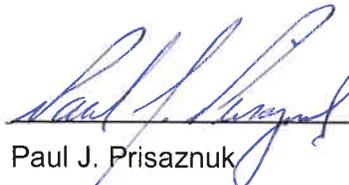


ARINC Standards Development Document

ASDD

Revision 4
Released October 26, 2015

Approved:

		
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Revision History

Revision	Date	Change
1	03/25/2008	Initial Release
2		Minor editorial changes
3	08/10/2009	Simplified Shall-Should Policy
4	10/26/2015	Added section on Updating ARINC Standards. Revised to reflect ARINC IA is a program of SAE Industry Technologies Consortia (ITC). Updated the notices to reflect what is being used in the ARINC Standards. Deleted Attachment 4, Use of Key Words.

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1.0 INTRODUCTION

ARINC Industry Activities (IA) a program of SAE Industry Technology Consortia (ITC) organizes aviation industry activities that cooperatively establish ARINC Standards and shared technical solutions for aviation. ARINC IA coordinates and provides the secretariat for the AEEC, AMC, and FSEMC - the Committees. Each ARINC IA Committee may have one or more Activities.

The AEEC mission includes efforts to develop voluntary ARINC Standards for new aircraft and major retrofit, including Communications, Navigation, Surveillance, Cabin, and other airborne electronics of common interest to the aviation community. The AMC mission includes developing voluntary maintenance-related Standards. The FSEMC mission includes developing voluntary Standards related to simulation and training.

2.0 STANDARDS DEVELOPMENT BY THE ACTIVITIES

When AEEC or AMC or FSEMC develops an ARINC Standard, it shall follow the procedures in this ARINC Standards Development Document (ASDD).

This ASDD describes policies and procedures that are designed to optimize the development and promulgation of voluntary technical Standards.

This ASDD includes Attachments that provide more detailed guidance on specific issues such as Attachment 1 “Policy on Inclusion of Patented or Copyrighted Technology in ARINC Standards”, Attachment 2 “Policy on Publications and Copyrights” that apply to material submitted at any meeting hosted by ARINC IA for consideration in developing ARINC Standards, and Attachment 3 “Policy on Use of Excerpts or References to ARINC Standards in Aviation Standards Developed by Other Organizations”.

This ASDD is maintained by ARINC IA in collaboration with the AEEC, AMC, and FSEMC Leadership and is subject to approval by SAE ITC.

The Committee Leadership, as specified in the Terms of Reference (i.e., AEEC Executive Committee, AMC Steering Group, FSEMC Steering Committee), assisted by the ARINC IA-provided secretariat, shall be responsible for management and oversight of the development of voluntary technical Standards, including the initiation of Standard development and the adoption of Standards.

2.1 Initiation of Standards Development

The Committee Leadership may consider requests from the aviation community and, at its discretion, may initiate action to develop, revise or withdraw ARINC Standards in accordance with the Terms of Reference for that Committee.

ARINC Standards are initiated by an ARINC Proposal to Initiate and/or Modify an ARINC Standard, also known as an “APIM”. A blank APIM form is included in the back of every ARINC Standard. While the APIM form and process may be different for each ARINC IA Committee, the premise is fundamentally the same; specifically to ensure that the Activity is of significant interest to a broad cross section of the aviation community and that there are benefits to all parties involved. This is understood to be the airline operators, the airframe manufacturers, the component suppliers and others with an interest.

Proponents are invited to engage the responsible ARINC IA Committee with a presentation and discussion of the proposal before the APIM is drafted. In this way, the APIM will reflect the discussion and the interests of all stakeholders.

The draft APIM shall be submitted to the Executive Secretary. This coordination will be performed in an open collaborative environment to gain acceptance of the aviation community. The APIM will be considered by the responsible Committee Leadership using established voting rules defined in Section 3.0.

The approved APIM is a prerequisite for holding an ARINC IA meeting leading to the development of an ARINC Standard.

2.2 Development of Consensus

The objective shall be to achieve a substantial consensus among all participants in a particular Standards Activity in response to the approved APIM. However, the Activity shall not be obligated to achieve a unanimous consensus where, in the opinion of the Activity, such action is not practical.

Standards development meetings of any of the Activities shall be open to interested parties who may present written proposals and comments for inclusion in an ARINC Standard. Technical proposals and comments may become part of the record of the meeting and may be made available to other interested parties. Attachment 2 to this ASDD presents the Policy on Publications and Copyrights related to information and materials presented by participants.

