

6.4. Content Management

6.4.1. Support Tables

Administrators can access and see the Support Tables by clicking on Administration-Content Management-Support Tables. This menu is only for Administrator information purposes. Administrators cannot manage or edit the information; they can only view it. These tables support the ECCAIRS/SRIS and Custom Taxonomies and are handled at the ECCAIRS Central Administration level.

The system will display the Support Tables menu:

ID ^	Name	Description	Disabled	
1	SPECIES			
2	ICAO CODE			
3	ISO CODE ALPHA-3			
4	ICAO			
5	ISO CODE ALPHA-2			
6	ICAO_REG_OFF			
7	REGISTRATION PREFIX			
8	FIR/UIR TYPE			
9	CALLSIGN			
10	IATA			

It displays a left panel with the list of all the tables, accessible by clicking on them:

- Alias
- Attributes Groups
- Conversion Factors
- Domains
- Management Units
- Measurement Unit Classes

6.4.1.1. Alias

By default, the system first displays the Alias table (Image below). It shows the following columns that also work as filters:

Attribute Support Tables

- Alias
- Attribute Groups
- Conversion Factors
- Domains
- Measurement Units
- Measurement Unit Classes

Alias

ID ^	Name	Description	Disabled	
			(All)	
1	SPECIES			
2	ICAO CODE			
3	ISO CODE ALPHA-3			
4	ICAO			
5	ISO CODE ALPHA-2			
6	ICAO_REG_OFF			
7	REGISTRATION PREFIX			
8	FIR/UIR TYPE			
9	CALLSIGN			
10	IATA			

1 2 3 4 5 ...

10 items per page

1 - 10 of 80 items

- ID: Unique and mandatory for each table
- Name: Unique and compulsory for each table
- Description: Optional
- Disabled: green tick if disabled; otherwise, enabled

6.4.1.2. Attribute groups

To access it, Administrators have to click on this table on the left pane, and the system will display it:

- Alias
- **Attribute Groups**
- Conversion Factors
- Domains
- Measurement Units
- Measurement Unit Classes

Attribute Groups

FILE TRANSLATIONS

ID	Description	Detailed	Explanation	Languages	
0	Other	Other	Other	EN ES	
1	Weather	Information on general weathe...	Weather	EN ES	
2	Dangerous Goods	Information on the nature and i...	Dangerous Goods	EN ES	
3	ECCAIRS Risk Grading	ECCAIRS Risk Grading	ECCAIRS Risk Grading	EN ES	
4	Investigation Report	Information on the investigatio...	Investigation Report	EN ES	
5	Maintenance	Information on the maintenanc...	Maintenance	EN ES	
6	Consequences	Description of the severity of t...	Consequences	EN ES	
7	Management	Set of administrative data to en...	Management	EN ES	
8	Occurrence	General information, classificat...	Occurrence	EN ES	
9	ATM	Air Traffic Management: Infor...	ATM	EN ES	

1 2 3 4 5 6 7 10 items per page

1 - 10 of 61 items

In this case, the table presents the following columns:

- ID: Unique and mandatory for each Attribute group
- Description: Unique and mandatory for each Attribute group
- Detail: Long explanation of the Attribute Group
- Explanation: it reproduces the description
- Languages: This will provide the translations of each Attribute not currently activated.

Above the table, the system provides a file translation button that is currently unavailable.

6.4.1.3. Conversion factors

It includes conversion factors applicable in the Taxonomy.

To access it, Administrators have to click on this table on the left pane, and the system will display it:

Attribute Support Tables

- Alias
- Attribute Groups
- **Conversion Factors**
- Domains
- Measurement Units
- Measurement Unit Classes

<

Conversion Factor

ID	From Unit ^	To Unit	Constant Value	Factor	
	⌵	⌵	⌵	⌵	
1	C	F	32	1.8	
2	C	K	273	1	
3	Day(s)	Hour(s)	0	24	
4	Day(s)	Minute(s)	0	1440	
5	Day(s)	Second(s)	0	86400	
85	Day(s)	Week(s)	0	0.1428571	
101	Day(s)	Degree(s)	-0.000002	-0.000002	
6	Degree(s)	Minute(s)	0	60	
7	Degree(s)	Second(s)	0	3600	
96	dmc	L	0	1	

