**25th Session of the IALA Policy Advisory Panel**

The 25th meeting of the **PAP** will be held from 1 May – 2 May 2013, at IALA.

The PAP meeting forms part of a series of meetings, the details of which are:

29 April 2013 2014 Conference Steering Group, starting at 0900.

29 April 2013 Special meeting - Strategic vision and Committees, starting at 1400.

30 April 2013 Special meeting - Strategic vision and Committees, starting at 0900.

1 May 2013 PAP25, starting at 0900.

2 May 2013 Continuation of PAP25, starting at 0900.

3 May 2013 Conference 2014 Papers’ Committee, starting at 0900 and aiming to complete by 1300.

The one and a half-day Special Meeting on 29 / 30 April will be for Committee Chairs and Vice Chairs, with the following purpose.

* Explanation of the draft Strategic Vision created by the Secretariat following Council-54
* Review of the draft Strategic Vision and development of a draft Version 2 for subsequent finalisation by the Secretariat and presentation to Council-55
* Review of the draft Committee structure for 2014-18, also for finalisation by the Secretariat and presentation to Council-55

The objectives of PAP25 are to:

* Co-ordinate the work of the IALA Committees;
* Identify and resolve issues that affect all Committees;
* Review proposals for the 2014 – 2018 Work Programme.

**AGENDA for 30 April – 2 May 2013**

**Agenda Item** **Responsibility/Action**

1. Welcome GP
2. Approval of agenda All
3. Review of Action Items from last meeting MH
4. Review of input papers MH
5. IALA Activity
   1. Secretary-General’s remarks GP
      1. Council report – 54th Session GP
      2. LAP FZ
      3. CPAF GP
      4. Maritime Co-operation Forum GP
      5. IMO Accident Zero campaign TC
      6. World VTS Guide GP
      7. IMC SN
   2. Committee Chairmen’s reports (preferably 1 x A4 or 2 slides)
      1. VTS Committee TC
      2. e-NAV Committee BC / NW
      3. EEP Committee ÓFE
      4. ANM Committee PD
6. IALA WWA
   1. Academy update J-CL
7. IALA and Risk Management ÓFE
   1. PAWSA & IWRAP Mk 2 – Sydney (November 2012) J-CL
8. Review of IALA procedures MC
   1. IALA Document Categorisation SR
   2. IALA documentation SR / MC
   3. Committee meeting schedules TC/ NT
   4. Documents approval procedure MC
   5. Meeting programme until Conference 2014 MH
9. Any Other Business (time permitting)
   1. Disaster Recovery BC / NW
   2. MSC91 J-CL
   3. The IALA Dictionary ÓFE
   4. IALA NET J-CL
   5. IALA Bulletin & related matters PR
   6. IALA Information Technology Group ÓFE
   7. e-Navigation across Committees BC
   8. Heritage & Conservation ÓFE
10. Date and Venue of next meeting GP

All members are encouraged to propose agenda items or submit papers for the agenda items above until a fortnight before the meeting (15 April 2013).