

AGENDA

MSHT MEETING 29 and 30 November 2011

EDA HQ, Rue des Drapiers, Brussels

Commencing at 09.00 Hrs

1. Introductory Remarks

Chairman to brief members of any developments and the aims of the meeting (Standing Item)

2. Approval of Agenda

- a) Chairman to review "Issues for Future Consideration" for inclusion in the agenda (Standing Item)*
- b) Members to agree agenda as per current status or with proposed amendments (Standing Item)*

3. Review of Actions (not covered under other agenda items)

- a) SWE agreed to supply the Nations with a copy of the report on the work they are conducting consolidating the Standardization Studies currently available (Action Jun 11/12)*
- b) Nations to consider providing a venue for the September 2012 meeting (Action Jun 11/34)*
- c) USA agreed to supply information to the MSHT members on their Obsolescence Conference to be held in August 2011 (Action Sep 11/07)*
- d) Secretary to draft an agenda for the next meeting as soon as possible to aid travel applications (Action Sep 11/36)*
- e) Chairman and Secretary were tasked with contacting ETSI to enquire whether they would wish to participate in the SFDPS and MSHT (Action Sep 11/03)*
- f) USA agreed to post link to Acquisition Guide Book on the MSHT forum; nations to review for relevant areas of interest (Action Sep 11/20)*
- g) USA agreed to post a link to anecdotal standardization information; nations to review for relevant areas of interest (Action Sep 11/21)*
- h) USA to determine whether details of a cost savings study can be made available (Action Sep 11/24)*
- i) USA agreed to check the level of security on their lessons learned information (Action Sep 11/28)*

4. MSHT Charter

- a) Secretary to post the revised Charter on the Forum for members consideration (Action Sep 11/01)*
- b) Secretary to contact the EDSIS Working Group to enquire whether it would be appropriate to incorporate the Charter on EDSIS (Action Sep 11/02)*

5. MSHT Management Plan

- a) Secretary tasked with updating the MSHT Management Plan as discussed at Vienna meeting (Action Sep 11/04)*
- b) Members to review the Management Plan (Standing Item)*

6. Communications Strategy

- a) USA agreed to send GBR a copy of their Communication Plan (Action Sep 11/08)*
- b) GBR agreed to review USA Communication Plan and produce a draft MSHT Strategy and Plan (Action Sep 11/09)*
- c) Nations to investigate if they have any pictorial standardization evidence and forward them to the USA for compilation (Action Sep 11/22)*

7. Industry Study

- a) *FRA to prepare a list of questions that could be submitted to Industry to solicit their opinion on obsolescence (Action Sep 11/05)*
- b) *Nations to submit FRA question list to their Industry partners and return the findings for FRA to collate (Action Sep 11/06)*
- c) *Nations to bring industries concerns to the attention of MOD contracts branches and project teams within their nation to determine whether civil standards supported by military requirements are utilised (Action Sep 11/10)*
- d) *FRA agreed to raise Action Sep 11/10 issue at CEN-CENELEC SFDPS (Action Sep 11/11)*

8. Aligning with Best Practice

- a) *Nations to review the latest versions of the MSHT Status Report on the Best Practice Model and the Best Practice Alignment Matrix; and provide updates and supporting statements as appropriate (Standing Item)*
- b) *GBR to update the MSHT Status Report on the Best Practice Model and Best Practice Alignment Matrix iaw nations' inputs (Standing Item)*
- c) *GBR to change the wording of Table 3, Item 3 in the Best Practice Model (Action Sep 11/12)*
- d) *GBR agreed to provide an entry in the matrix, requesting nations to detail the amount of information they give to their stakeholders in relation to changes between one issue of the standard and the next issue (Action Sep 11/13)*
- e) *A question relating to how nations deal with the legal aspects of STANAG Ratification is to be added to the Best Practice Matrix (Action Sep 11/14)*
- f) *GBR to investigate why nations are unable to implement best practice from the Best Practice Model (Action Sep 11/19)*
- g) *GBR agreed to review 5.4 of the Best Practice Matrix to ascertain whether further information was required. The USA agreed to provide GBR with a copy of their response form (Action Sep 11/27)*
- h) *GBR to supply DEU, FRA and USA with a copy of their Standardization Management Plan and compile feedback (Action Sep 11/23)*
- i) *GBR to review their "more effective standardization management advice and guidance" presentation and identify potential areas of best practice (Action Sep 11/29)*

