

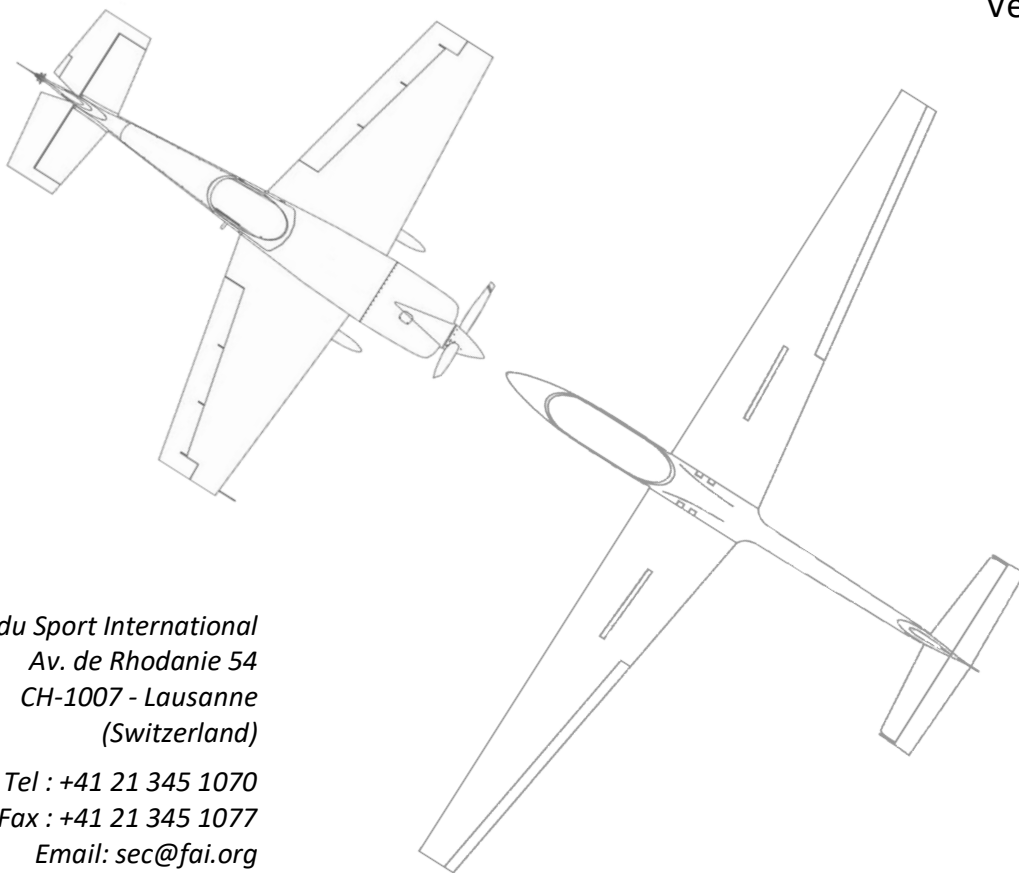


Fédération
Aéronautique
Internationale

Bulletin #2

Annual Conference of the FAI Aerobatics Commission (CIVA) from 6th to 8th November 2020

To be held via Zoom Conferencing
Version 1.1



*Maison du Sport International
Av. de Rhodanie 54
CH-1007 - Lausanne
(Switzerland)*

*Tel : +41 21 345 1070
Fax : +41 21 345 1077
Email: sec@fai.org
Web: www.fai.org*



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1. Schedule

The plenary conference will be conducted entirely via the Zoom online conferencing system.

<i>Date</i>	<i>Time</i>	<i>Event</i>	<i>Duration</i>
Thursday 5 th November	15:00 UTC	CIVA Extended Bureau Meeting	2 hours +
Friday 6 th November	15:00 UTC	Free discussion session for all	2 hours +
Saturday 7 th November	10:30 UTC	CIVA Plenary Meeting – session #1	2 hours +
	15:30 UTC	CIVA Plenary Meeting – session #2	2 hours +
Sunday 8 th November	10:30 UTC	CIVA Plenary Meeting – session #3	2 hours +
	15:30 UTC	CIVA Plenary Meeting – session #4	2 hours +

This schedule may be subject to changed times.

2. Location

Regrettably the originally approved conference location at the Frontier of Flight Museum, Dallas, Texas cannot be used due to the Covid-19 pandemic. The bureau of CIVA proposes that Dallas be nominated as the location for the 2021 plenary conference, subject to formal agreement by the US delegate and approval by Plenary.

This conference will be conducted throughout using the Zoom online meeting system.

Closer to the date of the event we will circulate the login and password for each meeting session to all CIVA delegates, alternates, observers and officers who have registered as explained below.

3. Registration

It is important for attendees to take a moment to complete the form at the end of this bulletin and email it to civa-secretary@fai.org at the latest by **24:00 UTC on Wednesday 4th November**.

Registration by delegates is essential in order that your votes are accepted as valid.

If you carry a proxy vote for a non-present delegate this must be notified to and approved by FAI prior to the conference, and details of the proxy must also be stated on your registration form. You can obtain Proxy Voting forms from Sally O'Brien at FAI: sbr@fai.org

The registration process will help us to tailor our plan to match the expected requirements, and is essential to enable us to contact you prior to the conference with the Zoom session login details.

