



**To** GEC Working Group **Date** August 23, 2010

**From** Scott L. Smith **Reference** 10-999/SMA-580 aps  
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**Subject** **Meeting Announcement**  
**Guidance for Export Control (GEC) Working Group**

**When** October 13-14, 2010, from 0900 to 1700

**Where** Meeting Location  
CAE Facility  
Montreal Conference Room  
8585 Cote-de-Liesse  
Saint-Laurent, Quebec

The meeting site is about 10 minutes from the Montreal-Pierre Elliott Trudeau International Airport.

#### Hotel Information

The Holiday Inn Express has a CAE preferred rate of \$99 CAD, including breakfast, internet access, and shuttle transportation to and from CAE. If you choose the Holiday Inn Express hotel, mention CAE to obtain the \$99 CAD rate.

Holiday Inn Express  
Montreal Airport  
10888 Cote de Liesse  
Montreal, Quebec H8T 1A6  
Canada

Tel 1-514-422-8080 tel  
Fax 1-514-420-8920 fax

<http://www.hiexpress.com/hotels/us/en/montreal/yulff/hoteldetail>

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

Registering prior to meeting is important, as the CAE campus and facilities are secured areas. The FSEMC staff must have the following information by **October 8, 2010** to allow CAE security time to build an access list and badges:

- Name of meeting attendee
- Company name

Dress code for this meeting is business casual.

Comments or questions regarding any of the agenda items are invited. If you wish any material to be circulated prior to the meeting, please submit your proposals via e-mail to Scott Smith by **October 8, 2010**. After that date, if you have new material, please bring an electronic folder of inputs, or 30 hard copies to the meeting. Since these late delivery materials will not be available for review prior to the meeting, they may only be introduced on the agenda with the approval of the chairman and formal consensus of the group.

The meeting is open to all interested parties. Individuals requesting time on the agenda should contact Scott Smith. The agenda will be finalized one week prior to the meeting.

**Meeting Objectives**

The Guidance for Export Control (GEC) Working Group will continue discussing the issues concerning the international movement of hardware, software, and associated technology subject to export control guidelines.

The first objective of the GEC Working Group is to provide an open forum for FSTD manufacturers, users, operators, and associated hardware and software vendors to discuss their experiences with export issues and regulatory compliance.

The second objective of this proposed subcommittee is to develop guidance that describes what a simulator manufacturer or operator might expect with respect to processes and documentation required for export of technology and other protected information.

The GEC Working Group is developing a strawman document that is intended to provide guidance to entities wishing to move technology across international borders. The group will review inputs to this document and discuss future milestones and timelines with the intent to produce an ARINC Standard on this topic.

**Meeting Schedule**

1. Review inputs from group for inclusion into strawman document
2. Review of strawman document on export controls
3. Assign action items and decide next meeting date and location

**Travel Information**

The CAE campus is 10 minutes from the Montreal International Airport. Please arrange your own ground and lodging arrangements.

**cc**

FSEMC Steering Committee