**Summary of work carried out by G1124 PAWSA sub-committee**

**14th -18th October 2019**

**Sub-committee Members** - Xavier Hernoe, Artur Dias Marques, Thomas Porathe, Sarah Robinson

# We examined the existing IALA PAWSA Guideline document G1124 and concluded that the existing Guideline combines guidance and the PAWSA tool user manual/implementation guide and is too large a document for a Guideline. We suggested separation and rationalization of G1124 into a Guideline document and a separate “How to Use” manual. This proposal appears acceptable to the IALA Secretariat and World Wide Academy.

# We took the opinion that Annexe A Chapter 2 “Methodology” is where the user manual information should start. We did not review the existing documentation G1124 any further than the end of Annexe A, Chapter 1 and it can be seen from the track changes that the “User Manual” section was removed from the working GII24 Guideline document.

# We referenced the following sources to review the content of G1124:

# Existing text from G1124 sections 1 to 7

# Existing text from G1124 Annexe A Chapter 1 “Introduction to PAWSA”

# Pages 45 to 47 of the “OpenRisk Guideline for Regional Risk Management to Improve European Pollution Preparedness and Response at Sea, 3.6 Ports and Waterways Safety Assessment”

# The working document has been left with Mark Up (i.e. Changes not accepted) for review at ARM 11. The text is coloured as follows to provide a history of the source document:

* Blue – Annexe A, Chapter 1
* Yellow – OpenRisk Guideline
* No highlight – either original G1124 document or group amended text

# Some particular recommendations and conclusions from our group work are as follows:

# We observed that it is appropriate to have a consistent structure amongst the IALA toolbox “tool” documents (IWRAP, PAWSA, SIRA, Simulation) particularly for sections related to:

* + An introductory statement that references the specific tool as part of the IALA toolbox
  + An Input/Output section that states what data (qualitative or quantitative) is required and will be obtained, assigning importance to the data quality
  + A “When to use this tool” section, together with a collated matrix in the coordinating guideline document (currently G1018) that could give an indication when one tool may be preferable to another.  We particularly like the infographic used in the Open Risk document for appraisal of each methodology.  This is an easy to understand summary of each risk assessment tool.
  + A “Strengths and Limitations” section, again based on the comparative sections of the OpenRisk tools. This should be a more detailed appraisal than that provided in the G1018 overview description.
  + A “what to do now” section with direction to the relevant user manual and to the IALA academy for further training
* There is a need to employ a consistent term for the PAWSA “User Manual”, it is separately referred to as the Workshop Guide and the Implementation Guide.
* The inclusion of the statement referring the user to the SOLAS regulations (the first paragraph in the 1 Introduction section of the existing G1124 document) could perhaps be included as a footnote on all relevant risk assessment documentation
* There is a need to refine the Background information to describe the IALA PAWSA MK II as the current version to use without detailed reference to the iterations of its development.
* The four members of the sub-committee have not used PAWSA previously so it would be a good idea to ask an IALA member with more familiarity of the tool to review the next iteration of the working document.

# Please note that in the current working version of the G1124 contained in the Fileshare ARM 10 “Output Documents to Committee Secretary”, the table of contents is not currently updating correctly despite several attempts by the secretariat to rectify it.

# Output document title is ARM10-10.3 WP Guideline 1124 Ed1 The use of PAWSA MKII June 2017 (ARM9-12.2.20)WorkingfromARM10.docx and was placed in fileshare “Output Dcouments to Committee Secretary” folder