

The draft General Regulations and Financial Regulations with comments received from States, Secretariats response and proposed new text.

Original text	Submitter	Submitter comments	Secretariat response	Proposed text
General remarks	Canada	- General comment on choice of language “will” and “shall”: The text changes between using “will” and “shall”. “Shall” is usually considered legally binding, while “will” is not. Unless there is a deliberate intention to introduce a different meaning, we would recommend that the wording used is consistent. Our preference is to use the term “will”, which entails less bureaucracy for approval processes and allows the IALA to obtain equally strong governance language. The use of “shall” is legally binding and entails higher processes of approvals for several governmental entities representing their countries at IALA.	“Shall” and “will” are used where it seems appropriate and where the provision is legally binding or not especially with regard to the respective organs and members (who are not member States) of the Organization. For instance: members “shall” pay a fee, the Secretary-General “shall” circulate the proposals etc. Here the provision is considered binding, and it is not up to the individual to choose to follow or not. On the other hand members “will”	
	Japan	General Comment: It should be better to carefully check the words and phrases used in the Draft GR and Draft FR in order to ensure consistency and to remove verbosity and ambiguity.		

Original text	Submitter	Submitter comments	Secretariat response	Proposed text
		<p>For example, it should be clarified that President, Vice President and Council members are assigned to countries or persons.</p> <p>In order to avoid confusion especially during the discussion, it will be helpful to always mention Item number, for eg., “2-1. Contract Point for Member States”.</p> <p>Japan believes that it is appropriate to avoid using the term such as “Article”, “Annex/annexed”, “shall”, “in accordance with”, “take effect”, “subject to”, “agree”, “amend” in the context of non-legally binding document unless the provision of the Convention is quoted.</p>	<p>communicate a point of contact (if they wish to receive information etc. from IALA.)</p> <p>The Secretariat has searched several General Regulations from other IGO’s (IMO, IHO, OIV..) and they all use “Article”, “shall”, “amend” etc.</p>	
	Malaysia	<p>In additions to comments provided below, MY wishes to propose for the formatting of paragraphs, sub paragraphs, numeric and roman values used throughout the draft General Regulations be standardized by the Secretariat during legal scrubbing for purposes of clarity and consistency.</p>	<p>The Secretariat will do legal scrubbing after the conference, but Malaysia is invited to give examples during the meeting.</p>	
	France	<p>France is raising questions about the overall structure of the basic documents being considered for the international organization.</p> <p>The Convention, in its Article 6.3, stipulates that the rules of procedure for all bodies are defined in the general regulations. Article 6.4 of the draft General</p>	<p>The basic documents of the Organization will be:</p> <ul style="list-style-type: none"> • The Convention • The General Regulations and Financial Regulations approved by the General Assembly, Art. 7.7 (c). 	

Original text	Submitter	Submitter comments	Secretariat response	Proposed text
		<p>regulations states that the rules of procedure for committees and subsidiary bodies refer to Terms of Reference (TOR).</p> <p>Within the framework of actual IALA, the general regulations do not address the rules of procedure for committees and subsidiary bodies; these are established in a separate layer of regulation within the basic documents. General regulations should embody practicality, aligning with easily readable basic documents. Care should be taken to ensure architectural coherence without having overly detailed documents. The rules of procedures for committees and subsidiary bodies could be separated from the General Regulations to form a separate set of documents within the infrastructure, along with the TOR. Is it intended that the rules of procedure for committees and subsidiary bodies will remain integrated into the general regulations? (Refer to Article 6.3 of the GR)</p> <p>How will the General regulations and the TOR be structured?</p> <p>Who will approve the terms of reference and what will be their subject?</p>	<ul style="list-style-type: none"> • The Staff Rules approved by the Council, Art. 8.8. (m). • The Terms of Reference for the Committees and subsidiary Bodies approved by the General Assembly Article 7.7 (f) • The Headquarters Agreement that can be signed when the Convention enters into force. 	
Article 1	Japan	Item 2	See above.	Article 1
Application				Application

