

**ADMINISTRATIVE COUNCIL FOR TERMINAL ATTACHMENTS (ACTA)**

**January 20, 2022, 3:00-4:00 PM ET**

**Meeting Agenda**

**ACTA Chair:** Scott Lambert, Bureau Veritas ([scott.lambert@bureauveritas.com](mailto:scott.lambert@bureauveritas.com))

**ACTA Vice-Chair:** Vacant

# WELCOME & CALL TO ORDER

# INTRODUCTIONS

# REVIEW OF OPEN ACTION ITEMS

* [Closed] Anna Karditzas (ATIS) will provide a redline copy of updates to the ACTA Submission Guidelines as a result of the new ACTA website and database. This is due by January 20, 2022.

# DISCUSSION

# EDITS TO SUBMISSION GUIDELINES

* ACTA-2022-00002R000, Redline first draft of ACTA Submission Guidelines V6.0

# WORK/ASSIGNMENTS/MEETINGS

2022 Virtual Meetings:

* Dates:
  + April 14, 2022, 3:00-4:00pm ET
  + November 17, 2022, 3:00-4:00pm ET

# ANY OTHER BUSINESS

* Update from TCB Council

# ADJOURNMENT