



Report of the 19th Session of the IALA Policy Advisory Panel (PAP)

27 & 28 October 2009

Executive Summary

- Possible need to correspond with the UK Civil Aviation Authority (CAA) (Pages 5 & 7);
- Concern regarding AIS binary messages (Pages 7 & 17);
- Emerging significance of Off-shore renewable energy installations (OREI) (Page 8);
- Funding of 5 delegate places at 2010 Conference by IMC (Page 8);
- Apparent lack of understanding of safety of navigation at MSC(Pages 8 & 9);
- Impact of year-long break between Committee meetings (Pages 6 & 10);
- Intentions for AtoN training (Page 11);
- Forwarding of draft Recommendation E-142 on Maritime Information Sharing 'IALA Net' to Council (Page 12);
- Progress being made with IWRAP Mk2 and challenges for further development (Page 13);
- Forwarding of Committee Work Programmes for 2010 – 2014 to Council (Page 13);
- IALA Bulletin 2010 publication and deadline dates (Page 15);
- Pilotage issue regarding NAVGUIDE text requiring Council decision (Page 16).

Table of Contents

1	Welcome	4
2	Approval of the agenda	4
2.1	Agenda	4
2.2	Input papers	4
2.3	Participants	4
2.4	Output and Working Papers	5
2.5	Action Items	5
3	Review of Action Items from PAP16	5
4	Update on the work of the IALA Committees and Council	7
4.1	VT3 Committee	7
4.2	e-NAV Committee	7
4.3	EEP Committee	7
4.4	ANM Committee	7
4.5	IMC	8
4.6	Council Report – 45 th Session	8
5	Work of other bodies	8
5.1	Report from MSC86	8
5.2	NAV56	9
6	The IALA Dictionary	9
7	e-Navigation – Across Committees	9
7.1	IALA plan for e-Navigation	9
7.2	Responsibility for Strategy & Operations in e-Navigation	10
7.3	IALA Universal Maritime Data Model (UMDM)	10
8	The training of Aids to Navigation personnel	11
8.1	IALA WorldWide Academy	11
9	IALA NET	11
9.1	Draft recommendation on IALA Net	12
10	IALA and Risk Management	12
10.1	IWRAP MK 2 – Progress	12
10.2	IWRAP Mk2 Training Workshop	12
11	Developing a Metadata Standard – AtoN Attribute Information	13
12	Work Programme 2010 – 2014	13
12.1	Strategy report	13
12.2	Work Schedule for 2010 - 2014	13
13	Review of IALA procedures	13
13.1	Rules of procedure	14
13.2	Attendance at IALA Committees	14
13.3	IALA documentation system	14
14	IALA IT Facilities	15
15	IALA Bulletin & Related matters	15
16	Any Other Business	16

16.1	Committee Chairs / Vice Chairs	16
16.2	Co-ordination of the IALA overview session at the 2010 Conference	16
16.3	Virtual AtoN Workshop (January 2010)	16
16.4	Pilotage as an aid to navigation	16
16.5	Polar meeting (February 2010)	16
16.6	AIS Binary messages	17
17	Date and time of the next meeting	17
ANNEX 1	Agenda	18
ANNEX 2	Input Documents	20
ANNEX 3	Output and Working papers	23
ANNEX 4	Action Items	24
ANNEX 5	Conference – IALA Overview session	26



Report of the 19th Session of the IALA Policy Advisory Panel (PAP19)

1 WELCOME

The nineteenth session of the Policy Advisory Panel (PAP) was held on 27 & 28 October 2009, at IALA Headquarters, Saint Germain en Laye, France with Torsten Kruuse in the Chair. The Secretary for the meeting was Mike Hadley.

The Chairman opened the meeting and welcomed all members.

2 APPROVAL OF THE AGENDA

2.1 Agenda

The Agenda (PAP19/2/1 rev3) was adopted, noting some late papers, which were distributed at the meeting. A copy of the agenda is provided at ANNEX 1.

2.2 Input papers

The list of input papers (PAP19/2/2) was noted. A copy is at ANNEX 2.

2.3 Participants

Torsten Kruuse	IALA Secretary General	IALA
Svend Eskildsen	IALA Council / Chair LAP	Denmark
Ove Eriksson*	IALA Council	Sweden
Mike Hadley	Technical Co-ordination Manager	IALA
Jean Charles Leclair	IALA Representative to IMO	IALA
Marie-Helene Grillet**	Administration Manager	IALA
Duncan Glass	Chair, ANM Committee	UK
Omar Eriksson	Chair, EEP Committee	Denmark
Mike Sollosi	Chair, VTS Committee	USA
Bill Cairns	Chair, e-NAV Committee	USA
Andre Chateauvert	Vice-Chair, ANM Committee	Canada
Rudy Zuurbier	IMC Vice President	IMC
Paul Ridgway	IALA Bulletin	IALA

* On 27 October

** On 28 October

Apologies had been received from:

Seamus Doyle	Vice-Chair, EEP Committee	Ireland
Neil Trainor	Vice Chair, VTS Committee	Australia
Nick Ward	Vice-Chair, e-NAV Committee	UK

2.4 Output and Working Papers

A list of output and working papers is provided at ANNEX 3.

2.5 Action Items

A list of action items is provided at ANNEX 4.

3 REVIEW OF ACTION ITEMS FROM PAP18

Action Items from the previous meeting were reviewed. It was noted that the majority of Action Items were complete. The following comments were made:

Action 4 Jean-Charles Leclair is requested to draft a template suitable for submission of liaison statement to IMO.

Mike Hadley said that, following further evaluation of this action it had been decided that a specific IALA template for IMO liaison notes or documents would be inappropriate, as each instance needed to be judged on its merits. There is an IMO document template available, if required.

Action 8 Jean-Charles Leclair is requested to provide the finalised draft input to MSC87 for consideration by all the Committees. Deadline for input is 14 August 2009.

Jean-Charles Leclair said that this action is on-going but that its nature was likely to change, as a more substantial input, possibly in the form of a recommendation for IMO to adopt a resolution is now indicated. This would require the support of one or more member states.

Action item

Jean-Charles Leclair is requested to draft an MSC Resolution regarding the existence of tools to answer the obligation arising from regulations 12 and 13 of SOLAS Chapter V. The Resolution to be submitted to MSC89 (December 2010).

Action 9 ANM13 is requested to review the response from ICAO and advise PAP if further action is required.