Original text	Submitter	Submitter comments	Secretariat response	Proposed text
These General Regulations together with the Financial Regulations annexed hereto, as Annex A, are reviewed and approved in accordance with Article 7.7 of the Convention and shall apply to the operations of the Organization.	Singapore	These General Regulations together with the Financial Regulations annexed hereto, as Annex A, are reviewed and approved in accordance with Article 7.7 of the Convention <u>on the International Organization for Marine Aids to Navigation</u> (“the Convention”) and shall apply to the operations of the <u>International Organization for Marine Aids to Navigation</u> (“the Organization”).	All comments are generally included in the proposed text.	These General Regulations together with the Financial Regulations annexed hereto, as Annex A, <u>shall apply for each organ and govern the day-to-day management of the International Organization for Marine Aids to Navigation</u> (hereinafter the “Organization”).
	Japan	These <u>The</u> General Regulations together with the Financial Regulations annexed <u>attached</u> hereto, as Annex <u>Attachment</u> A, are reviewed and approved in accordance with Article 7.7. <u>(c)</u> of the Convention <u>on the International Organization for Marine Aids to Navigation</u> (hereinafter as referred to as “the Convention”) and shall <u>shall</u> apply to the operations <u>for each organ and govern the day-to-day management</u> of the Organization <u>International Organization for Marine Aids to Navigation</u> (hereinafter as referred to as “the Organization”) <u>as stipulated in paragraph 3 of Article 6 of the Convention.</u>		<u>The General Regulations and the Financial Regulations</u> are reviewed and approved in accordance with Article 7.7 <u>(c)</u> of the Convention <u>on the International Organization for Marine Aids to Navigation</u> (hereinafter the “Convention”). and shall apply to the operations of the Organization.
	Finland	These General Regulations together with the Financial Regulations annexed hereto, as Annex A, shall		

Original text	Submitter	Submitter comments	Secretariat response	Proposed text
	Ireland	Member States shall <u>State should</u> designate a contact point, preferably from the national authority responsible for the regulation, provision, maintenance or operation of Marine Aids to Navigation.		<u>2. Contact Point for Member States</u> <u>Member States will designate a contact point, preferably from the national authority responsible for the regulation, provision, maintenance or operation of Marine Aids to Navigation.</u>
	France	Article 2.1. Contact Point for Member State – ‘Contact point’ for Member States should be changed to ‘contact organisation’ and /or ‘responsible position’. (This is to clarify the relevant organisation and the role within the organisation that is responsible for contact with IALA). The first point of article 2 cannot address to IALA as the Association would cease to exist it has to mention the new name of IALA : IOMAN France supports the Finnish proposal regarding the “table of membership rights and benefits” to retain it as an annex within the new general regulations.	Agree. It was decided at the Diplomatic Conference that the abbreviation should not be mentioned in the Convention. IALA changed to “the Organization”.	Member States shall designate a contact point, preferably from the national authority responsible for the regulation, provision, maintenance or operation of Marine Aids to Navigation.
2. Application for Associate or Affiliate Membership			Application changed with requests to be in line with the Convention text.	32. Application Request for Associate or Affiliate Membership
(a) Application to become an Associate Member or Affiliate Member must be made in writing to the Secretariat and should be				(a) Application Requests to become an Associate Member or Affiliate Member must be made in writing to the Secretariat and should be accompanied by a

