



ULD OPERATIONS TASK FORCE

TERMS OF REFERENCE

1. Objectives

- 1.1 The objectives of the ULD Operations Task Force (the Task Force) are to provide operational recommendations to the ULD Panel (ULDP) on the best practices including IATA standards and training manuals that will deliver superior performance of unit load devices (ULD) in providing secure, safe, efficient cargo and baggage transportation.
- 1.2 The Task Force shall provide a unique forum representing the various parts of the ULD operational chain.
- 1.3 The aim is to expand the area of expertise and include feedback from the supply chain stakeholders to propose relevant recommendations on the best use of ULD along the operational chain.

2. Composition

- 2.1 The Task Force shall consist of not more than 18 Members representing their area of expertise in all aspects of ULD operations.
- 2.2 The Task Force shall ideally include 2 Members from each of the following stakeholders:
 - Shippers
 - Truckers
 - Freight Forwarders
 - Cargo Terminals
 - Ground Handlers
 - Airlines
 - ULD Original Equipment Manufacturers
 - Ground Services Equipment Manufactures
 - ULD Service Providers (e.g., repair shops, rental operations)
- 2.3 Membership of the Task Force shall reflect as much as possible a fair geographical representation.



2.4 The ULDP shall appoint the Members of the Task Force:

- Nominated by the Cargo Services Conference (CSC) for airline Members of the Task Force;
- Nominated by the Industry Trade Associations and individual organizations falling under the categories set forth in Section 2.2 for other non IATA airline Members of the Task Force.

2.5 The ULDP shall review, from time to time, the membership of the Task Force to ensure its suitability for the assigned task(s). A Task Force member's term of office shall be for a period of up to two (2) years. Depending on the nature of the task assigned, any member's term may be cut short of the two (2) year period at the sole discretion of the ULDP. Task Force Members may be re-elected.

2.6 The Task Force may invite the participation of industry experts (e.g., Legal, Security) and regulators at the meetings from time to time.

2.7 IATA Strategic Partners who subscribed to the ULD area can attend the Task Force meetings as observers.

2.8 Other observers from industry stakeholders may attend the Task Force meetings upon concurrence of the Task Force Secretary and the Chairman of the ULDP.

3. Rules and Procedures

3.1 Meetings of the Task Force shall be conducted by regular teleconferences or, when required, face-to-face meetings may be organized with the approval of the Cargo Procedures Conferences Management Group (CPCMG).

3.2 The Task Force shall limit its activity to providing recommendations to the ULDP on IATA Industry Standards, Resolutions, Recommended Practices, and training that are related to operational aspects of ULD. Importantly, the Task Force will not vote on any IATA Industry Standards, Resolutions or Recommended Practices.

3.3 All meetings will be conducted in accordance with IATA's Competition Law Guidelines for CSC meetings.

3.4 Decisions on the recommendations will be made by the ULDP.

3.5 Members of the Task Force shall not address the public on behalf of IATA at any conferences or events unless agreed with IATA Secretariat and the CPCMG.



4. Roles and Responsibilities

- 4.1 The Task Force shall report to the ULDP.
- 4.2 Each Member of the Task Force shall participate in his or her capacity as a representative of the industry with operational knowledge.
- 4.3 Members of the Task Force shall identify the required and/or necessary business information needed to propose recommendations.
- 4.4 The Task Force shall consult with the relevant industry bodies when needed.
- 4.5 IATA shall provide the Secretary, who will support and facilitate the meetings of the Task Force.
- 4.6 From time to time IATA may appoint a Member of the Task Force as facilitator for the teleconferences or the face-to-face meetings.

5. Deliverables

- 5.1 The Task Force will be responsible to handle the tasks and produce recommendations as assigned by the ULDP from time to time.
- 5.2 Agenda and minutes of the Task Force meetings including additional documentation shall be made available to all Members of the Task Force on the IATA extranet website.
- 5.3 The Task Force will provide recommendations to the ULDP on the management of ULDs (technical aspects such as contours not included) included in the following areas:
 - (i) IATA Cargo Services Conference resolutions and recommended practices related to ULD
 - (ii) IATA ULD Technical Manual
 - (iii) Airport Handling Manual recommendations related to ULD
 - (iv) IATA Training material related to ULD

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