



REPORT OF THE 34TH SESSION OF THE IALA ADVISORY POLICY PANEL (PAP)

16 - 17 October 2017



**Report of the 34th Session of the IALA
Policy Advisory Panel (PAP)
16 - 17 October, 2017
Executive Summary**

The 34th session of PAP was held at IALA Headquarters on 16th and 17th October 2017.

The meeting focused on the draft Standards that should be approved at the next General Assembly, the recommendation structure to be adopted consequently to the Standard adoption and the consideration of how the Committees and their work domains should be organised for the next work period 2018-2022.

The participants also heard of the progress made by each individual Committee and by the LAP and IMC, as well as the WWA.

Finally PAP was briefed on the developments with regards to the change of status progress and agreed to meet again at IALA Headquarters from 14th to 16th February 2018.

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Report of the 34th Session of the IALA

Policy Advisory Panel (PAP)

GENERAL

The 34th meeting of the Policy Advisory Panel was held on 16 and 17 October 2017 at IALA Headquarters, with IALA Deputy Secretary-General Michael Card as Chairman and Marie-Hélène Grillet as Secretary.

1. OPENING

1.1 Approval of the agenda

The Agenda (paper PAP34-1.1) was adopted.

The Agenda is provided at ANNEX A.

1.2 Address by the Deputy Secretary-General

The Deputy Secretary-General informed the attendees that this PAP meeting would be busy completing the preparations work on Standards, the Recommendations plan, the “Position on the Development of AtoN Services, and draft Committee Structure for the 2018-2022 work period. A further meeting, PAP35, would be held in February 2018 to finalize the draft work programmes for Committees for the next four years, for consideration by Council.

1.3 Introductions and apologies

The Deputy Secretary-General welcomed Justin Kimura, the new ARM Committee Vice-Chair, and informed the participants that apologies had regrettably been received from both the Chair and Vice of the VTS Committee, the Vice Chairs of the ENAV and ENG Committees and the Secretary-General.

A list of attendees is provided at ANNEX B.

2. REVIEW OF INPUT AND INFORMATION PAPERS

A list of input papers is at ANNEX C.

3. UPDATE ON ACTION ITEMS FROM PAP33

Action items from PAP33 were reported as complete with the following exception:

On action items 18 and 19 (about RTCM) the Deputy Secretary-General reported that his attempts to establish a closer cooperation with RTCM proved less successful than expected, mainly due to the lack of a point of contact at management level in RTCM.

4. REPORT OF COUNCIL 64

The Deputy Secretary-General gave highlights of the last Council session with a particular emphasis on the introduction of a new clause in the Basic Documents, as follows:

“The Council approved the addition to the Basic Documents – General Regulations, Article 6.2 the addition of the following three sentences:

4. Appointments of Committee Chairs and Vice Chairs will expire at the end of each four-year work period immediately prior to a General Assembly.

5. The term for Committee Chairs and Vice Chairs should not exceed two work periods, that is eight years.

6. Termination of the appointment of a Committee Chair or Vice Chair may be made for cause by the Council on the advice of the Secretary-General.”

4.1 Council decision on Dictionary issue

The Deputy Secretary-General informed PAP that the Council had decided to have definitions back in IALA guidance documents. This decision does not question the existence of the Dictionary but make its updating process more flexible.

Seamus Doyle remarked that the PAP Dictionary Working Group had not worked very well and suggested creating a 'Dictionary Management Group' with close cooperation with the Committees.

Action item 1:

The Deputy Secretary-General would talk to the Technical Operations Manager with regard to the creation of a Dictionary Management Group.

5. STRATEGIC VISION – REVIEW FOR 2018-2026

Input papers PAP34-5a and PAP34-5.1b refer.

The draft Strategic Vision was reviewed and finalized by the Deputy Secretary-General after the comments made by the PAP members before and at PAP33.

There were no further comments on the document, which was ready to be submitted to the Council to approve its forwarding to the next General Assembly.

Action item 2:

The Secretariat to forward the Strategic Vision to the 65th Council session to approve its forwarding to the next General Assembly.

6. 'POSITION ON THE DEVELOPMENT OF ATON SERVICES'

Deputy Secretary-General Michael Card reported that detailed comments had been received. A working group had met in the morning before PAP started and finalized the document, now ready to go to the 65th session of the IALA Council, which already approved the title change at its 64th session.