Original text	Submitter	Submitter comments	Secretariat response	Proposed text
accompanied by a completed membership application form.				completed membership application <u>request</u> form.
(b) The Secretariat will submit applications for Associate membership to the General Assembly and applications for Affiliate membership to the Council, for a decision.	Canada	<p>Comment: The meaning of “associate membership” has changed from what it was under the IALA. Associate membership now refers specifically to membership for a “territory or group of territories for which a Member State has responsibility for its international relations” (art. 2(3)). Art. 5 (2) makes it clear that associate membership for a territory needs to be requested by the Member State. The draft regulations, however, do not reiterate or address the requirement that the Member State make the application. The current text could imply allowing the territory to submit an application on its own. From a Canadian perspective, ensuring clarity with respect to the procedures for obtaining associate membership, including emphasizing the fact that the application must come from the member state seems important. If a province or territory were to ask to become an associate member, the Government of Canada, as a Member State and as an entity with legal personality under international law, would want to ensure its prerogatives are respected.</p>		(b) The Secretariat will <u>shall</u> submit applications-requests for Associate membership to the General Assembly and applications <u>requests</u> for Affiliate membership to the Council, for a decision.
	Russian Federation	To change: «The Secretariat shall submit all		

Original text	Submitter	Submitter comments	Secretariat response	Proposed text
		probably should be mentioned in 2.4. as well for clarity.		
(a) Fees may be determined as different amounts for Associate Members, Industrial Members and other Affiliate Members but shall be the same within each membership category.	<p>Japan</p> <p>UK</p>	<p>(a) Fees may be determined as different amounts for Associate Members, Industrial Members and other Affiliate Members, but shall<u>will</u> be the same within each membership category.</p> <p>Fees may be determined as different amounts for Associate Members, Industrial Members and other Affiliate Members but shall be the same within each membership category. The level of fees by membership category are proposed by the Secretary-General based on the proposed budget for the following year and longer-term funding and reserves requirement for approval by the Council. The Chair of the Finance and Audit Group will independently advise the Council on the findings of the Finance and Audit Group regarding the proposed fees and fees levels by membership category.</p> <p>UK believes this is relevant to ensure there is:</p> <ul style="list-style-type: none"> • segregation of duties between the role of the Secretary General and those that scrutinise • Fee proposal are scrutinised and based on long-term funding requirements. 	<p>Member States covered by the Convention Article 13.2.</p> <p>This is of course the way it is practically done. Most activities of the Council and the Finance and Audit Group are proposed by the Secretary-General/Secretariat. This is covered by the Secretariat Procedures.</p>	(a) Fees may be determined as different amounts for Associate Members, <u>Affiliate</u> Industrial Members and other Affiliate Members but shall be the same within each membership category.

Original text	Submitter	Submitter comments	Secretariat response	Proposed text
(b) Associate Members and Affiliate Members who fail to pay fees by the due date may be subject to suspension of membership rights and benefits in accordance with Article 2.5.	Japan	(b) Associate Members and Affiliate Members who fail to pay fees by the due date may be subject to suspension of membership rights and benefits in accordance <u>line</u> with Article <u>Item</u> 2.5.	Member States covered by the Convention Article 13.4.	(b) Associate Members and Affiliate Members who fail to pay fees by the due date may be subject to suspension of membership rights and benefits in accordance with Article 2.5.
5. Suspension and Reinstatement of Associate and Affiliate Membership				5. Suspension and Reinstatement of Associate and Affiliate Membership
(a) The Council may suspend an Associate or Affiliate membership for non-payment of fees according to the escalation procedure established in the Financial Regulations.	Singapore	(a) The Council may suspend an Associate or Affiliate membership for non-payment <u>unpaid contributions and of fees in accordance with the arrangements set out according to the escalation procedure established</u> in the Financial Regulations.	Contributions are only for Member States.	(a) The Council may suspend an Associate or Affiliate membership for <u>unpaid</u> non-payment of fees <u>in accordance with the arrangements set out to the escalation procedure established</u> in the Financial Regulations.
	Japan	(a) The Council <u>General Assembly</u> may suspend an Associate or Affiliate membership for non—payment of fees according to the escalation procedure established in the Financial Regulations. (b) The General Assembly may suspend an Associate membership and the Council may suspend an Affiliate membership and for any justifiable cause in the best interest of the Organization.	The GA has approved the automatic arrangements concerning unpaid fees so it is not an independent decision of the Council to suspend the membership.	
	Finland	According to the Article 7.7(j) of the Convention the General Assembly shall decide on Associate		

