Document Revisions

**IALA Model Course**

**V-103**

**On**

**Train the Trainer**

**Edition 1**

**December 2011**



***AISM***Association Internationale de Signalisation Maritime ***IALA***

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Revisions to the IALA Document are to be noted in the table prior to the issue of a revised document.

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| **Date** | **Page / Section Revised** | **Requirement for Revision** |
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Foreword

The International Association of Marine Aids to Navigation and Lighthouse Authorities has been associated with Vessel Traffic Services since 1955 and recognises the importance of human resources to the development of efficient Vessel Traffic Services worldwide.

Taking into account the International Convention on Standards of Training, Certification and Watchkeeping of Seafarers, 1978, 2011 as amended (STCW Convention), the Seafarer’s Training, Certification and Watchkeeping Code (STCW Code) and STCW 95 Resolution 10, IALA has adopted Recommendation V-103 on Standards of Training and Certification of VTS Personnel.

The model training courses developed by IALA for VTS Personnel are:

Model Course V-103/1 - VTS Operators

Model Course V-103/2 - VTS Supervisor

Model Course V-103/3 - On-the-Job Training

Model Course V-103/4 – On the Job Training Instructor

Model Course V-103/5 – Train the Trainer of VTS Personnel

These model courses are intended to provide IALA Members and other appropriate Authorities charged with the provision of Vessel Traffic Services with specific guidance on the training of VTS Operators, VTS Supervisors and VTS Instructors. They may be used by maritime training Institutes and assistance in implementing any course may be obtained through the Association at the following address:

The Secretary General,

IALA/AISM, Tel: (+) 1 33 34 51 70 01

10, rue des Gaudines Fax: (+) 1 33 34 51 82 05

78100 Saint Germain en Laye, e-mail: contact@iala-aism.org

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**IALA Model Course on Train the Trainer**

# Heading 1 [Introduction]

Followed by Body Text

Information that is used to introduce the document, including reference to lead-up to the creation of the document. This should also include references to any IALA Conference or Symposium recommendations that led to the document creation.

All text should be English UK

## Heading 2

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Note. Titles of Tables go above them. This example has font size 10 with 3 pt above and below text and with the text centred vertically

### Heading 3

Followed by Body Text Indent

### Heading 3

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#### Heading 4

Followed by Body Text Indent 2

It should not be necessary to go to more than 4 levels of numbering and it is preferable to keep to 3.

# Heading 1 again [Background, as required]

Followed by body text

Background would be a section of the introduction, if required. It could refer to previous editions or other IALA documents that have been used / are superseded by this document.

## Heading 2 again

Followed by Body Text

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* Bullet 2

Can be followed by Bullet 2 text

* Bullet 3

Can be followed by Bullet 3 text

### Heading 3 again

Followed by Body Text Indent

#### Heading 4 again

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# Heading 1 again [Scope / Purpose (may be called Objectives)]

Body Text

1. List 1

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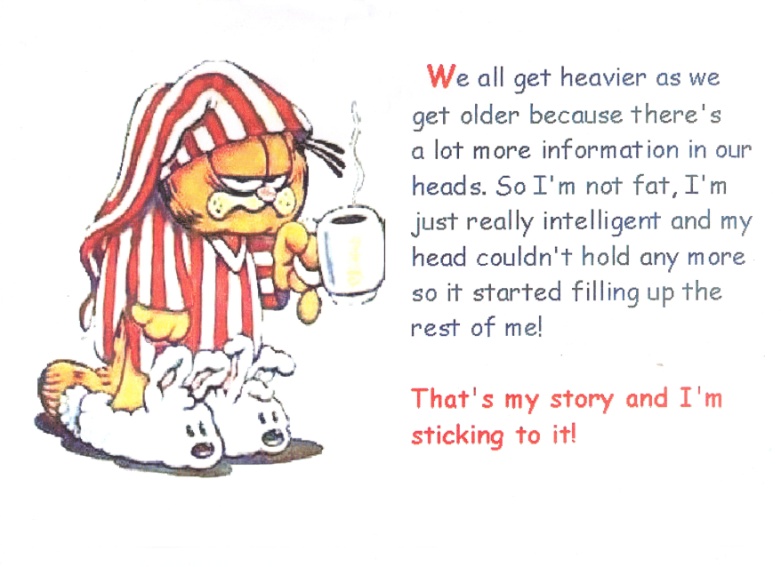
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* Bullet 3

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1. Title required (Title goes below the figure)

Figure titles come after the figures. Graphics should, preferably, be inserted at a text point and then centred.

APPENDIX TITLE

Body Text

As the main body of a Recommendation is the Annex, it cannot have further Annexes. Appendices should be used instead.

1. Appendix Heading 1

Body text

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