

Input paper for the following Committee(s):

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☐ ARM

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Purpose of paper:

☒ Input

☐ Information

Agenda item ¹

2.0

Technical domain/ Task number

N/A

Author(s)/Submitter(s)

Hideki NOGUCHI, Chair, DTEC

MEETING ROOM ARRANGEMENT²

1. SUMMARY

This paper proposes quick solutions to the arrangement of the meeting rooms in order to better accommodate in-person and virtual Committee participants.

2. BACKGROUND

DTEC 1 was held from 25 to 29 September at IALA HQ as hybrid session, and then from 30 September to 5 October as silent approval and virtual closing period. It was attended by 111 participants in-person and 16 virtually. Somewhat differently that past ENAV sessions, participation was almost equally divided into each DTEC WGs. Not being able to divide the plenary room into two large meeting rooms, as customarily done pre-hybrid meetings, required two working group to meet in the ARCTIQUE and CARAIBES rooms, which are not adequate for such a large number of participants.

3. DISCUSSION

While we all eagerly welcome that IALA HQ will be moving to better and more adequate accommodations, hopefully soon and before becoming an IGO; till then some simple changes could/should be implemented to better accommodate the growing number of IALA participants attending meetings at the current IALA HQ.

DTEC proposes the following changes at IALA HQ to better accommodate hybrid meetings:

- .1 That the plenary room be fitted with dedicated A/V equipment that would allow it to be used as either a single or divided (two) meeting rooms; thus, would be able to accommodate two hybrid Working Groups at the same time.
- .2 That the “ARCTIQUE” and “CARAIBES” rooms, for at least DTEC sessions, be configured into a class-room vice U-shaped layout, to better accommodate approximately 30 participants; and, swapping their tables with the plenary room tables (which are narrower).

¹ Leave open if uncertain

² Footer will automatically populate

4. ACTION REQUESTED OF THE COMMITTEE

PAP is requested to consider the matter and proposals set forth in paragraph 3.1 and 3.2, as appropriate

