Document Revisions

**IALA World Wide Academy**

**LEVEL 1 – AtoN Manager Training**

**Use of IALA Risk Management Tools**

**IALA WWA.L1.3**

**Edition 1**

**XXXXXXXX 2013**

*AISM* Association Internationale de Signalisation Maritime ***IALA***

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Revisions to the IALA Document are to be noted in the table prior to the issue of a revised document.

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| **Date** | **Page / Section Revised** | **Requirement for Revision** |
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FOREWORD

The International Association of Marine Aids to Navigation and Lighthouse Authorities (IALA) recognises that training in all aspects of the management of Aids to Navigation (AtoN) service delivery is critical to the consistent provision of that AtoN service.

Taking into account that under the SOLAS Convention, Chapter 5, Regulation 13, paragraph 2, Contracting Governments, mindful of their obligations published by the International Maritime Organisation, undertake to consider the international recommendations and guidelines when establishing aids to navigation, including recommendations on training and qualification of AtoN managers, IALA has adopted Recommendation E-141 Edition 2 on Standards for Training and Certification of AtoN personnel.

IALA Committees working closely with the IALA World Wide Academy (The Academy) have developed a series of model courses for AtoN personnel having E-141 Level 1 management functions. This model course on the use of IALA risk management tools should be read in conjunction with IALA Recommendation E-141/1 – Model Course on Level 1 Manager Training, which contains standard guidance for the conduct of all Level 1 model courses.

This model course is intended to be delivered by The Academy in conjunction with a national member and other appropriate authorities charged with the provision of AtoN services in a particular region. It contains specific guidance on the training of AtoN managers in the use of the IALA Risk Management toolbox. Assistance in implementing this and other model courses may be obtained from the IALA World Wide Academy at the following address:

The Dean

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# PART A - COURSE OVERVIEW

## Scope

This course is intended to provide aids to navigation managers and other interested parties with the theoretical and practical training necessary to have a satisfactory understanding of the three IALA risk management tools; IALA Waterway Risk Assessment Program (IWRAP Mk II); Port and Waterway Safety Assessment tool (PAWSA) and simulation.

## Objective

Upon successful completion of this course, participants will have acquired sufficient knowledge and skill to use IWRAP Mk II within their organizations; organise a PAWSA workshop and recognise the use to which simulation techniques can be put in risk management and effective AtoN in waterway design.

## Course Outline

This course is intended to cover the knowledge required for an aids to navigation manager to understand the use of IALA risk management tools within their organisations. The complete course comprises 7 teaching modules with the emphasis placed on the practical use of IWRAP Mk II.

## Table of Teaching Modules

|  |  |  |
| --- | --- | --- |
| **Module Title** | **Time in hours** | **Overview** |
| International and Regional Overview | 3 | This module describes the role of IALA and its publications; the importance of stakeholder liaison and the obligations placed on States under SOLAS Chapter V. |
| Introduction to the IALA Risk Management Toolbox | 3 | This module describes risk and risk mitigation measures before giving an overview of the three IALA Risk Management Tools: IWRAP MkII; PAWSA and simulation |
| IWRAP MkII | 8 | This module describes the development, principles and use of IWRAP MkII before guiding participants through increasingly complex practical applications based on a specific region |
| PAWSA | 6 | This module describes the development and use of PAWSA and its 5 Workbooks before demonstrating its use in a regional scenario |
| Simulation | 3 | This module describes the use of simulators for ship applications and waterway design including modelling the most effective AtoN within that waterway |
| Complementary use of the IALA Risk Management Toolbox | 1 | This module describes the interaction between IALA risk management tools in a regional scenario and the human resource and cost implications generated by selected risk mitigation measures |
| Summary of interaction between Risk Management Tools | 2 | This module uses a panel of experts to review the elements comprising the IALA Risk management toolbox with the aim of consolidating an understanding of how they interact |
| Evaluation | 1 | Completion of practical exercises |
| **Total Hours:** | **27** | Five day course |

## Specific Course Related Teaching Aids and Notes

1. This course will be classroom based with presentations delivered using MS PowerPoint®. Although the course is limited to 30 participants, the classroom should be big enough to permit the participants to sit at desks large enough to operate a laptop computer with room for printed material to hand. Each desk should be provided with a power socket.
2. The classroom should be equipped with overhead projectors and screens to enable presentation of the subject matter.
3. To enable all participants to receive clear guidance from instructors and to raise questions that can be heard throughout the classroom, lapel or fixed lectern microphones should be provided together with a roving microphone for use by participants.
4. IWRAP Mk II presentations require participants to have Wi-Fi internet access.
5. It is expected that each participant will have the use of a personal laptop computer. As IWRAP Mk II requires participants to select tools regularly from screen menus, each participant should be advised to use a computer mouse.
6. It may be that some participants will have little experience in operating computer models. Consideration should be given to running a two-stream delivery of Module 3 Elements 3.3 – 3.5 to permit participants who are unlikely to use IWRAP Mk II in practice to gain a satisfactory understanding of its principles without moving to its advanced use.

