# Terms of Reference for the Committees

## Background

In accordance with the Convention, Article 6.1 (c), the Organization shall have Committees and subsidiary bodies necessary to support the Organization’s activities. In the Convention, Article 6.3, it is stated that the General Regulations and Financial Regulations shall detail the Rules of Procedure that shall apply for each organ.

The Convention Article 7.7 (f) states, that the General Assembly shall establish and terminate Committees and subsidiary bodies and review and approve their Terms of Reference.

## Name of Committees

Marine Aids to Navigation Requirements and Management (ARM) Committee

Engineering and Sustainability (ENG) Committee

Digital Technologies (DTEC) Committee

Vessel Traffic Services (VTS) Committee

## Participation

Representatives from Member States, Associate Members and Affiliate Members and upon invitation by the Secretary-General individuals of academic, research or other relevant organizations are eligible to participate in the Committee.

## Aims and Objectives

The Committees will support the aims and objectives of the Organization by:

* Providing guidance that assists governments and national authorities to meet their obligations under SOLAS and to plan, implement and deliver AtoN in a consistent and harmonized manner.
* Respond to technological and operational changes meeting emerging needs and developments.
* Prepare and review standards, recommendations, guidelines, manuals and model courses specifically related to the risk management, requirements, establishment, operation, training and management of AtoN to contribute to achieving its worldwide harmonization.

## Activities

Committee meetings shall normally be held twice a year, at a period during February to April and September to November, at the seat of the Organization. Exceptionally they may be held elsewhere, with the approval of the Secretary‐General.

Intersessional meetings of a working group or a task group may also be held between two meetings of the parent Committee in accordance with the General Regulations.

All activities may be organized in the format of either a physical, virtual or hybrid event as required.

The Committee may propose events that will assist its work programme such as seminars, workshops and other events.

## Deliverables

The Committees shall develop and work to a work programme in accordance with the General Regulations, Article 11.8.

The deliverables of the Committees are:

(a) Prepare and review standards, recommendations, guidelines, manuals, model courses and other appropriate documents identified in the work programmes specifically related to the risk management, requirements, establishment, operation, training and management of AtoN to contribute to achieving its worldwide harmonization.;

(b) Monitor developments in the area of Marine Aids to Navigation;

(c) Liaise and facilitate the sharing of expertise and experience amongst Member States; Associate Members and Affiliate Members; and

(d) Conduct any other tasks as decided by the Council.

## Relationship with other bodies

### Internal bodies

As stated in the General Regulations Article 11.21, output documents are documents completed by the Committee are approved by the Council or the General Assembly, in the case of standards. They include draft standards, recommendations, guidelines, manuals and other documents for submission to the Council for approval.

The Policy Advisory Panel (PAP) provides policy advice for consideration by the Council and co-ordinates the work of the committees.

The Legal Advisory Panel (LAP) provides legal support and advice to the committees, the Secretariat and other bodies of IALA.

The committee’s progress with its work and achievement of its deliverables shall be reported to the Council and the Policy Advisory Panel at regular intervals.

Committees should collaborate together on cross committee work items and developments.

### External bodies

The Committee shall monitor and assist developments relevant to AtoN in bodies external to IALA, such as IMO and the IHO, if necessary to achieve the committees aims and objectives.