Original text	Submitter	Submitter comments	Secretariat response	Proposed text
	France	<p>membership. Is it consistent with the Convention if the Council may suspend or terminate the Associate membership?</p> <p>As mentioned in art.7.7(j) of the Convention, it is the responsibility of the GA to make decisions regarding Associate members. Secretariat's comments from the 27/10 stipulates that the GA has approved an automatic procedure. What is this automatic procedure?</p> <p>How can the GA approved it yet, the GA of the IGO has never been convened yet.</p>	<p>For Member States there is an "automatic" procedure iaw. the Convention Art. 13.4, because it is based on facts and figures and there is no consideration involved. It is the same procedure that is suggested for other membership categories.</p> <p>This is only for non-payment of fees. For justifiable causes the procedure is different.</p>	
(b) The General Assembly may suspend an Associate membership and the Council may suspend an Affiliate membership for any justifiable cause in the best interest of the Organization.	<p>Japan</p> <p>Russian Federation</p>	<p><u>The Council may suspend an Affiliate membership for non-payment of fees according to the escalation procedure established in the Financial Regulations and for any justifiable cause in the best interest of the Organization.</u></p> <p>To change: «The General Assembly may suspend an Associate membership and the Council may suspend an Affiliate membership for any activities incompatible with the aim and objectives of the Organization set forth in Article 3 of the Convention.»</p>	<p>See above.</p> <p>Reflected in the proposed text.</p>	(b) The General Assembly may suspend an Associate membership and the Council may suspend an Affiliate membership for any <u>activities incompatible with the aim and objectives</u> justifiable cause in the best interest of the Organization.
(c) The Secretary-General reinstates an Associate or Affiliate membership suspended under Article 2.5 (a) when the Associate	Singapore	The Secretary-General reinstates <u>may reinstate</u> an Associate or Affiliate membership suspended under Article 2.5 (a) when the	This is an automatic procedure and "may" is not appropriate.	(c) The Secretary-General reinstates an Associate or Affiliate membership suspended under Article 2.5 (a) when the Associate

Original text	Submitter	Submitter comments	Secretariat response	Proposed text
Member or Affiliate Member has paid advised arrears of fees. The Secretary-General must advise the Council of such action at the next Council meeting.	Japan	Associate Member or Affiliate Member has paid advised arrears of fees. The Secretary-General must advise the Council of such action at the next Council meeting. (c) The Secretary-General reinstates <u>should advise the General Assembly to reinstate</u> an Associate or Affiliate membership suspended under Article <u>Item</u> 2.5 (a) when the Associate Member or Affiliate Member has paid advised arrears of fees and when the Associate Member has met the requirements set out by the General Assembly or the Council . The Secretary – General must advise the Council of Assembly takes such action at the next Council <u>General Assembly</u> meeting.	This is an automatic procedure and the involvement of the GA is not necessary.	Member or Affiliate Member has paid advised arrears of fees. The Secretary-General must advise the Council of such action at the next Council meeting.
	Iran	In Paras. 2.5.c and 2.6.c, suspension or termination of associate and affiliate membership has been stipulated to be possible by the General Assembly and Council, respectively, “for any justifiable cause in the best interest of the Organization”. In order to ensure a uniform and objective treatment of such cases, it is proposed that acceptable instances of such justifiable causes be decided and mentioned within the General Regulations. It must also be mentioned that the regulations for the majority of similar	See above. The proposal from the Russian Federation is reflected in the new proposed text.	

