

**FINAL DRAFT REPORT OF THE 53<sup>RD</sup> SESSION OF THE IALA COUNCIL**

With the exception of Russia, all Councillors were present or represented. A list of attendees is given at Annex 2.

**1. OPENING**

An opening address was delivered by Gani Aygun, Istanbul Harbour Master.

**2. APOLOGIES FOR ABSENCE**

The Russian Councillor was unable to attend and had sent his apologies. A full list of participants is given at **Annex 2**.

**3. APPROVAL OF THE AGENDA**

Some additions and rearrangements were made to the Agenda. The approved Agenda is given at **Annex 1**.

**4. REPORT OF THE 52<sup>ND</sup> SESSION OF THE IALA COUNCIL**

It was required that the Agenda for the meeting and a full list of attendees are attached to future reports.

Items resulting from the meeting were reviewed and most of them reported as completed or in hand. Two items however are still pending:

- The drafting of an input paper by the Secretary General on the production of an annual report
- The consideration by PAP on the creation of forums hosted by IALA.

*Action Secretary General*

*The Secretary General to prepare an input paper to Council on the production of an annual report.*

*Action PAP*

*PAP to consider the establishment of forums hosted by IALA.*

*The report was approved.*

## **5. ACTIVITY REPORT BY SECRETARY GENERAL**

The establishment of the World Wide Academy (WWA – “The Academy”) was a milestone for IALA. It now works according to a four year plan under the authority of its Board and with its own budget funded by donors.

The new Headquarters is settling down well and there were record numbers attending the Committees.

A rationalisation of the staff has started with three main management sectors, WWA, Technical and Administration. Recruitment for the Deputy Secretary General is underway and desktop publishing is now outsourced.

The bank loan taken to face the Headquarters relocation will be paid back in December 2012 and an Auditor, although not required by law, was contracted to certify and advise on accounts at a higher level.

The future status of IALA is under discussion at the Legal Advisory Panel.

e-Navigation and VTS are key elements for the IALA work, many requests are received from countries for the development of VTS.

Participation in IHO S100 Registry is a key link to e-Navigation but the type and amount of work involved is still unclear as well as the resource needed.

## **6. NATIONAL MATTERS**

Presentations were made by some Councillors. They are available from the IALA Website in the restricted Council area.

A note was prepared by Korea about GPS jamming generated by neighbouring countries. The problem was reported to IMO and ITU with no success. The Korean Councillor reported that a new submission had been sent to the IMO MSC requesting some action.

*The Council recognized that interference with a navigation system is a concerning issue. Users should be made aware as well but it is not desirable that IALA takes direct action at IMO. The Korean Councillor was advised to send his IMO submission to IALA Members and invite them to support it.*

## **7. FINANCE**

### **7.1. Balance sheet 2011**

*The balance sheet for 2011 was approved and the level of the reserve was noted as satisfactory.*

### **7.2. Cash flow situation as of 31st May 2012**

The cash flow situation shows an increase in running expenses and telecommunications compared to 2011 and the budget. This is due to investments in IT and improvements in the telecommunication facilities for Committee participants and other meeting attendees.

Final Draft Report of the 53<sup>rd</sup> session of the IALA Council

*The cash flow situation was noted.*

### **7.3. Revised 2012 Budget**

The 2012 budget had been amended to take into account new requirements in IT and telecommunications, as well as other smaller items.

It doesn't however take into account the necessary resource for the S100 IHO Registry, for which the requirement has still to be quantified.

*The Council approved the revised 2012 budget.*

### **7.4. 2013 Membership fees**

The Council agreed a 3% increase in membership fees.

*The amount of membership subscriptions were agreed as follows:*

<i>National Members:</i>	<i>13,600 €</i>
<i>Associate Members:</i>	<i>2,650 €</i>
<i>Industrial Members:</i>	<i>5,050 € plus 500 € to be returned to the IMC, totalising 5,550 €.</i>

### **7.5. Appointment of an IALA Auditor**

Although not required by law the appointment of an Auditor was felt desirable due to increasing requirements from the membership and to implement high level management practices, which is an important aspect for donors. It is not reflected in the budget but the amount of money involved is low.

## **8. STRATEGY**

The Strategy Group meetings are open to all Councillors. A report of the meeting held the day before the Council started is given at **Annex 3**.

*The Council noted the report of the Strategy Group and endorsed the Group's action.*

## **9. IALA COMMITTEES AND WORKING GROUPS**

A general comment was made under this Agenda item. Committees are normally requesting additions or changes in their work programmes via the meeting reports, assuming that noting the report means accepting the changes, unless otherwise specified.

The Council however requests that changes to the work programmes are submitted as separate Agenda items with specific input papers.

### *Action Committees*

*The Committees should prepare separate input papers to Council when changes are requested in a Committee Work Programme.*

## **9.1. POLICY ADVISORY PANEL**

### **9.1.1. Report of PAP 23**

*The report was noted.*

### **9.1.2. Information Paper – Need for review of SMCP**

*The Council supported the revision.* The procedure has still to be decided on: in IMO Resolution A.918(22), Annex 2, provision is made for periodic reviews of the SMCP. Some Councillors pointed at the need of a proposal for an “unplanned output” to the MSC before the issue may be included as a new NAV Agenda item, which might be enlarged from VTS. The International Maritime Lecturers Association (IMLA) may be approached to support IALA in this initiative.