2.2.1 Industry Editors in the Consensus Process

Industry Editors may be utilized in the Standard development process. All draft documents are prepared using established guidelines that ensure due process. Industry Editors will provide material for review that reflects the consensus of industry. The ARINC IA staff will circulate these drafts broadly to industry. All drafts are subject to review by the participants.

2.2.2 Industry Meetings Necessary to Prepare ARINC Standards

A work program will be prepared each year by the Committee Leadership to reflect the meetings necessary to satisfy the work program.

It is the responsibility of ARINC IA to announce industry meetings intended for the purpose of preparing an ARINC Standard. The meetings will be open to all interested parties.

2.2.3 Final Drafts for Adoption Consideration

When a draft document is deemed to be mature by the Activity, the ARINC IA staff shall notify the industry by circulating a final draft at least 30 days in advance of the action to provide interested parties with an opportunity to provide a written submission that may include a technical comment or concern.

In the event that a written submission (e.g., a comment) is received, it shall be referred to the Activity and the Executive Secretary for consideration.

The Activity, in consultation with the ARINC IA staff, shall review each comment and determine the level of support by industry. In the event that the Standard Activity determines that a comment is valid, and is supported by industry, a “pink page” will be prepared representing the industry consensus. The “pink page” comments will be

provided to accompany the final draft for consideration by the responsible Committee Leadership.

In the event that the Activity determines that the comment is not supported, the IA secretariat will notify the commenter. Should the commenter accept this result, no action is needed.

Should the commenter persist, the Executive Secretary will invite the commenter to present the same input to the responsible Committee Leadership.

3.0 STANDARDS ACTIONS

Action to initiate, adopt, revise or withdraw any ARINC Standard may be taken at a regularly scheduled open meeting of the responsible Committee Leadership. Action to adopt or revise an ARINC Standard requires the affirmative vote of at least two-thirds of the voting members of the Committee Leadership present and voting yea or nay. Abstentions are ignored.

Action to initiate, adopt, revise or withdraw any ARINC Standard or other document by means of a mail or electronic ballot which may be used in those instances when the Committee Leadership, with advice from the Executive Secretary, determines the issues have been aired through oral or written participation and that action before the next Committee Leadership meeting is appropriate.

3.1 Intent to Publish

Following Committee Leadership action to adopt or revise any ARINC Standard, the industry shall be notified of intent to publish and given a period of at least 30 days to provide a written submission presenting technical commentary or concern.

In the event that a written submission (i.e., a comment) is received, it shall be referred to the Executive Secretary for disposition.

In the event that the comment is supported, the input will be considered for inclusion in a future Supplement to that ARINC Standard. See Section 3.4.

In the event that the comment is not supported, the Executive Secretariat will notify the commenter. Should the commenter accept this result, no action is needed.

Should the commenter persist, the Executive Secretary will inform the commenter of the Appeal Procedure.

3.2 Formal Appeal Procedure

If a party desires to file an appeal the following actions must be taken.

The interested party shall file a notice of appeal in writing on company letterhead within ten business days of ARINC IA's notice to publish the document.

The appeal shall summarize the nature of the concern and suggest a specific remedy. The Standard Activity Chairman, with the advice of the Executive Secretary, is empowered to try to resolve the appeal by prompt consultation with the interested party.

In the event that consultation is unsuccessful, the Standard Activity Chairman and the Executive Secretary shall appoint an Appeal Board. The Appeal Board shall consist of three persons with technical expertise in the particular area of the Standard.

The decision of the Appeal Board shall be given in writing to the responsible Committee Leadership for review prior to dissemination to the appealing party and other interested parties. The findings are deemed to be final.

3.3 Publication as an ARINC Standard

When a draft Standard is fully approved in accordance with this ASDD, a suitable document shall be referred to ARINC IA for publication as an ARINC Standard and made available to interested parties.

3.4 Updates to ARINC Standards

An ARINC Standard is updated by the development of a draft Supplement to that Standard. The development of the Supplement will generally proceed in the same manner as a new ARINC Standard, keeping in mind that equipment or services may have already been built in compliance with that ARINC Standard, and that backward compatibility must be assured by the proposed Supplement.

