Input paper for the following Committee(s):   check as appropriate

Purpose of paper:

□ ARM   □ ENG   **X** PAP

X Input

□ ENAV   □ VTS

□ Information

Agenda item [2]   7.2

Technical Domain / Task Number [2]   …………………………………

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International Dictionary of Aids to Marine Navigation

1   SUMMARY

This paper reviews the history of the IALA Dictionary and considers the issues of updating and maintaining the Dictionary. The paper is in response to actions for the Secretariat and Members from PAP26.

1.1   Purpose of the document

The Committee is requested to approve the proposed way forward.

1.2   Related documents

Paper PAP22/7/1. This paper references Marie-Helene's paper freely.

The on-line International Dictionary of Aids to Marine Navigation (the Dictionary).

2   BACKGROUND

2.1   History of the internet Wiki based IALA Dictionary

For many years a paper version of the IALA Dictionary was maintained by editors such as Peter Kent.

The original 1970-89 IALA Dictionary Edition, was digitised through a semi-automated OCR process in February 2009 by Omar Frits Eriksson. New terms were added or revised in 2009 – 2011 in March 2009 and further terms or revisions were added in October 2012.

It was noted at that time that there was a need to check the quality of the digitising process. Therefore there was a plan for Dictionary Editors to work their way through the digitised part of the Dictionary, marking each term appropriately and terms which need further editing to be added to Category 'Needs Editing'. It is not clear if this process ever occurred.

At PAP19 this procedure for approving dictionary terms was discussed and this was discussed and changed during PAP22.

At PAP22, progress was made in the drafting of an input paper (Paper PAP22/7/1), for which grateful thanks were expressed to Marie-Hèléne Grillet. The document was reviewed and minor changes made to the Table at paragraph 3.2.

No updating of the terms in the Dictionary has occurred since 2012.

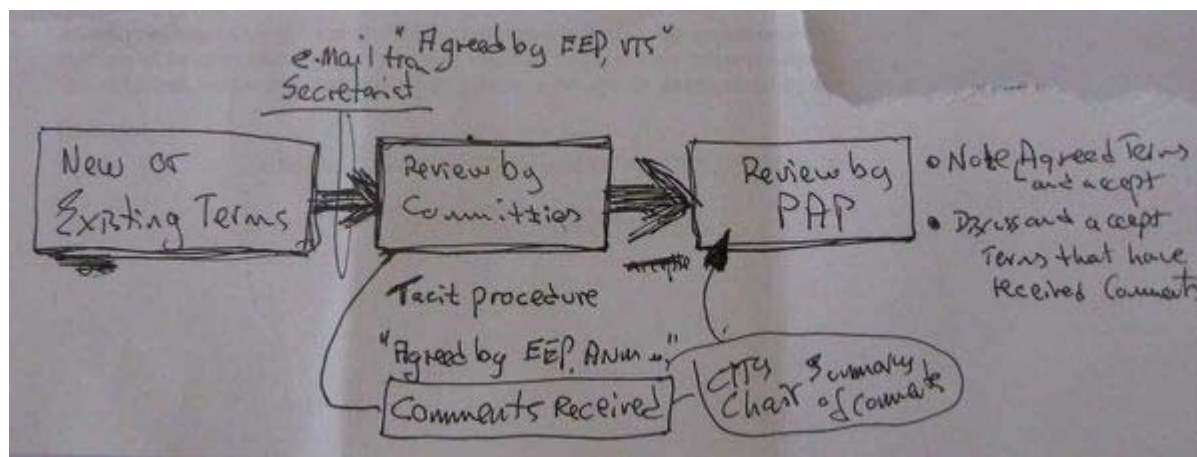1 Input document number, to be assigned by the Committee Secretary
2 Leave open if uncertain

3 DICTIONARY EDIT PROCEDURES

The IALA Dictionary contains the following editing procedures.

3.1 PAP 19 Procedure

At PAP19 this procedure for approving dictionary terms was discussed (Was discussed and changed during PAP22).

3.2 PAP22 initiative

The report of PAP22 shows the following record.

Progress has been made in the drafting of an input paper (Paper PAP22/7/1), for which grateful thanks were expressed to Marie-Hèléne Grillet. The document was reviewed and minor changes made to the Table at paragraph 3.2.

A discussion then followed about roles, which included IALA's information management process. It was agreed that, ideally, the task of maintaining the dictionary should move away from the Committees to a dictionary editor and might be combined with the role of IT manager, when funding permits and depending on the skill sets of the person involved.

This led to the suggestion that the aim should be to first locate an editor and an assistant editor; the latter could be someone recently retired.

It was agreed that definitions should continue to be allocated to the relevant Committee, for review / verification. It was also emphasised that the Committees should be diligent in using existing definitions and that where an error is detected it should be corrected, rather than a new definition being invented.

