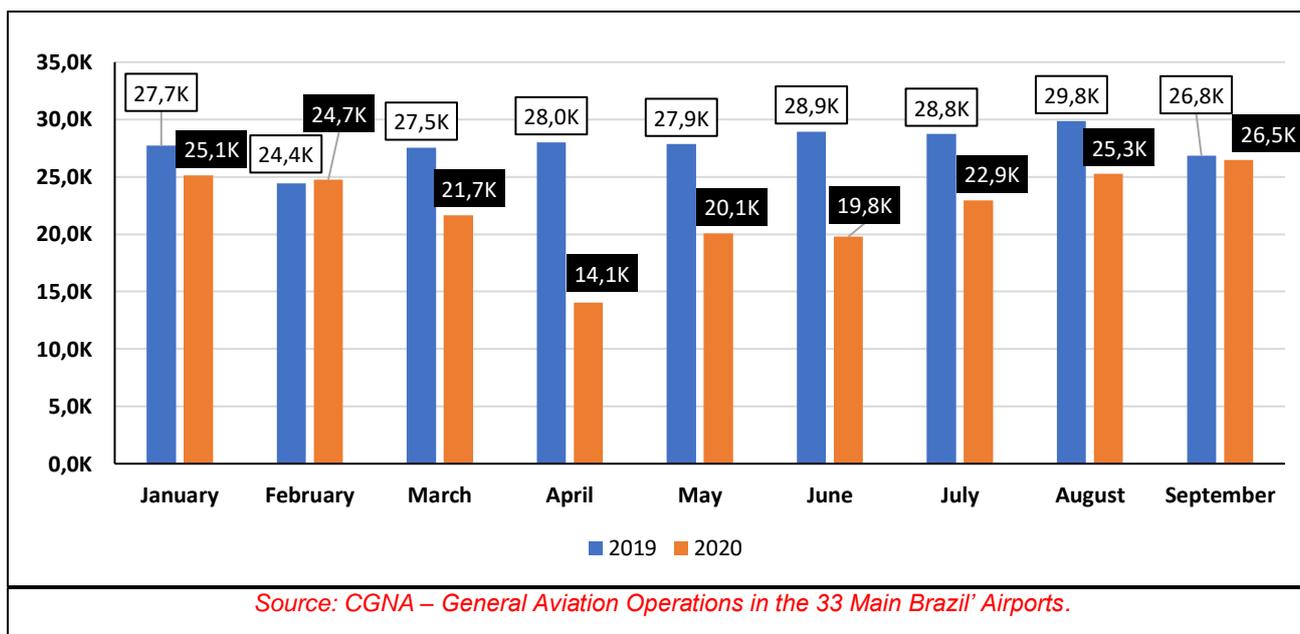


**Governing Board Meeting
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e) BizAv Fleet:

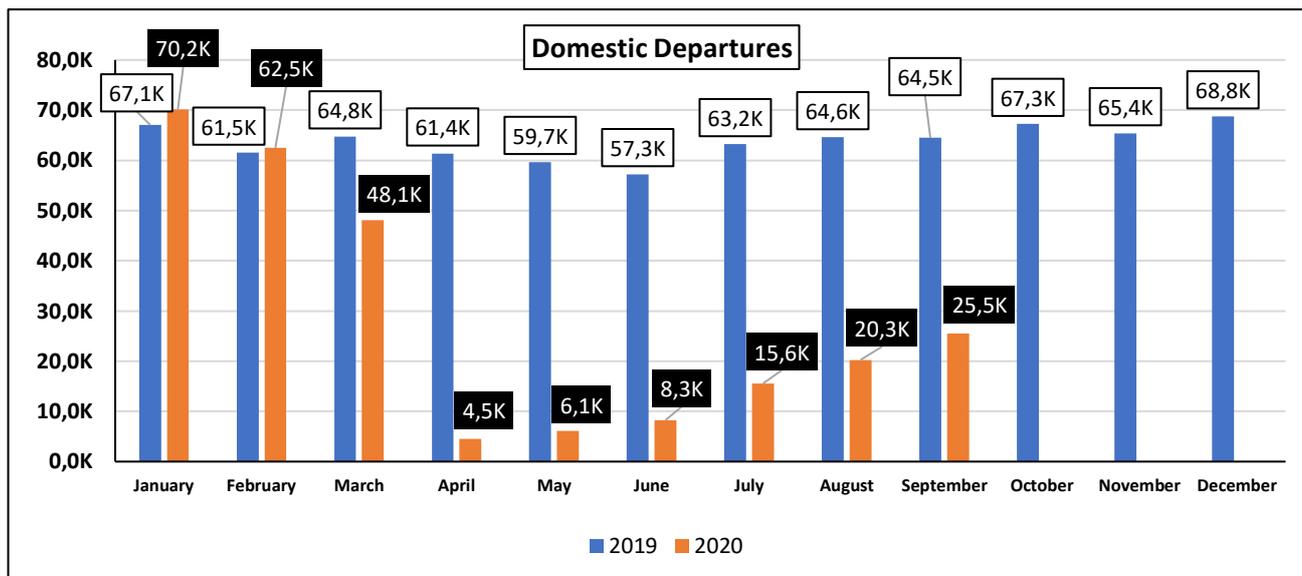