An APIM describing the proposed changes may be initiated by any person and forwarded to the Executive Secretary for disposition. The proposal must be a constructive input, building upon the principles and practices described in the existing ARINC Standard. Any APIM that proposes a substantial re-write of an ARINC Standard may be considered to be a new ARINC Standard per Section 2.1.

If there is an Activity conversant with the topic, the Executive Secretary will ask the Activity to review the APIM. This coordination will be performed in an open collaborative environment to gain acceptance of the aviation community. The APIM will be considered by the responsible Committee Leadership using established voting rules defined in Section 3.0.

3.5 Errata

A blank Errata Report form is included in the back of every ARINC Standard. If an error is found in an ARINC Standard, an Errata Report may be prepared by any person and forwarded to the Executive Secretary for disposition. This disposition may include coordination with industry, and where the need arises, development of a white paper that will describe the specific changes that are intended for inclusion in a future Supplement to that ARINC Standard. See Section 3.4.

4.0 PERIODIC REVIEW OF TECHNICAL STANDARD DOCUMENTS

The Committee Leadership, with the advice of the Executive Secretary, shall review each ARINC Standard at least once every five years.

ATTACHMENT 1 PATENTED OR COPYRIGHTED TECHNOLOGY

Policy on Inclusion of Patented or Copyrighted Technology in ARINC Standards

Updated October 26, 2015

1.1 Introduction

The objectives of the voluntary technical Standards developed by the AEEC, AMC, and FSEMC—the aviation industry activities organized by ARINC IA—include improving cost effectiveness and reducing life-cycle costs.

The AEEC, AMC, and FSEMC (hereinafter, Committee Leadership) may consider developing and adopting a proposed Standard in terms that include the use of patented technology or that require the use of copyrighted subject matter if Committee Leadership (i.e., AEEC Executive Committee, AMC Steering Group, FSEMC Steering Committee) concludes that the patented technology or copyrighted subject matter offer significant technical or economic benefits over nonproprietary technology.

For purposes of this Policy, the term “patented technology” means technology that is claimed in an issued or pending patent or for which the owner intends to seek patent protection.

For purposes of this Policy, the phrase “includes the use of patented technology” and variants thereof mean that the technology is referenced in a Standard or proposed Standard or that compliance with or implementation of the Standard would, as a practical matter, require the use of the technology.

For the purposes of this Policy, the phrase “require the use of copyrighted subject matter” and variants thereof, mean that compliance with or implementation of the Standard would, as a practical matter, require the use of the copyrighted subject matter (e.g., computer programs or interface protocols). The phrase is not directed to the Standard document itself and is not intended to encompass the need to make copies of the Standard document for reference purposes.

For purposes of this Policy, the phrase “rights holder” shall mean the owner of, or any other person who has a relevant proprietary interest in, the technology that is claimed in an issued or pending patent or subsisting copyright or for which the owner intends to seek patent protection.

If a proposed ARINC Standard may include the use of patented technology or may require the use of copyrighted subject matter, the provisions of this Policy shall be followed.

1.2 Disclosure of Patented Technology

1.2.1 Notification

Any participant that offers, proposes, or suggests patented technology or copyrighted subject matter for inclusion or reference in an ARINC Standard (or is otherwise aware that technology being considered for inclusion in a Standard is or may be subject to an existing or pending patent or copyright) shall notify ARINC IA that the technology is patented or copyrighted or is expected to be patented and shall disclose to the Committee Leadership the subject matter of any relevant copyright or patent claims or intended claims and their relationship to the Standard.

Notification and disclosure shall be made as early as possible after the proposal is made.

1.2.2 Statement from Rights Holder

Prior to Committee Leadership action on a proposed ARINC Standard that includes the use of patented technology or that requires the use of copyrighted subject matter, the Committee Leadership must receive from a putative rights holder either:

- a binding commitment that a license will be made available without compensation to any person to make, use, practice or sell the patented technology or, if applicable, to copy, publicly, distribute, transmit digitally, or adapt the copyrighted subject matter, for the purposes contemplated by the Standard; or
- a binding commitment to license the patented technology, or copyrighted subject matter, in form and substance acceptable to Committee Leadership, to all interested parties for the purposes contemplated by the Standard under reasonable terms and conditions that are demonstrably free of any unfair discrimination or limitation of access. The form of a commitment to license is attached as Annex 1.

In addition, the putative rights holder shall commit to notify ARINC IA in the event of a corporate change in control of the rights holder or assignment of the patented technology or copyrighted subject matter.