## References

In addition to any specific references required by the Competent Authority, the following material is relevant to this course:

* SOLAS V Chapters 12 and 13
* IALA Recommendation O-134 on the IALA Risk Management Tool for Ports and Restricted Waterways
* IALA Guideline 1018 on Risk Management
* IALA Guideline 1058 on the Use of Simulation as a Tool for Waterway Design and AtoN Planning
* IALA Guideline 1079 on Establishing and Conducting User Consultancy by AtoN Authorities
* IWRAP Mk II Theory and Exercise Handbooks

## Pre-Course Reading

Participants should be encouraged to study IALA Recommendation O-134 and Guideline 1018 before attending this course

## Certification

Participants who attend all Teaching Modules can be presented with an AtoN Level 1 Manager certificate which states that they have completed successfully the Complementary Module on the IALA Risk Management Toolbox. An example is at Annex A. It should be noted that such a certificate should **not** be considered a formal Certificate of Competence to operate any of the IALA Risk Management Tools without supervision.

# PART B - TEACHING MODULES

## Module 1 – INTERNATIONAL AND REGIONAL OVERVIEW

### Scope

This module describes the role of IALA and its publications; the importance of stakeholder liaison; the obligations placed on States under SOLAS Chapter V and the maritime situation in the region under consideration.

### Learning Objectives

To gain a **satisfactory** (Level 2) understanding of the function of IALA and its outputs; a **good** (Level 3) understanding of the obligations set out in SOLAS Chapter V and a **basic** (Level 1)understanding of sources of vessel traffic information and the maritime character of the region under consideration.

2.1.3 DETAILED TEACHING SYLLABUS FOR MODULE 1 – INTERNATIONAL AND REGIONAL OVERVIEW

1. Detailed Teaching Syllabus Module 1

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Module** | **Element** | **Sub-element** | **Subject** | **Level of Competence** | **Recommended training aids and exercises** | **References**  Rec = Recommendation  GL = Guideline | **Lecture No.** |
| **1** |  |  | **INTERNATIONAL AND REGIONAL OVERVIEW** |  |  |  |  |
|  | **1.1** | **Introduction to IALA and International Obligations** |
|  |  | 1.1.1 | Introduction to IALA; the WWA and the accreditation process | 2 |  | IALA NAVGUIDE Chapter 1 | 1 |
|  |  | 1.1.2. | Obligations under SOLAS Ch V 12; 13 | 3 |  | SOLAS Ch 5 |
|  |  | 1.1.3 | IALA Recommendations and Guidelines | 2 |  | www.iala-aism.org |
|  |  | 1.1.4 | Stakeholders | 1 |  | GL 1079 |
|  | **1.2** |  | **Regional Overview and Use of AIS** |  |  |  |  |
|  |  | 1.2.1 | Hydrographic and climatic overview of the region | 1 |  |  | 2 |
|  |  | 1.2.2 | Regional trends in maritime traffic |  |  |
|  |  | 1.2.3 | Vessel traffic using AIS |  | Rec A-126; GL 1082 |
|  |  | 1.2.4 | Other sources of maritime traffic information | IALA-Net inputs | Rec E-142 |
|  |  | 1.2.5 | Availability of regional electronic chart data |  | GL 1057 |
|  |  | 1.2.6 | Introduction to test area under study |  |  |

## Module 2 – INTRODUCTION TO THE IALA RISK MANAGEMENT TOOLBOX

### Scope

This module describes risk and risk mitigation measures before giving an overview of the three IALA Risk Management Tools: IWRAP MkII; PAWSA and simulation.

### Learning Objectives

To gain a **satisfactory** understanding of risk and risk mitigation measures and the composition and function of the IALA risk management toolbox.

