

To LAM/TEG Working Groups **Date** January 9, 2012

From Sam Buckwalter **Reference** 12-999/SMA-683 aps
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Subject **Meeting Announcement**
Levels of Avionics Maintenance (LAM) Working Group and Test
Equipment Guidance (TEG) Working Group

When March 13-15, 2012, from 0900 to 1700

Where Meeting Location
Lufthansa Technik AG
Weg beim Jäger 193
22335 Hamburg
Building 223, Room 228

The meeting will be held at the Lufthansa Technik facility. Participants should show up at least 15 minutes before starting times as they need to go through security.

Lufthansa Technik Contact
Jens Latendorf
jens.latendorf@lht.dlh.de

Hotel Information
Mercure Hotel Hamburg Airport
Langenhorner Chaussee 183
22415 Hamburg
Telefon: (49) 040-532 09-615
Fax: (49) 040-532 09-654
J.sivak@airporthotel-hamburg.com

Room per night: € 89.50, Breakfast included

Reservation:
Please advise hotel of the reservation code "ARINC". Please contact the hotel directly by **20 February 2012** to obtain the ARINC rate.

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

As this is a Secured establishment, everyone who attends will have to provide the following:

- Name (Last, First)
- Company Name
- Identification Card/Passport required at the main gate

Please send this information to Sam Buckwalter (sbuckwal@arinc.com). The required forms will be pre-filled and all that will be needed is signatures. This information is required by **2 March 2012**.

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 Sam Buckwalter by **2 March 2010**. After that date, if you have new material, please bring 15 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 Sam Buckwalter. The agenda will be finalized one week prior to the meeting.

Meeting Objectives

The subcommittee will continue development of **ARINC Project Paper 602B: Test Equipment Guidance (TEG)**.

The actions items to be reviewed by the group at this meeting include:

1. Section 4.5.2, System Block Diagram and Schematic - Hamilton Sundstrand accepted the action to develop text for the group review.
2. Section 4.5.3, Maintenance Procedures - Teradyne accepted the action to develop text for the group review.
3. Section 4.5.4, Fault Isolation - Lufthansa accepted the action to develop text for the group review.
4. Section 4.5.5, Calibration Procedures - Cassidian accepted the action to develop text for the group review.
5. Section 4.6, Personnel and Equipment Safety - Hamilton Sundstrand accepted the action to develop text for the group review.
6. Section 4.7, Illustrated Parts List - Boeing accepted the action to develop text for the group review.
7. Section 4.8, Installation and Removal - Teradyne accepted the action to develop text for the group review.
8. Section 4.9, Facility Requirements - Cassidian accepted the action to develop text for the group review.
9. Section 4.10, Storage - Delta accepted the action to develop text for the group review.
10. Section 4.11, Manuals for COTS Hardware and Software - Hamilton Sundstrand accepted the action to develop text for the group review.
11. Section 4.12, System Administration - Rockwell Collins accepted the

action to develop text for the group review.

12. Section 4.13, Documentation Revision Control - Rockwell Collins accepted the action to develop text for the group review.

Travel Information See the attached map for details on the meeting location. For those staying at the Mercure, we will congregate at 0825 in the hotel lobby to catch the shuttle bus.

cc AMC Steering Group

Attachment 1

Meeting location:

Lufthansa Technik AG

Weg beim Jäger 193
22335 Hamburg

Note:

- Pre-Registration required. Please inform Jens Latendorf, email: jens.latendorf@lht.dlh.de about participation accordingly.
- ID-Card/Passport required at main security.
- Visitors Parking available. You will first have to register at main security. Ask for parking badge.
- Hotel Shuttle from/to Hotel on request