9. European Defence Standardization Information System (EDSIS)

- a) *POL to report on the progress of the Water Treatment Standards (Standing Item)*
- b) *POL to post a new draft of the Water Treatment standards on EDSIS (Action Jun 11/09)*
- c) *Nations to consider which publications should be uploaded to EDSIS (Action Jun 11/11)*
- d) *Nations to consider whether EDSIS could be used to store library information (Action Jun 11/28)*
- e) *Secretary to keep members informed on the progress of the EDSIS working group (Action Sep 11/15)*
- f) *Nations to consider whether there was any value in creating an EDSIS area that listed recently published and revised standards, and if feasible the impact of the new standard or changes (Action Sep 11/16)*
- g) *DEU and GBR to produce a Frequently Asked Question (FAQ) list which is to be forwarded to EDA for possible inclusion on EDSIS (Action Sep 11/18)*
- h) *USA to propose standardization projects for listing in EDSIS (Action Sep/25)*
- i) *Discuss with EDA IT a system to measure the 'hits' on EDSIS (Action Dec 08/07 – formerly listed under "issues for future consideration")*

10. Access to Standards Study

- a) *EDA to provide a brief on the Access to Standards Study (Action Sep 11/17)*
- b) *Nations to respond to latest study findings/proposals*

11. National and Multinational Standardization Management Updates

- a) *Nations to share their experiences of how they are combating their national defence review staff and resource reductions (Standing Item)*
- b) *Nations invited to share standardization management issues that have arisen as a result of multinational activity (Standing Item)*

- c) *TRISTAND members to be contacted to inform them that standardization issues raised in their forum could be addressed in MSHT (Action Sep 11/31)*

12. Training

- a) *SWE to develop a Standardization Training Catalogue (Action Jun 11/14)*
- b) *SWE to develop a Training Plan for Sweden and share with the other nations (Action Jun 11/15)*
- c) *Nations to consider whether there would be any merit in loading this catalogue of Standardization Training on to EDSIS (Action Jun 11/16)*
- d) *Nations to consider whether the catalogue could be used to develop Nations own national training plans (Action Jun 11/17)*

13. CEN-CENELEC SFDPS

- a) *EC to deliver a presentation on the Commission's objective behind the Programming Mandate addressed to CEN, CENELEC and ETSI to establish security standards (Action Jun 11/01 – formerly listed under “issues for future consideration”)*
- b) *DEU to provide an update on the conversion of VG95821 to an EN*
- c) *Nations to consider elevating national defence standards up to European standards (Standing Item)*
- d) *Nations agreed to contact National Standards Organisations to register support for VG95821 (Action Jun 11/22)*
- e) *GBR and BSI to explore closer cooperation in the development of civil standards for defence use (Action Sep 11/26)*
- f) *Secretary tasked with posting copies of Def Stan 03-36 and 03-38 on the forum for consideration as candidates for conversion to ENs (Action Sep 11/32)*
- g) *The Secretary was tasked with contacting the custodian of the fuel cell standard to inquire whether there would be any objection to forwarding it for conversion to an EN (Action Sep 11/33)*

14. EDSTAR

- a) *Nations to continually review the topics contained within the EDSTAR and submit any new topics they consider worthy of inclusion (Standing Item)*
- b) *EDA to raise the issue of NAD endorsement for EDSTAR within the MSG (Action Sep 11/35)*

15. Nations' Ratification and Implementation of NATO STANAGs

- a) *NSA agreed to provide a “food for thought paper” for inclusion in the Notes (Action Mar 11/22)*
- b) *SLV agreed to provide the Secretary with a copy of the “monitoring the implementation of STANAGs” presentation (Action Jun 11/23)*
- c) *SVN agreed to provide an update on the “monitoring the implementation of STANAGs” exercise (Action Jun 11/24)*

16. NATO

- a) *NSA representative to brief on NSO activities since the last MSHT meeting*
- b) *NSA to investigate a potential agreement between BSI and the NSA regarding the adoption of NATO Standards (Action Jun 11/25)*
- c) *NSA to investigate the agreement between BSI and the USA concerning the access to NATO documents. (Action Jun 11/27)*

17. Any Other Business

18. Date and Place of Next Meeting

- a) *To be held in EDA, Brussels on 29 – 30 November 2011*
- b) *To be held in Madrid, Spain on 06 - 08 March 2012*
- c) *To be held in Prague, Czech Republic on 12 - 14 June 2012*