This response to this action was outlined, noting that the problem prompting it remains ongoing. This involves the UK's Civil Aviation Authority requiring marking on off-shore wind turbines in a manner that is not in accordance with ICAO guidance. It was reported that internal UK action is being taken but in case it was not felt to be making headway, it was agreed that the Trinity House Council member should be prepared to seek Council approval for IALA to inform ICAO that if the UK CAA could not be prevailed upon to address the legitimate concerns of the maritime community, it would be obliged to take the matter up with IMO. To this end, it was requested that a supporting draft letter be available for Council consideration.

Action item

Duncan Glass is requested to brief the Trinity House Council member on the approach proposed to deal with the ICAO / UK CAA issue and, if required, to prepare a draft letter for Council approval.

Action 10 Duncan Glass is requested to discuss Juan Francesco Rebollo's reservation with the revised MBS booklet with him and report the outcome to the Secretary-General.

This action is complete but there was a concern that reservations about the action taken may remain.

Action 11 Committee Chairs are requested to identify 'volunteers' who will check the dictionary entries.

One additional volunteer (Terry Hughes (VTS)) has been identified, as a result of requests made by Committee Chairs, but Ómar Frits Eriksson said that he was content with the level of support currently available. It was observed that the IHO has a dictionary, somewhat older than IALA's, and that it would be prudent to check the correlation between the two.

Action 18 Ómar Frits Eriksson is requested to draft a disclaimer to be used with translated dictionary terms.

Ómar Frits Eriksson said that a general disclaimer had been drafted and currently appears on each page of the dictionary. However, he felt that it would be appropriate for the disclaimer to be reviewed by the LAP. This was agreed. There then followed a discussion about the need for translation of terms, which was in principle agreed but with reservations about the accuracy of translations and the lack of translation resources. The general feeling was that the master language is English and that any translation was optional for members who cared to undertake it.

Action item

Ómar Frits Eriksson is requested to forward the IALA Dictionary disclaimer to LAP.

Action 20 Ómar Frits Eriksson is requested to investigate the value of holding one or more AtoN Training workshops at EEP13 and pass the results to ANM14 in a liaison note.

This action was considered to have been overtaken by events.

Action 21 ANM14 is requested to report the outcome of ANM13's discussion of the value of holding one or more AtoN Training workshops to PAP19.

This action was considered to have been overtaken by events.

Action 22 Nick Ward and Nick Lemon, assisted by Ómar Frits Eriksson and member of the VTS and ANM Committees are requested to develop a draft Recommendation on a Metadata Standard for AtoNs.

It was noted that further work had been done on this topic for e-NAV7 and that it has been forwarded to Council for approval. (See also agenda item 11)

Action 24 The e-NAV Committee is requested to forward its view on the utility of Electronic Pelorus to the EEP and ANM Committees.

This action is ongoing and is to be retained.

Action item

The e-NAV Committee is requested to forward its view on the utility of Electronic Pelorus to the EEP and ANM Committees.

Action 32 The Chairs of the VTS, e-NAV, EEP and ANM Committees are requested to review the subject of inter committee liaison and report their conclusions to PAP19.

The general consensus was that inter-Committee liaison is working well, not least through PAP. e-NAV7 have proposed a possible change in the order of the holding of Committee meetings, which will be discussed under agenda item 13, and there were some concerns about the coming year-long gap between meetings. This had caused ANM to copy liaison note to Committees to the relevant Chair and Vice Chair. The use of liaison officers, acting as rapporteurs between Committees works well, although it was noted that the e-NAV Committee was looking for a volunteer to assume this role with respect to the VTS Committee.

4 UPDATE ON THE WORK OF THE IALA COMMITTEES AND COUNCIL

4.1 VTS Committee

Mike Sollosi presented the working and outcomes of VTS30, which had seen 9 new attendees and six apologies, all due to financial constraints. The overall indication is that the Committee is continuing to increase in size.

It was noted that an e-NAV Committee rapporteur is being sought and that it was being considered whether or not to continue the WWA rapporteur item, as no one from the VTS Committee is participating. It was reported that the task of the Information Management Working Group (WG) is dwindling, as much of its work is now moving to e-Navigation, and that this might occasion some reorganisation at VTS31. The sessions deliverable were outlined and, in subsequent discussion it was agreed that, if approved by the Council, the brochure on fatigue would be provided as an insert to the Bulletin and be posted on the IALA website.

The supporting presentation is an output from the meeting.

4.2 e-NAV Committee

Bill Cairns outlined the developments at e-NAV7 where it had had recorded an attendance of 94. He said that all the current monitoring items had been rolled into the proposed future Work Programme and, in consequence, there would be no initial monitoring items at e-NAV8.

There was a short discussion about WG 1 and the MIS TG, which it was agreed would be continued under agenda item 13.

Concern was expressed about AIS regional binary messages and it was agreed that this should be added to agenda item 16. The synergy between the AIS and Communications WG was noted. The points identified for discussion at PAP were noted and the first one (WG Chairs) was discussed. The remaining two were agreed could be taken in later agenda items.

Following discussion, it was agreed that it was inappropriate for representatives of industrial members to Chair WG.

The supporting presentation is an output from the meeting.

4.3 EEP Committee

Ómar Frits Eriksson covered events at EEP13 and EEP14, which had both met since PAP18. The presentation also covered inter-sessional work and the heritage seminar in Santander. He reported that the ad hoc working group on conspicuity had been unable to finalise draft Guideline 1073 on Conspicuity of AtoN Signal Lights at Night, which EEP14 had authorised it to do, and so this document would not now be being submitted to Council46 for approval. Although it had been recognised that there was considerable work to do in the area of conspicuity, it had been hoped that a document could have been produced that would have informed the IALA membership of the current understanding about it.

The supporting presentation is an output from the meeting.

4.4 ANM Committee

Duncan Glass brought the meeting up-to-date with the activities of the ANM Committee.

The ICAO issue was revisited, with the previously agreed action being confirmed. As the move towards e-Navigation gathers pace, it was reported that the monitoring item on new technologies was likely to be dropped but that the AtoN questionnaire response analysis was gaining ground, with Portugal enthusiastically taking over from the splendid work of Erik Andersson; the 2008 responses were the largest number received ever (32) and, when combined with data from 2004 onwards, were starting to reveal trends that give useful information. The EWMB rapporteur task, having run its allocated 4 year time slot, this topic is also likely to cease being a monitored item. A

new rapporteur task on Off-shore Renewable Energy Installations is set to continue as the challenges posed by off-shore wind farms gather pace.

