ACTION ITEMS FROM PAP24

Actions for the Secretariat

1 The Secretariat is requested to send the Annual Questionnaire to all National members and all Committee members. Done 5

2 The Secretariat is requested to modify the input paper template for each of the Committees in time for issue to the next round of Committee meetings. Done 6

3 The Deputy Secretary-General is requested to draft a note to all Committee members about the need to provide a correctly completed input paper template for each paper submitted to a Committee meeting. 6

4 The Secretariat is requested to forward the terms of reference of CPAF to the LAP. Done 9

5 The Secretariat is requested to seek approval for a (C)PAF monitoring item in the work programmes of the VTS and e-NAV Committees. Done 10

6 The Deputy Secretary-General, in conjunction with Ómar Frits Eriksson, is requested to consider methods for entering and updating dictionary entries. 11

7 The Secretariat is requested to arrange that Nick Ward’s presentation to Council is given ahead of its discussion of e-NAV papers. Done 11

8 The Secretariat is requested to forward PAP24/output/2 (Revised meetings programme for 2010 – 2014) to Council and bring to its attention the proposed changes. Done 13

9 The Secretary is requested to discuss options for displaying the combined IALA & WWA programme on the revised website with Suzie Prosser. Done 13

10 The Deputy Secretary-General and the Secretary are requested to review the basis for the current programme of meetings ad report their findings to PAP25. 13

11 Stuart Ruttle is requested to attend PAP25. Done 14

12 The Secretary is requested to correct any errors in document numbering on the website. Done 14

13 The Secretariat is requested to consider issues involving documentation and be prepared to discuss the topic at PAP25. 14

14 The Deputy Secretary-General is requested to provide a summary of his observations to PAP about IALA before the end of December 2012. 15

15 The Deputy Secretary-General is requested to draft a policy document for meetings of IALA bodies as an input to the 54th session of the IALA Council. 18

16 The Secretariat is requested to forward the report of PAP24 (PAP24/output/1) to the IALA Council, to note. Done 19

Actions for the WWA

Nil

Actions for Members

17 The EEP Committee is requested to finalise the historic lighthouse template and then use it to commence populating an historic lighthouse database. 5

18 The Chairmen of each Committee are requested to consider priorities for the drafting of product specifications for discussion at PAP25. 6

19 The e-NAV Committee is requested to consider the feasibility of creating an AIS Manual. 7

20 The e-NAV Committee is requested to provide a paper on the reliability of AIS data for use in courts to LAP. 9

21 The VTS and e-NAV Committees are requested to include a monitoring item for (C)PAF activities in their Work Programme. 10

22 All Committees are requested to make the IALA Dictionary a standing agenda item. 10

23 Paul Ridgway is requested to call a pre-meeting of the dictionary editorial team, to discuss any dictionary items being submitted to PAP25. 10

24 The VTS, e-NAV, EEP and ANM Committees are requested to devise a plan for the periodic review of their Recommendations and Guidelines and build it into their Work Programme proposals for 2014 - 2018. 14

25 Stuart Ruttle is requested to review the current IALA Recommendations and Guidelines, with a view to their categorisation and provide input to PAP25. 14

26 Nick Ward is requested to consider how to draw together AIS documentation and provide input to PAP25. 14

27 All members of PAP are requested to consider issues involving documentation and be prepared to discuss the topic at PAP25. 14

28 Committee members are requested to use IALA LinkedIn and to consider becoming moderators. 16

29 Chairmen of Committees are requested to seek high definition photographs, suitable for use on the front cover of The Bulletin. Such photographs should be declared free of any publishing restrictions. 16

30 Chairmen of Committees are requested to ask their members for comments about any aspects of IALA’s activities that are not being covered in The Bulletin 16

31 The PAP is requested to consider the Committee structure for 2014 - 2018, in time for discussion immediately before PAP25. 16

32 In the preparation of their 2014 – 2018 Work Programmes, Chairmen of Committees are requested to leave no task unallocated to a Working Group, have a Workshop / Seminar task for each Working Group, include any mandatory monitoring / standing agenda items and consider when workshops / seminars ought to be held. 17

33 Committee Chairmen are requested to consider who of their Committee members might prove successful or benefit from being a Working Group Chair. 18

34 The Chairman of the ANM Committee is requested to resolve the multiple definitions of AtoN and prepare an Information Paper to the Council, proposing the adoption of the term ‘AtoN services’. 18