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| From: ARM Committee | ARM6-12.1.3 |
| To: Secretariat | 28th April 17 |

LIAISON NOTE

IALA NAVGUIDE

# Introduction

The ARM Committee has the task on a four yearly basis of coordinating the review of the NAVGUIDE. This work will be completed for the 2014 to 2018 period at ARM7 in October 2017. The Secretariat has a number of actions in relation to this.

# Details

1. The Foreword and Chapter 1 of the NAVGUIDE are owned by the Secretariat and need to be updated directly in the NAVGUIDE wiki by the end of ARM7 in October 2017.
2. At the end of ARM7 the NAVGUIDE will be locked from further editing and handed over to the Secretariat to prepare for publication to PDF and Hardcopy. The wiki facilitates a simple process for a PDF publication however if a printed version of greater IALA identity is required for the document then further work will be required on publishing software.
3. A final decision on the printing of the NAVGUIDE needs to be made by the Secretariat
4. Consideration needs to be given to the 2018-22 version of the NAVGUIDE. If it is to become a more interactive fully wiki document then some significant restructure is required. If it is to remain an effectively a printed hardcopy or pdf then a review by a technical author prior to October 2018 would be beneficial. This would be to ensure the structure of the document is balanced and consistent as well as technically correct. Inevitably the current “written by committee” document has potential not to be consistent though considerable work has been undertaken to avoid this as much as possible.

# Action requested

The Secretariat is requested to consider this note and implement the appropriate actions.