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|  | MINUTES OF THE THIRTY EIGHTH MEETING  OF THE IALA RISK MANAGEMENT  STEERING GROUP  16th December, 2015  by Teleconference |

## General

The thirty eighth meeting of the IALA Risk Management Steering Group was held the 16th of December 2015 at 13.00 ECT by teleconference using the Go-to-Meeting application.

Participating to the meeting were:

1. Omar Frits Eriksson, DMA, Denmark (Chairman)
2. Per Christian Engberg, GateHouse A/S
3. Knud Benedict, Professor, Germany
4. Phil Day, ARM Committee Chairman
5. Ernst Bolt, Centre for Transport and Navigation, The Netherlands
6. Stephen Bennett, IALA WWA
7. Gerardine Delanoye, IALA WWA
8. Jean-Charles Leclair, IALA WWA (Secretary).

Apologizes were received from :

1. Roger Barker, Trinity House, UK
2. Tuncay Cehreli, DGCS, Turkey
3. Trond Langemyr, NCA, Norway
4. Michael Skov, ARM Committee

## Agenda item 1 – Opening

The Chairman, Omar Frits Eriksson, opened the meeting and welcomed all participants.

## Agenda item 2 – Agenda

The agenda for the meeting was sent by e-mail together with the invitation. It included the following items:

* Opening of the meeting
* Approval of the agenda
* Action items from the previous meeting (SG 37)
* Planning of the next Training Seminar on IALA Risk Management Tools
* Progress on the development of IWRAP Mk2
* Review of SQUART (Simplified Qualitative Risk Management Tool – Turkey and Norway)
* Review of PAWSA implementation Guide (all Members)
* Consequences of the transformation of the SG into the WG3 of the ARM Committee
* Any other business
* Outcomes of the meeting and action items
* Date and venue of the next SG meeting

The agenda was adopted without modification.

## Agenda item 3 – Action items from SG 37

The Chairman proposed to start the meeting by reviewing the action list of the previous session of the Steering Group held in Singapore the 9th of October 2015.

1. The IALA WWA Program Manager to liaise with Per Christian Engberg to harmonise the group of alumni trained to use the risk management tools, and in particular IWRAP.

The action is not completed and the question of the identification of the alumni inside the Linkedin account should be arranged. It was agreed that Omar Frits Eriksson and Gerardine Delanoye will meet in January 2016 to that effect.

1. The Academy, in consultation with the ARM Committee, to produce a specific IALA WWA model course on how to administer and run a PAWSA workshop, when the new Implementation Guide is adopted.

Stephen Bennett is invited to start the drafting of the model course on PAWSA as the USCG had officially informed IALA that there is no copyright on PAWSA and that the model can be amended.

1. The Steering Group to further develop IWRAP Mk2 to include the consequences of collisions and groundings.

No progress. Omar Frits Eriksson will liaise with Gatehouse and Pr. Peter Frits-Hansen who participated in the development of IWRAP Mk2 and who has been working on consequences of accidents together with Gatehouse..

1. Omar Frits Eriksson to act on behalf of IALA and to liaise with the Secretary General and the Steering Group on the development of the call tender from EU to elaborate and provide an EU risk assessment tool (including consequences).

This EU project did not develop as planned. There is now a new project initiative lead by Marin (Netherlands) in which IALA is invited to participate as adviser. The Group was of the opinion that IALA should participate not as an adviser, but as a partner receiving funds. DMA has no more work force expertise and Omar Frits Eriksson said that he would prefer to participate through IALA. The Group also expressed the view that, taking into account its expertise, GateHouse should also be a partner of the project, and Per Christian Engberg confirmed his interest to be part of the project. (After the meeting both IALA and Gatehouse have been invited to join as partners).

1. To use every occasions to inform sister international organisations (IAPH; PIANC etc.) of the use and value of the IALA risk management toolbox.

The Group agreed to keep the topic on the action list.

1. The IALA WWA to draft a new programme for the next training seminar based on the debriefing discussions on the Singapore risk seminar.

Ongoing.

1. The Academy, together with the Chairman, to make the final choice of the place in America where to hold the next training seminar on risk, in autumn 2016.

Gerardine Delanoye explained that the Academy is expecting a positive answer from Panama. However, if Panama declined, it could be organized either in Suriname or in Ecuador.

1. Per Christian Engberg to issue the new version 5.0 of IWRAP Mk2 before the end of the year.

Done. The Group thanked GateHouse and particularly Per Christian Engberg for regularly upgrading IWRAP to keep the efficiency and the reputation of the tool.

1. The Chairman and the Secretary to provide an inventory of the decisions today taken by the Steering Group and an analysis of which need Council approval.

To be done.

1. Tuncay Cehreli, together with the assistant professor Mr. Serdar Kum to study the SQUART method as proposed by Stephen Bennett using the experience gained at Ismir.

Done.

1. Trond Langemyr to also review the SQUART method and to give Norway’s view on the method.

Done.

1. The members of the Steering Group to review the Implementation Guide on PAWSA and to propose the appropriate status of the document before presentation to the ARM Committee.