f) General Aviation Operations:

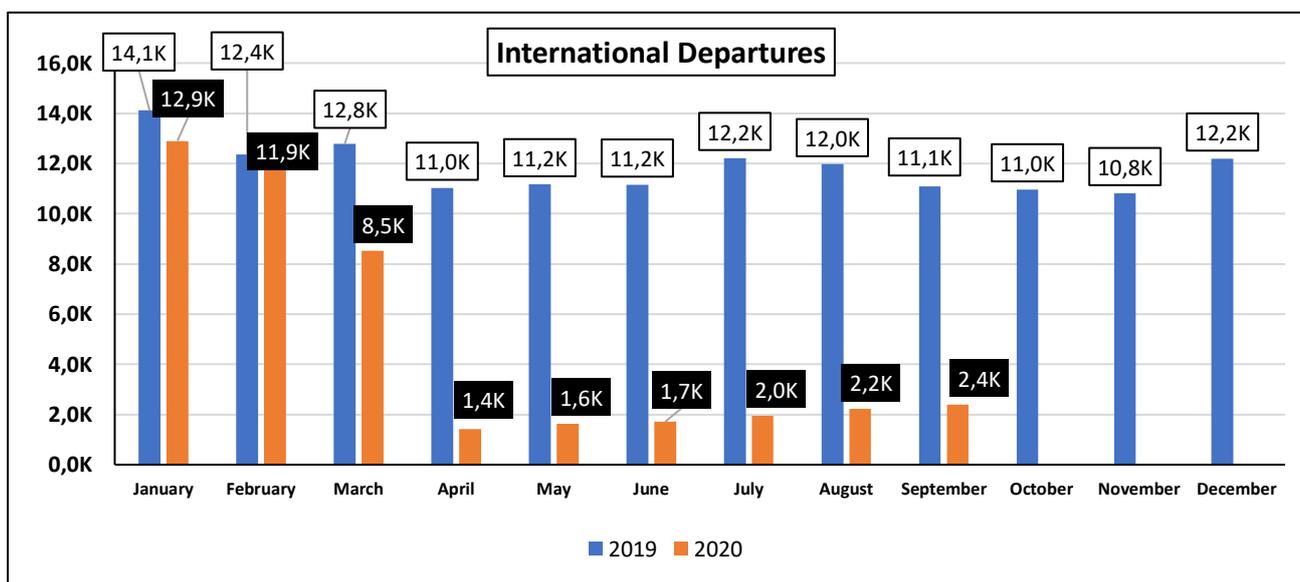


**Governing Board Meeting
72TH MEETING OF MEMBERS
ABAG – Associação Brasileira de Aviação Geral**

g) FAR 121 Operations (Departures):



