Input paper: PAP38-5.10.4.3

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

**□** ARM **□** ENG **x** PAP **□** Input

**□** ENAV **□** VTS **x** Information

Agenda item 5.10.4

Author(s) / Submitter(s) IALA Secretariat

ENG 9 Committee Meeting Survey

# Summary

|  |
| --- |
| It was decided to send a committee survey after each meeting to receive feedback from Committee meetings participants. |
| Number of total participants to the committee meetings last session: 59 |
| Number of answers to the survey: 17  The results are mainly positive. |

## Purpose of the document

Information Paper

# Discussion

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | 1 | 2 | 3 | 4 | 5 |
| **1. How was the level of information received before the meeting?** | 0,00% | 0,00% | 23,53% | 23,53% | **52,94%** |
|  |  |  |  |  |  |
| **2. How easily could you find information to prepare and to register for the meeting?** | 0,00% | 0,00% | 11,76% | 35,29% | **52,94%** |
|  |  |  |  |  |  |
| **3. How easily could you find accommodation for the meeting?** | 0,00% | 6,25% | 31,25% | **37,50%** | 25,00% |
|  |  |  |  |  |  |
| **4. How were you welcomed upon your arrival for the meeting?** | 0,00% | 0,00% | 11,76% | 23,53% | **64,71%** |
|  |  |  |  |  |  |
| **5. How did you enjoy the premises (coffee, lunch facilities, social events)?** | 0,00% | 0,00% | 11,76% | 35,29% | **52,94%** |
|  |  |  |  |  |  |
| **6. How satisfied were you with the work division of each working group?** | 0,00% | 5,88% | 5,88% | 29,41% | **58,82%** |
|  |  |  |  |  |  |
| **7. How did the file sharing, wifi and video system work for your working group?** | 0,00% | 5,88% | 17,65% | 29,41% | **47,06%** |
| Downloading on File sharing not always working |  |  |  |  |  |
| **8. How satisfied were you with the work accomplished during the week?** | 0,00% | 0,00% | 17,65% | **41,18%** | **41,18%** |
|  |  |  |  |  |  |
| **9. Would you have any further comment regarding this committee meeting held at IALA HQ ?** |
| Excellent week. Suggest short doc about how the meeting goes and how papers are made |
| **10. Would you have any suggestion to make to the Secretariat for improvement?** |
| No. |  | | | | | |

The IALA Secretariat has considered these answers and intend the following actions:

-An update of the Pydio system was made

-A document is in preparation about the committee meetings aim and organisation