2.2.3 DETAILED TEACHING SYLLABUS FOR MODULE 2 – INTRODUCTION TO THE IALA RISK MANAGEMENT TOOLBOX

1. Detailed Teaching Syllabus Module 2

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Module** | **Element** | **Sub-element** | **Subject** | **Level of Competence** | **Recommended training aids and exercises** | **References**  Rec = Recommendation  GL = Guideline | **Lecture No.** |
| **2** |  |  | **INTRODUCTION TO THE IALA RISK MANAGEMENT TOOLBOX** |  |  |  |  |
|  | **2.1** | **Navigational Risk** |
|  |  | 2.1.1 | The definition of risk | 2 |  | GL 1018 | 3 |
|  |  | 2.1.2. | Introduction to risk mitigation measures |  |  |
|  |  | 2.1.3 | Acceptable levels of risk and impact on mitigation measures |  |  |
|  |  | 2.1.4 | Introduction to the IALA risk management toolbox | 1 |  | Rec O-134 |
|  |  | 2.1.5 | Regional examples of the use of risk management tools |  |  |
|  | **2.2** |  | **IALA Risk Management Toolbox** |  |  |  |  |
|  |  | 2.2.1 | Mathematical and Delphic models | 2 |  |  | 4 |
|  |  | 2.2.2 | Data required to run quantative models |  |  |
|  |  | 2.2.3 | Data required to run qualitative models |  |  |
|  |  | 2.2.4 | Comparison between PAWSA and IWRAP Mk2 |  |  |
|  |  | 2.2.5 | The role of simulation in risk analysis |  |  |
|  |  | 2.2.6 | Overview of the complementary use of risk management tools |  |  |

## Module 3 - IWRAP Mk 2

### Scope

This module describes the development, principles and use of IWRAP MkII before guiding participants through increasingly complex practical applications based on a specific region.

### Learning Objectives

To gain a **basic** understanding of the theory and development of IWRAP Mk 2 and a **satisfactory** hands-onunderstanding of its use in practice.

2.3.3 DETAILED TEACHING SYLLABUS FOR MODULE 3 – IWRAP MK 2

1. Detailed Teaching Syllabus Module 3

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Module** | **Element** | **Sub-element** | **Subject** | **Level of Competence** | **Recommended training aids and exercises** | **References**  Rec = Recommendation  GL = Guideline | **Lecture No.** |
| **3** |  |  | **IWRAP MK 2** |  |  |  |  |
|  | **3.1** | **Development and Principles** |
|  |  | 3.1.1 | Development of IWRAP | 1 |  | Iwrapmk2.pdf | 5 |
|  |  | 3.1.2. | Basic and commercial licences |  | IWRAP Theory Handbook (pdf) |
|  |  | 3.1.3 | Theory behind the probability model |  |  |
|  |  | 3.1.4 | Distribution curves | 2 |  |  |
|  | **3.2** |  | **IALA Risk Management Toolbox** |  |  |  |  |
|  |  | 3.2.1 | Causation factors | 2 |  |  | 6 |
|  |  | 3.2.2 | Ship domain awareness |  |  |
|  |  | 3.2.3 | Grounding scenarios |  |  |
|  |  | 3.2.4 | Collision scenarios |  |  |
|  |  | 3.2.5 | Area collisions |  |  |
|  | **3.3** |  | **Creation of an IWRAP Mk 2 Model** |  |  |  |  |
|  |  | 3.3.1 | Introduction to the IWRAP Mk 2 toolbar | 1 | Hands on exercises guided by IWRAP presenter | IWRAP Mk2 Exercise Handbook | 7 |
|  |  | 3.3.2 | Defining an area to be analysed |  |
|  |  | 3.3.3 | Gathering and inputting maritime traffic data |  |
|  |  | 3.3.4 | Use and input of electronic chart data |  |
|  |  | 3.3.5 | Polygon generation |  |
|  |  | 3.3.6 | Defining and generation of route legs | 1 | Hands on exercises (continued) |  | 7 |
|  |  | 3.3.7 | Allocation of traffic to legs |  |
|  |  | 3.3.8 | Baseline analysis |  |
|  |  | 3.3.9 | “What if” analysis |  |
|  | **3.4** |  | **Practical Applications of IWRAP Mk 2** |  |  |  |  |
|  |  | 3.4.1 | Regional example 1 with results | 2 | Practical exercises |  | 8 |
|  |  | 3.4.2 | Regional example 2 with results |  |
|  | **3.5** |  | **Advanced use of IWRAP Mk 2** |  |  |  |  |
|  |  | 3.5.1 | Creation of regional test area | 2 | Practical exercise with limited supervision |  | 9 |
|  |  | 3.5.2 | Input vessel traffic and chart data; polygon generation |  |
|  |  | 3.5.3 | Creation of route legs and allocation of traffic |  |
|  |  | 3.5.4 | Baseline analysis |  |
|  |  | 3.5.5 | Generation of mitigation measures |  |

## Module 4 - PAWSA

### Scope

This module describes the development and use of PAWSA and its 5 Workbooks before demonstrating its use in a regional scenario.