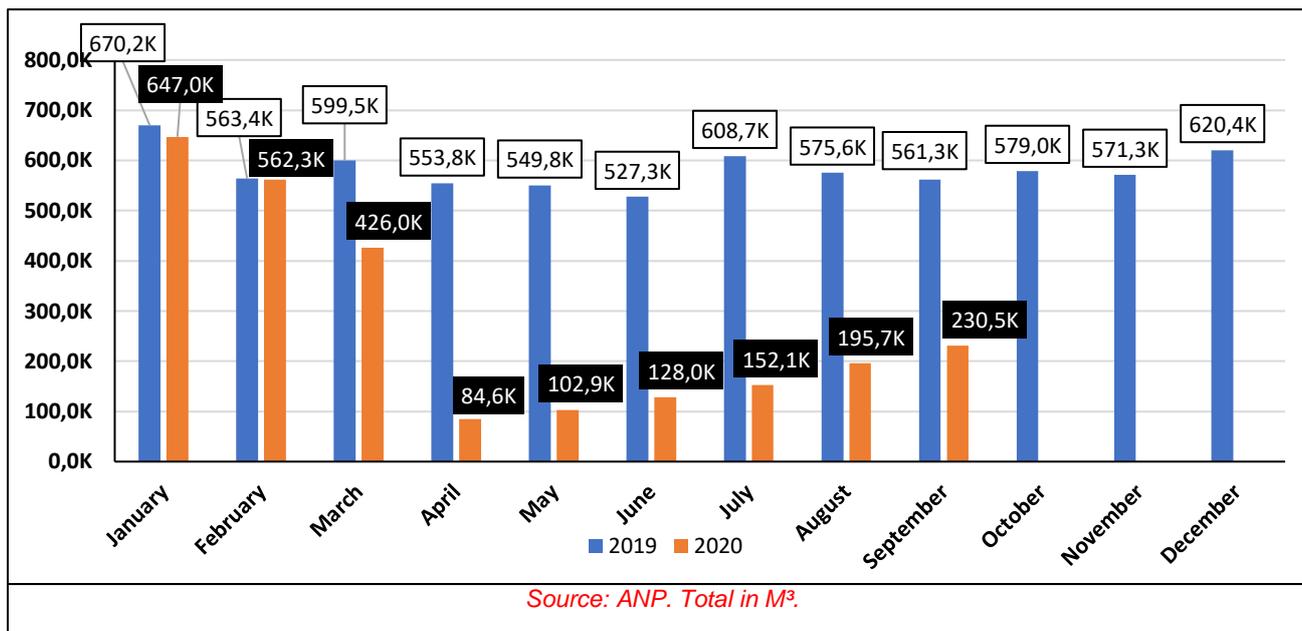
Source: ANAC. Only Domestic Departures.



Source: ANAC. Only International Departures.

**Governing Board Meeting
72TH MEETING OF MEMBERS
ABAG – Associação Brasileira de Aviação Geral**

h) Total JET A-1 Sold (M³):



AsBAA- State of the Organization

November 2020

- As of 30 October, AsBAA has 139 members, slightly less than 142 members as at end of 2018 and 149 members as at end of 2019.
- 1 Platinum member downgraded to Corporate membership.
- 18 members did not renew due to impact of Covid-19.
- Had a few new joiners but overall, gaining new memberships has been a challenge for 2020 and will likely spill into early 2021.



Regional Updates

Coronavirus Travel Restrictions

Travel restrictions and quarantine requirements are still in place across most of Asia.

Potential travel bubble between Singapore and Hong Kong under discussion.

No harmonization of entry requirements across ASEAN / Asia-Pacific means that positioning flight crew or maintenance staff is very difficult.

ICAO/IBAC could support coordination of health checks / fit-to-fly certifications to facilitate harmonization of entry requirements across the region.

Covid-19 has resulted in cancellation of many industry events planned for 2020 and limited participation at those which continue as planned.

Severe economic impact on aviation industry which has affected AsBAA membership in the foreseeable future.