Action item 3:

The Secretariat to forward the paper 'Position on the Development of AtoN Services' to the 65th Council session for approval.

7. DRAFT IALA STANDARDS

7.1 Draft Standards

Considerable work had been done on the draft Standards with contributions from the Committees.

Some work had still to be done, however, on the layout and to a lesser extent the contents. It was agreed that the Secretariat would:

- Finalize the preamble to be in line with the Constitution
- Remove all blank lines
- Retain the documents that are in existence and remove all those that are still under development
- Forward Standard 1010 – AtoN Planning and Service Requirements, to the ARM Committee to update it at the next session
- Post all other draft Standards as working documents and request comments by the other Committees by the end of October

Action item 3:

The Secretariat to implement actions requested on draft Standards as per section 7 of the report.

Amendments to the Standards were then discussed. It was recalled that Standards could be approved or amended only by the general Assembly. A change in the Constitution was therefore necessary to provide for a General Assembly to be called and held by postal or electronic means.

Action item 4:

The Secretariat to arrange for an amendment to the Constitution providing for postal or electronic General Assembly meetings to be approved at the next General Assembly.

7.2 Recommendations plan for Standards

Input papers PAP34-7.2.1 and PAP34-7.2.1.1 refer.

Deputy Secretary-General Michael Card explain that this document should be seen as guidance for the documents to be produced in the future. It had been commented by the WWA and the ENG and VTS Committees.

The proposed mechanism was to update it regularly, probably after each Committee meeting.

The Recommendations plan for Standards would go to the Council for noting.

Action item 5:

The Secretariat to forward the Recommendations plan for Standards to the 65th Council session for noting.

With regard to the Recommendations mapped to Standard 1010 - AtoN Planning and Service Requirements, the comment was made that the Legal Advisory Panel (LAP) should be involved in the revision of Recommendation R1001 – Maritime Buoyage System and the development of the planned R1003 - Marine Data Sharing for Risk Assessment and Analysis.

Action item 6:

The Secretariat should ensure coordination with the responsible Committee and the LAP when Recommendation R1001 – Maritime Buoyage System is updated and Recommendation R1003 – Marine Data Sharing for Risk Assessment and Analysis is developed.

Recommendation O-143 (planned R0143) – Virtual Aids to Navigation was discussed and it as recognized that it was not in conformity with IMO. A note to IMO could be envisaged and this could be reflected in the 'Position' paper.

The work on AIS documents should be done jointly the ARM and ENG Committees.

Action item 7:

The Secretariat to ensure that work on AIS documents is coordinated between the ARM and ENG Committees.

Also, more was required with regards to recommendations mapped to Standards 1040, 1050 and 1060 and comments were invited from PAP members by the 2nd week of January 2018. Comments may suggest a frame for cyber-security that was identified as missing in the current plan.

Action item 8:

PAP members should send comments on the mapping of recommendations to Standards 1040, 1050 and 1060, addressing cyber-security, to the Secretariat (Michael Card) by the 2nd week of January 2018 for further consideration at PAP35.

8. COMMITTEE STRUCTURE

Input papers PAP34-8.a and PAP34-8.b refer.

Deputy Secretary-General Michael Card reported on concerns with the ENAV new proposed name, which may lead to think that IALA does not address e-Navigation any longer and a compromise was to keep the acronym "ENAV".

The proposed Committee structure was noted with some concerns expressed on some work domains that have aspects relevant to both the ARM and the ENAV Committees. As an example Maritime Service Portfolios, which is missing in the list of work domains, would be better addressed by the ARM Committee than ENAV.

Better inter-Committee cooperation will be needed in the future.

8.1 Committee work programmes

The ARM Committee, which had not held its last meeting at the time of the PAP, should base its proposed work programme on the new Committee structure.

The proposals from ENG and VTS were noted.

Action item 9:

The four Committees should send comments and proposed programmes to the Secretariat (Michael Card) by mid-January 2018 in preparation for PAP35.

8.2 e-Navigation across Committees

Deputy Secretary-General Michael Card remarked that this PAP Agenda item would disappear in the future after a redistribution of ENAV aspects to the various Committees.