⌵ ⌵ ⌵ ⌵ ⌵

The table displays the following columns that also work as filters:

- ID: Unique and mandatory for each conversion factor
- From Unit: it refers to a measure unit from which a value comes
- To Unit: it is the measuring unit to which an original value of a different measure unit has to be converted
- Constant Value: refers to the value of the 'To Unit' measure unit which is considered 'Constant' conditions, i.e. 32 ° Celsius
- Factor: It is the conversion factor that transforms from unit to unit. i.e.: 1 day =24 h or 1440 minutes; 24 times an hour is a day.

6.4.1.4. Domains

To access this tab, Administrators have to click on it on the left pane, and the system will display this table:

Attribute Support Tables

- Alias
- Attribute Groups
- Conversion Factors
- **Domains**
- Measurement Units
- Measurement Unit Classes

Domains

FILE TRANSLATIONS

ID	Description	Detailed	Explanation	Taxonomy Reference	Languages	
1	RIT	Reduced Interface Ta...	RIT	ECCAIRS	EN ES	
2	Public	Public	Public	SRIS	EN ES	
13	ADREP			ECCAIRS	EN ES	
15	test new domain	test new domain	test new domain	ECCAIRS	EN ES	
16	SRIS domain	SRIS domain	SRIS domain	SRIS	EN ES	
18	eccairs	eccairs	eccairs	ECCAIRS	EN ES	

10 items per page

1 - 6 of 6 items

The columns that also work as filters are the following:

- ID: unique and mandatory for each domain
- Description: unique and mandatory for each domain
- Detailed: optional sort of long description
- Explanation: optional description, mostly reproducing the description
- Taxonomy reference: if it corresponds to ECCAIRS or to SRIS.
- Languages: This will provide the translations of each Attribute, but this option is currently unavailable.

Above the table, the system provides a file translation button that is currently unavailable.

6.4.1.5. Measurement Units

To access this tab, Administrators have to click on it on the left pane, and the system will display this table:

The columns (that also work as filters) are the following:

- Alias
- Attribute Groups
- Conversion Factors
- Domains
- **Measurement Units**
- Measurement Unit Classes

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Measurement Units

CONVERSION FACTOR FILE TRANSLATIONS

ID	Class	Description	Detailed	Explanation	Languages	
101	Temperature	C	Celsius temperat...	The Celsius temp...	EN ES FR IT	
102	Altitude/length/distance	K	Kelvin.	Kelvin (K). A unit ...	EN ES FR IT	
103	Date/time period	F	Fahrenheit. Not u...		EN ES FR IT	
202	Altitude/length/distance Distance Depth Distance (no conversion)	m	Metre.	A metre (m) is the...	EN ES FR IT	
303	Date/time period Minutes seconds	Second(s)	A second is the si...	A second is the d...	EN ES FR IT	
401	Speed Wind speed	kt	Knot (kt). The spe...	One knot equals ...	EN ES FR IT	
403	Speed	Mach number	Mach number. Th...	Mach one, or two...	EN ES FR IT	
404	Speed Wind speed Vertical speed	m/s	Metres per second.	One metre per se...	EN ES FR IT	
405	Speed Wind speed	mph	Statute miles per ...	One Statute mile ...	EN ES FR IT	
501	MWD	Year(s)	A year is the peri...	One revolution r...	EN ES FR IT	

- ID: unique and mandatory for each unit
- Class: unique and mandatory for each unit
- Description: unique and mandatory for each unit
- Detailed: Optional added description
- Explanation: Optional long description
- Languages: This will provide the translations of each Attribute, but this option is currently unavailable.

Above the table, the system provides a file translation button that is currently unavailable.

Moreover, the system displays a 'Conversion Factor' button above the table, which accesses the previously explained 'Conversion Factor' table.