In considering terms not used within IALA documents, it was noted that many of the existing definitions come from non-IALA sources. Where the source is known, however, it was accepted that the resources are not available to verify their continuing validity.

It was agreed that if an editor can be identified and funded, then the Dictionary group should meet with him / her to decide how to proceed.

In 2014 Simon Millyard, Trinity House, UK, kindly agreed to act as Dictionary Editor.

3.3 Dictionary Group

At PAP21 (April 2011) a Dictionary Group was formed with membership comprising Ómar Frits Eriksson (Chair), Marie-Hèléne Grillet, Tuncay Çehreli, Seamus Doyle (retired since then), Nick Ward (partially retired), Paul Ridgway (retired).

This group is not active and a number of members have retired.

4 DICTIONARY REQUIREMENTS

4.1 Purpose

The International Dictionary of Aids to Marine Navigation provides a definitive definition of all terms used in IALA documents.

4.2 Usage

The International Dictionary of Aids to Marine Navigation is a valuable resource available to all. It is available without restriction on the internet. However, if it is not used and maintained its value quickly diminishes.

There is relatively little usage of the Dictionary by IALA Committees and there is no effective procedure for maintenance to ensure that new terms are added and amended definitions are updated.

4.3 Shared terms

There are many terms used commonly in IALA documents that originate from other organisations. If these are replicated in the IALA Dictionary, there is a risk that updates by the "parent" organisation will not be updated in the IALA Dictionary. Consideration should therefore be given to providing such definitions as links via the IALA Dictionary rather than replicating the definition.

4.4 Languages of the IALA Dictionary

The International Dictionary of Aids to Marine Navigation (henceforth referred to as the Dictionary) exists in a number of forms:

- the most up-to-date English version on the internet in the form of a Wiki and is available as a link from the IALA web site;
- the French version in an out of date printed form;
- the Spanish version in an out of date printed form;
- the German version in an out of date printed form. Jorge Untderweider from WSV converted the printed German version into a Word version but it is not known if the translation has been verified. It is also not known if the version is up to date with the more recent definitions.

In her paper PAP22/7/1 Marie-Helene Grillet argues that to make the best use of the IALA Dictionary there should be multilingual definitions of terms after the validation of the English ones. However the official language of IALA is English. Consequently an in principle decision is needed with regard to the languages in which terms and definitions should be translated.

If the Dictionary is to be provided in multiple languages, there must be a mechanism to number the terms making the link to the other languages possible.

5 PROPOSAL

5.1 Priorities

The following priorities are suggested:

1. Ensure that the English Wiki on-line version of the Dictionary is maintained.

   a. Agree the procedure in ANNEX A.

   b. Amend the templates for Recommendations and Guidelines to include a section for list of terms and acronyms.

   c. Increase awareness and usage of the Dictionary through the IALA Committees using the procedure in ANNEX A.

   d. Put in place an effective procedure for adding new terms based on the procedure in ANNEX A.

   e. Put in place an effective procedure for reviewing and updating existing terms being used in IALA documents revision based on the procedure in ANNEX A.

   f. Confirm appointment of Editor and Assistant Editors and the future of the Dictionary Group.

2. Agree the strategic approach to the issues in Section 4 in relation to shared terms and languages.

3. Put in place an effective procedure for reviewing less frequently used terms.

4. Remove surplus terms.

5. Identify if the dictionary should be published in other languages and develop strategy for translation if this is a reqirement.

6. Issue a book version of the Dictionary with the Navguide at each IALA Conference to reinforce awareness of the Dictionary.

5.2 Proposed procedure

The table in Annex A is taken from Marie-Helene's paper PAP22/7/1 and provides a summary of the procedure for updating the Dictionary. The main difference is in action 1 where the action on Committee Members is more explicit.

It may be possible to transfer some of the actions of the Editor or Assistant Editors to the role of the Committee Secretaries.

6 ACTION REQUESTED OF THE COMMITTEE

The Committee is requested to consider the proposal in Section 5.

If the proposal is agreed, assign responsibility for implementing the priorities in Section 5.

ANNEX A IALA DICTIONARY UPDATING PROCEDURE

	Committee members	Working group chairs	Committee chair/plenary	All Committees	Committee Secretary	Assistant Editor(s)	Editor
1. When preparing new IALA documents or updating existing IALA documents, WG members prepare a list of terms in the document to be included in an annex to the document	X						
2. Check if the term is already defined in the Dictionary	X						
3. If yes, suggest revision if needed	X	X					
4. If no, draft a definition	X	X					
5. Agree new or revised definition	X	X	X	X			
6. Inform other Committees of changes/new entries					X		
7. Have changes/new entries checked by all Committees					X		
8. Check validity of definitions approved by all Committees						X	
9. Upload terms and definitions							X
10. Check all IALA documents already published for consistency						X	
11. Identify where new editions are needed						X	
12. Prepare new editions for approval by Council							X