Communication between Committees however, remains vital.

He proposed to have a discussion item “Emerging technologies impact”.

8.3 Committee and PAP dates 2018

A tentative schedule for the meetings was submitted, however incomplete.

A proposal was made to alternate the order of meetings to have ENAV and ARM meeting back to back in the first half of the year while VTS and ENAV would meet back to back in the second half.

Deputy Secretary-General Michael Card also suggested to amend the format of the PAP meetings to contain the discussions in two days and have a third day devoted to a specific topic.

Action item 10:

The Secretariat to update the proposed time schedule, including ARM, ENG and LAP that had been omitted and taking account of the invitations received to hold a Committee meeting in Buenos Aires and a Workshop in Korea in the first half of 2019.

9. CO-ORDINATION ENAV AND VTS

The report of the joint meeting (input paper PAP34-9.1) was noted, as well as the postponement to PAP35 of the paper proposing the establishment of a correspondence group. A joint workshop could be envisaged for the work period 2018-2022.

10. CO-ORDINATION REPORTS

The Committee Chairs, LAP Chair and IMC observers reported on the work done by their respective bodies.

10.1 ENAV Committee

The ENAV Committee remained the largest Committee with a record number of 170 participants. It completed its work period with the production of 3 draft guidelines and new FAQs on E-Navigation and promotional FAQs on VDES. The ENAV Chair remarked that FAQs should be on questions that are really frequently asked.

The Committee produced a note on ship reporting systems, a subject that would need to be incorporated into the work programme. They also developed a Maritime Communication Plan.

With regard to the FAQs the participants noted that not generic questions were received on e-Navigation and answers need to be accurate. There was a concern about the capacity of the Secretariat. The VDES FAQs will expire within 12 months and will not be renewed.

Ship reporting systems were identified as part of the digitization process, one of the receivers being the VTS.

The conclusion was that the ARM Committee should look into the VTS aspects of ship reporting, report to PAP and keep the VTS Committee informed.

Action item 11:

The ARM Committee should look into the VTS aspects of ship reporting, report to PAP and keep the VTS Committee informed.

10.2 VTS Committee

In the absence of the Committee Chair and Vice Chair the Committee Secretary Wim van der Heijden reported that the Committee had almost completed its work programme for the current period with the development of 3 new Recommendations and 3 new guidelines.

With regard to the review of IMO Resolution A.857(20) he made clear that the Committee did not intend to embark on a revision of the Resolution but request IMO to introduce an Agenda item for MSC99.

10.3 ENG Committee

The ENG Committee Chair reported on the last meeting of the Committee:

- The seventh meeting of the ENG Committee (ENG7) was held from 9th to 13th October 2017 in IALA HQ.
- The session was attended by 51 participants from 22 countries, of which 31 were National Members, 12 were Industrial Members, 7 were Associate Members, 1 was an observer. Seven participants attended for the first time.
- There was a presentation by PIANC and a presentation on battery technology, which is moving fast.
- The Committee considered 88 input papers including presentations and produced 36 output documents including 6 revised Academy model courses, 5 draft Recommendations, 13 draft Guideline, 2 draft manuals, 1 draft calculator tool and 8 working papers. All Recommendations and Guidelines considered were aligned with the proposed seven Standards.
- The E-200 series of recommendations was restructured with the production of recommendations and associated guidelines.
- The review of relevant sections of the Navguide was completed.
- A demonstration of potential mobile AtoN light characters was given to the Committee to assist with the proposal of a character for Mobile AtoN for the ARM Committee.
- Under the Academy distance learning programme, two participants passed modules of the level 1 AtoN managers' course during ENG7. A further three participants studying will attend the module 3 training at Trinity House in December 2017.
- Support for the Academy continued with revision of six model courses and preparation of one Recommendation and one Guideline on training and certification.
- The Heritage Forum made good progress in preparing for the heritage exhibition at the 19th IALA Conference in 2018. The preparation of the text for the IALA Complementary Lighthouse Use Manual was completed.

The ENG Committee work plan for the work period 2014-2018 was updated in the light of progress made during the session. The work plan for 2014-2018 is substantially complete. The following table shows a summary of progress made during the four year work period. A draft work plan for the work period 2018-2022 aligned with the seven draft Standards was prepared for consideration at PAP34.

