Input paper for the following Committee(s): check as appropriate			Purpose of paper:
X ARM	□ ENG	**X** PAP	**X** Input
□ ENAV	□ VTS		Information

Agenda item [1]   7.1

Technical Domain / Task Number [2]

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IALA's Proposed New Document Structure

1 SUMMARY

As part of the ARM Committee Workplan 2014 – 2018, both Working Group 1 and Working Group 2 were tasked with developing standards for the provision and management of AtoN (Tasks 1.1.1 and 2.1.1).

1.1 Purpose of the document

This information paper documents the discussions from a review of IALA's proposed new document structure and recommends one Standard that can serve all Committee's moving forward.

1.2 Related documents

See C59-8.1.3 - Proposal for Introducing a New Document Scheme

2 BACKGROUND

Working Group 1 approached the task from a top down perspective. It considered the strategic goals of IALA, its raison d'être as well as Competent Authorities obligations under IMO and SOLAS. Working Group 2 took a bottom up approach by looking at existing documentation that is managed by the ARM Committee to identify gaps and recommendations for changes.

3 DISCUSSION

Both approaches highlighted the importance of getting the Standards right from the first time. Discussions were held between the Chairs and Vice-Chairs of both Working Groups 1 and 2 in order to formulate appropriate Standards. A subsequent meeting with all Working Group Chairs and the ARM Committee Chair revealed that there is a desire not to have countless Standards. It was also noted that other Committees were not yet at the stage of identifying Standards for use.

After careful consideration of the above, it was determined that only one Standard on Service Delivery should be put forward. It was noted that countless Standards already exist on the various technologies and tools employed by IALA and Competent Authorities and therefore should not

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1 Leave open if uncertain

have its own Standards. For example, the International Electrotechnical Commission (IEC) develops International Standards for all electrical, electronic and related technologies.

A Service Delivery Standard would also fully capture all current and future services under IALA's purview which would eliminate the need to add, change or remove Standards as IALA's documentation evolves. Committees would retain the flexibility to determine what Recommendations and Guidelines are required in support of their respective objectives. IALA's Secretariat could also create Standards for other organizational priorities such as Training in support of the Worldwide Academy or Quality in support of document management and control.

It was also noted that a comprehensive naming convention and numbering scheme should be developed alongside the implementation of this new document structure.

3.1 Service Delivery Standard Statement

Competent Authorities are to deliver aids to navigation systems and related services, including e-Navigation, Vessel Traffic Services, and emerging technologies, in a harmonised and efficient manner to facilitate safe and efficient marine navigation where the volume of traffic justifies and the degree of risk requires.
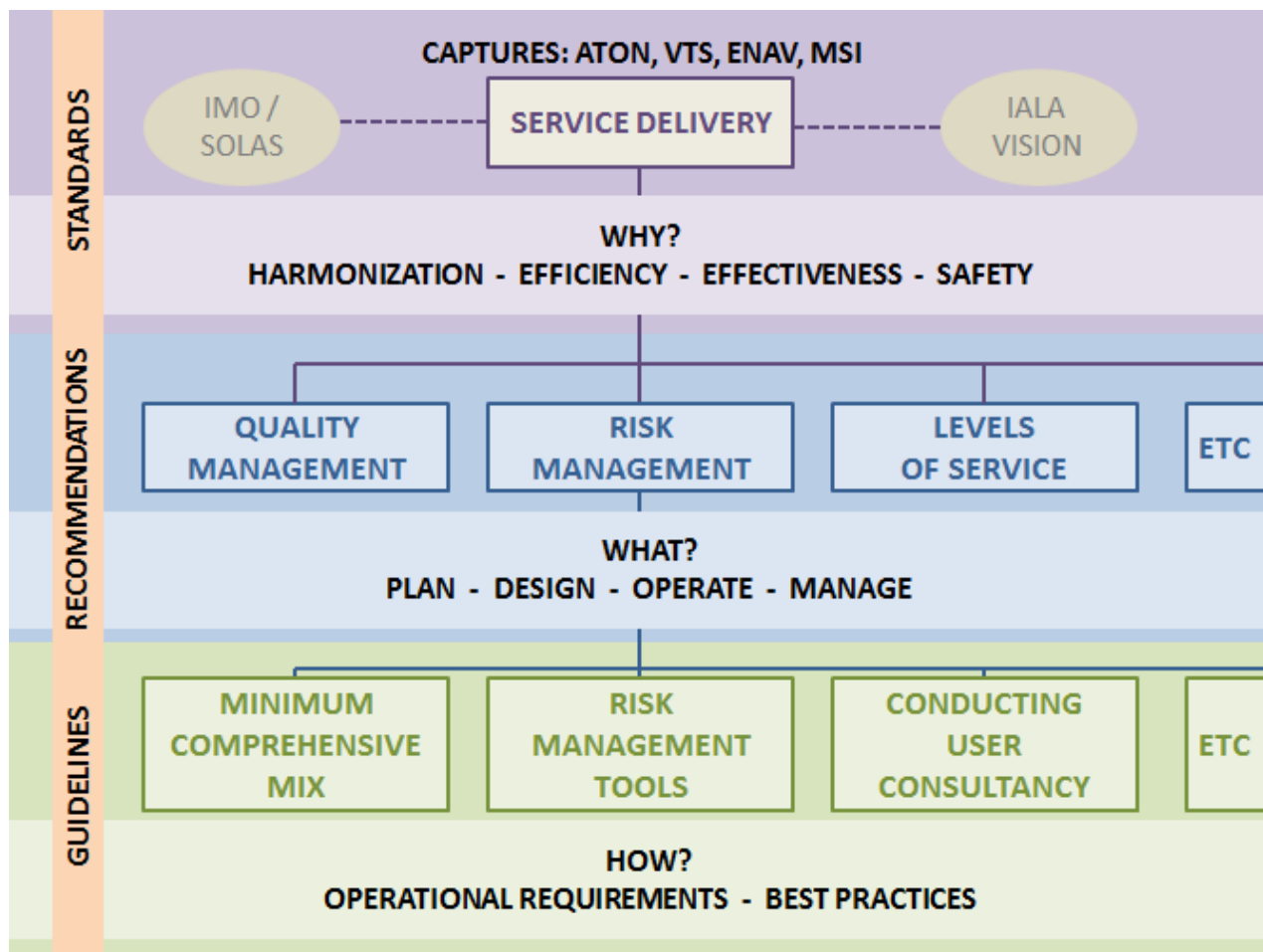

Figure 1   Example of Service Delivery Standard Framework

4   ACTION REQUESTED OF THE COMMITTEE

The Committee is requested to:

1   Consider this information as well as any subsequent inputs or decisions from PAP at ARM2.