First: Create a OneSky account on EUROCONTROL Extranet

https://ext.eurocontrol.int/

Please take note that it may take up to 20 minutes before you can access the BADA User Interface page
Then: Click on “BADA User Interface”
BADA User Interface main functions

The BADA User Interface tool allows you to ...

- Request EUROCONTROL’s approval to use specific tools where our BADA data has been integrated.
- Follow the up-date of your request
- Exchange directly with the BADA review members regarding your request(s).
When logged in, you may ‘request a licence’

Logged in allows you to:

• “request a licence”
• consult your other licences ‘My licences’
Should you already hold a user licence, you may duplicate input details to be used for another BADA licence. Confirm or modify the pre-filled details.
Personal Details

Request a licence  Your request concerns TARGETS

1. TYPE  2. REQUESTER DETAILS  3. CONTEXT

- **Focal Point**: John SMITH
- **Gender**: Male
- **Professional email**: johnsmith050@gmail.com
- **Job title**: IT Developer
- **Telephone**: +44 1 72221234
- **Organisation name**: AVIATION | RESEARCH
- **Type of organisation**: Consulting Company
- **Address**: Main Street Douglas
- **Zip Code**: IM7
- **City/State**: Douglas
- **Country**: United Kingdom
- **Website**: [https://www.arc.com/](https://www.arc.com/)

(*) Mandatory fields

Before continuing with your request, please ensure that your details are correct. To change any of these details you must log on to your OneSky Online account to modify (https://ext.eurocontrol.int)

You will find details on how we manage your personal details in the following document:
BADA Privacy statement on the protection of personal data

**Students:**
Licence requests should be submitted by your institution's administration or an appropriate staff member with the legal authority.

Complete any remaining details; avoid using personal email accounts!
Describe accurately your BADA needs

Request a licence Your request concerns TARGETS

1. TYPE
2. DETAILS
3. CONTEXT OF USE

Intended use of tool where BADA is integrated:

Intended use: TARGETS acquisition

Field of study: Implementation new rwy Dublin Intl Airport

Project name: FIOW NEW

Project scope: NEW STARS / SID PROCEDURES IN FIOW

Expected results: CHARTING

Expected duration: 6-8MTHS

Providing us a clear description of use will not only enable us to understand your needs but help us justify your BADA needs in line with its permitted uses.
Once you “Submit” the licence request

You will receive an email confirming the receipt of your request

Licence reference L0000509 Status "SUBMITTED"

Dear John SMITH,

Your TARGETS request has been successfully received by EUROCONTROL and is under review.

You will receive progress updates of your request by email.

To follow up its status and interact with BADA Review Board (query, provide clarification on your request, review and accept licence agreement terms and conditions, etc.) you may do so by using the BADA dedicated tool.

FOLLOW-UP

Attached is a short user guide describing the TARGETS request workflow process...

You will find details on how we manage your personal details in the attached document.

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BADA Access Support - EUROCONTROL Experimental Centre

http://www.eurocontrol.int

Please consider the environment before printing this e-mail

Through the “follow-up” link, you may check the status of your request and communicate with the BADA team.
Follow up status of your request – progress

Processing your request involves 5 steps, for each of the steps you will receive a summary email of its progress.

1. Submitted
2. Validated
3. T&C sent
4. T&C Accepted
5. Request accepted

Step 2 “Validated” will depend on whether your request has satisfied the review group’s assessment ...

1. More information requested
2. Validated
3. T&C sent
4. T&C Accepted
5. Request accepted

... or whether the BADA review group requires a further clarification from you; “More Information Requested”.
Status of your request – 5 steps

1. Your BADA request has been successfully received and is being reviewed.

2. Your request has satisfied our review and is in line with the permitted BADA uses.

3. You have been sent a BADA user agreement for your acceptation.

4. Your have read and accepted the agreement terms & conditions.

5. Your request has received the final approval. You will be instructed by email on how to access the BADA data.

(2). Our reviewers require more information to complete the review process.
Follow up status of your request & features

1. Make a new licence request
2. Workflow status of the request that is opened
3. Pull down list of on-going requests
4. Detailed status overview of all your licence requests
Follow up status of your request - chat

You may interact with the BADA team through the Discussion “chat-like” function

Your licence request has been submitted. You will be kept informed by email of its progress. You can also check its progress from this space. (to contact EUROCONTROL regarding this request, please use the “discussion with EUROCONTROL” function)

The BADA Team.

Guide for ‘tools where BADA is integrated’

You are informed of any new messages by email.

Licence reference L0000509 Status “SUBMITTED”

Dear John SMITH,

Your TARGET3 request has been successfully received by EUROCONTROL and is under review.

You will receive progress updates of your request by email.

To follow up its status and interact with BADA Review Board (query, provide clarification on your request, review and accept licence agreement terms and conditions, etc.), you may do so by using the BADA dedicated tool:

FOLLOW-UP

Attached is a short user guide describing the TARGETS request workflow process. You will find details on how we manage your personal details in the attached document.

BADA Access Support - EUROCONTROL Experimental Centre
http://www.eurocontrol.int

Please consider the environment before printing this e-mail.
“Draft” agreement for your acceptance

When your request meets the BADA review board’s approval, you will receive an email notification.

You are obliged to read the Licence Terms and Conditions before selecting ‘Accept’ or ‘Refuse’.

Terms and Conditions for request TARGETS

Dear John SMITH,

BADA Review Board has drafted your licence agreement terms and conditions for request L0000509 for your review and acceptance.

To ACCEPT or REFUSE the terms and conditions, you must log on to your BADA account and update the status of your request to ACCEPT or REFUSE. In the latter case, please provide the Reason (comment) for the refusal.

Login

Regards,
BADA Team

Your BADA licence agreement Terms and Conditions have been sent to you for your acceptance.

Comment:

Dear Mr Smith, Please find hereafter a draft licence agreement for your acceptance. Thank you.

Please read them before accepting or refusing,

Terms and conditions

☐ Accept ☐ Refuse

Submit

A non-reply from you for more than 1 month will result in the automatic cancellation of your request.

The BADA Team.
“Draft” agreement for your acceptance
Once you “Accept” the licence agreement

We will approve your licence and send an email of confirmation to both you and the software tool supplier.

Each requestor will receive a “Final” version of the Licence agreement which remains downloadable from your 

Dashboard section of the BADA User Interface.

You may now contact the tool provider to obtain the tool in question
Need to contact us ... ?

For any questions in the context of your on-going licences, please contact the BADA team directly via the Discussion feature of our licencing interface.

For any questions relating to the tool purchase, please contact the tool supplier/owner

For any other BADA related questions,

eec.bada@eurocontrol.int