ISSUES FOR FUTURE CONSIDERATION		
No	Activity	Comments
1	Benchmarking the Use of Performance and Prescriptive Standards	GBR, DEU and SVK contributions are on the MSHT Forum. This issue to be raised again when the Best Practice Standardization Management Model skeleton has been formed and the standardization management activities are examined in greater detail
2	Provision of Authoritative Advice and Guidance	Issue 6 of this paper is on the MSHT Forum with inputs from GBR, ESP, DEU, ITA, POL, SWE and BGR. This paper will continue to be used as an important source of reference for identifying best practice and nations are encouraged to update/contribute to its contents
3	Benchmarking Standards Verification in Contracts	To be considered during development of the best practice Standardization Management Model (covered in Best Practice Model under Defence Standards Management) – delete from next agenda, Annex A
4	Develop EDSIS flier in conjunction with the nations	MSHT Action Dec 07/08 : to be discussed at a later date (as part of the communications strategy)
5	Discuss with EDA IT a system to measure the 'hits' on EDSIS	MSHT Action Dec 08/07 : to be discussed at a later date – transferred to November 2011 Agenda
6	EDA to approach CEN-CENELEC to determine whether they would manage the next workshop	MSHT Action Sept 10/22 : to be discussed at a later date (linked to Action Mar 11/34)
7	Nations to consider the need for a workshop in 2012	MSHT Action Mar 11/34 to be discussed at a later date
8	Nations to consider developing a communications strategy	MSHT Action Mar 11/27 : Secretary to ensure it is on the December meeting agenda – completed as it is on the November 2011 agenda
9	EC to deliver a presentation on the Commission's objective behind the Programming Mandate addressed to CEN, CENELEC and ETSI to establish security standards	MSHT Action Jun 11/01 to be delivered at end November 2011 meeting – transferred to November 2011 Agenda
10	Nations to promote EDSTAR within national industries	MSHT Action Sep 11/34 (formerly a Standing Item)
11	GBR and BSI to explore closer cooperation in the development of civil	MSHT Action Sep 11/26

	standards for defence use	
12	GBR to review their “more effective standardization management advice and guidance” presentation and identify potential areas of best practice	MSHT Action Sep 11/29
13	The creation of new and/or expansion of existing standardization tools which are transatlantic friendly	MSHT Action Sep 11/30

Supporting Information

The members are invited to view the following information prior to attending the meeting:

- AGENDA (this document)
- Notes from June 2010 meeting
<https://extranet.eda.europa.eu/Forums/Topic10838-78-3.aspx>
- MSHT Charter
<https://extranet.eda.europa.eu/Forums/Topic1080-78-3.aspx>
- CEN Activities
<https://extranet.eda.europa.eu/Forums/Topic10344-78-1.aspx>
- DEU “food for thought paper”
<https://extranet.eda.europa.eu/Forums/Topic10344-78-2.aspx>
- Industry Study “final report”
<https://extranet.eda.europa.eu/Forums/Topic17525-78-1.aspx>
- European Defence Standardization Management Workshop (EDSIS)
<https://extranet.eda.europa.eu/Forums/Topic11065-78-1.aspx>
- Defence Standardization Journal
<https://extranet.eda.europa.eu/Forums/Topic12165-78-1.aspx>
- Internet and Intranet Services
<https://extranet.eda.europa.eu/Forums/Topic9538-78-1.aspx>
- EDSIS Project Status Definitions
<https://extranet.eda.europa.eu/Forums/Topic20339-78-1.aspx>
- Directive on Defence Procurement
<https://extranet.eda.europa.eu/Forums/Topic10756-78-1.aspx>
- Political concept of the German government (German version)
<https://extranet.eda.europa.eu/Forums/Topic18172-78-1.aspx>
- Development and Management of Defence Standardization Strategy
<https://extranet.eda.europa.eu/Forums/Topic11694-78-1.aspx>
- Aligning with Standardization Management Best Practice
<https://extranet.eda.europa.eu/Forums/Topic19722-78-2.aspx>
- NATO STANAG Ratification and Implementation feedback matrix
<https://extranet.eda.europa.eu/Forums/Topic17748-78-1.aspx>
- Best Practice Defence Standardization Management Model
<https://extranet.eda.europa.eu/Forums/Topic11073-78-2.aspx>