6.4.1.6. Measurement Unit Classes

Administrators have to click on this table on the left pane, and the system will display it:

- Alias
- Attribute Groups
- Conversion Factors
- Domains
- Measurement Units
- **Measurement Unit Classes**

Measurement Unit Classes

FILE TRANSLATIONS

ID	Description	Detailed	Explanation	Languages	
0	None	None		EN ES	
1	Temperature	Temperature is expressed in de...		EN ES	
2	Altitude/length/distance	Altitude, elevation, height or v...	ICAO Annex 5.	EN ES	
3	Date/time period	The date/time period should be...	The years are numbered using ...	EN ES	
4	Speed	Speed is expressed in kilometr...	ICAO Annex 5.	EN ES	
5	Years	Years are expressed as a four f...	The years are numbered using ...	EN ES	
6	Volume	Volume is expressed in cubic m...	N.B. The comma is not to be us...	EN ES	
9	Mass	Mass is expressed in kilogram...	N.B. The comma is not to be us...	EN ES	
10	Angle	Angles are expressed in degree...	ICAO Annex 5.	EN ES	
11	Total hours	Total hours are expressed in a ...	N.B. The comma is not to be us...	EN ES	

10 items per page

1 - 10 of 93 items

In this case, the table presents the following columns:

- ID: Unique and mandatory for each Attribute group
- Description: Unique and mandatory for each Attribute group
- Detail: Long explanation of the Attribute Group
- Explanation: it reproduces the description
- Languages: This will provide the translations of each Attribute, but this option is currently unavailable.

Above the table, the system provides a file translation button that is currently unavailable.

6.4.2. Reference Tables

The Reference Tables store Attribute values related to each other to help the users fill in the forms with adequate information. See the 'ECCAIRS2 - Occurrence Officers' tasks' document for further details on its use.

Administrators can feed the values that trigger the reference tables used in the webforms and views in those centrally defined as collaborative reference tables.

Administrators have to click on 'Administration - Content Management - Reference Tables', and the system will display the Reference Tables menu:

Reference Tables

ID	Description^	Detailed	Status	
1	Aircraft Registration	Collaborative reference database with decentralised data management by Competent Authorities	Release	

Items per page: 10 1 - 1 of 1 Items

The Table provides the following columns that also work as filters:

- ID: mandatory and unique for each table
- Description: unique for each table
- Detailed: optional added description
- Status: can be Draft or Release

The last section of each row is a 3-dot menu with the following options:

View Table Properties:

Administrators have to click on this option of the 3-dot menu of the specific table row of the table, and the system will display the Table Properties page:

View Reference Table [Download CSV Template](#)

ID: 2762

Description: Aircraft Registration/NTS

Detailed Description:

Explanation:

Status: ☐ Draft ☒ Release ☐ Archived Collaborative

Based on: Aircraft

Triggering Attribute

to be filtered

- Documents
 - All Attributes
 - Aircraft General
 - Aircraft Weather Reports
 - Air Navigation Service
 - Air State
 - Aircraft
 - All Attributes

Available Attributes

to be filtered

- Aircraft
 - All Attributes
 - Number of PIC
 - Cost of service
 - Acquisition unit
 - Actual altitude
 - Aircraft altitude
 - Aircraft category

CANCEL

It provides the following fields:

- ID: unique and mandatory for each table
- Description: unique and mandatory for each table
- Detailed Description: optional long description
- Explanation: optional
- Status: it can be Draft, Release or Archived

- Based on Entity: it is an Entity of the Taxonomy

Below the fields, there are two panels:

- The left panel is 'Triggering Attributes': it provides the Taxonomy from which the triggering Attribute is selected
- The right panel is 'Available Attributes': it provides the selected Attributes that will provide information to be filled in the webforms.

Above the page, there is a 'Download CSV template' that downloads the template with the information of the panels. Administrators must download it and fill in the values indicating the start and final validity dates. It is uploaded to the system with the information filled in through the table values option.