*Action Secretariat*

*The Secretariat to consider what would be the best way to review the SMCP.*

### **9.1.3. Revised meeting programme for 2012-2014**

The meeting programme should, as a matter of principle, take into account the IMO calendar to avoid any clashes with important IMO meetings but IMO dates are not always known on time for IALA to arrange its own programme of meetings.

*Action Council*

*Councillors seating also at IMO are requested to encourage the Organization to have its calendars available far in advance.*

Amendments to the programme were made as follows:

- The Council meeting in 2013 in Korea will be held from 27<sup>th</sup> to 31<sup>st</sup> May, and not in June as indicated in the table;
- The September 2013 VTS training workshop might not be held in India;
- The November 2013 Seminar on Risk Management Tool might be hosted by Spain, subject to confirmation;
- The June 2014 Council meeting might not be held, subject to the decision made by the new Council elected by the 2014 General Assembly.

The wish was expressed by India to host a VTS Seminar in early 2014 but no firm decision was made.

*The changes were noted and the meeting programme amended accordingly. It is available from the IALA Website in the Council restricted area – output papers.*

#### **9.1.4. Proposed intervention at NAV58 – Development of policy and new symbols for AIS AtoN**

The initial paper *Development of an e-Navigation strategy implementation plan* had been circulated to the Council in advance to the meeting with a view to approval but was rejected. The ANM Committee then developed a verbal intervention for the IALA Representative to IMO.

*The Council approved the verbal intervention, although not all Councillors will be in a position to support it at IMO.*

### **9.2. E-NAV COMMITTEE**

#### **9.2.1. Report of e-NAV 11**

*The report was noted.*

#### **9.2.2. Information paper – IALA participation in IHO Registry**

#### **9.2.3. Information paper – Draft Guideline for IALA procedures under S-100**

#### **9.2.4. Draft Guideline Procedures for the management of the IALA domains under the IHO Registry**

There was a lengthy discussion on what would be required from IALA in terms of skills and workload. If the resources proved not to be available at IALA, the work might be seconded by an IALA member.

*The Council agreed the principle of IALA participation in the IHO Registry. The Secretariat should work further on what is involved and draft a paper for further approval, either intersessionally or at the next Council meeting.*

*Action Secretariat*

*The Secretariat (Secretary General) to prepare a paper on resources needed to participate in the IHO Registry.*

#### **9.2.5. Liaison note to IHO on applications to participate in the IHO Registry**

*The liaison note was approved.*

#### **9.2.6 Liaison note to IHO on the development of Recommendations and Guidelines on e-Navigation portrayal**

*The liaison note was approved.*

#### **9.2.7 Liaison note to IEC regarding changes to 1371-4**

*The liaison note was approved.*

### 9.3 VTS COMMITTEE

#### 9.3.1 Report on e-NAV 10

*The report was noted.*

#### 9.3.2 Draft Recommendation V-125 on the use and presentation of symbology

*The draft Recommendation was approved.* **Proposal of a Workshop on VTS portrayal**

The workshop is planned for the week commencing 4<sup>th</sup> March 2013 and will take three working days, spread across 4 days. It is being held at the International Jacobs University, Bremen. The Council was informed that IHO would not participate, as originally planned.

*The Workshop was approved.*

#### 9.3.4 Proposed new work item – Develop a ‘Concept Paper’ addressing the delivery of VTS in a rapidly changing world

The Committee is working at reshaping VTS with a global look at it.

The Council was of the opinion that the planned document should be retitled “Strategy Paper” to reflect the vision and strategy it is aiming at.

In addition, one of the proposed objectives - *Provide a framework and requisite policy objectives for the development of VTS to meet the emerging needs and developments over the next 10-20 years* – should also be a matter to be considered by the Council Strategy Group. The objective should be to provide a framework for the Council to address the future of VTS from a strategic point of view.

*The new work item was approved with the planned paper retitled “Strategy Paper” and the necessary amendments. The revised terms for the new work item are available from the IALA Website in the Council restricted area – output papers.*

#### 9.3.5 IALA VTS Manual edition 2012

The 2012 edition of the VTS Manual was approved prior to the meeting. The design of the cover page was presented.

### 9.4 ANM COMMITTEE

#### 9.4.1 Report of ANM 18

*The report was noted as well as the information that the proposed Workshop on AIS as an Aid to Navigation was postponed until the next working period 2014-2018.*

#### **9.4.2 Proposed new work item – IHO Registry**

*The proposed new work item was approved.*

#### **9.4.3 Proposed new work item – Update the IALA Questionnaire**

There were questions about the frequency at which the questionnaire is circulated. Keeping it an annual questionnaire generates a lot of work to the Authorities. On another hand its purpose is to identify trends, which requires regularity. A proposal was to issue it every four years, another to circulate it every second year. The Committee should make proposals about the best frequency.

