Input paper: PAP38-5.10.4.4

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

ENAV 23 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: 120 |
| Number of answers to the survey: 30  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% | 16,67% | 36,67% | **46,67%** |
|  |  |  |  |  |  |
| **2. How easily could you find information to prepare and to register for the meeting?** | 0,00% | 3,33% | 13,33% | 36,67% | **46,67%** |
|  |  |  |  |  |  |
| **3. How easily could you find accommodation for the meeting?** | 0,00% | 6,90% | 3,45% | 31,03% | **58,62%** |
|  |  |  |  |  |  |
| **4. How were you welcomed upon your arrival for the meeting?** | 0,00% | 0,00% | 3,45% | 34,48% | **62,07%** |
|  |  |  |  |  |  |
| **5. How did you enjoy the premises (coffee, lunch facilities, social events)?** | 0,00% | 0,00% | 0,00% | 16,67% | **83,33%** |
|  |  |  |  |  |  |
| **6. How satisfied were you with the work division of each working group?** | 0,00% | 0,00% | 23,33% | 26,67% | **50,00%** |
|  |  |  |  |  |  |
| **7. How did the file sharing, wifi and video system work for your working group?** | 0,00% | 3,45% | 20,69% | 34,48% | **41,38%** |
| Improve file sharing structure |  |  |  |  |  |
| **8. How satisfied were you with the work accomplished during the week?** | 0,00% | 3,33% | 23,33% | **36,67%** | **36,67%** |
|  |  |  |  |  |  |
| **9. Would you have any further comment regarding this committee being hosted outside of IALA HQ ?** |
| It is good to have meetings outside of IALA occasionally |
| **10. Would you have any suggestion to make to the Secretariat for improvement?** |
| Check input paper quality and relevance |  | | | | | |

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

* There was a decision from PAP to differentiate the permanent and temporary files