Duncan Glass asked that the considerable efforts put into the revision of the IALA MBS booklet, not least between ANM13 and ANM14 and then at ANM14, and also the revision of the NAVGUIDE be recognised. The report closed with a short discussion on the merits of publishing future NAVGUIDES (and possibly other IALA manuals) on-line, something that the Council is still considering. Given two separate usages being identified (text book and general information) it was concluded that there was probably justification for both types of presentation (hard and soft copy).

The supporting presentation is an output from the meeting.

4.5 IMC

Rudi Zuurbier said that membership is increasing and that the financial situation is sound. The 2010 Conference exhibition has passed its breakeven point with about 10 booths still available, although enquiries are still being received.

The provision of a free / to be paid for later booth for Turkey and its promotion of VTS2012 is being resisted as the IMC policy is for payment on registration, which it was noted also includes two delegate places.

Some surplus funds are to be used to sponsor 5 places for African delegates.

It was reported that the IMC has concluded that it needs a better understanding of activity in the Committees, despite the fact that some IMC members are already represented. It was also noted that continuity of experience of the workings of IALA is important when the IMC is re-elected and that e-Navigation representation on it is required.

4.6 Council Report – 45th Session

The Secretary-General said that a successful meeting had been held at IALA, in May. No actions for PAP had arisen from the meeting but attention was drawn to the strategy matters (section 6 of PAP19/4/1), which identified polar routes and virtual aids to navigation as key points.

5 WORK OF OTHER BODIES

5.1 Report from MSC86

PAP19/5/1 was noted.

Jean-Charles Leclair highlighted the LRIT and piracy as the key issues discussed at MSC86.

With regard to LRIT, the documentation is now in place but there is a query hanging over what follows, at the end of 2011, when the US ceases its support for the LRIT centre.

Satellite AIS was not really discussed and there seems some lack of understanding of the issues involved. It is becoming apparent that MSC is more concerned with ship safety, as opposed to safety of navigation and it was observed that there is contradiction in the timetable agreed for the implementation of ECDIS and the emphasis that IMO is giving to e-Navigation.

Other items mentioned were the intention for IMO to produce a Polar Code and the fact that, with the envisaged need for mandatory VTS Training, IALA would have difficulty in persuading IMO of this, given its NGO status.

In subsequent discussion it was proposed that, in order to promote the knowledge of safety of navigation at MSC, IALA should write to its national members asking them to consider this issue when the delegations to MSC are being decided.

Action item

Jean-Charles Leclair is requested to draft a letter for signature by the Secretary-General, requesting that national members consider experience of safety of navigation when the composition of their delegation to MSC is being decided.

Paul Ridgway, thanked Jean-Charles Leclair for his reportage of IMO meetings and asked if the issue of the assessment of the majority of ship accidents involving safety of navigation, as opposed to ship safety, could form the basis for a Bulletin article.

5.2 NAV56

PAP19/5/2 was noted.

Jean-Charles Leclair said that the dominant topics were e-Navigation, with the formation of the 2nd Correspondence Group, and the preparations required for the World Radio Conference (WRC).

Other topics highlighted were AIS binary messages, the use of which is expanding, the report of a Formal Safety Assessment of the English Channel (La Manche), which had resulted in a recommendation of the imposition of speed limits, agreement on revised pilot transfer arrangements and discussion of enlarged safety zones around off-shore structures.

It was observed that IWRAP Mk2 may be able to assist in the assessment of the efficacy of imposing a speed limit.

6 THE IALA DICTIONARY

Ómar Frits Eriksson said that he now had an adequate number of volunteers for initial data checking and that the dictionary was now populated. The text looks fine but data checking is ongoing. There is now a need to adapt terms so that they will be relevant for future use and it was proposed that such terms might be transferred to a different part of the dictionary (New Dictionary). A proposal for the process involved was described but it is not yet known how long this might take and hence likely speed of progress. It probably calls for an off-line approach.

It is clear that many, if not most, terms cross Committee boundaries.

It was mentioned that IHO also has a dictionary and it was agreed that this ought to be viewed to see if its terms, where they corresponded with IALA's, correlated.

Action item

The Secretariat is requested to facilitate contact between Omar Frits Eriksson and the custodian of the IHO dictionary.

The supporting presentation is an output from the meeting.

7 e-NAVIGATION – ACROSS COMMITTEES

7.1 IALA plan for e-Navigation

PAP19/7/2 was reviewed and, in particular the time line. In the light of PAP19.7.3, the plan was revised and PAP19/7/4 (also) PAP19/output/12 produced. It was recognised that although all Committees will participate in e-Navigation the main drivers will be external to IALA, principally IMO and its Correspondence Group (CG) on e-Navigation.

The anticipated year-long gap between e-NAV7 and e-NAV8 was discussed and, in order to better meet the deadline requirements of the IMO CG, it was agreed that some inter-sessional work would be used to prepare for what is envisaged as a small editorial / drafting group meeting at IALA. The timing of this meeting needed to be able to provide some time for Council consideration of any documents requested to be submitted to NAV56 (bulky documents deadline 30 April) and resulted in the identification of the week commencing 12 April 2010 as the likely date.

In subsequent discussion it was noted that the VTS Committee may need to hold a VTM meeting, ahead of VTS31, that ANM had no requirement to meet before ANM15 and that EEP, whilst not requiring a full meeting, ahead of EEP15, would appreciate the opportunity to get its work

underway as early as possible. From this discussion rose the idea that, in order to promote Committee recruitment, the Chairs might hold a cocktail party on the Thursday evening of the Conference.

7.2 Responsibility for Strategy & Operations in e-Navigation

Duncan Glass represented that the belief in the ANM Committee is that there is a substantial body of work in the area of e-Navigation user requirements that it is able to undertake. The Committee is also eager to undertake this work and this is reflected in their outline work programme for 2010 - 2014.

This prompted a wide ranging discussion, in which the composition of e-NAV's WG1 was reviewed as was the possible need for the MIS TG to become a fully fledged WG. It was noted that the VTS Committee would have a significant input, with regard to VTM, and it was agreed that is a need to avoid duplication of effort.