*The proposed new work item was approved but the Committee should consider revising the frequency of the questionnaire.*

*Action ANM Committee*

*The ANM Committee should consider the frequency at which the IALA Questionnaire is circulated to IALA Members.*

#### **9.4.4 Draft Recommendation on the marking of drifting wreckage**

The Council was not satisfied with the proposed recommendation and made the following remarks:

- It might be more appropriate to publish it as a Guideline
- Having floating marks on floating wrecks may be confusing to the mariner
- Floating objects are different from offshore installations; there must be a clear differentiation in marking not to generate confusion with a marking that already exists
- Indicating that the characters of the lights are to be determined is too vague; there is a need to work on light characters.

*The draft Recommendation was sent back to the Committee, which is required to work further, taking into account the above mentioned remarks.*

*Action ANM Committee*

*The ANM Committee is requested to produce a new draft of the document on marking of drifting wreckages according to the remarks made at the Council meeting.*

#### **9.4.5 Draft revised Recommendation O-104 on “Off station” signals for major floating aids**

*The revised Recommendation was approved with a small editorial amendment on Page 3.*

#### **9.4.6 Draft Guideline on the sharing of maritime data**

*The Guideline was approved.*

#### **9.4.7 Draft Guideline on audible signals as aids to navigation**

The title is in contradiction with the 1985 IALA General Assembly Resolution, which invites National Authorities to discontinue sound signals as aids to navigation. Editorial work is also needed.

*The Guideline should be retitled “Guidelines on audible signals” only and the editorial work should be done. The new draft will be approved intersessionally when the necessary changes have been made by the Committee.*

*Action ANM Committee*

*The ANM Committee is requested to review the Guideline from an editorial point of view and change its title to « Guideline on audible signals » and have it available to the Council in view of approval as soon as it has been agreed by the Committee. Minor editorial changes were made by the Council.*

#### **9.4.8 Liaison note to IHO on major lights**

*In order to give a better picture of the difficulty raised by categorizing lights, and the potential confusion created by light categories appearing on charts, it was agreed that IHO should be invited to attend the next session of the ANM Committee where experts will be able to talk about the issue.*

*Action Secretariat*

*The IALA Secretariat should invite IHO to participate in ANM19 so that the issue of categorizing lights can be explained.*

### **9.5. EEP COMMITTEE**

#### **9.5.1. Report on EEP 18**

*The report was noted and nomination of David Jeffkins as Committee Vice Chair was endorsed.*

#### **9.5.2. Draft revised Recommendation E-110 on rhythmic characters of lights on Aids to Navigation**

*The revised Recommendation was approved, and IMO and IHO should be informed.*

*Action Secretariat*

*The Secretariat should inform IMO and IHO of the revision of the Recommendation to take into account the Emergency Wreck Marking lights.*



### **9.5.3. Draft IALA Guideline on standard format for electronic exchange of AtoN product information**

*The Guideline was approved.*

## **9.6. PILOTAGE AUTHORITY FORUM (PAF)**

### **9.6.1. Report of PAF 12**

*The Council noted the report but the Forum's attention is drawn on Paragraph 8.6 (bottom of Page 9 and top of Page 10), which suggests that proposals on deep sea pilotage were rejected at IMO, which is not the case.*

### **9.6.2. APA (American Pilots' Association) letter to Secretary General**

The Council had a consensus view that, although the letter should be considered as APA's own point of view, it contains information on issues of interest to other pilotage authorities. The letter further confirmed the need for clarifying the role of IALA (i.e. the PAF) on pilotage, and to particularly focus on matters of interest to Competent Pilotage Authorities (see also 9.6.4).

*The Council agreed that the letter should be referred to PAF for their consideration of issues of interest.*

*Action Secretariat*

*The Secretariat is requested to forward APA's letter to PAF.*

### **9.6.3. Work items for PAF 2014-2018**

*The strategic items contained in the work programme have to be taken out. The Strategy Group Chair will add them to the list of proposed strategic items he already got from various sources and put them to vote by the Council with all others. Decision on the rest of the work programme was postponed.*

### **9.6.4. Draft PAF revised Terms of Reference**

The Council agreed that a clear distinction should be made between the level of Pilotage Service Providers (PSP) and that of Competent Pilotage Authorities (CPA). The PAF must be careful when formulating its objectives and terms of reference: it should aim its work at CPAs only.

The Council debated the option put forward at Council 52 to have the Forum hosted by IALA but not part of the IALA series of Committees and Ad hoc Groups. Careful consideration was made of the proposed ToRs and "interim ToRs" were drafted for the next PAF meeting.

However, it was finally decided that it was not satisfactory to have a meeting working along lines that are not clearly defined and subject to a further revision.

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*As a consequence it was decided to postpone the next PAF meeting. The joint PAP/Strategy Group meeting in October will be the opportunity for the Secretary General to meet with the PAF Chair and the Councillors attending to develop a paper giving the pros and cons of each option (Forum inside or outside IALA) for submission to the 54<sup>th</sup> session of the IALA Council.*

#### **9.6.5. PAF report on best practices for Competent Pilotage Authorities**

*The report was approved.*

#### **9.6.6. Proposal of a Seminar on PAF as a Forum for Competent Pilotage Authorities**

The format – a one day seminar at IALA Headquarters – was not considered as appropriate as only European delegates would attend. Also the form was not mature enough.

*The proposal of holding a PAF Seminar was rejected.*

### **9.7. IALA-NET**

#### **9.7.1. Update on IALA-NET**

The only important information was given by the USA, who reported on their inability to provide a programme for IALA-NET. The system should therefore continue, for the time being, to rely solely on Denmark.

