

IALA World Wide Academy

LEVEL 1 – AtoN Manager Training

Decommissioning of Historic Lighthouses

IALA WWA.L1.5

Edition 1

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Document Revisions

Revisions to the IALA Document are to be noted in the table prior to the issue of a revised document.

Date	Page / Section Revised	Requirement for Revision

FOREWORD

The International Association of Marine Aids to Navigation and Lighthouse Authorities (IALA) recognises that training in all aspects of the management of Aids to Navigation (AtoN) service delivery is critical to the consistent provision of that AtoN service.

Taking into account that under the SOLAS Convention, Chapter 5, Regulation 13, paragraph 2, Contracting Governments, mindful of their obligations published by the International Maritime Organisation, undertake to consider the international recommendations and guidelines when establishing aids to navigation, including recommendations on training and qualification of AtoN managers, IALA has adopted Recommendation E-141 Edition 2 on Standards for Training and Certification of AtoN personnel.

IALA Committees working closely with the IALA World Wide Academy (The Academy) have developed a series of model courses for AtoN personnel having E-141 Level 1 management functions. This model course on decommissioning historic lighthouses should be read in conjunction with IALA Recommendation E-141/1 – Model Course on Level 1 Manager Training, which contains standard guidance for the conduct of all Level 1 model courses.

This model course is intended to be delivered by either The Academy in conjunction with a national member or an Approved Training Organisation. It contains specific guidance on the training of AtoN managers in decommissioning historic lighthouses. Assistance in implementing this and other model courses may be obtained from the IALA World Wide Academy at the following address:

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TABLE OF CONTENTS

Document Revisions	1
FOREWORD	2
TABLE OF CONTENTS	3
1 PART A - COURSE OVERVIEW	4
1.1 Scope	4
1.2 Objective	4
1.3 Course Outline	4
1.4 Table of Teaching Modules	4
1.5 Specific Course Related Teaching Aids and Notes	4
1.6 References	5
1.7 Pre-Course Reading	5
1.8 Certification	5
2 PART B - TEACHING MODULES	6
2.1 Module 1 – HISTORICAL OVERVIEW	6
2.2 Module 2 – National Conservation Plans	7
2.3 Module 3 – Legal Issues	8
2.4 Module 4 – ALTERNATIVE USE OF DECOMMISSIONED LIGHTHOUSES	9
2.5 Module 5 – TECHNICAL ASPECTS OF DECOMMISSIONING LIGHTHOUSES	10
2.6 Module 6 - DOCUMENTATION	11
2.6.3 DETAILED TEACHING SYLLABUS FOR MODULE 6 – DOCUMENTATION	11
2.7 Evaluation Test	11
Annex A – Example Certificate of Completion	12

1 PART A - COURSE OVERVIEW

1.1 Scope

This course is intended to provide aids to navigation managers and other interested parties with the theoretical training necessary to have a satisfactory understanding of the processes involved in decommissioning historic lighthouses.

1.2 Objective

Upon successful completion of this course, participants will have acquired sufficient knowledge to project manage or oversee the decommissioning of historic lighthouses.

1.3 Course Outline

This course is intended to cover the knowledge required for an aids to navigation manager to understand the use of IALA risk management tools within their organisations. The complete course comprises 7 teaching modules with the emphasis placed on the practical use of IWRAP Mk II.

1.4 Table of Teaching Modules

Module Title	Time in hours	Overview
Historical Overview	2	This module describes the historic development of lighthouses and their components and the reasons why they should be preserved as national monuments
National Conservation Plans	2	This module describes the requirement for the production of a national conservation plan and the factors to be considered
Legal Issues	2	This module describes the legal issues to be considered for the alternative use of an historic lighthouse
Alternative use of decommissioned lighthouses	2	This module describes the process of deciding which lighthouses to decommission and open to the public
Technical aspects of decommissioning lighthouses	2	This module describes how to manage the consequences of the technical changes required when decommissioning a lighthouse for alternative use
Documentation	1	This module describes the records and other documentation required to be generated when decommissioning an historic lighthouse
Evaluation	1	Case study evaluation test
Total Hours:	12	Two day course

1.5 Specific Course Related Teaching Aids and Notes

- 1 This course will be classroom based with presentations delivered using MS PowerPoint®. Although the course is limited to 24 participants, the classroom should be big enough to permit the participants to sit at desks large enough to operate a laptop computer with room for printed material to hand. Each desk should be provided with a power socket.
- 2 The classroom should be equipped with overhead projectors and screens to enable presentation of the subject matter.

- 3 To enable all participants to receive clear guidance from instructors and to raise questions that can be heard throughout the classroom, lapel or fixed lectern microphones should be provided together with a roving microphone for use by participants.