Original text	Submitter	Submitter comments	Secretariat response	Proposed text
	France	<p>international organizations enforce suspension or termination of membership only in the case of failure to pay the relevant contributions over two consecutive terms.</p> <p>France aligns itself with the Japanese comment regarding art.2.5(c). The SG does not have mandate to decide membership of Associate or Affiliate members, according to the Art.7.7(j) and 8.8(d) of the Convention. ¶ Secretariat's comments from the 27/10 stipulates that the GA has approved an automatic procedure. What is this automatic procedure? How can the GA approved it yet, the GA of the IGO has never been convened yet.</p>	See Secretariat comment on 2.5.(a).	
(d) The Council reinstates an Associate or Affiliate membership suspended under 2.5 (b) when the Associate Member or Affiliate Member has met the requirements set out by the General Assembly or the Council.	<p>Singapore</p> <p>Japan</p>	<p>The Council <u>may</u> reinstates an Associate or Affiliate membership suspended under <u>Article</u> 2.5 (b) when the Associate Member or Affiliate Member has met the requirements set out by the General Assembly or the Council. [In any case, the General Assembly may consider the reinstatement of an Associate Member that was suspended by the General Assembly under Article 2.5(b).]</p> <p>(d) The <u>Secretary-General should advise the Council reinstates to reinstate</u> an Associate or Affiliate membership suspended under</p>	Like the comments above, this is meant to be an automatic procedure.	(d) The Council reinstates an Associate or Affiliate membership suspended under <u>Article</u> 2.5 (b) when the Associate Member or Affiliate Member has met the requirements set out by the General Assembly or the Council.

Original text	Submitter	Submitter comments	Secretariat response	Proposed text
	Malaysia	<p><u>Article</u>Item 2.5 (b) when the <u>Associate</u><u>Affiliate</u> Member or has paid <u>advised arrears of fees and when the</u> Affiliate Member has met the requirements set out by the General Assembly or the Council. <u>The Council takes such action at the next Council meeting.</u></p> <p>(d) The Council reinstates an Associate or Affiliate membership suspended under <u>Article</u> 2.5 (b) when the Associate Member or Affiliate Member has met the requirements set out by the General Assembly or the Council.</p>		
	France	<p>France aligns itself with the Japanese comment regarding 2.5 (d). As mentioned in art.7.7(j) of the Convention, It is the responsibility of the GA to make decisions regarding Associate members.</p> <p>❓ Secretariat’s comments from the 27/10 stipulates that the GA has approved an automatic procedure. What is this automatic procedure? How can the GA approved it yet, the GA of the IGO has never been convened yet.</p>	See Secretariat Comment on 2.5. (a).	
6. Termination of Associate and Affiliate Membership				6. Termination of Associate and Affiliate Membership
Associate or Affiliate membership may be terminated:				Associate or Affiliate membership may be terminated:
(a) by the Associate Member or Affiliate Member by notice in writing to the Secretariat at any	Japan	(a) by the Associate Member or Affiliate Member by notice in writing to the Secretariat at any time. Such	“Take effect” is considered more correct.	(a) by the Associate Member or Affiliate Member by notice in writing to the Secretariat at any

Original text	Submitter	Submitter comments	Secretariat response	Proposed text
time. Such termination will take effect:	Canada	<p>termination will take effect<u>be realized</u>:</p> <p>Comment: Can an associate or affiliate member self-terminate their membership while they are suspended? If their suspension was due to the non-payment of fees, are they off the hook for previous non-payment once they terminate their membership?</p>	They are not “off the hook”, but it is believed that they can terminate their membership if they so wish.	time. Such termination will take effect:
i on the date specified in the notice of termination; or				i on the date specified in the notice of termination; or
ii if no date is specified, thirty calendar days after the notice is received by the Secretariat;	Japan	ii if no date is specified <u>in the notice of termination</u> , thirty calendar days after the notice is received by the Secretariat;		ii if no date is specified <u>in the notice of termination</u> , thirty calendar days after the notice is received by the Secretariat;
(b) by the Council where a suspended Associate Member or Affiliate Member has not paid fees within twelve months of suspension for that non-payment. The Secretary-General will notify the Council of any such event at its next meeting. Such termination will take effect from the date of the meeting at which the Council terminates the membership; or	<p>Japan</p> <p>France</p>	<p>(b) <u>by the General Assembly for Associate Members and</u> by the Council <u>for Affiliate Members</u>, where a suspended Associate Member or Affiliate Member has not paid fees within twelve months of suspension for that non—payment. The Secretary—General will notify the <u>General Assembly or the</u> Council of any such event at its next meeting. Such termination will take effect<u>be realized</u> from the date of the meeting at which <u>the General Assembly or</u> the Council terminates the membership;</p> <p>France aligns itself with the Japanese comment regarding art.2.6 (b). As mentioned in art.7.7(j) of the Convention, It is the responsibility of the GA to make decisions regarding</p>	<p>See above.</p> <p>See Secretariat comment on Art. 2.5 (a).</p>	(b) by the Council where a suspended Associate Member or Affiliate Member has not paid fees within twelve months of suspension for that non-payment. The Secretary-General will notify the Council of any such event at its next meeting. Such termination will take effect from the date of the meeting at which the Council terminates the membership; or