The point was made that IALA's credibility in taking an holistic approach to e-Navigation depends on the inclusion of the expertise of attending representatives of Sister Organisations. In this respect, IMO now understands the e-NAV Committee and to change its structure might cause confusion. Bill Cairns said that the name for e-NAV's WG1 (Operations and Strategy) may now be a little dated and might be revised, possibly along the lines of user requirements and presentation. It was his view that the MIS TG will be taking a larger role in the coming Work Programme.

Overall, despite its size and the challenges that this poses, it was agreed that the e-NAV Committee should not be 'broken up'.

7.3 IALA Universal Maritime Data Model (UMDM)

PAP19/7/1 was reviewed and its implications discussed. Bill Cairns said that the model would contain information that would be permanently available for e-Navigation users. The information will require constant updating. It was unclear exactly what resources would be involved but there did seem to be some similarities with the requirements for IALA Net and the regional binary messages and it was noted that the recently agreed budget for 2010 was 'finely balanced'..

Questions posed included:

1. How is the model to be implemented?
2. How is it to be operated?
3. How is it to be maintained?
4. How are user alerted to updates?
5. What procedures will be employed?
6. What will be the cost (to install and then operate / maintain)?

Overall, it was agreed that the idea has merit but that more detail is required before a decision about forwarding the idea to Council can be made. It was observed that a demonstrator would be helpful.

Action item

The e-NAV Committee is requested to provide further information on the IALA UMDM to PAP20.

8 THE TRAINING OF AIDS TO NAVIGATION PERSONNEL

8.1 IALA WorldWide Academy

Jean-Charles gave the background to the concept and showed that the objective is to announce the creation of the WWA at the 2010 Conference. The point as made that activity currently lies within the IALA Secretariat and so there is no additional cost. It was also indicated that he concept requires greater visibility.

The intention is to combine VTS and AtoN training with other training, such as risk management. With regard to VTS, the focus is now on identifying experts who can assist / advise with accreditation. For AtoN training, model courses now need to be developed and, noting that the existing VTS model courses have recently been overhauled, there are identified topics for additional courses in the proposed VTS Work Programme. It seems likely that the ANM and e-NAV Committees may be called upon to develop model courses in the future.

It was indicated that, normally, IALA would not run courses, although this is currently happening for risk management.

Paul Ridgway asked if an article on the WWA could be provided for the IALA Bulletin.

The supporting presentation is an output from the meeting.

Action Item

If EEP14/output/13 (Draft Recommendation E-141 on AtoN Training) is approved at Council46, Jean-Charles Leclair is requested to provide an article on the WWA for the IALA Bulletin.

PAP19/8/1 was noted, with the observation that, with the advent of AIS, authorities can no longer ignore the availability of traffic data, which permits risk assessment and this the instigation of mitigating factors.

It was agreed that there is a need for the development of a high-level mode course, possibly for use by the World Maritime University (WMU), for managers of safety of navigation.

It was proposed that if any resulting model course were to be approved by the IALA Council it should be offered to the WMU. Jean-Charles Leclair then indicated that he would prepare a first draft of model course for EEP15, which could then be sent to all Committees for input and comment.

Mike Sollosi indicated that there may a possibility for collaboration with the USCG's Waterway Management Course, which is currently under development.

Finally it was suggested that there may be merit in, at some stage, advising IMO of IALA's intentions.

Action item

The Risk Management Tool Steering Group is requested to investigate the way forward.

The supporting presentation is an output from the meeting.

9 IALA NET

Ómar Frits Eriksson introduced this subject with a presentation. He gave an overview of a recent Workshop in Copenhagen and indicated that the system will take approximately \$2M to set-up and a further \$2M to run. He then reviewed the outcomes from the meeting, indicating that the intention is to provide a free flow of information, which can be used by applications, which is where the commercial interest lies. This approach call for standardisation of data, which will not just be AIS and that this impacts on the architecture. He then observed that IALA Net was looking increasingly like one of the building blocks for e-Navigation.

In response to a query about operational requirements, Ómar Frits Eriksson said that initially the system is not seen as being 'real time' but having 'best availability'. Initially, therefore, it should not be considered for use in navigation.

Current issues include AIS data sharing and AIS data release criteria. This is leading to thoughts of licensing for all data. This, in turn, is making the option for open source development attractive, although whilst removing licensing issues still leaves the question of maintenance and how to control future development.

In running through the action items arising from the workshop, it was noted that the current estimate is that running IALA Net would be likely to require ½ a person per year.

The overall assessment, was that IALA Net is gathering momentum.

9.1 Draft recommendation on IALA Net

A draft Recommendation on Maritime Information Sharing 'IALA Net' was tabled by Ómar Frits Eriksson, reviewed by the panel and subsequently approved as PAP19/output/10.

Action item

The Secretariat is requested to forward PAP19/output/10 (Draft recommendation E-142 on Maritime Information Sharing 'IALA Net') to the IALA-NET Steering Committee for approval.

If approved by the IALA-NET Steering Committee, the Secretariat is requested to forward PAP19/output/10 (Draft recommendation E-142 on Maritime Information Sharing 'IALA Net') to Council for approval.

10 IALA AND RISK MANAGEMENT

10.1 IWRAP MK 2 – Progress

Ómar Frits Eriksson provided a brief overview of the seminar in Kuala Lumpur, which had gone well and produced results that corresponded, satisfyingly, with historical data.

He itemised two challenges:

1. To continue the work on the model, with regard to what happens with the introduction of AtoN into a waterway;
2. Further development of the programme by Gatehouse.

With regard to the incorporation, it is necessary to understand how their presence affects the model's prediction of frequency of collisions and groundings. The work will include lateral distribution and causation factors.

With regard to development by Gatehouse, the company's assessment is that they have reached the point at which the basic model has been completed and it is now time to proceed to commercial exploitation. Finance is an underlying issue but there is a need to keep up pressure for development. It was noted that Project EfficienSea is contributing to the relationship between risk and AtoN deployment.

10.2 IWRAP Mk2 Training Workshop

Jean-Charles Leclair outlined the programme and arrangements for the workshop, which will be held at IALA between 16 and 18 February 2010, cost €350. He urged that senior managers should be encouraged to attend, so that they can understand what the tool can do.