No observation was proposed and it was agreed to send the Guide to the ARM Committee for approval. In parallel, the WWA was invited to start the drafting of the model-course on PAWSA taking into account the new Guide.

## Agenda item 4 – Planning of the next Training Seminar on IALA Risk Management Tools

See 3.7 – Gerardine Delanoye was requested to organise the session, including through teleconference if necessary.

***Agenda item 5 – Progress on the development of IWRAP Mk2***

The new version 5.0 was issued just after the training seminar in Singapore. Omar Frits Eriksson reminded that a wish list is included in the risk management tools wiki website and invited the Steering Group Members to use it.

***Agenda item 6 – Review of SQUART (Simplified Qualitative Risk Management Tool – Turkey and Norway)***

Stephen Bennett thanked Turkey and Norway for their report and observations. He said that a new version of both the matrix and the notice will be issued soon taking into account the remarks. He added that the SQUART method was already informally used by Oman, Bahrein, Russia and Fiji successfully.

Jean-Charles Leclair informed the participants that Turkey is going to organise two PAWSA workshops in two adjacent areas in Aegean Sea (Izmir and Aliaga regions) on 18-19 and 21-22 January 2016 respectively. Tuncay Cehreli intends to arrange that 3-4 PAWSA workshop participants will run also SQUART during or after PAWSA and to compare the results between them. In parallel, he has proposed to invite the IALA WWA and volunteer Steering Group members to join the PAWSA workshops and SQUART exercises as observer. Workshop will be held in Turkish language but an interpreter could be made available during the workshops.

Furthermore, the whole workshop will be recorded, and Tuncay Cehreli is planning to use the record to make a short introductory PAWSA movie to be used for the next IALA WWA Risk Management Training Seminars to improve participants' perception.

Jean-Charles Leclair recalled that in the past the Council was of the opinion that SQUART should be experimented during a real exercise and the proposal from Turkey is a unique opportunity to do so. He encouraged the participants to attend at least part of the workshops. The Steering Group agreed about the importance to seize this opportunity to assess both SQUART, and the new PAWSA Guide, and several members expressed their interest for attending the workshops. The Group also warmly thanked Tuncay Cehreli for his offers and the proposed arrangements.

***Agenda item 7 – Review of PAWSA implementation Guide***

See item 3.12.

***Agenda item 8 – Consequences of the transformation of the SG into the WG3 of the ARM Committee***

The Chairman informed the participants that the Council has agreed with the proposal from the Secretary General, endorsed by the PAP, to transfer the IALA risk management toolbox development to the ARM Committee, with the consequence that the present Steering Group would become a Working Group of that Committee. Phil Day, the Chairman of the ARM Committee, said that he does not want to hamper the fantastic work done up-to-now by the Steering Group and he hopes that its Members and Chairman will accept to continue to work with the same efficiency under the banner of the new WG. The group would become Working Group 3, but the method of work will remain unchanged, only the report of the group will be submitted to the ARM Committee, which will be in charge to convey any draft decision to the Council. This change would have the benefit of getting many more people involved in the development of the IALA Risk Management Toolbox, and making it more known by those in charge of its use, and hopefully that more experts could join the new WG.

***Agenda item 9 – Any other business***

Ernst Bolt reported that Marin had nearly finished the comparison between SAMSON and IWRAP. When the report is ready, it will be sent to the Steering/Working Group.

***Agenda item 10 – Action List***

1. To arrange the identification of the alumni inside the Linkedin account (Omar Frits Eriksson and Gerardine Delanoye).
2. Stephen Bennett to start the drafting of the model course on PAWSA taking into account the new guide.
3. Omar Frits Eriksson to liaise with Gatehouse and Pr. Peter Friis-Hansen to progress the capacity of IWRAP Mk2 to include the consequences of accidents.
4. Regarding the new EU initiative on risk assessment lead by Marin, to make the necessary demarche for making IALA and GateHouse partner of the project (Omar Frits Eriksson).
5. To use every occasion to inform sister international organisations (IAPH; PIANC etc.) of the use and value of the IALA risk management toolbox.
6. The IALA WWA to draft a new programme for the next training seminar based on the debriefing discussions on the Singapore risk seminar and to organise the next session (Gerardine Delanoye).
7. The Chairman and the Secretary to provide an inventory of the decisions today taken by the Steering Group and an analysis of which need Council approval.
8. To encourage Members of the Steering Group to attend the two PAWSA workshops organised in two adjacent areas in Aegean Sea (Izmir and Aliaga regions) on 18-19 and 21-22 January 2016 respectively, as well as the SQUART tests organised in parallel.
9. Ernst Bolt to report the work of Marin on the comparison between SAMSON and IWRAP.

***Agenda item 11 – Date and Venue of the next Meeting***

The next meeting of the new Working Group 3 will be held in St Germain-en-laye, during the ARM Committee, on Wednesday 20th April 2016 at 14.00.

Before closing the meeting, Omar Frits Eriksson thanked everyone for their participation.

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