1) Opening of the meeting.

2) Roll call.

3) Reports from safety officers during 2017
   a) 20th FAI European Hot Air Balloon Championship 2017, France – Report received
   b) 4th FAI Women’s European Hot Air Balloon Championship 2017, Poland – Report not received
   c) 61th Coupe Aeronautique Gordon Bennett 2017, Freiburg, Switzerland – Report not received

4) Actions from Safety Officers Reports and from Jury Reports.

5) Safety officers for events in 2018 and 2019
   a) 10rd FAI World Hot Air Balloon Championship 2018, Germany
   b) 23rd FAI World Hot Air Balloon Championship 2018, Gross-Siegharts, Austria
   c) 4th FAI Junior World Hot Air Balloon Championship 2018, Włocławek, Poland
   d) 3rd FAI Women’s World Hot Air Balloon Championship 2018, Naleczow, Poland
   e) 62th Coupe Aeronautique Gordon Bennett 2018, Bern, Switzerland
   f) 21th FAI European Hot Air Balloon Championship 2019
   g) 63th Coupe Aeronautique Gordon Bennett 2019

6) Submitting Safety Officer Report deadline to be added to Organiser Agreement.

7) Official drone (controlled by the event Organiser) close to targets.

8) Updates to the Safety handbook.

9) Updates of Education material
   • Safety Seminars, updating of Power Point presentation

10) Miscellaneous.

11) Nomination of sub-committee members.

12) Nomination of Chairman.