



# Report of the ad-hoc session of the IALA Policy Advisory Panel (PAP) 18 February 2015

PAP  
Ad-hoc Session

Rotterdam, the Netherlands  
18 February 2015

## 1 Opening of meeting

The ad-hoc session of the **Policy Advisory Panel** was held on 18 February 2015, at the World Trade Centre, Goudriaan Room, Rotterdam, the Netherlands. Michael Card opened the meeting with the introduction of Francis Zachariae, the new Secretary General of IALA. The SG introduced himself briefly. He recognised four priority areas for the next period:

- To bring alive the IALA strategic vision
- The transit to the IGO status of IALA
- The WWA which is very successful but additional sponsors are needed to continue
- The review of the Secretariat

The Secretary for the meeting was Wim van der Heijden.

## 2 Purpose of the meeting

The meeting purpose is to create a first Draft Plan for the number of pyramids IALA needs, and the general content of each top level Standard. This Draft Plan would be circulated to PAP members for comment after the ad hoc meeting. Subject to SG approval, the Draft Plan with comments would then become an input to ARM2 and to PAP29.

## 3 Participants

Francis Zachariae	Secretary General	IALA
Michael Card	Deputy Secretary-General	IALA
Phil Day	Chair, ARM Committee	Scotland
Ómar Frits Eriksson	Chair, ENAV Committee	Denmark
Simon Millyard	Chair, ENG Committee	England
Bjørn Borbye Pedersen	Facilitator PAP27	Denmark
Wim van der Heijden	Committee Secretary	IALA – Secretary

## 4 Input documents

Ref	Document	submission
1	C59-8.1.3 Revision 1 Proposed new document scheme	Council 59 approved
2	2015-01-30 Ideas on IALA Standards V2.3 A4	Michael Card
3	ARM1-11.1.11 Information Paper - IALA Proposed Document Structure	Output ARM1
4	Input paper - Ad hoc PAP Meeting - Feb 2015	Neil Trainor and David Jeffkins

Ref	Document	submission
5	Document structure proposal for PAP 18th feb2015	Simon Millyard
6	2015-01-25 IALA Proposed Document Structure - Consideration of Standards	Seamus Doyle
7	Comments on planning standards (e-mail)	Phil Day
8	Comments on planning standards (e-mail)	Hideki Noguchi
9	Comments on planning standards (e-mail)	Tuncay Cehreli

## 5 Introduction

Bjørn Borbye Pedersen gave a short introduction. He highlighted three questions with respect to the restructuring of the IALA documentation:

- Why?            The discussion is based on the Strategic Vision  
 What?           New document scheme based on [Ref 1]  
 How?            Purpose of today meeting

## 6 Discussion and result

Michael Card introduced the input documents and started with the approval by Council [Ref 1] of the new document scheme with some small additions. He asked special attention to the definition of the IALA Standard which will be non-mandatory.

All other input and e-mails were reviewed and discussed shortly.

Phil Day highlighted that the ARM Committee approached the new document structure both from top down (strategic goals) and bottom up (existing documentation).

In particular the assessment matrix in [Ref 4, annex 1] was supported. Finally the proposed document scheme as given in Ref 2 was reviewed.

The proposed document scheme was starting point for further discussion. It was used to create a proposal for possible standards and underlying fields of interest. It was agreed that the proposal should not be Committee related. Standards can cover more than one domain.

The result is given in Annex1 of this report. The blue fields on top are possible Standards. The white fields will contain Recommendations and Guidelines but this is a first draft and subject to changes during PAP29. The white fields can also be completed or changed in the future while the Standards in blue should be defined for a longer term.

The Secretariat will arrange the drafting of these Standards to ensure consistency and to provide the correct legal language. Responsible committees would then make limited additions of a technical nature.

The Secretariat would provide to the committees a definitive document numbering/referencing scheme for all committees to follow.