Original text	Submitter	Submitter comments	Secretariat response	Proposed text
		Associate members. ¶ Secretariat's comments from the 27/10 stipulates that the GA has approved an automatic procedure. What is this automatic procedure? How can the GA approved it yet, the GA of the IGO has never been convened yet.		
(c) by the General Assembly for Associate Members and by the Council for Affiliate Members, for any justifiable cause in the best interest of the Organization.	<p>Russian Federation</p> <p>Iran</p>	<p>To change: «by the General Assembly for Associate Members and by the Council for Affiliate Members, for any activities incompatible with the aim and objectives of the Organization set forth in Article 3 of the Convention.»</p> <p>Paras. 2.5.c and 2.6.c, suspension or termination of associate and affiliate membership has been stipulated to be possible by the General Assembly and Council, respectively, “for any justifiable cause in the best interest of the Organization”. In order to ensure a uniform and objective treatment of such cases, it is proposed that acceptable instances of such justifiable causes be decided and mentioned within the General Regulations.</p> <p>It must also be mentioned that the regulations for the majority of similar international organizations enforce suspension or termination of membership only in the case of failure to pay the relevant contributions over two consecutive terms.</p>		(c) by the General Assembly for Associate Members and by the Council for Affiliate Members, for any <u>activities incompatible with the aim and objectives of the Organization</u> justifiable cause in the best interest of the Organization.

Original text	Submitter	Submitter comments	Secretariat response	Proposed text
The Secretary-General must notify the Associate Member or Affiliate Member of the reason for termination and the date of effect of termination within thirty calendar days of the decision being taken by the Council or the General Assembly.	Japan	The Secretary—General must notify the Associate Member or Affiliate Member of the reason for termination and the date of effect of termination within thirty calendar days of the decision being taken by the Council or the General Assembly <u>or the Council</u> .		The Secretary-General must notify the Associate Member or Affiliate Member of the reason for termination and the date of effect of termination within thirty calendar days of the decision being taken by <u>the General Assembly or the Council</u> -or the General Assembly .
Article 3	Japan	Item 3		Article 3
The General Assembly				The General Assembly
1. Convening				1. Convening
(a) The General Assembly shall ordinarily be convened once every three years by order of the Council.	<p>Singapore</p> <p>Japan</p> <p>Canada</p> <p>UK</p>	<p>a) The General Assembly shall ordinarily be convened once every three years by order of the Council. <u>Unless explicitly stated, all references to the General Assembly in the regulations shall be to the General Assembly of the Organization.</u></p> <p>(a) The <u>regular sessions of the</u> General Assembly shall<u>shall</u> ordinarily be convened once every three years by order of the Council <u>in accordance with paragraph 4. and 8.(e) of Article 8. of the Convention.</u></p> <p>Comment: Suggest revising to remove the expression “by order of”, which doesn’t seem appropriate if the General Assembly is the superior body. The Convention doesn’t refer to the word “order” in relation to the Council.</p> <p>If the frequency of the General Assembly is increased to 3 years</p>	Perhaps the UK can elaborate on this during the Conference. The	(a) The <u>regular session of the</u> General Assembly shall ordinarily be convened once every three years by order of the Council.