The Secretary-General then raised the subject of PAWSA and the need to train 4-5 facilitators, so that IALA members are not dependent on the apparently single, available commercial alternative. It was reported that the USCG are now growing their own 'in house' facilitators and that the programme continues to be developed with a view to making it more user friendly. It was observed that the use of PAWSA can promote local acceptance of waterway development.

Action item

Together with the Risk Management Tool Steering Group, Ómar Frits Eriksson is requested to consider options for implementing a PAWSA facilitator's workshop.

11 DEVELOPING A METADATA STANDARD – AtoN ATTRIBUTE INFORMATION

Bill Cairns reported that, thanks to inter-sessional work, a draft Guideline had been input to e-NAV7, where it was finalised and approved for submission to the Council for approval.

It was then agreed that this agenda item can be considered closed.

12 WORK PROGRAMME 2010 – 2014

PAP19/12 5 to PAP19/12/8 refer.

The Secretary-General said that Council 45 had noted the draft Work Programmes submitted to it and that, following the recent PAP / Strategy meeting, there was no reason to suppose that Council46 would not approve them. However, he cautioned that with a new Council being elected at the Conference in March, there may be a wish to revisit the outline work programmes.

It was noted that the result of the PAP / Strategy analysis of tasks, with their priority, and allocation of responsibilities, the resulting table should be viewed as a useful tool, in helping to assess the priority of individual items in a Committee's work programme and whether high priority strategy are covered.

It was noted that it was now no longer necessary to specify the relevant strategy item against an individual Committee task.

Action Item

The Secretariat is requested to forward PAP19/output/6 (VTS Outline Work Programme 2010 – 2014) to Council for approval.

The Secretariat is requested to forward PAP19/output/7 (e-NAV Outline Work Programme 2010 – 2014) to Council for approval.

The Secretariat is requested to forward PAP19/output/8 (EEP Outline Work Programme 2010 – 2014) to Council for approval.

The Secretariat is requested to forward PAP19/output/9 (ANM Outline Work Programme 2010 – 2014) to Council for approval.

12.1 Strategy report

PAP19/12/1 refers.

It was considered that no more need be said on this topic.

12.2 Work Schedule for 2010 - 2014

PAP19/12/3 was reviewed, amended and approved for submission to Council for approval.

Action item

The Secretariat is requested to forward PAP19/output/2 (Draft meeting dates 2010 – 2014) to Council for approval.

13 REVIEW OF IALA PROCEDURES

PAP19/13/1 was reviewed, amended and approved for submission to Council for approval.

Mike Hadley that updated templates for Guidelines, recommendations, inter-Committee liaison notes and liaison notes to external bodies had recently been uploaded to the ftp server.

Following discussion, it was agreed to leave the order in which the Committees meet unchanged.

Action item

The Secretariat is requested to forward PAP19/output/3 (IALA Committee structure 2010 – 2014) to Council for approval.

13.1 Rules of procedure

PAP19/13/2 was reviewed, amended and approved for submission to Council for approval.

Action item

The Secretariat is requested to forward PAP19/output/4 (Rules of Procedure for IALA Committees 2010-2014) to Council for approval.

Paper 19/12/2 was reviewed, amended and approved for submission to Council for approval.

Action item

The Secretariat is requested to forward PAP19/output/5 (Work Structure for IALA 2010-2014) to Council for approval.

It was noted that a delegate to the recent VTS Training Workshop had asked about documentation procedures and quality control. In essence, it was stated that documents are produced by leading experts in a particular field, are reviewed by their peers (the Committee), edited by the IALA Secretariat and finally submitted to Council for approval for publication. It was not considered that a more rigorous process needed to be implemented. Based on the foregoing and the contents of PAP19/12/2, the TCM was asked to produce a written statement about IALA documentary procedures and their quality control.

Action item

Mike Hadley is requested to provide a paper on IALA documentation procedures and their quality control to PAP20.

13.2 Attendance at IALA Committees

In view of recent queries, the rules for attendance at meeting were restated. In summary they are:

- Representatives of members attend by right;
- Representatives of Sister Organisations attend with the approval of the Secretary-General;
- Prospective members may send a representative for a 'one off' visit, with the approval of the Committee Chair;
- Chairmen may invite presentations from organisations or individuals who they deem can contribute to their Committee's work.

For full details see PAP19/output/4 (Rules of Procedure for IALA Committees 2010-2014)

It was agreed that a Chairman has the right of refusal to non-members but that the Secretary-General will act as a final arbiter, should there be a complaint.

13.3 IALA documentation system

PAP19/13/3 refers.

The purpose behind the proposed system was presented by Mike Hadley, with amplification from Bill Cairns. It was clear that there would be significant implications for the Secretariat, especially

with regard to existing IALA documentation. It was observed that this idea had some relationship with an earlier request to digitise all IALA documentation currently only held in hard copy; something that is currently only done on an individual request for a specific document. This procedure mirrors current practice at IMO.

It was agreed that the system proposed would make documents, especially historical documents, easier to find but an unanswered question was 'Would it be worth it?' Although the idea clearly has merit, it would benefit from further explanation. However, it was agreed that, currently, there are no resources available to undertake it.

14 IALA IT FACILITIES

Mike Hadley informed the Panel that the two new (now secure) guest WiFi hubs were working well and had appeared to withstand the rigorous testing of use by the e-NAV Committee. A further development, the provision of higher broadband capacity, is planned but is dependent on the resolution of an investigation into improved wiring.

It was reported that the IALA external website had recently been updated and now seems to be over its initial teething troubles, although one problem had recently excluded use of the site from within IALA for just over week. As the EEP Committee were meeting during this period, it had served to emphasise just how much the site is used by IALA members.

On behalf of the IALA Conservation community, Omar Frits Eriksson requested the provision of a Heritage page on the IALA website. This request was considered and agreed. However, the Secretary-General suggested that, as a quid pro quo, the members of EEP WG2 should expedite the work of creating an historic lighthouse template and then using it to populate the historic lighthouse database.

Action items

The Secretariat is requested to investigate the provision of a 'Heritage page' on the IALA website, keeping Omar Frits Eriksson and Bob Macintosh informed.

Mike Hadley reported one minor 'challenge' in that there are a (very) few documents posted on the website that do not conform to the categorisation template used to upload them. Noting that a previous haphazard categorisation had been rigorously streamlined to produce the current system, Mike Hadley was asked to investigate a way in which these 'miscellaneous' documents could be accommodated.

