



IALA COUNCIL

75<sup>th</sup> session

30 MAY – 3 JUNE

Copenhagen  
Denmark

## 10– TECHNICAL ACTIVITIES

### 10.1– Legal Advisory Panel

#### 10.1.2 – Basic Documents

## Revision of the Basic Documents

### 1. BACKGROUND

The Secretariat have undertaken to make two changes, described below, to the *Basic Documents*. These changes can be seen in track changes in document C75-10.1.2.1.

In early 2021 the Secretariat introduced the *IALA Style Guide*. This document is designed to assist those preparing and reviewing documentation. It is important that IALA have common language, structure and appearance and this guide is designed to assist authors and reviewers achieve the production of consistent and professional documents. Therefore the *Basic Documents* have been editorially revised to comply with the Guide.

The second change relates to 3.3 *Working Groups* of the *Rules Of Procedure - Terms of Reference Committees* section, proposed by PAP. The aim of the amendment is to acknowledge and to facilitate the benefits of intersessional work, harnessing the evident desire from the membership to progress certain work items in between sessions. It enables an operational overview of inter-sessional work for Committee/Panel management and Secretariat whilst being a high level amendment that leaves the details of operational specifics to be determined at the committee, PAP and LAP level.

### 2. THE COUNCIL IS INVITED TO

**approve** the revision of the Basic Document.