Important note! For reasons of security the conference Zoom session login details must not be communicated, distributed or published in any way at any time, especially via social media. This is essential to prevent unauthorised persons from joining and potentially disrupting the session. If this does occur the President will abandon the session and immediately and circulate fresh details to people who have registered, to initiate a new session.

4. Proceedings during the online Zoom sessions

Each online Zoom plenary session will be established and managed by the CIVA bureau, and will commence in accordance with the schedule given in item-1.

Audio

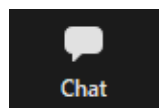
It is intended to run throughout using the standard Zoom setting, i.e. not in Webinar mode. This will mean that the view-port of every participant will be visible to all others, and it is therefore essential that unless you are given approval to speak you should **keep your microphone muted**.

The transmission of unexpected comments and/or background noise can seriously interrupt proceedings, and if necessary all participants will have their audio stream muted by the President.

Presentations

To make the best use of this completely different conference environment –

- Speakers must always take steps to present their material in a brief and concise manner.
- The CIVA Management Team (CMT) will monitor requests to speak by participants, who will be able to communicate with our Requests Manager Peter Rounce by clicking the Zoom chat system icon at the foot of the screen -



and typing their name and country details into the text-box, with brief details of their intended question or statement.

- These requests will be monitored and handled strictly in chronological order.
- When you are called to speak please remember to turn ON your microphone to reverse the muting, keep your comments as brief and relevant as you can so they are strictly related to the subject being discussed, and avoid wasting time through off-subject exchanges. Failure to follow these principles may lead to your audio channel being muted by the President. Finally you must mute your microphone again after giving your input.

Voting will be conducted by the CMT as follows –

- If an initial call for objections receives none then the matter will be deemed approved by acclamation.
- Simple matters will be voted using the Zoom Poll system.
- Significant items will be resolved by asking each delegate in turn to respond either Yes, No or Abstain, and the total of each will be announced back to the meeting.
- If a secret ballot is demanded this will be dealt with using a separate system.
- If voting results in a tie then the least voted item(s) will be set aside and voting repeated until the required majority is achieved.
- If debate on a topic has effectively covered the matter under consideration and additional constructive input is viewed as unlikely then a final vote may be called by the President.

Election of Officials

In 2020 the following retiring officers are noted –

- Hanna Rähä Secretary
- Tamás Ábrányi Vice President
- Jürgen Leukefeld Treasurer

Note also that the Vice President position vacated by Castor Fantoba at the 2019 plenary remains unfilled, thus there will be two CIVA Vice President positions to resolve.

Elections for CIVA Officers and Committees will be carried out as follows –

- The CIVA secretaries will distribute a fully detailed pdf form to each delegate at least 14 days ahead of the meeting to enable them to submit the names of their nominees.
- For these nominations to be valid in this election you must complete and submit this form to the CIVA secretaries (civa-secretary@fai.org) at least **3 days** ahead of the first plenary session. The deadline for receipt is **24:00 UTC on Wednesday 4th November**.
- A check will be made on Sunday November 8th to ensure that nominees agree to stand for the stated positions, at which stage withdrawals, if necessary, will be accepted.
- Voting to select the final names from those nominated will be carried out during session #4 on Sunday November 8th.
- At this plenary conference, ad-hoc nomination of officials from delegates during the plenary will not be accepted.

Nominations for championship Jury members, Chief Judges and the selection of Judges and their Assistants

The bureau has decided that as the 2020 championships will effectively be run unchanged in 2021 the names previously approved for these positions will initially be carried forward to the same events next year.



Contact will be made with the previously approved Jury members and Chief Judges before the conference to verify that they are willing to commit to the re-dated event. If any is unable to fulfil the task then this vacant position will be notified on the pdf voting form circulated before the conference in order that nominations of other names can be made.

The CIVA Judging Committee under the guidance of its chairman Pierre Varloteaux will review each of the Judges and their Assistants that were selected for the 2020 events, with a view to retaining the same names for 2021. Where this is not possible suitable alternative arrangements will be established by the end of January 2021.

NHB

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November 3rd 2020

Conference Registration Form

Organised by



CIVA Plenary Conference
6th to 8th November 2020

First name: _____

Family name: _____

National Airports Control (NAC): _____

Status: Delegate Alternate Observer

Mobile phone number: (+ _____) _____

Email address: _____ @ _____

Proxy votes held: On behalf of NAC: _____

For office use -
Proxies officially verified by FAI:

Note that the above details will be used during the conference to resolve any key matters of identification and eligibility. They MUST therefore be accurate for this time-frame.

Please complete this page and email a scan of it to: civa-secretary@fai.org

See note below §

If you need further information you should contact:

Hanna Rähä +35 8456 363674

Zuzana Danihelová +421 915 091 823

Nick Buckenham +44 7773 768386

hanna.raiha@gmail.com

zuzana.danihelova@gmail.com

civa-president@fai.org

§ To ensure that the text you enter is captured in the pdf and sent to us –

1 - Download the pdf and Save it in your computer

2 - Re-open it and enter your details

3 - Save it again to store the added text

4 - Email this final pdf to civa-secretary@fai.org as requested