Any commitment shall be made expressly for the third party benefit of any party interested in a license for purposes contemplated by the Standard and shall be enforceable by any such party.

1.2.3 Notice (Advisory)

In the event an ARINC Standard includes patented technology or requires the use of copyrighted subject matter, the Standard should include the following notice:

DISCLAIMER

THIS DOCUMENT IS BASED ON MATERIAL SUBMITTED BY VARIOUS PARTICIPANTS DURING THE DRAFTING PROCESS. NEITHER AECC, AMC, FSEMC NOR SAE ITC HAS MADE ANY DETERMINATION WHETHER THESE MATERIALS COULD BE SUBJECT TO VALID CLAIMS OF PATENT, COPYRIGHT OR OTHER PROPRIETARY RIGHTS BY THIRD PARTIES, AND NO REPRESENTATION OR WARRANTY, EXPRESS OR IMPLIED, IS MADE IN THIS REGARD.

ARINC INDUSTRY ACTIVITIES USES REASONABLE EFFORTS TO DEVELOP AND MAINTAIN THESE DOCUMENTS. HOWEVER, NO CERTIFICATION OR WARRANTY IS MADE AS TO THE TECHNICAL ACCURACY OR SUFFICIENCY OF THE DOCUMENTS, THE ADEQUACY, MERCHANTABILITY, FITNESS FOR INTENDED PURPOSE OR SAFETY OF ANY PRODUCTS, COMPONENTS, OR SYSTEMS DESIGNED, TESTED, RATED, INSTALLED OR OPERATED IN ACCORDANCE WITH ANY ASPECT OF THIS DOCUMENT OR THE ABSENCE OF RISK OR HAZARD ASSOCIATED WITH SUCH PRODUCTS, COMPONENTS, OR SYSTEMS. THE USER OF THIS DOCUMENT ACKNOWLEDGES THAT IT SHALL BE SOLELY RESPONSIBLE FOR ANY LOSS, CLAIM OR DAMAGE THAT IT MAY INCUR IN CONNECTION WITH ITS USE OF OR RELIANCE ON THIS DOCUMENT, AND SHALL HOLD AECC, AMC, FSEMC, SAE ITC, AND ANY PARTY THAT PARTICIPATED IN THE DRAFTING OF THE DOCUMENT HARMLESS AGAINST ANY CLAIM ARISING FROM ITS USE OF THE STANDARD.

THE USE IN THIS DOCUMENT OF ANY TERM, SUCH AS SHALL OR MUST, IS NOT INTENDED TO AFFECT THE STATUS OF THIS DOCUMENT AS A VOLUNTARY STANDARD OR IN ANY WAY TO MODIFY THE ABOVE DISCLAIMER. NOTHING HEREIN SHALL BE DEEMED TO REQUIRE ANY PROVIDER OF EQUIPMENT TO INCORPORATE ANY ELEMENT OF THIS STANDARD IN ITS PRODUCT. HOWEVER, VENDORS WHICH REPRESENT THAT THEIR PRODUCTS ARE COMPLIANT WITH THIS STANDARD SHALL BE DEEMED ALSO TO HAVE REPRESENTED THAT THEIR PRODUCTS CONTAIN OR CONFORM TO THE FEATURES THAT ARE DESCRIBED AS MUST OR SHALL IN THE STANDARD.

ANY USE OF OR RELIANCE ON THIS DOCUMENT SHALL CONSTITUTE AN ACCEPTANCE THEREOF "AS IS" AND BE SUBJECT TO THIS DISCLAIMER.

COMPLIANCE WITH THIS STANDARD MAY REQUIRE THE MAKING, USING OR SELLING OF A PATENTED OR PATENTABLE INVENTION OR THE REPRODUCTION, DISTRIBUTION, TRANSMISSION OR ADAPTATION OF COPYRIGHTED SUBJECT MATTER THAT IS CLAIMED BY A RIGHTS HOLDER. PARTIES INVOLVED WITH DESIGNING, BUILDING OR USING EQUIPMENT THAT IS TO MEET THIS STANDARD ARE ADVISED THAT IT MAY BE NECESSARY TO LICENSE THE ASSOCIATED TECHNOLOGIES THROUGH:

(NAME AND ADDRESS OF RIGHTS HOLDER)

SAE ITC TAKES NO POSITION ON THE VALIDITY OR SCOPE OF ANY PATENT OR COPYRIGHT CLAIMS RELATING TO THIS STANDARD. A STATEMENT FROM THE CLAIMANT OF RIGHTS IS ON FILE WITH ARINC INDUSTRY ACTIVITIES AND MAY BE CONSULTED.

