

Input paper for the following Committee(s): check as appropriate

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Purpose of paper:

☒ Input
☐ Information

Agenda item ² 7.2Technical Domain / Task Number ²

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Proposals on the Revision of Guideline G1052 on Quality Management Systems for Aids to Navigation Service Delivery

1 SUMMARY

This paper proposes the collection of best practices on Quality Management System (QMS) for Aids to Navigation Service Delivery, aiming at assisting Members States to improve their capabilities and overall performance in order to achieving the objective of consistent and effective implementation of the QMS for AtoN service delivery. This paper also proposes some changes to the Guideline G1052 for the consideration by the committee.

1.1 Purpose of the document

This paper provides suggestions on the revision of the Guideline aiming at promoting the work of the task group.

1.2 Related documents

- [1] ARM16-11.5.2.1 WP draft Guideline G1052 Quality Management Systems for AtoN Service Delivery
- [2] ARM16-11.5.2.2 WP Liaison Note from VTS52 to PAP and ARM on Guideline 1052 Quality Management Systems for AtoN Service Delivery
- [3] ARM16-12.1 Report of ARM16
- [4] IALA. Guideline G1052 Quality Management Systems for AtoN Service Delivery

2 BACKGROUND

ARM received liaison note ARM16-7.2.2 from VTS Committee which contained substantial comments on the contents of the guideline. The comments from VTS highlighted that the contents of the guideline do not read well nor does it reflect current best practice in Quality Management. According to the Committee Work Programme 2023-2027, the task group will continue the work on revising the guideline 1052 on Quality Management Systems for Aids to Navigation Service Delivery.

3 DISCUSSION

3.1 Best practice in Quality Management

Best practices will play an active role in promoting better understanding and implementation of the QMS, as well as more effective compliance with the obligations of Contract Parties as provided for in SOLAS Chapter V, Regulation V/13 and Chapter XIII.

It is proposed that the ARM committee encourage interested IALA members to provide as many cases of their current best practices with sufficient details as possible for the revision the Guideline. The detail may include but are not limited to:

- The operation practice as well as its performance of a PLAN -> DO -> CHECK -> ACT (PDCA) cycle operated in the overall process of AtoN service delivery.
- Any PDCA cycle operation cases in AtoN maintaining project or information release.

3.2 Documented Information

- It is noted that the Documented Information in ISO 9001:2015 *Quality Management Systems-Requirements* has been described more flexibly. Where ISO 9001:2008 used specific terminology such as “document” or “documented procedures”, “quality manual” or “quality plan”, ISO 9001:2015 Standard defines requirements as “maintain documented information”. Documented information needed to be maintained by an organization for the purposes of establishing a QMS shall be identified as high-level transversal documents. Documented information maintained by the organization for the purpose of communicating the information necessary for the organization to operate could be identified as low-level specific documents, and ISO 9001:2015 does not specifically requires any of them.

The following changes are proposed for the last paragraph of the section 3.9 of the Guideline:

Documented information needed to be maintained by the authority for the purposes of establishing a QMS should at least include:

- Documented information necessary to support the operation of processes
- The quality policy
- The quality objectives

Documented information for the purpose of communicating the information necessary for the authority to operate could be retained. Although they are not specifically required, examples of documents that can add value to a QMS may include:

- Organization charts
- Process flow charts
- Procedures
- Specifications
- Documents containing internal communications
- Approved supplier lists
- Test and inspection plans
- Quality plans
- Quality manuals
- Strategic plans
- Forms

3.3 Definitions

Comparing with relevant definitions in the IALA dictionary, some definitions of the Guideline need further consideration. The difference of the definitions between IALA Dictionary and the Guideline are shown in the following table.

Table 1 Definitions from IALA Dictionary and the Guideline

Definition	IALA Dictionary(Source)	G1052
Aids to Navigation (AtoN)	A device, system or service, external to vessels, designed and operated to enhance safe and efficient navigation of individual vessels and/or vessel traffic.	Any device or system, external to a vessel, which is provided to help a mariner determine position and course, to warn of dangers or of obstructions, or to give advice about the location of a best or preferred route.
Competent Authority (AtoN)	An authority made responsible, in whole or in part, by the Government for the safety (including environmental safety) and efficiency of aids to navigation service provision and the protection of the environment.(ENG7, Recommendation R0141)	The organisation legally responsible for Aids to Navigation in their country or part thereof.
Audit	A systematic and independent verification process to assess whether the required standards are being met.(IALA Guideline G1014 Accreditation of VTS training organizations and approval to deliver IALA VTS model courses)	An evaluation of an organisation, system, process, project or product performed by a competent, independent, objective, and unbiased person or persons, (auditors).

In addition,

- the definition “Accreditation” is no longer mentioned in the main body of the Guideline. And it is proposed to remove the unnecessary definition items from the Definition section.
- as “Competent Authority” may not always be the entity responsible for aids to navigation service delivery, the use of the term competent authority shall be further considered.

4 REFERENCES

- [1] IALA Standard Ed. 2.0 S1010 Marine Aids to Navigation Planning and Service Requirements, 2023
- [2] IALA Recommendation R0132 Quality Management for Aids to Navigation Authorities
- [3] IMO SOLAS Chapter V, Regulation V/13 and Chapter XIII
- [4] IMO Circular Letter No.4028: IMO Member State Audit Scheme – Consolidated Audit Summary Report (CASR)
- [5] IMO Resolution A.1067(28) on Framework and Procedures for the IMO Member State Audit Scheme
- [6] ISO 9001 : 2015 Quality Management Systems-Requirements

5 ACTION REQUESTED OF THE COMMITTEE

The Committee is requested to :

- 1 encourage interested IALA members to provide current best practices on the implementation of quality management systems for AtoN service delivery and reflect this encouragement in the report of the ARM17,
- 2 consider the proposed changes mentioned in section 3.2 and 3.3 for Guideline G1052,
and take actions as appropriate.