Table values:

Administrators have to click on this option of the 3-dot menu of the specific table row of the table and the system will display the Table values page:

Aircraft Registration RefX Values < BACK IMPORT VALUES

ID ^	Trigger Value	From Date	To Date	Manufacturer/model	Serial number	State of registry	Aircraft category	Propulsion type	
		day-month-year	day-month-year						
795996	D-0002	01-Jan-2023	31-Dec-9999	ROLLADEN SCHNEIDER > LS7 > WL	7098	Germany	Fixed Wing > Sailplane (Glider) > Non-Powered Sailplane (Glider)	None	⋮
795997	D-0003	01-Jan-2023	31-Dec-9999	ROLLADEN SCHNEIDER > LS3 > 17	3289	Germany	Fixed Wing > Sailplane (Glider) > Non-Powered Sailplane (Glider)		⋮
795998	D-0004	01-Jan-2023	31-Dec-9999	SCHLEICHER > ASW27 > UNDESIGNATED SERIES	27090	Germany	Fixed Wing > Sailplane (Glider) > Non-Powered Sailplane (Glider)	None	⋮
795999	D-0005	01-Jan-2023	31-Dec-9999	SCHLEICHER > ZUGVOGEL > III > IIIA	1061	Germany	Fixed Wing > Sailplane (Glider) > Non-Powered Sailplane (Glider)	None	⋮
796000	D-0006	01-Jan-2023	31-Dec-9999	SCHLEICHER > KA6 > E	4132	Germany	Fixed Wing > Sailplane (Glider) > Non-Powered Sailplane		⋮

The table will display a table with the triggering values for the specific reference table. The columns are the following:

- ID: unique and automatic for each value
- Trigger Value: It is the value users have to type when filling in the webforms and views to open the reference table
- From Date: The triggering Attributes are valid. This column refers to the Start Date.
- To Date: It is the final date of the triggering Attributes

Above the table, there is an Import table button. It opens the Import table window:

Import Values

Please, upload the CSV file you want to use to import this Reference Table values

Select files...

 Drop files here to upload

Full Clean Up

Incremental Update

 CANCEL

IMPORT

Administrators must select the CSV with the information to be imported or drag it and drop it in the file area. By default, the system selects 'Full Clean Up'; this option deletes the previous version and uploads the new values for the reference table.

If Administrators only want to add updates on the Values, they have to click on 'Incremental Update'. They have to click the 'Import table' button, and the information will be transferred to the table of values.

6.4.3. Notifications Manager

E2 can notify selected users of the creation, update, deletion, or sharing of actions over reports that meet the conditions of a query through query-based notifications.

To configure Authority notification, Administrators have to click on 'Administration - Content Management - Notifications Manager' and the system will display the 'Notifications Manager' menu:

Notifications Manager

NEW NOTIFICATION

Notification Name ^	Source	Triggering Action	Query Name	
N1 - Create	Original Report	Create	Processed	
N1 - Delete	Original Report	Delete	Processed	
N1 - Update	Original Report	Update	Processed	
N2 - Create	Validated Report	Create	open	
NT - Create	Occurrence	Create	open	
NT - Delete	Occurrence	Delete	open	
NT - Update	Occurrence	Update	open	

1

10

items per page

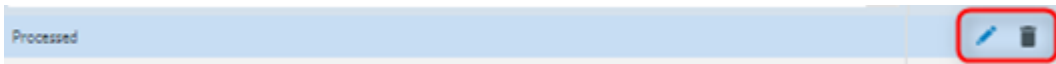
1 - 7 of 7 items

It displays the table of Notifications with the following columns that work as filters:

- Notifications Name: it is unique and mandatory for each notification

- Source: the safety event to which the query will be applied, which can be ORs, VRs, OCs or SRs (according to the Authority type) to determine if the notification will be sent
- Triggering Action: The action that will cause the execution of the query. It can be Create, Delete or Update a Safety Event.
- Query Name: it refers to the query on whose execution the notification informs

The last section of each Notification row provides an Edit and a Delete icon:



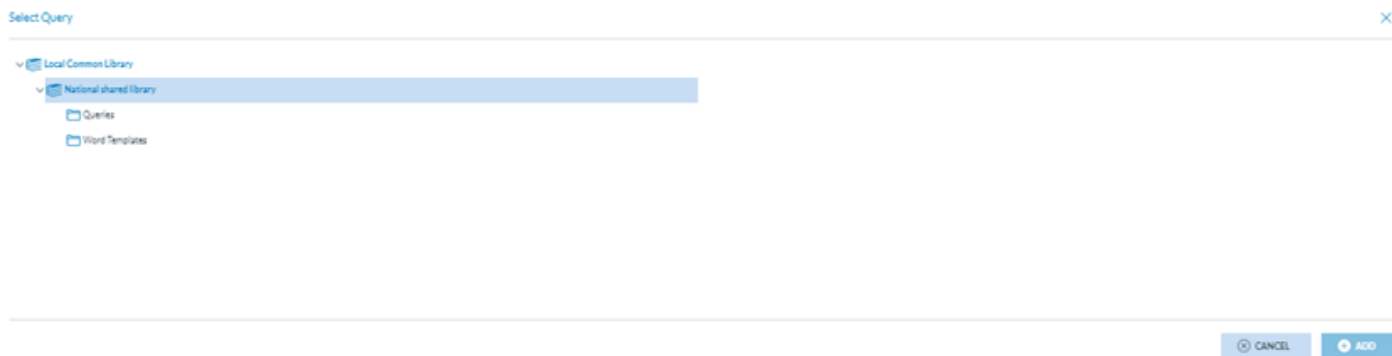
Above the table, the system displays a 'New Notification' button.

6.4.3.1. Create a notification

Administrators have to click the 'New Notification' button above the table of Notifications (See image above), and the system will display the 'New Notification' page:

It provides the following fields:

- Name: it is mandatory and has to be unique
- Source: Mandatory drop-down menu providing the following options:
 - ü OR
 - ü VR
 - ü OC
 - ü Safety Recommendation: only for SIA's
- Library: Mandatory field. The +ADD icon opens a Library window where the Administrator have to select a folder under the National shared library:

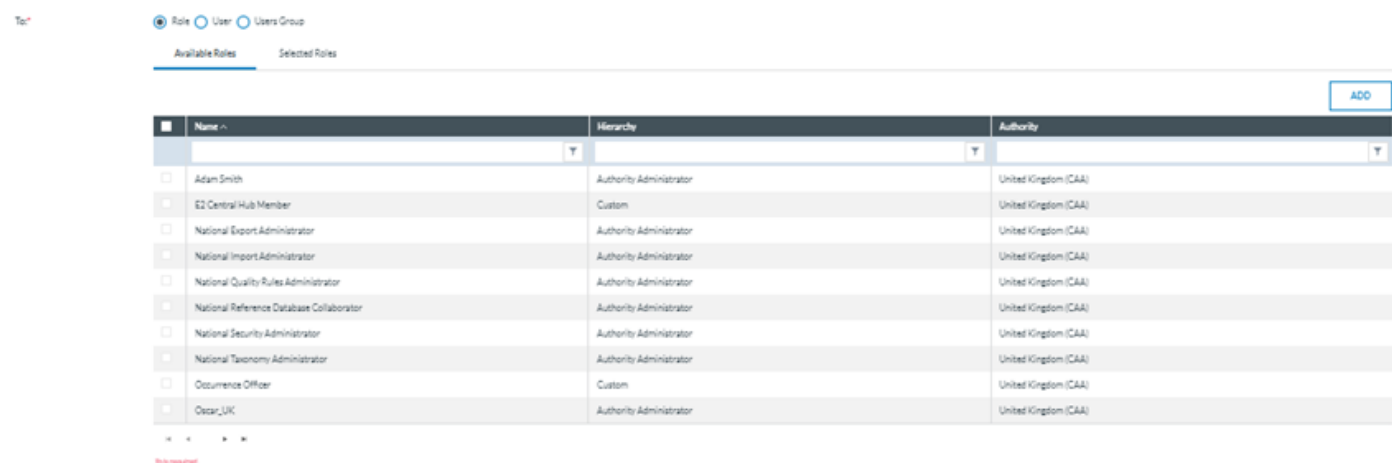


- Query: +ADD icon opens the selected Library window, presenting the Libraries tree view on the left. Administrators must select a folder, and the system will provide queries preceded by radio buttons to be selected in the right panel. Administrators have to choose a query and click on the 'ADD' button:



- Action: a mandatory drop-down menu with the options 'Update', 'Create', and 'Delete'. Administrators can select as many of them as desired. They are the triggering actions, so the query will be triggered when the selected Action is applied to the selected Source.
- To: It is mandatory, and it indicates to whom the notification will be sent

ü If Role is selected, the system displays a Table of Available Roles:



The Table of Roles provides the following columns that also work as filters:

- o Name
- o Hierarchy
- o Authority: to which the role belongs. It will be the Administrator's Authority.