1.2.4 Notice (Disclaimer)

The following notice should appear in all ARINC Standards:

DISCLAIMER

THIS DOCUMENT IS BASED ON MATERIAL SUBMITTED BY VARIOUS PARTICIPANTS DURING THE DRAFTING PROCESS. NEITHER AECC, AMC, FSEMC NOR SAE ITC HAS MADE ANY DETERMINATION WHETHER THESE MATERIALS COULD BE SUBJECT TO VALID CLAIMS OF PATENT, COPYRIGHT OR OTHER PROPRIETARY RIGHTS BY THIRD PARTIES, AND NO REPRESENTATION OR WARRANTY, EXPRESS OR IMPLIED, IS MADE IN THIS REGARD.

ARINC INDUSTRY ACTIVITIES USES REASONABLE EFFORTS TO DEVELOP AND MAINTAIN THESE DOCUMENTS. HOWEVER, NO CERTIFICATION OR WARRANTY IS MADE AS TO THE TECHNICAL ACCURACY OR SUFFICIENCY OF THE DOCUMENTS, THE ADEQUACY, MERCHANTABILITY, FITNESS FOR INTENDED PURPOSE OR SAFETY OF ANY PRODUCTS, COMPONENTS, OR SYSTEMS DESIGNED, TESTED, RATED, INSTALLED OR OPERATED IN ACCORDANCE WITH ANY ASPECT OF THIS DOCUMENT OR THE ABSENCE OF RISK OR HAZARD ASSOCIATED WITH SUCH PRODUCTS, COMPONENTS, OR SYSTEMS. THE USER OF THIS DOCUMENT ACKNOWLEDGES THAT IT SHALL BE SOLELY RESPONSIBLE FOR ANY LOSS, CLAIM OR DAMAGE THAT IT MAY INCUR IN CONNECTION WITH ITS USE OF OR RELIANCE ON THIS DOCUMENT, AND SHALL HOLD AECC, AMC, FSEMC, SAE ITC, AND ANY PARTY THAT PARTICIPATED IN THE DRAFTING OF THE DOCUMENT HARMLESS AGAINST ANY CLAIM ARISING FROM ITS USE OF THE STANDARD.

THE USE IN THIS DOCUMENT OF ANY TERM, SUCH AS SHALL OR MUST, IS NOT INTENDED TO AFFECT THE STATUS OF THIS DOCUMENT AS A VOLUNTARY STANDARD OR IN ANY WAY TO MODIFY THE ABOVE DISCLAIMER. NOTHING HEREIN SHALL BE DEEMED TO REQUIRE ANY PROVIDER OF EQUIPMENT TO INCORPORATE ANY ELEMENT OF THIS STANDARD IN ITS PRODUCT. HOWEVER, VENDORS WHICH REPRESENT THAT THEIR PRODUCTS ARE COMPLIANT WITH THIS STANDARD SHALL BE DEEMED ALSO TO HAVE REPRESENTED THAT THEIR PRODUCTS CONTAIN OR CONFORM TO THE FEATURES THAT ARE DESCRIBED AS MUST OR SHALL IN THE STANDARD.

ANY USE OF OR RELIANCE ON THIS DOCUMENT SHALL CONSTITUTE AN ACCEPTANCE THEREOF "AS IS" AND BE SUBJECT TO THIS DISCLAIMER.

1.2.5 Responsibility for Identifying Patents

The Committee Leadership *shall not* be responsible for identifying patents or copyrights for which a license may be required to meet an ARINC Standard nor for conducting inquiries into the legal validity or scope of those patents and copyrights brought to its attention.

1.3 Policy Availability

This policy is available on the ARINC IA web site at URL: <http://www.aviation-ia.com> or by mail.

