

From: ENAV Committee

PAP34-10.1.1

To: PAP

(ENAV21-14.1.2)

22 September 2017

## **Liaison note to PAP on Frequently Asked Questions**

### **1 Summary**

The FAQ on e-navigation were last reviewed in September 2013 (ENAV14). Since then the e-navigation concept and various aspects have further developed. At its 21<sup>st</sup> session the ENAV Committee studied these FAQ and felt a review was necessary. This work was conducted during this meeting and it was decided that for the time being the result will be kept as a working paper. The work is intended to continue with the aim of completion at the 22<sup>nd</sup> session of the Committee in the work period 2018-2022.

Furthermore the Committee discussed the necessity for IALA to keep the FAQ on e-navigation available on IALA's website and whether the FAQ on e-navigation should be a part of a new FAQ section on the website with a wider scope which could cover all the activities under the remit of IALA.

#### **1.1 Purpose of the document**

This document intends to inform PAP about the discussion in the ENAV Committee and submits a proposal for PAP to consider with an eventual aim of sending to Council for approval.

#### **1.2 Related documents**

Former ENAV14-17.1.1.3 and the current list of FAQ on e-navigation on IALA's website.

### **2 Discussion**

The Committee in general was of the opinion that there is still a need for a list of FAQ on e-navigation to be published by IALA on its website for guidance and awareness of IALA members and other interested parties. This need is even growing as the concept and its aspects have developed and are currently to be further developed.

However, it should be noted that the development of the e-navigation as a concept and its large variety of current and future services and related technologies is an on-going process. Consequently the list of FAQ - not just focussing on general questions - may grow as substantial subjects need to be inserted (e.g. the FAQ on VDES, on Resilient PNT, S-100, the Maritime Connectivity Platform, Maritime Service Portfolio's and others under development). Important conditions to be taken into account are a defined periodical review and update, as well as a logical and transparent structure of the FAQ list.

It should also be noted that other activities under IALA's remit which are dealt with in its Technical Committees are also evolving and therefore FAQ and clear answers concerning these developments should be made available to IALA members and other interested parties in order to satisfy their need for basic information.

### **3 PROPOSAL**

After discussion and considering the needs from different perspectives and eventual consequences, taking into account the growing need for reliable information to provide guidance, to enlarge awareness and for educational purposes, the Committee proposes:

- that a separate and specific section on the IALA website should be created that includes a variety of FAQ lists in a wider scope covering all IALA activities and subjects of attention within the organisation's mandate (one may think of all tasks and subjects currently dealt with in the Technical Committees);
- this section should have a user-friendly, logical and transparent structure;
- this section should show coherency between the various subjects;
- this section should meet the need of the visitors (IALA members and other interested parties) to collect correct and reliable information in respect to their interests;
- this section should have the ability to register the number of visitors and their subjects of interest (e.g. as currently available for the e-navigation Testbed section on IALA's website).

#### Proposed actions and process towards the maintenance of the FAQ lists

- FAQ lists on various subjects may be made available in PDF-format (with a well-defined structure and including an index and links where appropriate);
- FAQ lists should be reviewed and updated periodically by the relevant Technical Committee (being the custodian of the various lists under their attention and tasks);
- This review and update should be a permanent task within the Working Programme of the Committees;
- Once a FAQ list has been developed, it is anticipated that the review and update will require little effort by the relevant Committees;
- Currently the Secretariat keeps record of incoming questions (by phone or mail); this work should continue and the collected list of these questions should be reviewed by the Committees for possible inclusion in the relevant FAQ lists;
- The Committees are to provide the Secretariat with updated and reviewed FAQ lists (in a uniform PDF-format, including the IALA logo, the version number and date of review/update) for insertion and publication on IALA's website;
- It should be possible to download the FAQ lists in PDF format.

#### **4 Action requested of the POLICY ADVISORY PANEL**

The PAP is requested to:

- note the recommendation of the ENAV Committee to retain FAQs on e-navigation on IALA's website ;
- consider the proposal as described in section 3 of this document concerning a FAQ section with a wider scope on the website covering the Committee activities of the entire organisation
- send the proposal to Council for approval.

\*\*\*\*\*