A Steering Group should be convened very soon to discuss this issue.

#### **9.7.2. Draft conditions of use of IALA-NET**

The conditions of use revised by the LAP are not a stand-alone document and appear as an Annex to the Guidelines.

*The conditions of use were approved.*

### **9.8. IALA RISK MANAGEMENT TOOL**

Very good progress on the programme was reported, as well as an increasing interest from users and researchers.

*The report was noted.*

### **9.9. WORLD WIDE ACADEMY**

#### **9.9.1. Report of the 1<sup>st</sup> Board meeting**

#### **9.9.2. Report of the 2<sup>nd</sup> Board meeting**

#### **9.9.3. Master Plan 2012-2016**

A presentation was made by the Dean, clarifying these three items. It is available in the Council restricted area of the IALA Website.

It was added that the WWA is self-financed with a four year grant from IFAN totalising 1.7M€. Other donors are likely to be interested as well. In case the Academy doesn't prove successful and has to close down after the first four year working period, there will be no harm to IALA.

With full support to the WWA the Japanese delegate announced that Japan would make every effort to hold the Level 1+ Seminar and invite Myanmar taking account of its geographical feature.

A proposal was made by the Academy to have IALA model courses approved by the WWA Board and only endorsed by the Council.

*This proposal was approved.*

#### **9.9.4. Report of VTS Training & Accreditation meeting**

*The Council noted the report and its recommended actions.*

#### **9.9.5. Academy list of Accredited Training Organizations (ATOs)**

*The information paper was noted.*

#### **9.9.6. Model course overview on Level 2 – Technician training**

The document, which gathers the common parts of all Level 2 model courses was agreed by the ANM and EEP Committees and approved by the WWA Board.

*The Council endorsed the draft model course overview.*

#### **9.9.7. Model course Level 2 – On maintenance of mercury rotating optics**

*The model course was endorsed.*

#### **9.9.8. Report of Oman Training Seminar Level 1 on IALA Risk Management Tool**

A preliminary verbal report on the seminar had been made at the Council's previous session.

*The final report was noted.*

#### **9.9.9. Report of Cape Town Seminar on safety of navigation and competent authorities' obligations**

*The report was noted.*

#### **9.9.10. Report of Bahrain training Seminar Level 1+ Senior management**

*The report was noted.*

#### **9.9.11. Note by Korea – Accreditation of the Training Organization of the Korea Aids to Navigation Education Center**

An offer was made by Korea to use its Training Organization within the WWA for other countries' benefit. The training organization will have to be accredited by the competent authority.

*The Council noted the offer with thanks.*

### **9.10. LEGAL ADVISORY PANEL**

#### **9.10.1. Report of LAP 10**

*The report was noted.*

#### **9.10.2. Progress report: Headquarters agreement with the Government of France**

As mentioned in LAP 10 report the Panel did intensive work on the preparation of a Headquarters Agreement in order to raise IALA status in France. Many solutions were considered and the conclusion was that such an agreement should be short, with little commitments.

The Council debated the advantages and risks involved.

Advantages were clearly identified as having IALA at a higher level on the international scene and giving the Association more flexibility in its operation in the host country with less financial obligations, leaving it with more finance resources.

The risks are mainly related to the difficulties for some countries to sign a Government agreement, each country being a specific case. To ease the process the French Ministry of Foreign has offered to contact every Foreign Affairs in the countries concerned. There will be a need to keep two types of members: those who have signed the agreement, and those who haven't signed it yet. Other risks concern a potential change in IALA structure. For example it is of primary importance to have an agreement that will permit IALA to keep its current classes of membership, national, associate and industrial. A careful attention should be given to the implications for the members.

After the discussions it was made clear that the purpose of the progress report was only to give the LAP a green light to draft an agreement and a road map that would be submitted to the Council at a further session.

*Agreement was given to the LAP to draft a Headquarters agreement associated with a road map.*

#### **9.10.3. IALA Risk Register**

*The Risk Register was noted.*

## **9.11. MARITIME CO-OPERATION STEERING GROUP**

The Group was formed at the last Council meeting to develop proposals and information in respect of the organization of a future Maritime Co-operation event.

*The Council approved the proposals contained in the report for a way ahead in the organisation of the event.*

## **10. INTERNATIONAL**

### **10.1. IMO**

#### **10.1.1. Report on COMSAR 16.**

*The report was noted.*

#### **STW 43**

Although not on the Agenda for the meeting it was briefly reported on two items of STW43: the e-Navigation review generated no interest, and the IALA proposal to support in training ship masters to VTS was rejected. It is to be noted that some delegations that opposed the proposal were IALA National Members' delegations.

#### **10.1.2. Report on MSC 90**

*The report was noted.*

#### **10.1.3. TCC meeting report**

*The report was noted.*

## **11. INDUSTRIAL MEMBERS COMMITTEE**

### **11.1. REPORT OF THE IMC MEETING MAY 2012**

The IMC meeting raised two questions that are addressed in 11.1.1 and 11.1.2 below.