Annex 1

COMMITMENT TO LICENSE

_____, the (“Proponent”) wishes to have _____ the “Committee” (Note: specify AEEC, AMC, or FSEMC, as appropriate) incorporate into, or refer to in INSERT DOCUMENT NAME an Activity-published specification, Standard or report (“the Standard”), technology that is or may in the future be covered or otherwise subject to a patent or copyright owned or subject to license by Proponent (said technology required for compliance with or implementation of the Standard being defined herein as the “Relevant Technology”). In consideration of allowing continued consideration of said technology for incorporation into the Standard, and recognizing that SAE ITC, the Committee, its members and other potential users of the Relevant Technology intend to rely on this Commitment To License, Proponent unconditionally agrees as follows:

1. Proponent agrees that, if the Relevant Technology is required for compliance with or implementation of the Standard, it shall license (a) the making, using and selling of all of the Relevant Technology that is covered by or otherwise subject to any patent and the ability to sublicense same to intermediaries and end users, and (b) the rights to copy, publicly distribute, transmit digitally and adapt all of the Relevant Technology that is covered by otherwise subject to any copyright, to all interested parties who wish to use said technology in connection with the Standard, under reasonable terms and conditions that are demonstrably free of any unfair discrimination or limitation of access.
2. Proponent agrees that in determining whether terms and conditions are “reasonable”, consideration shall be given to the benefits to Proponent resulting from inclusion of the technology in the Standard.
3. Proponent acknowledges (i) that this Commitment To License is binding upon it and its successors and assigns, and has been provided to “the Committee” for the third party benefit of all who wish to obtain a license to the Relevant Technology for use in connection with the Standard or is otherwise necessary, as a practical matter for, compliance with the Standard, and (ii) that the parties contemplate that if the Relevant Technology is incorporated or otherwise referred to in the Standard, this Commitment To License shall be enforceable by each such third party.
4. Proponent’s submission of this Commitment To License does not in any way obligate “the Committee” to include or otherwise refer to the Relevant Technology in any ARINC Standard (including, without limitation, the Standard), and the Committee may decide for any reason not to do so. SAE ITC, the Committee, its members, secretariat or Standards development participants shall have no obligation to pay any royalties or similar charges for use of the Relevant Technology in the creation or publication of the Standard.

5. By signing below, Proponent agrees to submit any dispute concerning whether it is complying with this Commitment To License to binding third party arbitration under the rules of the American Arbitration Association in Washington, D.C.

Company Name (Proponent):

Signature/Date:

Name:

Title:

ATTACHMENT 2 PUBLICATIONS AND COPYRIGHTS

Policy on Publications and Copyrights

Updated October 26, 2015

2.1 Introduction

The AEEC, AMC, and FSEMC are aviation industry activities organized by ARINC IA a program of SAE ITC. ARINC IA provides the secretariat for AEEC, AMC, or FSEMC, any one of which is hereinafter referred to as the “Activity.”

The IA secretariat may collect and disseminate the technical materials submitted in connection with the Standard setting process. The IA secretariat may make information submitted to the Activity broadly available to persons interested in the processes and results of the Activity (“Activity Participants”).

In addition, the IA secretariat performs a drafting function, preparing meeting reports and participating in the preparation of ARINC Standards and the precursors to ARINC Standards, including, by way of example, project papers, draft Standards, specifications, and supplements (collectively “Standards Precursors”).

2.2 Technical Materials and Development of ARINC Standards

There are two general classes of technical materials that may be submitted by Activity Participants.

- Preexisting materials submitted to ARINC IA during the development of technical Standards or in industry meetings (including face-to-face and electronic meetings). The IA secretariat would normally expect to include such materials in meeting reports and Standards Precursors prepared by the IA secretariat and in ARINC Standards approved by the Activity, as appropriate.
- Contributions and materials made or developed by Activity Participants (including ARINC IA) as part of the Standards setting process itself (e.g., meetings). This may include written materials as well as all other kinds of content including verbal, visual, or electronic materials. Such materials developed during the Standard setting process also may be included in meeting reports, ARINC Standards and Standards Precursors.

The IA secretariat expects to distribute or electronically post meeting reports and Standards Precursors and to be the print and electronic publisher of ARINC Standards. Moreover, some of ARINC IA’s costs of supporting its industry activities functions may be defrayed by its publication, sale and licensing of the approved ARINC Standards, Standards Precursors, and other technical materials related to the Activity.

2.3 ARINC IA Secretariat Role

In support of the foregoing, industry participants must provide ARINC IA the necessary rights in the materials to collect and disseminate both classes of technical materials, as well as meeting reports, ARINC Standards and Standards Precursors.

By participating in the Activity or making a contribution to same, each Activity Participant shall be deemed to have agreed to the provisions of this policy. Participants who do not wish to have their materials subject to this policy should

refrain from participating in meetings supported by ARINC IA and from submitting materials or other content to Activity-related meetings or to the IA secretariat.