1.6 References

In addition to any specific references required by the Competent Authority, the following material is relevant to this course:

- IALA Lighthouse Conservation Manual
- IALA IALA Guideline 1093 on management of surplus property
- IALA Guideline 1074 on branding and marketing of historic lighthouses
- IALA Guideline 1075 on a business plan for the complimentary use of an historic lighthouse.
- IALA Guideline 1080 on the selection and display of heritage artifacts

1.7 Pre-Course Reading

Participants should be encouraged to study:

- IALA Lighthouse Conservation Manual

1.8 Certification

Participants who pass successfully the test of competency can be presented with an AtoN Level 1 Manager certificate which states that they have completed successfully the Complementary Module on the decommissioning of historic lighthouses. An example is at Annex A.

2 PART B - TEACHING MODULES

2.1 Module 1 – HISTORICAL OVERVIEW

2.1.1 Scope

This module describes the historic development of lighthouses and their components and the reasons why they should be preserved as national monuments.

2.1.2 Learning Objectives

To gain a **basic** (Level 1) understanding of the history of lighthouses and a **satisfactory** (Level 2) understanding of their components and the reasons why historic lighthouses should be preserved as national monuments.

2.1.3 DETAILED TEACHING SYLLABUS FOR MODULE 1 – HISTORICAL OVERVIEW

Table 1 Detailed Teaching Syllabus Module 1

Module	Element	Sub-element	Subject	Level of Competence	Recommended training aids and exercises	References Rec = Recommendation GL = Guideline	Lecture No.
1			HISTORICAL OVERVIEW				
	1.1		History of lighthouses				
		1.1.1	Why early lighthouses were constructed	1			1
		1.1.2.	Examples of ancient lighthouses				
		1.1.3	Developments from the 18 th century				
		1.1.4	Examples of 19 th century historic lighthouses				
	1.2		Components of historic lighthouses				
		1.2.1	Development of light sources	2		GL 1080	2
		1.2.2	Development of sound signals				
		1.2.3	Development of power sources				
	1.3		Preservation as National Monuments			GL 1074	
		1.3.1	Iconic status of historic lighthouses as world maritime heritage sites				
		1.3.2	Public interest in lighthouses				
		1.3.3	Impact on local businesses				

2.2 Module 2 – National Conservation Plans

2.2.1 Scope

This module describes the requirement for the production of a national conservation plan and the factors to be considered.

2.2.2 Learning Objectives

To gain a **satisfactory** understanding of the production of a national conservation plan.

2.2.3 DETAILED TEACHING SYLLABUS FOR MODULE 2 – NATIONAL CONSERVATION PLANS

Table 2 Detailed Teaching Syllabus Module 2

Module	Element	Sub-element	Subject	Level of Competence	Recommended training aids and exercises	References Rec = Recommendation GL = Guideline	Lecture No.
2			NATIONAL CONSERVATION PLANS				
	2.1		Development of a national conservation plan				
		2.1.1	Planning process	2	Identification of stakeholders exercise	IALA Lighthouse Conservation Manual Chapter 1	3
		2.1.2.	Involvement of stakeholders				
		2.1.3	Production of a conservation plan				
		2.1.4	Production of a management plan				
		2.1.5	Project management plans				
	2.2		Implementation of a management plan				
		2.2.1	Identification of potential and limitations	2		IALA Lighthouse Conservation Manual Chapter 1	4
		2.2.2	Risk assessment considerations				
		2.2.3	Public relations considerations				
		2.2.4	Benchmarks to measure success				

2.3 Module 3 – Legal Issues

2.3.1 Scope

This module describes the legal issues to be considered for the alternative use of an historic lighthouse.

2.3.2 Learning Objectives

To gain a **basic** understanding of the legal issues appertaining to the alternative use of an historic lighthouse and a satisfactory **understanding** of joint risk assessments appertaining to the alternative use of historic lighthouses

2.3.3 DETAILED TEACHING SYLLABUS FOR MODULE 3 – LEGAL ISSUES

Table 3 Detailed Teaching Syllabus Module 3

Module	Element	Sub-element	Subject	Level of Competence	Recommended training aids and exercises	References Rec = Recommendation GL = Guideline	Lecture No.
3			LEGAL ISSUES				
	3.1		Ownership rights and legal restrictions				
		3.1.1	Overview of national legislation and planning laws	1		IALA Lighthouse Conservation Manual Chapter 2	5
		3.1.2.	Site ownership and rights of access				
		3.1.3	Possible legal restrictions				
		3.1.4	Legal agreements				
	3.2		Joint Risk Assessment				
		3.2.1	Assessment of risks	2	Legal checklist and risk control exercise	IALA Lighthouse Conservation Manual Chapter 2	6
		3.2.2	Risk management to limit legal liability				
		3.2.3	Monitoring and review procedures				

2.4 Module 4 – ALTERNATIVE USE OF DECOMMISSIONED LIGHTHOUSES

2.4.1 Scope

This module describes the process of deciding which lighthouses to decommission and open to the public.

2.4.2 Learning Objectives

To gain a **satisfactory** understanding of the how to select which lighthouses to decommission and open to the public for alternative use.