### **11.2. PROPOSED AMENDMENT TO THE IALA CONSTITUTION**

*The proposal aiming at making the removal of industrial members easier was not accepted as the Council already has full power under IALA Constitution Article 5.3.2.*

*Generally, all proposals for amendments to Constitution will be referred to LAP.*

### **11.3. QUESTIONS REGARDING THE 2014 INDUSTRIAL EXHIBITION**

*The questions were deferred to Agenda item 12.1*

## **12. CONFERENCES AND SYMPOSIA**

### **12.1. 2012 VTS SYMPOSIUM (TURKEY)**

The progress report was made in the form of a presentation that is to be found in the Council restricted area of the IALA Website.

### **12.2. 2014 IALA CONFERENCE (SPAIN)**

A presentation was made, which is also available from the Council restricted area of the IALA Website.

The questions raised by the IMC will be answered at the meeting planned with the IMC President in July.

The request for paper abstracts for the 2014 Conference will be sent soon. Deadline for submission of abstracts will be January 2013.

### **12.3. 2016 SYMPOSIUM (USA)**

The organisers have been identified as a section of the National Academy, a non-for-profit US organization.

The subject has still to be decided, depending on the outcome of the discussions about enlarging the symposia to subjects other than VTS.

The decision to be made is an important one and the Council will work on it. In the meantime it was agreed that the event, whatever the subject, can be held in the US.

#### *Action Council*

*The Council is requested to consider whether the 2016 Symposium should be focussed on VTS or a different subject. This action item is pending since Council 52.*

### **12.4. 2018 IALA CONFERENCE (KOREA)**

A presentation was also made on this Agenda item, available from the Council restricted area of the IALA Website. The Councillors will be invited to choose among the various proposed venues.

#### *Action Council*

*The Councillors are invited to look at the presentation made by Korea, available from the Council restricted area of the IALA Website and report on their preferred venue by e-mail to the IALA Secretariat.*

## 12.5. DRAFT AMENDED GUIDELINES (INTERNAL) FOR THE PREPARATION OF A CONFERENCE OR SYMPOSIUM

The Guidelines submitted as an input paper were further amended to reopen the Symposia – including the associated exhibitions – to non IALA Members and invite organising countries to ease the visa process for delegates. The Amended Guidelines are available as an output document in the restricted Council area of the IALA Website.

On the basis of its proposal to introduce paperless Conferences (which would need sponsorship) Spain asked the question of opening Conferences to non-members, with a view to giving access to sponsors.

*The Guidelines were approved. Further would be needed on the Spanish proposal.*

## 13. IALA WORKSHOPS AND SEMINARS

There was nothing to report under this Agenda item.

## 14. IALA MEMBERSHIP

### 14.1. New members *accepted*

#### National Members

***Dirección General Marítima; Colombia.*** This Organization was provisionally accepted at Council 52.

#### Industrial Members

***M/S Aatash Norcontrol Ltd; India.***

***Martek End.Malz San.Tic.Ltd Sti.; Turkey.***

***Thales Communications & Security S.A; France.***

The Council noted that United Star Navigation Technology Co., Ltd, China is renamed Caton Global Technology Co., Ltd.

### 14.2. Resignation from IALA Membership

The following organisation resigned since the last Council meeting.

#### Industrial Members:

***Trimble Europe BV; Netherlands***

***Archbeacon; Spain.***

***Sperry Marine; USA.***

***TechnoSciences; USA***

***Nowcasting International; Ireland.***

***Navsoft Consultoria e Servicos; Brazil.***

*Pintsch Bamag; Germany.*

Associate Members

*Romanian Naval Authority.  
Sydney Ports Corporation.*

**14.3. Members taken out the List of IALA Members**

The FAC has not made any recommendation to the Council. There were no Members taken out the List.

**15. IALA COMMUNICATION MEANS**

**15.1. Website(s)**

**15.1.1. Update on IALA Websites(s) reorganisation**

The many IALA Websites will be incorporated into one main IALA Website with different areas and different levels of rights. This new Website will incorporate the IMC and WWA Websites. The ftp server might, in the end, be discontinued.

**15.1.2. IALA Policy on digital publications**

This item still needs to be discussed in relation with the development of the new IALA Website.

**15.2. Bulletin**

The Bulletin is still well received and no change is considered for the near future.

**16. INTERNATIONAL CO-OPERATION**

**16.1. REPORT OF SAGNEP MEETING, MAY 2012**

The SAGNEP was created after the Maputo Conference in 1995. There was no follow-up after the second year but South Africa reconvened the group, which includes IMO and IHO. It was decided to have a meeting every year.

*The Council noted the report.*

**16.2. WORLD VTS GUIDE**

There will be a launch of the new World VTS Guide Website at the 2012 VTS Symposium in Turkey.



## **17.ANY OTHER BUSINESS**

### **17.1. Future Council planning**

*The future Council planning was agreed on a trial basis for Council 54. The Council dinner should preferably take place on the Tuesday evening.*

### **17.2. Council documentation**

Although this was not mentioned on the Council Agenda, there was a discussion on what the Council should get as input documents, especially with regard to the Committee reports.