2.4 Preexisting Materials

Activity Participants shall make all material presented as part of the Activity available to ARINC IA to provide to other Activity Participants.

By providing material (whether orally, visually, or in writing, in the form of text, tables, drawings or other means of information transference) to the IA secretariat or to any other participant in conjunction with development of ARINC Standards or in industry meetings related to an Activity supported by ARINC IA, including meetings conducted without ARINC IA staff participation, the providing party grants ARINC IA, the nonexclusive, paid-up, worldwide perpetual license:

- To use, copy, distribute and publish the material in any form and in any medium, for review, copying, use and modifications by Activity Participants, directly or indirectly, in the development of an ARINC Standard,
- To use, copy, distribute, publish, modify, and create derivative works from such material with respect to a meeting report, ARINC Standard or Standard Precursor (or amendments thereto),
- To allow another industry Standards organization (e.g., ICAO, RTCA or EUROCAE) to include portions of a final ARINC Standard (which may include or encompass such material) in Standards precursors or Standards published by such organizations and
- To designate a third party as its agent to distribute ARINC Standards in printed, electronic or optical form.

In addition, ARINC IA shall have the right to sublicense others to exercise the foregoing rights. By way of example, but not by way of limitation, ARINC IA may, for the purposes described above, (i) copy and distribute any documents, correspondence or other materials (electronic, written or otherwise), including attachments thereto obtained (directly or indirectly) by ARINC IA in association with ARINC Standard development, (ii) use, copy, modify, revise, publish, or create the derivative works from such materials as part of creating an ARINC Standard.

Any legends or statements purporting to limit the rights granted above or asserting confidentiality or other proprietary rights inconsistent with the rights granted above shall be null and void and without effect and ARINC IA specifically disavows any duty to provide confidential or proprietary treatment to such materials.

2.5 Contributions and Materials Made or Developed

Material presented and/or discussed at an ARINC IA meeting is understood to be entered into the public domain and the proponent relinquishes sole copyright. It is understood and agreed that ARINC IA employees normally will contribute copyrightable material to ARINC Standards approved by the Committee Leadership and to meeting reports and Standards Precursors.

ARINC IA shall be considered a joint author of such ARINC Standards, meeting reports and Standards Precursors, shall be the owner or, at a minimum, a joint owner of the copyright in such ARINC Standards, meeting reports and Standards Precursors, shall be entitled to claim copyright in same, and, acting on its own behalf and for its sole recovery, shall be entitled to take appropriate action, including bringing an infringement action, to prevent infringement of same.

ARINC IA shall have no obligation to account to any other copyright holders or joint owners for any revenue or other benefits received from the sale or distribution of ARINC Standards, Standard Precursors and meeting reports.

2.6 Responsibilities of Activity Participants

Activity Participants are expected to be aware of this policy regarding publications and copyrights.

By participating in any Activity, including submitting material in relation to the meeting or any industry activity related thereto, you or your representative will be deemed to confirm that you understand and accept the ARINC IA policies and agree to comply with same on behalf of yourself and any company or other organization in whose behalf you are acting.

The failure of any party to sign an Attendance Sheet for an Activity meeting or signing with a purported reservation of rights will not be treated as an exception to this policy. Rather, all parties participating in an ARINC IA activity are deemed to be aware of this policy, and by their participation alone, whether via meeting attendance or otherwise, shall be deemed to have accepted this policy as if they had signed an acknowledgement and agreement personally.

All attendees or participants who are acting on your behalf (whether as an employee, consultant or otherwise) are authorized to commit to the foregoing on your behalf via their participation.

Participation in a meeting (including participation via conference telephone or via web cast or similar remote means) shall be deemed to authorize the meeting secretary to sign the attendance sheet on behalf of the participant with the same effect as if the participant had signed it manually.

2.7 Policy Availability

This policy is available on the ARINC IA web site at URL: <http://www.aviation-ia.com> or by mail.

ATTACHMENT 3 EXCERPTS AND REFERENCES

Policy on Use of Excerpts or References to ARINC Standards in Aviation Standards Developed by Other Organizations

Updated October 26, 2015

3.1 Introduction

The AEEC, AMC, and FSEMC are aviation industry activities organized by ARINC IA a program of SAE ITC. ARINC IA provides the secretariat for AEEC, AMC, or FSEMC, any one of which is hereinafter referred to as the “Activity.”