China

- With Covid-19 situation well under control and the relaxation of various social restrictions, AsBAA China Mainland Chapter held a summer networking cocktail in Beijing in August 2020 which was well attended by various AsBAA members, non-members and government officials.
- Domestic business aviation flights almost back to normal level but international arrivals still pose a challenge.
- AsBAA attended Macau Business Aviation Exhibition on 29 October.
- AsBAA submitted an official letter to CAAC recommending possible solutions to aircraft parking at Beijing Capital Airport on 12 October.
- Zhuhai Airshow 2020 has been cancelled but Guangzhou Airshow will proceed as planned.
- AsBAA in the process of organizing AsBAA China Safety Day scheduled for early December.
- As of end of October, there are 34 business aviation operators in Mainland China.



Regional Updates

Hong Kong

- Despite AsBAA's lobbying with Hong Kong Civil Aviation Department and Airport Authority regarding relief measures for the business aviation sector, business aviation still excluded from the Government's financial relief package for the aviation sector.
- With significant drop in overall airport operations, no slot issues however parking acceptance is low due to limited parking spots as most parking taken up by commercial aircraft and congestion will be a concern for the foreseeable future.
- Aircraft flight movement remains low and mostly limited to training flights.
- In Q1 2020, daily average about 20 movements per day and further reduced from April onwards. No increase in movements since April but Hong Kong and Singapore travel bubble will help.
- Ongoing efforts to engage with Hong Kong Civil Aviation Department and Airport Authority to seek relief measures for the business aviation industry due to economic impact of Covid-19.

Taiwan: Taiwan has imposed strict travel restrictions so business aviation activity has been severely impacted.

Philippines

- AsBAA Philippines Chapter continuous to engage with the authority (CAAP) and IBAC to pursue IS-BAO to further strengthen the State Safety Program and as a potential alternative means of compliance for business aviation/general aviation operators.
- "Letter of No Objection " received from Manila Airport Authority (MIAA) and Subic Bay International Airport (SBIA) on AsBAA Philippines Chapter letter regarding "Proposed Flight Crew Transit Procedures".
- The Philippines Senate has approved the proposal of San Miguel Corporation for the development of the 2,500 hectare New Manila International Airport in the province of Bulacan, 35 kilometres north of Manila. The first phase of 2 runways is scheduled to be operational in 5 years.
- The Philippines Government has re-opened domestic airspace to facilitate recovery of the aviation sector.
- The Philippines Government maintained the current quarantine restrictions in Metro Manila until 31 Nov 2020.



Regional Updates

Japan

- Few international flights but increasing domestic flights.
- Between February – October 2020, bizav movements have decreased 99% compared to same period last year.

South Korea

- Total movement to South Korea has fallen 68% compared to same period last year.
- As for the 4 major airports, it has decreased by 57% at Gimpo Int'l Airport (RKSS), 81% at Jeju Int'l Airport (RKPC) and 89% at Gimhae Int'l Airport (RKPK).
- Movement at Incheon International Airport (RKSI) has increased by 41% since the South Korean Government only allow passengers to disembark at RKSI and SGBAC (FBO located at RKSS) in order to prevent the spread of Covid-19.
- Number of business jets in South Korea remain low in single digits and aircraft utilization has been low as well due to travel and quarantine restrictions globally.

Thailand / Mekong

- In Myanmar, air navigation fee reduced by 50% for all international and domestic flights as Covid-19 relief measure.
- Thailand government approved aviation fuel excise tax reduction by 95% and a reduction in air navigation charges, landing & parking fees.
- Discussion of plans to use business aviation as a trial for slow opening of the country to certain tourist groups that are considered low risk.
- Civil aviation authorities are supportive of landing permits for repatriation flights and those bringing in investors on business jets. The procedures for these kinds of flights have been somewhat streamlined over the past months and processing times have been reduced.

Indonesia

- Restarting Indonesia Chapter by re-engaging with newly appointed Director General of Civil Aviation Mr. Novie Riyanto
- Building up membership by connecting with past active members in the country.
- Working closely with AsBAA Singapore to expand AsBAA's presence and reach within the country.