*It was agreed that executive summaries of committee reports should be enough for submission to the Council, **provided that easy access to the full reports is given.***

## **18.DATES AND PLACES OF NEXT COUNCIL MEETINGS**

Session 54: 4-7 December 2012, Spain

Session 55: 27-31 May 2013, Republic of Korea

Session 56: Week commencing 9<sup>th</sup> December 2013, India

Session 57: 25<sup>th</sup> May 2014, A Coruna, Spain

## Annex 1

### APPROVED AGENDA

The Council is  
requested to:

- |    |   |              |
|----|---|--------------|
| 1. | <b>PRESIDENT'S OPENING REMARKS *</b>  |              |
| 2. | <b>APOLOGIES FOR ABSENCE *</b>  | Note         |
| 3. | <b>APPROVAL OF THE AGENDA</b>   | Approve      |
| 4. | <b>APPROVAL OF REPORT OF THE 52<sup>ND</sup> SESSION</b>                                  | Approve      |
| 5. | <b>REPORT TO COUNCIL BY IALA SECRETARY GENERAL</b>  | Note         |
| 6. | <b>NATIONAL MATTERS</b>   | Note         |
|    | 6.1 USA: CRADA information paper  |              |
|    | 6.2 Note by Korea – To endanger the safe navigation of vessels due to GPS jamming         |              |
|    | 6.3 Japan: VTS training   |              |
|    | 6.4 Sweden: Corporate DVD   |              |
| 7. | <b>FINANCIAL MATTERS *</b>  |              |
|    | 7.1 Balance sheet 2011  | Approve      |
|    | 7.2 Cash flow situation as of 30 <sup>th</sup> May 2012                                   | Note         |
|    | 7.3 Revised budget 2012   | Approve      |
|    | 7.4 2013 membership fees  | Approve      |
|    | 7.5 Appointment of an IALA Auditor  | Note         |
| 8. | <b>IALA STRATEGY</b>  |              |
|    | 8.1 Report of Strategy meeting June 2012  | Discuss/Note |
| 9. | <b>IALA COMMITTEES AND WORKING GROUPS</b>   |              |
|    | 9.1 <b>Policy Advisory Panel (PAP)</b>  |              |
|    | 9.1.1 Report of PAP23   | Note         |
|    | 9.1.2 Information Paper – Need for review of SMCP   | Note         |
|    | 9.1.3 Revised meeting programme for 2012-2014   | Note         |
|    | 9.1.4 Proposed intervention at NAV58 – Development of policy and new symbols for AIS AtoN | Discuss      |
|    | 9.2 <b>e-NAV Matters</b>  |              |
|    | 9.2.1 Report of e-NAV 11  | Note         |
|    | Final Draft Report of the 53 <sup>rd</sup> session of the IALA Council                    |              |

The Council is  
requested to:

9.2.2	Information paper – IALA participation in IHO Registry	Discuss
9.2.3	Information paper – Draft Guideline for IALA procedures under S-100	Discuss
9.2.4	Draft Guideline Procedures for the management of the IALA domains under the IHO Registry	Approve
9.2.5	Liaison note to IHO on applications to participate in the IHO Registry	Approve
9.2.6	Liaison note to IHO on the development of Recommendations and Guidelines on e-Navigation portrayal	Approve
9.2.7	Liaison note to IEC regarding changes to 1371-4	Approve
<b>9.3</b>	<b>VTs Matters</b>	
9.3.1	Report of VTS 34	Note
9.3.2	Draft Recommendation V-125 on the use and presentation of symbology	Approve
9.3.3	Proposal of a Workshop on VTS portrayal	Approve
9.3.4	Proposed new work item – Develop a ‘Concept Paper’ addressing the delivery of VTS in a rapidly changing world	Approve
9.3.5	IALA VTS Manual edition 2012	Note
<b>9.4</b>	<b>ANM Matters</b>	
9.4.1	Report of ANM 18	Note
9.4.2	Proposed new work item – IHO Registry	Approve
9.4.3	Proposed new work item – Update the IALA questionnaire	Approve
9.4.4	Draft Recommendation on the marking of drifting wreckage	Approve
9.4.5	Draft revised Recommendation O-104 on “Off station” signals for major floating aids	Approve
9.4.6	Draft Guideline on the sharing of maritime data	Approve
9.4.7	Draft Guideline on Audible signals as aids to navigation	Approve
9.4.8	Liaison note to IHO on major lights	Approve
<b>9.5</b>	<b>EEP Matters</b>	
9.5.1	Report of EEP 18	Note
9.5.2	Draft revised Recommendation E-110 on Rhythmic characters of lights on AtoN	Approve
9.5.3	Draft Guideline on Standard format for electronic exchange of AtoN product information	Approve
<b>9.6</b>	<b>Pilotage Authority Forum (PAF)</b>	
9.6.1	Report of PAF 12	Note
9.6.2	APA (American Pilots’ Association) letter to the IALA Final Draft Report of the 53 <sup>rd</sup> session of the IALA Council	Discuss

The Council is  
requested to:

	Secretary General	
9.6.3	Work items for PAF 2012-2014	Approve
9.6.4	Draft PAF revised Terms of Reference	Approve
9.6.5	PAF report on best practices for Competent Pilotage Authorities	Approve
9.6.6	Proposal of a Seminar on PAF as a forum for Competent Pilotage Authorities	Approve
<b>9.7</b>	<b>IALA-NET</b>	
9.7.1	Update on IALA-NET *	Note
9.7.2	Draft revised conditions of use of IALA-NET	Approve
<b>9.8</b>	<b>IALA Risk Management Tool</b>	
9.8.1	Report of 28 <sup>th</sup> Steering Committee meeting	Note
<b>9.9</b>	<b>IALA World Wide Academy</b>	
9.9.1	Report of 1 <sup>st</sup> Board meeting	Note
9.9.2	Report of 2 <sup>nd</sup> Board meeting	Note
9.9.3	Master Plan 2012-2016	Note
9.9.4	Report of VTS training and accreditation meeting	Note
9.9.5	Information paper – Academy list of Accredited Training Organisations (ATOs)	Note
9.9.6	Draft Model course overview on Level 2 – Technician training	Approve
9.9.7	Draft Model course Level 2 – On Maintenance of mercury rotating optics	Approve
9.9.8	Report of the Oman training Seminar Level 1 on IALA Risk Management Tool	Note
9.9.9	Report of the Cape Town Seminar on Safety of navigation and competent authorities' obligations	Note
9.9.10	Report of the Bahrain training Seminar Level 1+ Senior Management, January 2012	Note
9.9.11	Note by Korea: The suggestion of WWA Accredited Training Organization of Korea Aids to Navigation Education Center	Note
<b>9.10</b>	<b>IALA Legal Advisory Panel</b>	
9.10.1	Report of LAP 10	Note
9.10.2	Progress report by LAP: Headquarters agreement with the Government of France	Note
9.10.3	IALA Risk Register	Note
<b>9.11</b>	<b>Maritime Co-operation Steering Group</b>	
9.11.1	Steering Group report	

<b>10.</b>	<b>INTERNATIONAL</b>	
<b>10.1</b>	<b>IMO</b>	
10.1.1	Report on COMSAR 16	Note
10.1.2	Report on MSC 90	Note
10.1.3	TCC report meeting *	Note
<b>11.</b>	<b>IMC MATTERS</b>	
<b>11.1</b>	<b>Report of IMC meeting May 2012</b>	
11.1.1	Proposed amendment to the IALA Constitution	Discuss
11.1.2	Questions regarding the 2014 Industrial Exhibition	Answer
<b>12.</b>	<b>IALA CONFERENCES AND SYMPOSIUMS</b>	
<b>12.1</b>	<b>2012 VTS Symposium – Istanbul, Turkey</b>	Note
<b>12.2</b>	<b>2014 Conference - Spain</b>	Note
<b>12.3</b>	<b>2016 VTS Symposium – USA *</b>	
<b>12.4</b>	<b>2018 Conference – Korea *</b>	
<b>12.5</b>	<b>Draft amended Guideline (internal) for the preparation of a Conference or Symposium</b>	Approve
<b>13.</b>	<b>IALA WORKSHOPS AND SEMINARS</b>	
<b>14.</b>	<b>MEMBERSHIP</b>	
<b>14.1</b>	<b>Applications for IALA Membership</b>	Approve
<b>14.2</b>	<b>Resignations from IALA Membership</b>	Approve
<b>14.3</b>	<b>Members in a position to be taken out the List of Members</b>	Discuss
<b>15.</b>	<b>IALA COMMUNICATION MEANS *</b>	
<b>15.1</b>	<b>IALA Web site(s)</b>	
15.1.1	Update on Websites reorganisation	Note
15.1.2	Policy on digital IALA publications	Discuss
<b>15.2</b>	<b>IALA Bulletin</b>	Note
<b>16.</b>	<b>INTERNATIONAL CO-OPERATION</b>	
<b>16.1</b>	<b>Report on SAGNEP meeting – May 2012</b>	Note
<b>16.2</b>	<b>World VTS Guide *</b>	Note
<b>17.</b>	<b>ANY OTHER BUSINESS</b>	
<b>17.1</b>	<b>Future Council planning</b>	Discuss/Approve
<b>18.</b>	<b>DATE AND PLACE OF NEXT MEETINGS *</b>	
<b>18.1</b>	<b>Session 54 (December 2012 – Invitation by Spain)</b>	Note
<b>18.2</b>	<b>Session 55 (May 2013) – Invitation by Korea</b>	Note
<b>18.3</b>	<b>Session 56 (December 2013) – Invitation by India</b>	Consider new dates
<b>18.4</b>	<b>Session 57 (25<sup>th</sup> May 2014) – A Coruña, Spain</b>	Note

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\* Documents, if any, will be circulated at the meeting

## Annex 2

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## Annex 3

### IALA Council Strategy Group Meeting June 18, 2012, commencing 12h00 Istanbul, Turkey

#### Meeting Report

##### 1. Welcome and Introduction

The Chair welcomed the participants and summarized the purpose of the meeting, adding that the main item for discussion will be Agenda item 4, e-Navigation.

##### 2. Address by the Secretary General

The Secretary General said that IALA was half way before to the General Assembly, with 12 months only to do the work remaining to be done for a Strategy to be adopted by the Council. In his view VTS would be an interesting item too, with new countries asking IALA for advice on VTS.

##### 3. Meeting report

The report of the meeting held at the Headquarters in December, which was annexed to the report of the 52<sup>nd</sup> session of the Council, was accepted.