Action item

Mike Hadley is requested to investigate the way in which 'miscellaneous' publications can best be incorporated into the IALA documentation system on the external website.

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

15 IALA BULLETIN & RELATED MATTERS

PAP19/15/1 refers.

Paul Ridgway said that the current edition of the Bulletin contained the first of what is expected to be a regular feature - 'AIS newsletter'. He provided the following publication and deadline for submission dates:

Bulletin edition	Issue date	Deadline for articles
2010/1	March 2010	2 nd January 2010
2010/2	June 2010	1 st April 2010
2010/3	September 2010	1 st July 2010
2010/4	December 2010	1 st October 2010

Paul Ridgway completed his report by thanking all contributors and sponsors and requesting that the flow of articles continue.

The panel then voiced its thanks for the excellent standard of the Bulletin and Paul Ridgway's hard work in producing it.

16 ANY OTHER BUSINESS

16.1 Committee Chairs / Vice Chairs

The topic was discussed and proposals to be made to Council agreed.

Action item

The Secretary-General is requested to inform Council of the PAP's views on who should be the Chairs / Vice Chairs for the next Work Programme.

16.2 Co-ordination of the IALA overview session at the 2010 Conference

The current proposal was reviewed, amended and agreed. The finalised result is at ANNEX 5.

16.3 Virtual AtoN Workshop (January 2010)

Duncan Glass, Chairman for the Workshop, ran through the programme and meeting arrangements. The prospective attendance list was reviewed, noting that the limiting number (40) had almost been reached.

The aim will be to have a draft Guideline by the end of the workshop, for which an outline skeleton needs to be ready before the event. It was also emphasised that each of the presenters needs to be well prepared.

Post meeting note. The limit of 40 attendees was reached during the morning of 29 October.

16.4 Pilotage as an aid to navigation

Duncan Glass and Bill Cairns rehearsed the background to the issue, which had arisen from a formal statement by IMPA at e-NAV7 about the NAVGUIDE, followed by a written submission to ANM14, which was presented at the meeting by the Secretary-General of IMPA. Duncan Glass explained that a form of words had been found to accommodate IMPA's concerns. However, on reviewing other suggested amendments to the text of the NAVGUIDE, exception was taken to one change and the existing wording was reinstated in [square brackets] with a request that the Council consider whether IMPA's proposed amendment could be accepted.

The relevant portion of the revised NAVGUIDE is the third paragraph of section 6.1.1, which should now read:

When a pilot boards a vessel, it is customary for the pilot to be given "**conduct of the vessel**", but not "**command**". The role of the pilot [is to act as an adviser to the master, which] often includes:

Action items

The Secretariat is requested to draw the attention of the editor of the NAVGUIDE to the change to the text finalised at ANM14.

The Secretariat is requested to draw the attention of Council to the text in [square brackets] in section 6.1.1 of the revised NAVGUIDE, when it is considering the document for approval to publish.

16.5 Polar meeting (February 2010)

The programme and the invitees (Council members for Canada, Denmark, Norway, Russia and the US), together with their potential delegations were discussed. The options for marking safe

waterways, which would probably need to be surveyed, were rehearsed. It is anticipated that a new system will need to be devised and implemented, as neither IALA System A or B offer a possible solution.

The aim is to produce a draft recommendation by the end of the meeting and, if possible, start work on one or more Guidelines. Again, the need for preparation was stressed.

16.6 AIS Binary messages

It has become apparent that although IMO is the official repository for AIS binary messages it does not have the resources to undertake the task. It was suggested that one or more member states could suggest to IMO that perhaps IALA could assist in the task, if the Council would be content with such an arrangement. Mike Sollosi said that he would see if, in liaison with IMO, he could arrange for a paper to be provided for Council46's consideration, noting the tight deadline.

Action item

Mike Sollosi is requested to investigate the possibility of providing a paper about revised custody arrangements for AIS binary messages, in conjunction with IMO, to Council 46.

17 DATE AND TIME OF THE NEXT MEETING

It was agreed that, subject to Council approval of PAP19/output/2, the next meeting of the IALA Policy Advisory Panel (PAP20) would take place on 19 -20 October 2010, starting at 1000 hours, at the IALA HQ. This meeting will follow a meeting of the Conference 2014 Steering Group on 18 October.

There being no further business, the Secretary-General thanked the Committee members for their participation, their stamina in being able to complete the meeting that evening and wished them a safe journey home

ANNEX 1 AGENDA

19th Session of the IALA Policy Advisory Panel Meeting

Agenda

Date, Time and Venue	Objectives
27 to 28 October, 2009 IALA HQ, St. Germain en Laye, France	<ul style="list-style-type: none"> • Co-ordination of the work of the IALA Committees • Issues that affect all Committees
<p>A Conference Steering group meeting will start at 1000 on 26 October.</p> <p>The combined Strategy / PAP meeting will start at 1400 hrs on 26 October 2009.</p> <p>The PAP meeting will start at 1400 on 27 October and conclude on 28 October 2009.</p>	

Agenda Item	Responsibility/Action
1. Welcome	Torsten Kruuse
2. Approval of agenda	All
2.1. Review of input papers	Mike Hadley
3. Review of Action Items PAP 18	Mike Hadley
4. Update on the work of the IALA Committees and Council	Committee Chairs / Vice-Chairs
4.1. VTS Committee	Mike Sollosi
4.2. e-NAV Committee	Bill Cairns
4.3. EEP Committee	Ómar Frits Eriksson
4.4. ANM Committee	Duncan Glass
4.5. IMC	Rudi Zuurbier
4.6. Council report – 45 th Session	IALA
5. Work of other bodies	
5.1. Report – MSC86	Jean-Charles Leclair
5.2. Report - NAV55	Jean-Charles Leclair
6. The IALA Dictionary	Ómar Frits Eriksson
7. e-Navigation - across Committees	All
7.1. IALA plan for e-Navigation	Nick Ward
7.2. Responsibility for Strategy & Operations in e-Navigation	Duncan Glass
7.3. IALA Universal Maritime Data Model	Bill Cairns