The Activity develops ARINC Standards through an open industry process. The Standards represent the product of industry consensus. The primary objectives of the technical Standards developed by the Activity are to improve cost effectiveness and reduce life-cycle costs.

From time to time, other aviation industry Standards bodies have requested the right to extract material from an ARINC Standard for inclusion in aviation technical Standards being developed by that organization. AEEC, AMC, FSEMC, and ARINC IA permit extractions from and references to ARINC Standards when it is in the best interest of the aviation community and under appropriate circumstances.

In particular, but not exclusively, this policy focuses on use of or reference to ARINC Standards materials in ICAO Standards and Recommended Practices (SARPs), and RTCA and EUROCAE Minimum Operational Performance Standards (MOPS) or Minimum Aviation System Performance Standards (MASPS).

Aviation organizations develop Standards using procedures that differ somewhat from the procedures used by AEEC, AMC, or FSEMC. Furthermore, SARPs, MOPS, and MASPS and other aviation Standards may have more of a focus on safety and regulatory concerns that may not be addressed in detail during the development of ARINC Standards.

The intent of this policy is to allow the use of ARINC Standard material but to require the organization making use of the same material to conduct an independent technical review of the material extracted from an ARINC Standard prior to the material being incorporated into a Standard being developed by such organization. This independent technical review should include a review of safety and regulatory concerns, as necessary.

3.2 Extraction of Technical Material

To facilitate the efficient development of Standards by ICAO, RTCA, EUROCAE and similar Standards organizations, ARINC IA will consider requests to provide such organizations the appropriate material extracted from ARINC Standards for use in the development of other industry Standard documents.

In reviewing any such request, ARINC IA expects to confirm that the incorporating organization has accepted responsibility for conducting its own independent technical review of the extracted material, including safety and other regulatory considerations.

If a request is granted, ARINC IA will provide the extract as a technical input to the organization. ARINC IA would ordinarily provide the input without proprietary claim, and, if necessary, would assign or waive its copyright to facilitate publication

provided that the other organization confirms that it takes responsibility for review in light of safety or other considerations.

The material may be provided with a disclaimer that AEEC, AMC, FSEMC, ARINC IA, and SAE ITC take no responsibility for safety and regulatory matters implicated by the extracts.

The request to ARINC IA should be in writing and designate the specific extract needed. The letter of request should be signed by an authorized representative and be directed to ARINC Industry Activities, 16701 Melford Blvd., Suite 120 Bowie, MD 20715 USA.

3.3 Referencing ARINC Standard Documents

Industry Standards organizations may refer to ARINC Standards by name or number in their document lists, pamphlets, brochures or other publications in the interest of promoting interoperability in the manner described below.

ARINC Standards are voluntary technical Standards and it would be inappropriate for compliance with the ARINC Standards to be made mandatory by certification or regulatory documents that may reference them.

Accordingly, references stating that the AEEC referenced Standards “shall or will” be used or complied with are contrary to this policy.

Furthermore, references to ARINC Standards must recognize the fact that ARINC Standards primarily address cost effectiveness and life cycle costs and such references shall not suggest or imply that the adoption of such ARINC Standards explicitly considered safety or regulatory requirements.

Citations of ARINC Standards in other Standards or regulatory documents should contain the following notice:

NOTICE: ARINC IA, a program of SAE ITC, will permit other Standard setting organizations to cite or refer to ARINC Standards documents by name and number so long as there is no inference, suggestion or impression that when the ARINC Standard was adopted that safety or regulatory issues were explicitly considered.

3.4 ARINC IA Technical Assistance

ARINC IA will endeavor to respond in a timely manner to requests from ICAO, RTCA, EUROCAE, and other aviation industry organizations. ARINC IA will work with the AEEC, AMC, and FSEMC and aviation community to prepare suitable technical input, extracting appropriate material from ARINC Standards.

Where ARINC IA has authorized outside organizations to make reference to or use extracts of ARINC Standards, ARINC IA will endeavor to retain in its files the correspondences which notes such authorization.

Responsibility shall rest with the receiving organization to monitor subsequent Supplements to the relevant ARINC Standard to determine if the Standard itself has been modified, or the extracted language has been modified, and make its own determination whether any change to its Standard is necessary.

3.5 Policy Availability

This policy is available on the ARINC IA web site at URL: <http://www.aviation-ia.com>
or by mail.