



IALA World-Wide Academy Accredited Training Organisation Seminar

7 December 2018

Seminar Report

1 ATTENDEES

1.1 Participants

Representatives from the following nations with AtoN Accredited Training Organisations attended:

- Brazil – Centro de Auxílios à Navegação Almirante Moraes Rego (Accreditation in process)
 - Mariana de Castro Michimoto
- China – Maritime Safety Administration
 - Lu Yongqiang
- France – Bureau des Phares et Balises, Direction des Affaires Maritimes
 - Xavier Hernoe
- Malaysia – Marine Department
 - Ahmad Dasha Abdul Ghani
- Morocco – Ministère de l'Équipement, du Transport, de la Logistique et de l'Eau
 - Safaa Lyazidi
 - Khalid El Had
 - Taoufik el Khadmi
- Spain – Puertos del Estado
 - Juan Francisco Rebollo
- United Kingdom – Trinity House
 - Rob Dorey

IALA was represented by:

- Gerardine Delanoye – Programme Manager
- Omar Frits Eriksson – Dean of the IALA World-Wide Academy
- Kevin Gregory – Senior Adviser
- Jacques Manchard – Senior Adviser

2 WELCOME BY THE DEAN AND SETTING THE SCENE

The Dean of the IALA World-Wide Academy (WWA) welcomed all participants to the meeting. This was planned to be the first in a series of seminars for Accredited Training Organisations (ATOs) to enable the sharing of knowledge and experience and to provide information on the development of training activities.

The seminars would bring together ATOs as an integral part of the education and capacity building strategy of IALA. This strategy is currently being developed to enable the provision of competency-based training to support the effective implementation of IALA Standards and mission recommendations.

The number of ATOs world-wide continues to grow as does participation in the IALA distance learning programmes. With this growth, there is a need to review and determine the level of support provided by the IALA WWA in the future. A component of this will be the introduction of a revised Memorandum of Understanding with ATOs along with other support aimed at continuing to enhance the quality of training delivery.

Currently, the Level 1 Alumni pool stands at around 200 individuals and the capacity of the ATOs is around 100/120 participants per annum. The WWA is mindful of achieving a world-wide spread of ATOs both in terms of geography and language of delivery with courses having been delivered in English, French and Spanish with Portuguese and Arabic likely to follow.

3 COURSES IN 2019

During 2019 ATOs plan to deliver courses in Malaysia, India, China, South Africa, United Kingdom and Morocco. There is a possibility of a course in Suriname and Oman and ATO development in Spanish and Portuguese speaking countries in Central and Southern America underway.

Two intakes of distance learning are planned with the courses commencing in January and June 2019.

An explanation of the implications of IALA Standard 1050 to Coastal States and ATOs was presented.

For distance learning, the courses will be conducted via a new online Learning Management System. This online system will also be available for ATOs to use during their courses for the sharing of information and resources. It is also foreseen that this online system may be utilised for the sharing of information and resources between the WWA and ATOs.

4 PREQUALIFICATION EXAMINATIONS

For courses conducted in the English language, the minimum standard required prior to entry onto the course was discussed. This was with a view of ensuring that participants had the minimum necessary standard in order to be able to effectively contribute to the course and to be able to engage with the course materials.

If the course is to be delivered in English, it is expected that participants should have attained the International English Language Testing System (IELTS Band 5 or equivalent) prior to commencing the course: *"You have a partial command of the language, and cope with overall meaning in most situations, although you are likely to make many mistakes. You should be able to handle basic communication in your own field".*

A similar requirement is already in place for VTS model courses and it was considered that the onus on ensuring that participants meet this standard should be placed on those sponsoring their attendance onto the course.

With respect to examinations, for 2019 courses it was foreseen that no changes would be made to the examination structure. For future years, it is likely that the examinations may be developed so as to focus on participants providing more open-ended questions and answers to ensure that all relevant aspects of knowledge and skill are tested. The possibility of including formative assessment, in the form of coursework, for which a proportion of the course marks can be assigned, is also being considered.

5 SUPPORT TO ATOS AND TRAIN THE TRAINER

A briefing was provided on the formation of a Spanish Support Group which aims to establish processes for the provision of IALA documentation in the Spanish language and the provision of support to ATOs and lecturers operating in Spanish speaking regions. Members considered that such a group would need careful coordination and that the WWA may be best placed to provide general oversight in conjunction with group members.

A presentation was given on the IALA planned Train-the-Trainer framework. This framework is designed to give lecturers a specified level of knowledge and skill in training and education related specifically to AtoN training. It is planned for such training to be delivered to lecturers from ATOs on a regional basis and would consist of a short course of between three and five days in duration followed by practical assignments and activities designed to be completed 'on-the-job' backed up by the IALA Learning Management System.

This Train-the-Trainer framework will also enable ATOs and lecturers to effectively implement and tailor the course content to the specific needs of the participants whilst ensuring that the minimum standards are met.

Upon successful completion of the IALA Train-the-trainer framework, lecturers may be eligible to join a WWA organised pool for deployment to ATOs who may be in need of assistance with respect to the delivery of certain elements of the course.

6 QMS AND TMS

A briefing was provided on the requirements under IALA recommendation R0141 and Guideline 1100 for an effective Training Management System to underpin their Competent Authority Accreditation and Approval(s). ATOs were reminded of the requirements for internal audit and of the associated requirement for a Competent Authority to undertake periodic audits and full re-Accreditation and Approval audits (normally at intervals of not exceeding five years). ATOs were recommended to use G1100 to prepare for such audits which would, amongst other things, focus on:

- The TMS including the suitability of instructors and training facilities,
- L1.1 course documentation including lesson plans,
- Maintenance of training records.

Competent Authorities may seek assistance from the WWA with respect to the audit process.

Should the ATO be a part of the same organisation as the Competent Authority then consideration should be given to how such audits may be effectively executed. Commonly, this has been achieved by requesting an unrelated department within the organisation to carry out the audit requirements.

7 ANY OTHER BUSINESS

China presented a paper highlighting some potential areas for development with respect to the Model Course L1.1. These related to the provision of an increased amount of practical case studies within the course so as to enable participants to effectively see the implementation of AtoN. Additionally, observations were made with respect to the amount of time allowed for each lecture within the Model Course. Experience indicated that this varied from being too short to too long. It was considered that the time specified is for guidance purposes only and the ATO and instructors should be free to vary the timing to suit the level of knowledge and skill within the participant group.

8 SEMINAR CLOSING

All participants agreed that the Seminar was of value and should potentially be developed into a longer event. A preference was given to hosting future events adjacent to Council meetings to maximise attendance.