10.4 ARM Committee

The Chair reported that the next Committee meeting would be held at IALA Headquarters after a session held in the US, which benefited from an outstanding support by the US Coast Guard and produced 12 documents (recommendations and guidelines) that were subsequently approved by the Council.

The next meeting would complete the work on the new NAVGUIDE edition and issue new questions for the IALA general questionnaire.

With regard to the NAVGUIDE, editorial support would be needed, as well as consideration of a new editing and updating method.

10.5 World-Wide Academy

The WWA Dean gave a presentation on the Academy.

He explained that the target countries were identified by comparing to the volume of the traffic/degree of risk against the AtoN management. The number of target countries is decreasing but Africa remains a problem.

The WWA carried out 30 technical needs assessment missions that resulted in more than 1,200 recommendations. The mission reports are kept confidential.

In the field of research & development the WWA liaises with the Committees, maintains a list of research needs and cooperates with universities.

Funding is secured for the next future.

10.6 Industrial Members Committee

The IMC Observer Lars Mansner reported that the IMC had focused on Conference activities with the organisation of the industrial exhibition and dinner. Online registration for the exhibition had opened and an information pamphlet would soon be issued. The breakeven was set at 70 booths.

There had been discussions on the impact of the political situation on the attendance but it did not seem to affect registration.

The IMC had circulated information on the special "IMC innovation" session planned for the Conference. A selection mechanism would be needed in case of numerous submissions.

For the next period the IMC will need to address the issue of the next President: the IMC bye-laws provide for the President to be selected among one of the Industrial members in the Conference/Exhibition host country and IALA does not have any Industrial member in Brazil.

10.7 Legal Advisory Panel

The LAP Chair Jon Price reported that the Panel had not meet in full session since April 2017; this was mainly due to the considerable work required for the change of status project. He also apologized for his inability to be present at the last PAP meeting, as he had to attend an important meeting at the European Union to answer concerns about the possible contestation by the EU of the validity of IALA as an IGO, especially with regards to VTS.

On top of its work for the IGO project the LAP developed a slightly revised definition of Marine Aids to Navigation for use by IALA in its documentation and Constitution.

11. IALA CHANGE OF STATUS PROJECT

In the absence of the Secretary-general the progress made were presented by the LAP Chair, Jon Price.

He summarized the aim of the project and reported on the latest developments, which consisted mainly in considering the comments received from the members after the preparatory diplomatic conference in Paris in April 2017.

The comments on the proposed texts for the Convention and the General Regulations were analysed and new draft texts produced for consideration at the next extraordinary meeting of LAP (LAPEX3), scheduled for the last two days of October at IALA Headquarters.

The next step would be to refine the drafts with the participation of the National members attending LAPEX3 and use them as a basis for the next preparatory diplomatic conference planned in Morocco on 7 and 8 February 2018.

Having Industrial member observers at Council meetings was identified as an important issue to be considered.

12. ARCTIC SEMINAR

The Seminar programme, as per input paper PAP34-12.1 was noted.

13. MARITIME CONNECTIVITY PLATFORM (PREVIOUSLY MARITIME CLOUD)

A workshop will be held at IALA Headquarters on 21 and 22 November. This will not be an IALA workshop and the outcomes are not supposed to go to the Committees.

Seamus Doyle was however requested to liaise with EfficienSea2 to get information on the outcomes and their potential interest for IALA.

Action item 12:

Seamus Doyle is requested to liaise with EfficienSea2 to get information on the outcomes and their potential interest for IALA.

14. CO-OPERATION WITH IMO ON MARITIME SECURITY ISSUES

This was a topic that dated back to September 2016 and could not be considered at the last PAP meeting. A provisional answer had been given to IMO and the ARM Committee was requested to look into the matter.

Action item 13:

The ARM Committee is requested to look into the matter of potential co-operation with IMO on maritime security issues.

15. IALA COMMUNICATION MEANS

15.1 IALA Website

The IALA Webmaster Audrey Guinault reported that the Website had considerably improved with a registration process made easier and the circulation of a regular e-Bulletin to all registered users. A technical solution was under development to have the Seminar and Workshop documents available permanently on the Web.

The IMC had discussed advertising in the e-Bulletin and found that ads disappear when the newsletter is downloaded. This was an issue to be addressed in order to attract interest from the Industrial members.