2.4.3 DETAILED TEACHING SYLLABUS FOR MODULE 4 – ALTERNATIVE USE OF DECOMMISSIONED LIGHTHOUSES

Table 4 Detailed Teaching Syllabus Module 4

Module	Element	Sub-element	Subject	Level of Competence	Recommended training aids and exercises	References Rec = Recommendation GL = Guideline	Lecture No.	
4			ALTERNATIVE USE OF DECOMMISSIONED LIGHTHOUSES					
	4.1		Potential sites to decommission					
		4.1.1	Risk-based reasons to decommission a lighthouse	2		IALA Lighthouse Conservation Manual Chapter 3	7	
		4.1.2.	Retention of aids to navigation					
		4.1.3	Stakeholder feedback					
		4.1.4	General suitability for alternative use					
	4.2		Selection of Lighthouses to Open					
		4.2.1	Location factors	2		IALA Lighthouse Conservation Manual Chapters 3 – 5 GL 1074 and 1075		
		4.2.2	Vehicular, vessel and pedestrian access					
		4.2.3	Potential visitor numbers					
		4.2.4	Health and Safety considerations					
		4.2.5	Accommodation possibilities on site					
	4.3		Financial Aspects					
		4.3.1	Cost of decommissioning and conversion	2		IALA Lighthouse Conservation Manual Chapter 6 GL 1074 and 1075	8	
		4.3.2	Operating costs					
		4.3.3	Staff requirements					
		4.3.4	Potential sponsorship					
		4.3.5	Potential revenue from visitors					

2.5 Module 5 – TECHNICAL ASPECTS OF DECOMMISSIONING LIGHTHOUSES

2.5.1 Scope

This module describes how to manage the consequences of the technical changes required when decommissioning a lighthouse for alternative use.

2.5.2 Learning Objectives

To gain a **satisfactory** understanding of how to manage the consequences of necessary technical changes when decommissioning lighthouses for alternative use.

2.5.3 DETAILED TEACHING SYLLABUS FOR MODULE 5 – TECHNICAL ASPECTS OF DECOMMISSIONING LIGHTHOUSES

Table 5 Detailed Teaching Syllabus Module 5

Module	Element	Sub-element	Subject	Level of Competence	Recommended training aids and exercises	References Rec = Recommendation GL = Guideline	Lecture No.
5			TECHNICAL ASPECTS				
	5.1		Production of an inventory				
		5.1.1	Optic systems and lanterns	2	Inventory production exercise	IALA Lighthouse Conservation Manual Chapter 7 and its Annex B	9
		5.1.2.	Lantern house, balcony and weather vanes				
		5.1.3	Tower and internal stairways				
		5.1.4	Watch rooms, dwellings and outhouses				
		5.1.5	Power sources and systems				
		5.1.6	Other AtoN systems (radionavaids and sound signals)				
	5.2		Selection and conservation of artefacts				
		5.2.1	Review of historically important maritime artefacts	2		GL 1080	10
		5.2.2	The degree of value of obsolete items				
		5.2.3	Schedule of significance for items to retain and/or exhibit				
		5.2.4	The conservation and display of artefacts				

2.6 Module 6 - DOCUMENTATION

2.6.1 Scope

This module describes the records and other documentation required to be generated when decommissioning an historic lighthouse.

2.6.2 Learning Objectives

To gain a **satisfactory** understanding of the records and associated documentation to be generated during a project to decommission an historic lighthouse and modify it for an alternative use

2.6.3 DETAILED TEACHING SYLLABUS FOR MODULE 6 – DOCUMENTATION

Table 6 Detailed Teaching Syllabus Module 6

Module	Element	Sub-element	Subject	Level of Competence	Recommended training aids and exercises	References Rec = Recommendation GL = Guideline	Lecture No.
6			DOCUMENTATION				
	6.1		Documentation - General				
		6.1.1	Reasons for keeping records	2		IALA Lighthouse Conservation Manual Chapter 8	11
		6.1.2.	Retention of historical records				
		6.1.3	Digital and hard copy records				
	6.2		Documentation of decommissioning				
		6.2.1	Photographic record of decommissioning				
		6.2.2	Inventory of old and new equipment				
		6.2.3	Plans and drawings				

2.7 Evaluation Test

Participants will be supplied with a simplified case study of an historic lighthouse and be tasked with the completion of a template based on Chapter 9 of the IALA Lighthouse Conservation Manual.

ANNEX A – EXAMPLE CERTIFICATE OF COMPLETION

Aids to Navigation Certificate

Level 1

This is to certify that

has completed successfully the Complementary Module on:

Decommissioning of Historic Lighthouses

In accordance with the IALA World-Wide Academy Model Course IALA WWA.L1.5

Based on IALA Recommendation E-141/1 on Level 1 Manager Training

Awarded at [City, Country] on [date]

[name of Dean of Approved Training Organization]

[title of Approved Training Organization]

[name of chief instructor]

[title of chief instructor]