Administrators have to select the needed roles and click on ADD, and the selected roles will be added to the 'Selected Roles' page. Administrators can access the Selected Roles tab by clicking on 'Selected Roles'. This tab will display the list of selected Roles and a 'Remove' button to bring Roles to the 'Available Roles' tab.

Available Roles **Selected Roles**

REMOVE

	Name	Hierarchy	Authority
☐	E2 Central Hub Member	Custom	United Kingdom (CAA)
☐	National Export Administrator	Authority Administrator	United Kingdom (CAA)

1-2 of 2 items

ü If User is selected, below the system displays the table of active users, excluding organisation users:

Role **User** Users Group

Available Users Selected Users

ADD

	Username	First Name	Last Name	Roles
☐	smuncoAuthUK	Tomas	Munoz	National Security Administrator National Taxonomy Administrator National Identity Rules Administrator Occurrence Officer National Reference Database Collaborator National Import Administrator National Export Administrator

1-1 of 1 items

It displays the Users created by this Administrator.

The table is divided into columns that also work as filters:

- o Username: unique for each User
- o First Name
- o Last Name
- o Roles

The table's function (to add and remove users) is similar to managing the abovementioned roles table.

ü If User Group is selected, the system displays the table of Users Groups:

Tab

☐ Role ☐ User ☒ Users Group

Available User Groups Selected User Groups

	Name	Description
☐	G1	
☐	G2	
☐	G3	

1-2 of 3 items

1 items per page

It displays the list of User Groups created by the Administrator, with the following columns also working as filters:

- o Name: unique for each one
- o Description: it is optional

The table's function to add and remove users is like managing the abovementioned table of roles.

- Notifications toggle: by default, it is activated. This means a notification will appear for the selected users on their landing page.

ü Email: enabled by default. A notification email will be sent to the selected Users.

ü Email Frequency: the options are the following:

- o Every time: the notification email will be sent any time the selected action takes place with the results of the query execution
- o Monthly: the notification email will be sent once a month
- o Weekly: it will be sent once a week
- o Daily: it will be sent once a day

Administrators must fill in all the mandatory information and click 'Save'. The system will save as many notifications as Actions selected in the Actions drop-down menu in the database. Moreover, it will add those notifications to the Table of notifications. Their Names will consist of the Name introduced in the 'New Notification' page and each Action selected in the Actions drop-down menu:

Notification Name	Source	Destination	Open Name
N1-Create	Original Report	Create	Processed
N1-Delete	Original Report	Delete	Processed
N1-Update	Original Report	Update	Processed
N2-Create	Validated Report	Create	Open
N2-Delete	Validated Report	Delete	Open

6.4.3.2. Edit a notification

Administrators have to click on the Edit icon, and the system will display the 'Edit Notification' Page:

Edit Notification

Name: N2-Update

Source: Validated Report

Library: Queries

Query: open

Action: Update

To: ☐ Role ☒ User ☐ Users Group

☐ Notifications

☐ Email

Email Frequency: ☒ Every Time ☐ Daily ☐ Weekly ☐ Monthly

The fields are the same as those on the New Notification page explained in the previous section. The Source and the Actions are not editable. Administrators must select the 'To' information, update the needed fields, and click 'Save'. The system will save the update in the database, and the table of notifications will be updated accordingly.

6.4.3.3. Delete a notification

Administrators must click the Delete icon, and the system will display a warning message to confirm the action. If Administrators confirm the action, the system will delete the notification from the database and remove the notification from the notification table.

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