

AGENDA

MSHT MEETING 7 – 8 June 2011

Budapest, Hungary

Commencing at 09.00 Hrs

1. Introductory Remarks

Chairman to brief members of any developments and the aims of the meeting

2. Approval of Agenda

- a) *The Chairman and Secretary to review the agenda in line with SWE proposals (Action Mar 11/38)*
- b) *Members to agree agenda as per current status or with proposed amendments*

3. Review of Actions

- a) *LVA agreed to try and obtain a copy of the EC interoperability study (Action Mar 11/01)*
- b) *USA agreed to deliver a presentation on the successes and failures they had encountered converting military standards to civilian standards at September MSHT meeting (Action Mar 11/02)*
- c) *GBR agreed to try and obtain a copy of a Maritime presentation on Standardization and Through Life Management (Action Mar 11/03)*
- d) *Chairman to liaise with the EC regarding their Standardization Management activities and invite them to the next MSHT (Action Mar 11/08)*
- e) *LVA agreed to post the Pooling and Sharing study on the MSHT Forum (Action Mar 11/09)*
- f) *Chairman/Secretary to examine Charter to ensure that it reflected the MSHT was open to non-EDA members (Action Mar 11/13)*
- g) *Nations to provide HUN with the title and duration of their presentations (Action Mar 11/35)*
- h) *HUN to provide Nations with a new agenda (Action Mar 11/36)*

4. MSHT Action Plan

Secretary to review MSHT Management Plan (Action Mar 11/28)

5. Industry Study

- a) *GBR and DEU agreed to review NATO's input to the 15 recommendations that relate to NATO (Action Mar 11/12)*
- b) *GBR was tasked with placing a copy of the Industry Study Status Report on to the Industry Forum (Action Mar 11/14)*
- c) *FRA agreed to group the recommendations proposed in the Industry Study Action Plan (Action Mar 11/15)*
- d) *Nations were tasked with reviewing FRA new Industry Study Action Plan, identifying their top 3 outstanding recommendations for consideration and posting them on the Forum (Action Mar 11/16)*
- e) *Chairman/Secretary agreed to pull together areas for immediate consideration into a table for consideration at the June meeting (Action Mar 11/17)*
- f) *GBR to update the MSHT Status Report on the Industry Study in line with the MSHT activity (Action Mar 11/18)*

6. Aligning with Best Practice

- a) *Nations to review the MSHT Status Report on the Best Practice Model V8 and the Best Practice Alignment Matrix V16; and provide updates and supporting statements as appropriate (Action Mar 11/25)*
- b) *GBR to update the MSHT Status Report on the Best Practice Model V8 and Best Practice Alignment Matrix V16 (Action Mar 11/26)*
- c) *Nations to trial the Best Practice Model with stakeholders (Action Sept 10/22)*

7. European Defence Standardization Information System (EDSIS)

- a) Nations to contact Poland if they wished to attend the next Water Treatment Standards meeting (Action Mar 11/19)
- b) Secretary agreed to prepare an EDSIS Status Report (Action Mar 11/20)
- c) The Secretary agreed to include training in the MSHT Status Report on EDSIS (Action Mar 11/32)
- d) DEU, NATO, SWE and USA agreed to participate in the review and supply their thoughts to the Secretary (Action Mar 11/21)

8. Standardization Management Studies

- a) SWE agreed to act as Lead Nation for identifying the Standardization gaps that exist in the Standardization studies supplied (Action Mar 11/04)
- b) Nations to supply SWE with Standardization studies (Action Mar 11/05)
- c) SWE to provide a template for Nations to submit their Standardization studies (Action Mar 11/06)

9. Access to Standards Study

EDA to provide a progress update

10. Training

- a) SWE agreed to lead on the Training Agenda item (Action Mar 11/29)
- b) LVA agreed to provide SWE with an update on the standardization training which is available (Action Mar 11/30)
- c) EDA agreed to investigate the possibility of e-learning courses being contained within the other EDA Extranet Forums (Action Mar 11/31)

11. National and Multinational Standardization Management Updates

- a) GBR to provide a brief of actions emanating from two recent 4 Nations Meetings (DEU/FRA/UK/USA and DEU/FRA/POL/UK) that may impact on the MSHT
- b) Nations were encouraged to share their experiences of how they are combating their national defence review staff and resource reductions

12. Standards Selection Procedure

- a) DEU to provide an update on the conversion of VG95821 to an EN
- b) Nations to consider elevating national defence standards up to European standards (Action Mar 11/33)

13. CEN WS10

- a) Nations to promote EHDP within national industries (Action Mar 11/10)
- b) DEU to brief the MSHT on the drafting of an EHDP promotion package (Action Sep 10/08)
- c) Nations to continually review the topics contained within the EHDP and submit any new topics they consider worthy (Action Mar 11/11)
- d) EDA agreed to contact CEN-CENELEC to discuss the transfer of the EHDP (Action Mar 11/37)

14. Project Specification Identification Tool

USA agreed to deliver a presentation on their Project Specification Identification Tool at the next MSHT meeting (Action Mar 11/07)

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 investigate how they monitor the implementation of STANAGs (Action Mar 11/23)
- c) Secretary to request AUT to provide a re-run of their presentation on how they measure STANAG implementation (Action Mar 11/24)

16. NATO

NSA representative to brief on NSO activities

17. Any Other Business

18. Date and Place of Next Meeting

To be held in Austria on 6 – 8 September 2011

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
4	Develop EDSIS flier in conjunction with the nations	MSHT Action Dec 07/08 : to be discussed at a later date
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
6	Review MSHT Charter	MSHT Action Jun 10/04 : to be discussed in 2011. A statement relating to periodicity of review to be added.
7	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
8	Nations to consider the need for a workshop in 2012	MSHT Action Mar 11/34 to be discussed at a later date
9	Nations to consider developing a communications strategy	Secretary to ensure it is on the December meeting agenda (Action Mar 11/27)

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>