15.2 Paper Bulletin

The Events and Document Co-ordinator Marie-Hélène Grillet reported that the Bulletin would be published twice a year, alternating with e-Bulletin editions, and was now circulated free of charge, which however had little impact to the number of subscribers.

PAP participants remarked that the e-Bulletin and paper Bulletin had different purposes and were both valuable.

16. ANY OTHER BUSINESS

16.1 Liaison notes

Deputy Secretary-General Michael Card explained that liaison notes from Committees to either other Committees or the Council were not desirable. Liaison notes should be limited to submissions to other Organizations.

About the need for a mechanism to draw other IALA bodies' attention to a specific issue the proposed mechanism was the following:

- Draft the message that must go through
- Accurately record the message in the meeting report
- Draw attention to the relevant portions of the report in the report executive summary, adding them as annexes if necessary.

17. DATE AND PLACE OF THE NEXT MEETING

The 35th PAP meeting will be held at IALA Headquarters from 14th to 16th February. The meeting will focus on the work programme for the period 2018-2022.

18. REPORT OF PAP34

The report will be approved by correspondence.

19. CLOSING OF THE MEETING

Deputy Secretary-General Michael Card closed the meeting at 1720 on 17th October thanking all participants.

20. LIST OF ANNEXES TO THE REPORT

- 1 Agenda
A copy of the agenda is at ANNEX A.
- 2 Participants
A list of participants is at ANNEX B.
- 3 Output and Working Papers
A list of output and working papers is at Annex C.
- 4 Action items
A list of action items is at ANNEX D.

34th session of the IALA Policy Advisory Panel

Dates and Purpose

The 34th meeting of PAP will be held on 16, 17, and 18 October, 2017, at IALA Headquarters, St Germain en Laye, France. The objectives are to:

- Formulate advice for the IALA Council and Secretariat
- Coordinate the work of the IALA Committees to achieve the goals of the Strategic Vision

Monday 2017-10-16 1000-1700

Tuesday 2017-10-17 0900-1700

Wednesday 2017-10-18 0900-1300

PAP34 will be followed by a meeting of the 19th IALA International Conference Steering Committee expected to commence on Wednesday 18th October 1400 and finish at 1700 on Thursday 19th October.

Draft Agenda

		Speaker 1	Action requested
1	Opening of Meeting		
	1.1 Approval of Agenda		
	1.2 Address by Deputy Secretary-General		
	1.3 Introductions and Apologies		
2	Review of input and information papers 2	MHG	Note
3	Update on action items from PAP33	MHG	Note
4	Report of Council 64	MDC	Note
	4.1 Decision on Dictionary issue		
5	Strategic Vision – Review for 2018-2026	MDC	Agree*
6	“Position on the Development of AtoN Services”	MDC	Agree*
7	Draft IALA Standards		
	7.1 Draft Standards	MDC	Agree**
	7.2 Recommendations plan for standards	MDC	Advise
8	Committee structure 2018-2022	MDC	Advise

1 Speakers: AG = Audrey Guinault; FZ = Francis Zachariae; HN = Hideki Noguchi; JA = Jorge Arroyo; JP = Jon Price; LM = Lars Mansner; MDC = Michael Card; MHG = Marie-Hélène Grillet; OFE = Omar Frits Eriksson; PD = Phil Day; SM = Simon Millyard; TC = Tuncay Cehreli

2 Information papers, if any, are not intended for discussion

* Agree forwarding to Council for approval

** Agree forwarding to Council in view of General Assembly approval

	8.1	Committee Work Programmes	MDC	Agree*
	8.2	e-Navigation across Committees	All	Advise
	8.3	Committee and PAP dates 2018	MHG	Note
9		Coordination ENAV and VTS	MDC	Note
10		Coordination reports <i>(5-8 minutes each)</i>		
	10.1	ENAV	HN	Note
	10.2	VTS	TC	Note
	10.3	ENG	SM	Note
	10.4	ARM including Risk Toolbox	PD	Note
	10.5	WWA	OFE	Note
	10.6	IMC	LM	Note
	10.7	LAP	JP	Note
11		IALA Change of Status project		
	11.1	Progress report	MHG	Note
12		IALA-IHO Arctic Seminar	MDC	Note
13		Maritime Connectivity Platform	MDC	Discuss
14		Cooperation with IMO on maritime security issues	MDC	Discuss
15		IALA Communication means		
	15.1	Website(s)	AG	Note
	15.2	Bulletin	MHG	Advise
16		Any Other Business		
17		Date and Venue of next meeting		Decide
18		Report of PAP34		Approve
19		Closing of Meeting		