### Learning Objectives

To gain a **satisfactory** understanding of the function and use of PAWSA, and a **basic** understanding of the use of Workbooks in a regional scenario.

2.4.3 DETAILED TEACHING SYLLABUS FOR MODULE 4 – PAWSA

1. Detailed Teaching Syllabus Module 4

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Module** | **Element** | **Sub-element** | **Subject** | **Level of Competence** | **Recommended training aids and exercises** | **References**  Rec = Recommendation  GL = Guideline | **Lecture No.** |
| **4** |  |  | **PAWSA** |  |  |  |  |
|  | **4.1** | **Development and Principles** |
|  |  | 4.1.1 | Development of PAWSA | 2 | Participants should be encouraged to read O-134 Annex 2 before Module 4 commences |  | 10 |
|  |  | 4.1.2. | Use of Facilitator, workshop organiser and data entry staff |  |
|  |  | 4.1.3 | Risk factors | Rec O-134 Annex 2 |
|  |  | 4.1.4 | Use of experts and stakeholders | GL 1079 |
|  |  | 4.1.5 | Balance of stakeholders and waterway users |  |
|  |  | 4.1.6 | Workbooks and Decision Support Tools | 1 |  |
|  |  | 4.1.7 | Use of Electronic Charts |  |
|  |  | 4.1.8 | Regional examples of where PAWSA might be used |  |
|  | ***4.2*** |  | ***PAWSA Workbooks*** |  |  |  |  |
|  |  | 4.2.1 | Book 1 – assessment of team expertise | 1 |  |  | 11 |
|  |  | 4.2.2 | Book 2 - Risk factor rating scales |  |
|  |  | 4.2.3 | Book 3 – Baseline risk levels |  |
|  |  | 4.2.4 | Book 4 – Effectiveness of mitigation measures |  |
|  |  | 4.2.5 | Book 5 – Additional mitigation measures |  |
|  |  | 4.2.6 | Workshop report |  |
|  | **4.3** |  | **PAWSA Test Cases using a Regional Port (1)** |  |  |  |  |
|  |  | 4.3.1 | Selection of experts | 1 | Four teams of 2 experts to be selected from participants. Guided practical exercises |  | 12 |
|  |  | 4.3.2 | Sources of hydrological and vessel traffic data |  |
|  |  | 4.3.3 | Practical exercise Book 1 |  |
|  |  | 4.3.4 | Experts review of the test port |  |
|  |  | 4.3.5 | Practical exercise Books 2 and 3 |  |
|  | **4.4** |  | **PAWSA Test Cases using a regional Port (2)** |  |  |  |  |
|  |  | 4.4.1 | Review of migration measures – scoring Book 4 | 1 | Guided review of Books 4 and 5 |  | 13 |
|  |  | 4.4.2 | Cost effectiveness of selected mitigation measures |  |
|  |  | 4.4.3 | Summary of additional interventions – Book 5 |  |
|  |  | 4.4.4 | Review of Test Case |  |

## Module 5 - SIMULATION

### Scope

This module describes the use of simulators for the investigation of risk for specific ship applications and waterway design including modelling various AtoN within that waterway and other risk mitigation factors.

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### Learning Objectives

To gain a **satisfactory** understanding of the function and use of simulation techniques in risk management and a **basic** understanding how simulation can be used in the effective design of waterways.

2.5.3 DETAILED TEACHING SYLLABUS FOR MODULE 5 – SIMULATION

1. Detailed Teaching Syllabus Module 5

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Module** | **Element** | **Sub-element** | **Subject** | **Level of Competence** | **Recommended training aids and exercises** | **References**  Rec = Recommendation  GL = Guideline | **Lecture No.** |
| **5** |  |  | **Maritime SIMULATION** |  |  |  |  |
|  | **5.1** | **Overview of Maritime Simulators, Simulation Techniques & Application Area** |
|  |  | 5.1.1 | Definition and application area of simulation | 3 |  | Rec O-138 | 14 |
|  |  | 5.1.2. | Types of simulators and modes of simulation | GL-1058 |
|  |  | 5.1.3 | Classes of simulators and classification /standards | DNV Standard 214 |
|  | **5.2** |  | **Elements of Maritime Simulation and Modelling** |  |  |  |  |
|  |  | 5.2.1 | Modelling of ships motion & forces for manoeuvring characteristics | 2 |  |  | 15 |
|  |  | 5.2.2 | Modelling of environment and AtoN |  |
|  |  | 5.2.3 | Ships’ equipment for ship operation |  |
|  |  | 5.2.4 | Shore based systems for Traffic Management and e-Navigation | Rec e-Nav 140 |
|  | **5.3** |  | **Samples for Application of Maritime Simulation** |  |  |  |  |
|  |  | 5.3.1 | Simulation for specific investigations (lights, AtoNs) | 2 |  | GL 1078, GL 1069 | 16 |
|  |  | 5.3.2 | Simulation for regional port and waterway design | DNV Standard 307 |
|  |  | 5.3.3 | Simulation of complex situations for emergency and risk management |  |
|  |  | 5.3.4 | Scenario design and analysis of results |  |