Singapore

- AsBAA is continuing its lobbying efforts in relation to Seletar Airport (Singapore's main business aviation airport) with requests for greater access as well as a lifting of the night time curfew being considered.
- Recent discussions have been held with the Civil Aviation Authority of Singapore (CAAS) in relation to support measures for the business aviation community during COVID-19. A series of formal letters were sent to a number of government entities (including CAAS, Ministry of Transport, and the Economic Development Board). CAAS have formally responded and as the COVID crisis persists, further requests for assistance on behalf of AsBAA members are in the pipeline. AsBAA successfully lobbied for a relaxation of crew transfer restrictions between Seletar Airport and Changi International Airport, enabling crew to pilot aircraft into Singapore but return home via commercial operators/airlines where necessary. This reduced the need for problematic and impractical on-wing transfers of crew members.
- A new Minister of Transport, Ong Ye Kung, was appointed in Singapore in July 2020. Mr Ong has been vocally supportive of the need to restart Singapore's aviation industry and re-establish the city state as a global hub. AsBAA has engaged in communications with Mr Ong and welcomed him to his new post.
- Business aviation and general aviation movements continue to decline from beginning of the year and only expected to recover 50% by Q1 2021.
- Potential travel bubble in discussion between Singapore and Hong Kong which will help with economic recovery and increase in flight movements. AsBAA considering approaches to the Government to ensure that business aviation is considered alongside the needs of airlines.

Malaysia

- AsBAA Malaysia Safety Day 2020 scheduled for November 2020 has been postponed to April 2021 due to ongoing Covid-19 restrictions. Launch event of Women in Corporate Aviation Asia (WCAA) Chapter scheduled to be held concurrently is also postponed accordingly.
- The Civil Aviation Authority of Malaysia (CAAM) has invited AsBAA Malaysia Chapter to help formulate dedicated regulations for the BA/GA industry, to be based on ICAO Annexes 6 Part II and 6 Part III.
- AsBAA Malaysia Chapter under discussion with Invest Selangor for a potential Selangor Aviation Showcase 2021.
- CAAM issued Civil Aviation Notice (CAN) covering various license/permits exemptions during the Malaysia Movement Control Order (MCO).
- Aerospace industry given permission to operate during MCO, subject to online application/approval.



State of the Market

- In the Asia-Pacific region, regional quarantine and travel restrictions have negatively impacted aircraft movement in 2020:
 - Most companies have not yet begun to experience business recovery with the exception of Mainland China as they were one of the first countries to recover from Covid-19.
 - Overall aircraft utilization in the region decreased further in Q3 compared to Q2.
- Infrastructure constraints such as airports curfews, lack of parking, runway and slot capacity at many major destinations and capital airports continue to hamper the user experience of business jets in APAC.
- The cancellation of major regional events like ABACE and Zhuhai Airshow are massive blows to the business aviation industry in Asia.
- Governments in the region still slow to react to the needs and requests of the business and general aviation community so more engagement from AsBAA required to educate and highlight the importance of business and general aviation to a country's economic recovery and future growth alongside commercial aviation.



Future Focus and Key Engagement Events

AsBAA Virtual Safety Summit: 18-19 November 2020 held virtually.

AsBAA Mainland China Safety Day: Planned for December 2020.

Malaysia Safety Day / Women in Corporate Aviation Asia (launch event): Postponed to April 2021.

Selangor Aviation Showcase: Planned for Q1/Q2 2021 (TBC).

AsBAA Webinar Series: Scheduled to commence December 2020.



Future Focus and Key Engagement Events

AsBAA Discovery

Cooperation with various institutions throughout the region to raise awareness of business aviation and general aviation in Asia.

Hosting a series of Distinguished Speaker Series with ERAU Asia online since end of April.

Working with ERAU Asia to seek internships and work placements for students.

Working with Hong Kong University School of Professional and Continuing Education to launch a Certificate in Business Aviation (Executive Management / International Operations). Launch date of this program is scheduled for February 2021.



Corporate Social Responsibility

AsBAA's 5-year agreement with Orbis is coming to an end so CSR plans and future strategy to be reviewed.

AsBAA Discovery has grown significantly and may become the focus of AsBAA's CSR efforts.

Sustainability

AsBAA is taking a leading role in the advocacy of biofuel. It's also looking to promote companies that remove single use items from their cabin and general operations. We hope we can team up and work closely with NBAA and the other associations on this.