- | | | |
|-------|--|----------------------|
| 8. | The training of Aids to Navigation Personnel | Jean-Charles Leclair |
| 8.1. | IALA WWA | Jean-Charles Leclair |
| 8.2. | Responsibility of maritime authorities regarding safety of navigation – model course | Jean-Charles Leclair |
| 9. | IALA NET | Jean-Charles Leclair |
| 9.1. | Draft Recommendation on IALA Net | Ómar Frits Eriksson |
| 10. | IALA and Risk Management | |
| 10.1. | IWRAP Mk 2 – progress | Ómar Frits Eriksson |
| 10.2. | IWRAP Mk 2 – Training Workshop (Feb09) | Ómar Frits Eriksson |
| 11. | Developing a metadata standard – AtoN Attribute information | Nick Ward |
| 12. | Work Programme 2010 – 2014 | All |
| 12.1. | Strategy report | Torsten Kruuse |
| 12.2. | Work Schedule for IALA_2010-2014 | Mike Hadley |
| 13. | Review of IALA procedures | Mike Hadley |
| 13.1. | Committee structure | Mike Hadley |
| 13.2. | Rules of Procedure | Mike Hadley |
| 13.3. | Attendance at Committee meetings | Mike Hadley |
| 13.4. | IALA documentation system | Mike Hadley |
| 14. | IALA IT facilities | Mike Hadley |
| 15. | IALA Bulletin & related matters | Paul Ridgway |
| 16. | Any Other Business | Torsten Kruuse |
| 16.1. | Committee Chairs / Vice Chairs (2010 – 2014) | Torsten Kruuse |
| 16.2. | Co-ordination of IALA overview at Conference | Mike Hadley |
| 16.3. | Virtual AtoN workshop (Jan10) | Duncan Glass |
| 16.4. | Pilotage as an Aid to Navigation | Duncan Glass |
| 16.5. | Polar meeting (Feb10) | Torsten Kruuse |
| 16.6. | AIS binary messages | Torsten Kruuse |
| 17. | Date and Venue of next meeting | Torsten Kruuse |

All members are encouraged to propose agenda items or submit papers for the agenda items above.

ANNEX 2 INPUT DOCUMENTS

All papers are posted on the FTP server

Items highlighted are not on the Committee website.

Agenda Item 1 **Welcome**

Agenda Item 2 **Approval of the agenda**

Number	Title / Author (if required)	Presented by	Posting
PAP19/2/1	Draft Agenda rev2	TK	Late
PAP19/2/2	List of input Papers	MH	Late

Agenda Item 3 **Review of Action Items from PAP18**

Number	Title / Author (if required)	Presented by	Posting
PAP19/3/1	Action Items from PAP18	MH	1
PAP19/3/2	VT30 Liaison note to PAP-Marine Electronic Highway Renumbered from PAP19/16/2	MS	Late

Agenda Item 4 **Update on the work of the IALA Committees & Council**

Number	Title / Author (if required)	Presented by	Posting
PAP19/4/1	IALA Council 45 th Session	TK	1

Agenda Item 5 **Work of other bodies**

Number	Title / Author (if required)	Presented by	Posting
PAP19/5/1	MSC86 Report	J-CL	1
PAP19/5/2	NAV55 Report	J-CL	1

Agenda Item 6 **The IALA Dictionary**

Number	Title / Author (if required)	Presented by	Posting
PAP19/6/1			

Agenda Item 7 **e-Navigation - across Committees**

Number	Title / Author (if required)	Presented by	Posting
PAP19/7/1	Introduction to IALA UMDM	BC	2
PAP19/7/2	IALA Plan for e-Navigation rev 1 Replaced by PAP19/7/4	BC	2
PAP19/7/3	Liaison Note to e-NAV by EEP14 on Draft IALA Plan for e-Navigation rev1	OFE	2
PAP19/7/4	IALA Plan for e-Navigation rev 2	BC	Late

Agenda Item 8 **The Training of AtoN personnel**

Number	Title / Author (if required)	Presented by	Posting
PAP19/8/1	Responsibility of Marine Authorities regarding Safety of Navigation	J-CL	1

Agenda Item 9 **IALA Net**

Number	Title / Author (if required)	Presented by	Posting
PAP19/9/1			

Agenda Item 10 **IALA & Risk Management**

Number	Title / Author (if required)	Presented by	Posting
PAP19/10/1			

Agenda Item 11 **Developing a metadata standard – AtoN attribute information**

Number	Title / Author (if required)	Presented by	Posting
PAP19/11/1			

Agenda Item 12 **Work Programme – 2010 to 2014**

Number	Title / Author (if required)	Presented by	Posting
PAP19/12/1	IALA Strategy Group Kiel 2009 Report to PAP	TK	1
PAP19/12/2	Draft Work Structure for IALA 2010-2014	MH	1
PAP19/12/3	Draft Meeting dates 2010 - 2014	MH	1

PAP19/12/4	VTS Outline Work Programme 2010-2014 Superseded by PAP19/12/7	MS	2
PAP19/12/5	e-NAV Outline Work Programme 2010-2014	BC	1
PAP19/12/6	EEP Outline Work Programme 2010-2014	OFE	2
PAP19/12/7	Outline VTS Work Programme 2010 – 2014 rev1	MS	Late
PAP19/12/8	Outline ANM Work Programme 2010-2014	DG	Late

Agenda Item 13 **Review of IALA procedures**

Number	Title / Author (if required)	Presented by	Posting
PAP19/13/1 rev1	IALA Committee structure	MH	2
PAP19/13/2	Draft Rules of Procedure for IALA Committees 2010-2014	MH	1
PAP19/13/3	Liaison note from e-NAV7 - IALA documentation framework	MH	2

Agenda Item 14 **IALA IT Facilities**

Agenda Item 15 **IALA Bulletin & related matters**

Number	Title / Author (if required)	Presented by	Posting
PAP19/15/1	Note by the editor of the IALA Bulletin	PR	2

Agenda Item 16 **Any Other Business**

Number	Title / Author (if required)	Presented by	Posting
PAP19/16/1	e-NAV7 Liaison note to IALA Secretariat & PAP IALA documentation framework Replaced by PAP19/13/3	MH	1
PAP19/16/2	VTS30 Liaison note to PAP Marine Electronic Highway Re-numbered as PAP19/3/2	MS	1