## Module 6 - COMPLEMENTARY USE OF THE IALA RISK MANAGEMENT TOOLBOX

### Scope

This module describes the interaction between IALA risk management tools in a regional scenario and the human resource and cost implications generated by selected risk mitigation measures.

### Learning Objectives

To reinforce a **good** understanding of the obligations on Competent Authorities and a **satisfactory** understanding of risk and mitigation measures. To gain a **satisfactory** understanding of the how the three IALA risk management tools can be used in a specific region and a **basic** understanding of the concept of Sea Traffic Management and the cost implications that might result from adopting selected risk mitigation measures.

## 2.6.3 DETAILED TEACHING SYLLABUS FOR MODULE 6 – COMPLEMENTARY USE OF THE IALA RISK MANAGEMENT TOOLBOX

1. Detailed Teaching Syllabus Module 6

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Module** | **Element** | **Sub-element** | **Subject** | **Level of Competence** | **Recommended training aids and exercises** | **References**  Rec = Recommendation  GL = Guideline | **Lecture No.** |
| **6** |  |  | **COMPLEMENTARY USE OF THE IALA RISK MANAGEMENT TOOLBOX** |  |  |  |  |
|  | **6.1** | **Review of Current and Future Risk Management** |
|  |  | 6.1.1 | Review of obligations on Competent Authorities | 3 | Film of a concept of Sea Traffic Management |  | 17 |
|  |  | 6.1.2. | Review of risk and mitigation measures | 2 | Rec O-139 |
|  |  | 6.1.3 | Concept of Sea Traffic Management | 1 |  |
|  | **6.2** |  | **Regional Overview of the use of Risk Management Tools** |  |  |  |  |
|  |  | 6.2.1 | Use of IWRAP to determine change in risk | 2 |  |  | 18 |
|  |  | 6.2.2 | Review of identified change in risk | Rec O-139 |
|  |  | 6.2.3 | Risk mitigation measures |  |
|  |  | 6.2.4 | Regional Qualitative Risk Assessment |  |

## Module 7 - DISCUSSION ON THE IALA RISK MANAGEMENT TOOLBOX

### Scope

This module uses a panel of experts to review the elements comprising the IALA Risk management toolbox with the aim of consolidating an understanding of how they interact

### Learning Objectives

To reinforce a **satisfactory** understanding of the sequence in which components of the IALA Risk Management Toolbox might be used regionally.

## 2.7.3 DETAILED TEACHING SYLLABUS FOR MODULE 7 – PANEL DISCUSSION ON THE IALA RISK MANAGEMENT TOOLBOX

1. Detailed Teaching Syllabus Module 7

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Module** | **Element** | **Sub-element** | **Subject** | **Level of Competence** | **Recommended training aids and exercises** | **References**  Rec = Recommendation  GL = Guideline | **Lecture No.** |
| **7** |  |  | **DISCUSSION ON THE IALA RISK MANAGEMENT TOOLBOX** |  |  |  |  |
|  | **7.1** |  | **Summary of interaction between Risk Management Tools** |  |  |  |  |
|  |  | 7.1.1 | Sequence of use of IALA risk Management Tools | 2 | Discussion led by panel of experts |  | 19 |
|  |  | 7.1.2 | Regional review: future use of the IALA Risk Management Toolbox |  |
|  |  | 7.1.3 | Comparison between IALA and other Risk Management Tools |  |

**ANNEX A** – EXAMPLE CERTIFICATE OF COMPLETION

**Aids to Navigation Certificate**

**Level 1**

**This is to certify that**

has completed successfully the Complementary Module on:

The IALA Risk Management Toolbox

In accordance with the IALA World-Wide Academy Model Course IALA WWA.L1.3

Based on IALA Recommendation E-141/1 on Level 1 Manager Training

and IALA Recommendation O-134 on the IALA Risk Management Tool for Ports and Restricted Waterways

Awarded at [City, Country] on [date]

Rear Admiral Jean-Charles Leclair Ómar Frits Eriksson

Dean, IALA World-Wide Academy Chairman of the IALA Risk Management Steering Group and Chairman of the IALA EEP Committee