Thank you



MEBAA Activity Report

for the Period

May to October 2020

IBAC Governing Board Meeting 72

3.2 POC-Subcommittees meeting was scheduled initially on the 9th of April 2020, but due to the current situation the meeting has been postponed, to be rescheduled in January 2021.

4. **MEBAA Conferences:**

4.1 **MEBAA Conference** scheduled for Jordan, KSA and UAE has been postponed for 2021 due to current situation related to COVID-19

5. **MEBAA Show 2021** – originally scheduled to take place in December 8-10, 2020 – is postponed to February 22-24, 2021 and preparation are underway.

6. **Fly & Feed** – MEBAA continues its support to the humanitarian efforts of the World Food Program (WFP) through Fly & Feed initiative.

Agenda Item 18 (Information): Customs Issues Update

8th Working Group Revised Kyoto Convention - Summary

Concept no. 11: Authorized Economic Operator

WCO advise this is isolated incident and IBAC should take matter up with Portugal directly to establish reason behind the requirements for operators to apply for an Authorized Economic Operator (AEO) status through the SDS application using an EORI number. **(IBAC Action – Follow up with Portugal at ICAO by DIL) (Final report Chairperson’s recommendation now Track C – Proposal withdrawn).**

Concept No. 27: Travellers (SA J/Chapter 1)

25. Standard - The facilities granted in respect of means of transport for private use shall apply whether the means of transport are owned, **rented** or borrowed by non-residents and whether they arrive with, before or after the traveller.

“Owned”, “rented” or, “borrowed” means of transport falls under “private use” under the provisions within the RKC. It is therefore feasible for a chartered AOC operation to fall under “private use” for TA purposes, but under “commercial use” from a traffic rights position. **(Final report Chairperson’s recommendation now Track C - No further action needed at this time).**

Concept No. 36: Means of transport for commercial use

Temporary admission of means of transport for commercial use

3. Recommended Practice

Means of transport for commercial use, whether loaded or not, should be allowed to be brought temporarily into a Customs territory conditionally relieved from payment of import duties and taxes, **provided that such means of transport for commercial use are not used for internal transport in the Customs territory of the country of temporary admission.** They must be intended for re-exportation without having undergone any change except normal depreciation due to their use, normal consumption of lubricants and fuel and necessary repairs.

The highlighted section above appears to prohibit the use for internal transport under TA where the journey is commercial. The WGRKC have repeatedly advised that *“cabotage (use of foreign means of transport in internal traffic) is not a Customs but an economic issue, it falls within the competence of authorities other than Customs. In general, cabotage is not allowed, due to economic considerations. However, exceptions may be made in bilateral or multilateral agreements, subject to reciprocity. Article 8 does not contradict the provisions of such agreements. This Article only authorizes Contracting Parties to deny or withdraw temporary admission in cases where the competent authorities do not allow cabotage.”*

(Final report Chairperson’s recommendation now Track C (possibility to send it to Revised Kyoto Committee or Istanbul Committee - No further action needed at this time).

Joint ATA/Istanbul Administrative Committee 19th meeting – 16/17 November 2020

IBAC have registered to attend the meeting of this group to understand further the possible introduction of the eCPD system (Arjo). Presentation will be made during the meeting by the FIA Federation Internationale de L'Automobile.

The CPD is a customs facilitation document used to cover the temporary importation of road vehicles, it constitutes an International guarantee that customs duties and taxes will be paid if a customs claim arises due to the non-re-exportation of a vehicle.

The main feature of 'Arjo', is a facilitation tool for commercial/private vehicles. A hologram with a unique serial number, the 'Arjo sticker' on the CPD carnet would be captured in the system. The validity of an eCPD could be checked and tracked using a QR code reader or with QR numbers.

This could be worthwhile investigation as a possible solution for our sector and the 'confusion' being created by misinformation amongst some providing costly solutions where they may not be necessary. In light of the January 01st 2021 UK / EU split, there will no doubt be a significant push to 'confuse' matters even further.

– END –