Agenda Item 17 **Date and venue of next meeting**

ANNEX 3 OUTPUT AND WORKING PAPERS

Output Papers

Number	Title	Status
PAP19/output/1	Draft Report	To Council to note
PAP19/output/2	Draft Meeting dates 2010 - 2014	To Council for approval
PAP19/output/2a	Draft Meeting dates 2010 – 2014 (Excel & printable of A3 paper)	To Council to note
PAP19/output/3	IALA Committee structure 2010 - 2014	To Council for approval
PAP19/output/4	Rules of Procedure for IALA Committees 2010-2014	To Council for approval
PAP19/output/5	Work Structure for IALA 2010-2014	To Council for approval
PAP19/output/6	VTS Outline Work Programme 2010 - 2014	To Council for approval
PAP19/output/7	e-NAV Outline Work Programme 2010-2014	To Council for approval
PAP19/output/8	EEP Outline Work Programme 2010-2014	To Council for approval
PAP19/output/9	ANM Outline Work Programme 2010-2014	To Council for approval
PAP19/output/10	Draft Recommendation E-142 on Maritime Information Sharing 'IALA-NET'	To Council for consideration
PAP19/output/11	Liaison note to Council-Marine Electronic Highway	To Council for approval
PAP19/output/12	IALA Plan for e-Navigation rev2	To e-NAV8 and inter-sessional

Working Papers

There were no Working Papers

All presentations used during the meeting are available on the FTP server.

ANNEX 4 ACTION ITEMS

Actions for the Secretariat

- 1 Jean-Charles Leclair is requested to draft an MSC Resolution regarding the existence of tools to answer the obligation arising from regulations 12 and 13 of SOLAS Chapter V. The Resolution to be submitted to MSC89 (December 2010). 5
- 2 Jean-Charles Leclair is requested to draft a letter for signature by the Secretary-General, requesting that national members consider experience of safety of navigation when the composition of their delegation to MSC is being decided. 9
- 3 The Secretariat is requested to facilitate contact between Omar Frits Eriksson and the custodian of the IHO dictionary. 9
- 4 The Secretariat is requested to forward PAP19/output/10 (Draft recommendation E-142 on Maritime Information Sharing 'IALA Net') to the IALA-NET Steering Committee for approval. 12
- 5 If approved by the IALA-NET Steering Committee, the Secretariat is requested to forward PAP19/output/10 (Draft recommendation E-142 on Maritime Information Sharing 'IALA Net') to Council for approval. 12
- 6 The Secretariat is requested to forward PAP19/output/6 (VTS Outline Work Programme 2010 – 2014) to Council for approval. 13
- 7 The Secretariat is requested to forward PAP19/output/7 (e-NAV Outline Work Programme 2010 – 2014) to Council for approval. 13
- 8 The Secretariat is requested to forward PAP19/output/8 (EEP Outline Work Programme 2010 – 2014) to Council for approval. 13
- 9 The Secretariat is requested to forward PAP19/output/9 (ANM Outline Work Programme 2010 – 2014) to Council for approval. 13
- 10 The Secretariat is requested to forward PAP19/output/2 (Draft meeting dates 2010 – 2014) to Council for approval. 13
- 11 The Secretariat is requested to forward PAP19/output/3 (IALA Committee structure 2010 – 2014) to Council for approval. 14
- 12 The Secretariat is requested to forward PAP19/output/4 (Rules of Procedure for IALA Committees 2010-2014) to Council for approval. 14
- 13 The Secretariat is requested to forward PAP19/output/5 (Work Structure for IALA 2010-2014) to Council for approval. 14
- 14 Mike Hadley is requested to provide a paper on IALA documentation procedures and their quality control to PAP20. 14
- 15 The Secretariat is requested to investigate the provision of a 'Heritage page' on the IALA website, keeping Omar Frits Eriksson and Bob Macintosh informed. 15
- 16 Mike Hadley is requested to investigate the way in which 'miscellaneous' publications can best be incorporated into the IALA documentation system on the external website. 15
- 17 The Secretariat is requested to draw the attention of the editor of the NAVGUIDE to the change to the text finalised at ANM14. 16
- 18 The Secretariat is requested to draw the attention of Council to the text in [square brackets] in section 6.1.1 of the revised NAVGUIDE, when it is considering the document for approval to publish. 16

Actions for Members

- 19 Duncan Glass is requested to brief the Trinity House Council member on the approach proposed to deal with the ICAO / UK CAA issue and, if required, to prepare a draft letter for Council approval. 5

- 20 Ómar Frits Eriksson is requested to forward the IALA Dictionary disclaimer to LAP. 6
- 21 The e-NAV Committee is requested to forward its view on the utility of Electronic Pelorus to the EEP and ANM Committees. 6
- 22 The e-NAV Committee is requested to provide further information on the IALA UMDM to PAP20. 10
- 23 If EEP14/output/13 (Draft Recommendation E-141 on AtoN Training) is approved at Council46, Jean-Charles Leclair is requested to provide an article on the WWA for the IALA Bulletin. 11
- 24 The Risk Management Tool Steering Group is requested to investigate the way forward. 11
- 25 Together with the Risk Management Tool Steering Group, Ómar Frits Eriksson is requested to consider options for implementing a PAWSA facilitator's workshop. 13
- 26 The EEP Committee is requested to finalise the historic lighthouse template and then use it to commence populating an historic lighthouse database. 15
- 27 Mike Sollosi is requested to investigate the possibility of providing a paper about revised custody arrangements for AIS binary messages, in conjunction with IMO, to Council 46. 17

ANNEX 5

CONFERENCE – IALA OVERVIEW SESSION

Sunday 21st March 2010

Registration – Finance Advisory Committee – Council Meeting - Welcome Reception

Monday 22nd March 2010

1. Opening Ceremony
2. Where we are? (IALA - an overview session - include pilotage)
1100 - 1230 (5 minutes 'spare')

a. IALA President	Introduction (20 minutes)
b. IALA Sec Gen	Torsten Kruuse (20 minutes)
c. Global Shipping Trends	Sir Jeremy de Halpert (20 minutes)
d. International co-operation	Jean-Charles (25 minutes)
i. IMO & IALA	
ii. Update on tech coop missions	
iii. IALA Net	
iv. WWA	

1330 – 1500 (2 minutes 'spare')

e. ANM / e-NAV / VTS / EEP	Committee Chairmen (12 minutes each)
	Overview 2006-2010
f. Legal Advisory Panel	Svend Eskildsen (10 minutes)
g. Pilotage Authority Forum	Arve Dimmen (10 minutes)
h. Workshops and Seminars	TCM (10 minutes)
i. Update from IMC	President of IMC (10 minutes)
3. Exhibition opening
4. Official Conference Dinner