#### Review of action items:

1. *To request the Legal Advisory Panel to review the IALA Constitution to remove the reference to NGO status (Art. 1).*  
Report on this Agenda item will be given in Council Plenary under the LAP Agenda item.
2. *To consider the establishment of the post of a Deputy Secretary General and its funding be given due consideration. The post would oversee and assure the quality of the Committee work and coordinate the secretariat work.*  
A selection team was set up at the Secretariat and the position advertised. There were some good candidates but there are some difficulties for people coming from outside the European Union to settle down in France.
3. *To request the PAP to develop a concept for IALA Forums (Forums to be hosted by IALA) dealing with issues related to maritime safety, but not entirely within the focus of IALA, e.g. Pilotage Authority Forum, Artic Forum etc.*  
The idea is still under discussion and would need a strategic approach.
4. *Concentration of Committees on high priority work items (Follow up Meeting Dec. 2011)*  
This item was addressed at the PAP meeting, where the Committee chairs reported that they would concentrate on high priority, although they were already trying to work in that spirit.

5. *Remove need for National Members supporting applications for Associate or Industrial Membership from the Constitution (Follow up Meeting Dec. 2011)*

All suggestions for amendments to the IALA Constitution have been, and will be referred to the LAP.

**4. e-Navigation and related matters**

Presentations were made either verbally or with slides, which permitted to identify key elements for challenges to be faced by Aids to Navigation Authorities:

- The need for an harmonized approach to e-Navigation
- The need for co-operation between countries
- e-Navigation should be built with the mariner at the centre of the system, giving him decision support tools and easily available information to reduce the risk of human error
- Relisient PNT is of vital importance
- The role of the AtoN authorities and the international organizations such as IMO and IALA is to launch the project and not to go too far into details. It would be for the users and the industry to build on the primary harmonized principles
- e-Navigation should address a mix of digital and traditional AtoN
- AIS data are a key element of e-Navigation
- Information portrayal is of major importance.

As a conclusion it was agreed that e-Navigation should be kept as simple as possible and should not forget traditional Aids to Navigation.

***Among the presentations made the one prepared by the Canadian Coast Guard, with its detailed approach of the users' needs and other aspects, should be sent to the next e-NAV Committee meeting as an input paper.***

*Action Secretariat*

*The Secretariat should forward the presentation made by the Canadian representative to the e-NAV as an input paper.*

**5. Strategy implementation monitoring, report by the Secretary General**

a. *Producing a document which highlights the advantages of being an IALA member for all categories of membership*

An interim document was produced for the membership and circulated with the last request for membership fees. The intention is to produce a suite of brochures on key IALA activities and membership opportunities including IALA Membership, IMC, the World Wide Academy, IALA risk management, and other relevant items.

Final Draft Report of the 53<sup>rd</sup> session of the IALA Council

The other monitoring items :

*Develop a catalogue of relevant competencies which are available within IALA Member organisations based on a standardized method for populating and validating the catalogue and the competencies (preferably online)*

*Guide its membership in incorporate new developments and services in a responsible and standardized manner*

and

*Develop a matrix, identifying and capturing in particular the expertise and areas of national influence of each Council member*

are still under development.

## **6. Input for the 2014-2018 Strategy**

Inputs were received from the Committees but not from the Council.

The Strategy Group Chair invites the Council members to submit items asking themselves the following questions:

- What, as a National Member, do I expect from IALA – what benefits can I expect?
- How will it contribute to IALA keeping its prominent role of leading organization in Aids to Navigation?

Inputs should be sent to the Secretariat by September 2012. The Strategy Group Chair would then review them, eliminate redundant ones and organize them with a view to enrich the present document.

## **7. Any Other Business**

The PAP should look into the Committee arrangements and suggest any amendments that could improve the Committee work.



## **Annex 4 - Action Items**

### **Action Items for Council Members**

1. Councillors seating also at IMO are requested to encourage the Organization to have its calendars available far in advance.
2. The Council is requested to consider whether the 2016 Symposium should be focussed on VTS or a different subject. This action item is pending since Council 52.
3. The Councillors are invited to look at the presentation made by Korea, available from the Council restricted area of the IALA Website and report on their preferred venue by e-mail to the IALA Secretariat.

### **Action Items for non Council members**

4. The Secretary General to prepare an input paper to Council on the production of an annual report.
5. PAP to consider the establishment of forums hosted by IALA.
6. The Committees should prepare separate input papers to Council when changes are requested in a Committee Work Programme.
7. The Secretariat to consider what would be the best way to review the SMCP.
8. The Secretariat (Secretary General) to prepare a paper on resources needed to participate in the IHO Registry.
9. The ANM Committee should consider the frequency at which the IALA Questionnaire is circulated to IALA Members.
10. The ANM Committee is requested to produce a new draft of the document on marking of drifting wreckages according to the remarks made at the Council meeting.
11. The ANM Committee is requested to review the Guideline from an editorial point of view and change its title to « Guideline on audible signals » and have it available to the Council in view of approval as soon as it has been agreed by the Committee.
12. The IALA Secretariat should invite IHO to participate in ANM19 so that the issue of categorizing lights can be explained.
13. The Secretariat should inform IMO and IHO of the revision of the Recommendation to take into account the Emergency Wreck Marking lights.
14. The Secretariat is requested to forward APA's letter to PAF.
15. The Secretariat should forward the presentation made by the Canadian representative to the e-NAV as an input paper.