

DRAFT TERMS OF REFERENCE – INDUSTRIAL MEMBERS GROUP

1 INTRODUCTION

Industrial membership may be applied for by manufacturers and distributors of Marine Aids to Navigation (AtoN) equipment for sale, or organizations providing ATON services or technical advice under contract.

Each Industrial member shall nominate one person ('representative') as its representative in all matters concerning IALA.

The Industrial members are represented by the Industrial Members Group (IMG) comprising a minimum of five Industrial members.

The IMG is elected at the Industrial members General Assembly held in conjunction with each Conference.

The IMG will be responsible to the Council.

2 OBJECTIVES

The Industrial Members Group will:

- a) Support the objectives of the Strategic Vision and encourage adoption of the Standards by Industrial members to promote global harmonization of AtoN services.
- b) Advise the Council and the Secretariat on matters relevant to the field of activity of IALA with special consideration for the interest of Industrial members.
- c) Provide support to the World-Wide Academy on specific issues related to Industrial members in connection with education, training, capacity building and research and development.
- d) Provide an agreed coordinated view from Industrial members on IALA policy, and on the development and maintenance of IALA guidance documents.
- e) Keep industrial members informed about all important decisions and events in IALA.
- f) Call the Industrial members General Assembly and call such other meetings from time to time as the IMG considers necessary to achieve its objectives.
- g) Promote involvement of Industrial members in committee's work.
- h) Organize and manage an industrial exhibition during the Conferences and Symposia and an Industrial members' evening at Conferences in collaboration with the host country.
- i) Provide support to the Secretariat concerning the organization of other events such as Seminars and Workshops.
- j) Carry out such other work as the Council may from time to time require.

3 COMPOSITION AND ELECTION

The IMG is composed of a minimum of five Industrial members and the Secretary-General. The members of the IMG shall be elected at the Industrial members General Assembly by voting with a simple majority present and voting, as follows:

- a) Up to two members elected by the Industrial members in the Americas region. (Regional Representative).
- b) Up to two members elected by the Industrial members in the Asia and Oceania region. (Regional Representative).
- c) Up to two members elected by the Industrial members in the Europe and Africa region. (Regional Representative).
- d) One member elected by the Industrial members of the country wherein the next Conference will be held.
- e) Up to three members elected by all Industrial members after the other four have been elected.

4 PRESIDENT AND VICE-PRESIDENT

Immediately after their election, the newly elected members shall meet and vote by simple majority to designate a President and a Vice-President.

The President should normally be from the country that will host the next Conference. If the President or the Vice-President resign, the Industrial member concerned may nominate an alternate to take the place of the resigning representative.

5 DUTIES OF THE PRESIDENT, VICE-PRESIDENT AND THE REGIONAL REPRESENTATIVES

The collective duty of IMG members is to represent the interest of all Industrial members and to contribute by reasonable means to the achievement of the objectives listed in Article 2. The individual duties of the President/Vice-President are:

President:

- a) chair IMG meetings and General Assemblies of Industrial members;
- b) ensure that the interests of the Industrial members are always taken into consideration by IALA; and
- c) ensure the objectives of the IMG are met.

Vice President:

- a) provide such assistance to the President as is necessary to ensure the smooth running of the IMG; and
- b) deputize for the President as and when required.

Regional representatives:

- a) keep Industrial members in their region informed of the activities of the IMG; and
- b) bring to the attention of the IMG concerns of Industrial members in their region.

6 OBSERVERS

The IMG may appoint one or two of its members to attend meetings of the Council and the Policy Advisory Panel as observers.

7 DELIVERABLES

The IMG will produce a written report of each meeting and the appointed observer will report the advice of the IMG to Council at the following Council meeting.

These reports will be made available to all members by the Secretariat.

The Secretariat will appoint a Secretary to the IMG to record meetings and provide such other support to the IMG as may be required.

8 FINANCIAL ASPECTS

Industrial members must pay contribution in accordance with the Financial Regulations Article 9. In case of unpaid contribution membership rights may be suspended or membership may be terminated in accordance with the Financial Regulations Article 10.

An IMG provision is created in the Balance Sheet to cover the expenses related to the main events and duties of the IMG. The amount of the provision will follow the normal budget procedures of IALA.

In the interval between two conferences, any operational expenses may be made directly from the general IALA budget of Expenditure, approved by the Council.

9 PROCEDURES

The IMG should ordinarily meet at least once each year. Meetings may be in person or by electronic means and may be held more frequently if deemed necessary by the President. Decisions will be made by consensus.

Meetings will normally be held at IALA Headquarters. However, during the preparation for an industrial exhibition in conjunction with a Conference or Symposium, at least one meeting should be held in the host city.

IMG members can, if requested, be reimbursed for economy full fare air travel to IMG meetings outside of their region for a maximum of four (4) meetings between Conferences.

The IMG should make use of electronic tools to augment regular meetings, as required, to progress the work.

These Terms of Reference are approved and amended by the General Assembly of the Industrial members by a simple majority of those present and voting either at ordinary meetings or by electronic means.