Deputy Secretary-General	Michael Card michael.card@iala-aism.org
Dean, World-Wide Academy	Omar Frits Eriksson omar.eriksson@iala-aism.org
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ARM Committee	Chair Phil Day phild@nlb.org.uk Vice-Chair Justin Kimura Justin.a.kimura@uscg.mil
ENAV Committee	Chair Hideki Noguchi hideki.noguchi@gmail.com
ENG Committee	Chair Simon Millyard simon.millyard@thls.org
Legal Advisory Panel	Chair Jon Price jon.price@thls.org
IMC	Lars Mansner lars.mansner@sabik.com

Meeting	Agenda Item	OUTPUT PAPERS	Action
PAP34	18.1	Report of PAP34	To Council
PAP34	20.1	Draft IALA Standard 1010 AtoN Planning and Service Requirements	To Council
PAP34	20.2	Draft IALA Standard 1020 AtoN Design and Delivery	To Council
PAP34	20.3	Draft IALA Standard 1030 Radionavigation Services	To Council
PAP34	20.4	Draft IALA Standard 1040 Vessel Traffic Services	To Council
PAP34	20.5	Draft IALA Standard 1050 Training and Certification	To Council
PAP34	20.6	Draft IALA Standard 1060 Digital Communication Technologies	To Council
PAP34	20.7	Draft IALA Standard 1070 Information Services	To Council
PAP34	20.8	Draft IALA Position on the Development of AtoN Services	To Council
PAP34	20.9	Strategic Vision 2018-2026	To Council
PAP34	20.10	Recommendations plan for Standards by ARM	To PAP35
PAP34	20.11	Recommendations plan for Standards by ENG	To PAP35
PAP34	20.12	Committee structure 2018-2022	To PAP35
PAP34	20.13	Standards map	To PAP35
PAP34	20.14	Proposed 2018-2022 VTS work programme	To PAP35
PAP34	20.15	Committee and PAP dates 2018 post PAP34	To PAP35

1. *The Deputy Secretary-General would talk to the Technical Operations Manager with regard to the creation of a Dictionary Management Group.*
2. *The Secretariat to forward the Strategic Vision to the 65th Council session to approve its forwarding to the next General Assembly.*
3. *The Secretariat to forward the paper 'Position on the Development of AtoN Services' to the 65th Council session for approval.*
4. *The Secretariat to arrange for an amendment to the Constitution providing for postal or electronic General Assembly meetings to be approved at the next General Assembly.*
5. *The Secretariat to forward the Recommendations plan for Standards to the 65th Council session for noting.*
6. *The Secretariat should ensure coordination with the responsible Committee and the LAP when Recommendation R1001 – Maritime Buoyage System is updated and Recommendation R1003 – Marine Data Sharing for Risk Assessment and Analysis is developed.*
7. *The Secretariat to ensure that work on AIS documents is coordinated between the ARM and ENG Committees.*
8. *PAP members should send comments on the mapping of recommendations to Standards 1040, 1050 and 1060, addressing cyber-security, to the Secretariat (Michael Card) by the 2nd week of January 2018 for further consideration at PAP35.*
9. *The four Committees should send comments and proposed programmes to the Secretariat (Michael Card) by mid-January 2018 in preparation for PAP35.*
10. *The Secretariat to update the proposed time schedule, including ARM, ENG and LAP that had been omitted and taking account of the invitations received to hold a Committee meeting in Buenos Aires and a Workshop in Korea in the first half of 2019.*
11. *The ARM Committee should look into the VTS aspects of ship reporting, report to PAP and keep the VTS Committee informed.*
12. *Seamus Doyle is requested to liaise with EfficienSea2 to get information on the outcomes and their potential interest for IALA.*
13. *The ARM Committee is requested to look into the matter of potential co-operation with IMO on maritime security issues.*



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