Original text	Submitter	Submitter comments	Secretariat response	Proposed text
		<p>should there be a focus on making it more affordable to host?</p> <p>UK suggests the addition of the following new article: The General Assembly may approve participation of the Organization at inter-organizational boards and other bodies, and in inter-organizational projects and cooperative activities, including the principles for such participation, and shall approve any terms of reference necessary for such participation.</p>	<p>costs of the Conference will not change with the new frequency and is normally covered by the fee from participants.</p> <p>The procedure and timelines for hosting a Conference or Symposium are described in details in the “Guideline on Preparation of a Conference or Symposium – host Organization” approved by the Council.</p> <p>Covered by the Convention Art. 7.7. (m).</p>	
(b) The General Assembly shall, where possible, be convened during the same period and at the same location as the Organization’s conference, but in any case, must be held no earlier than June of the General Assembly year. For reasons of necessity, the Council may determine an alternate time, in which case the General Assembly will be convened at a location determined by the Council. Under exceptional circumstances the Council may	Singapore	(b) The General Assembly shall, where possible, be convened during the same period and at the same location as the Organization’s conference, as defined in Article 8.1(a) , but in any case, must be held no earlier than June of the General Assembly year. For reasons of necessity, the Council may determine an alternate time, in which case the General Assembly will be convened at a location determined by the Council. Under exceptional circumstances the Council may	Cross references are only used where it is strictly needed.	(b) The regular session of the General Assembly shall should , where possible, be convened during the same period and at the same location as the Organization’s conference, but in any case, must be held no earlier than June of the General Assembly year. For reasons of necessity, the Council may determine an alternate time, in which case the General Assembly will be convened at a location determined by the Council. Under exceptional

Original text	Submitter	Submitter comments	Secretariat response	Proposed text
decide to convene the General Assembly virtually.	Japan	decide to convene the General Assembly virtually. (b) The <u>regular session of the</u> General Assembly shall <u>should</u> , where possible, be convened during the same period and at the same location as the Organization's conference, but in any case, must <u>should</u> be held no earlier than June <u>in the year the regular sessions</u> of the General Assembly year . For reasons of necessity, the Council may determine an alternate time, in which case the General Assembly will be convened at a location determined by the Council. Under exceptional circumstances the Council may decide <u>not</u> to convene the General Assembly virtually <u>in person</u> .	"Must" is considered more correct because the financial statements are generally not ready before June.	circumstances the Council may decide to convene the General Assembly <u>in</u> virtual <u>format</u> ly .
	Canada	Comment: We suggest modifying the wording to stay closer to the formulation in the Convention (art. 8(8)(e)). The power granted to the Council is to "convene", not "decide to convene". Suggested revision: "...the Council may convene the General Assembly to hold a session in virtual format."		
	Russian Federation	To delete. It is not clear which exceptional circumstances are meant here. There are no proper guidelines neither in the Draft General Regulations nor in any other	An example of extraordinary circumstances is the COVID pandemic or other world-wide travel restrictions. Some IGO's	

Original text	Submitter	Submitter comments	Secretariat response	Proposed text
		own travelling and accommodation expenses.		
(b) The Secretary-General is authorised to invite, on behalf of the Council and subject to consent of the General Assembly, observers from:	Canada Malaysia	Comment: We would recommend clarifying how consent is expressed by the GA? MY wishes to highlight that the provision in Article 3.2(b), it will involve future financial implications to MY.	It should be a point of order at the agenda (procedural point). Mainly a cost to the host and not the Organization.	(b) The Secretary-General is authorised to invite, on behalf of the Council and subject to consent of the General Assembly, observers from:
i states that are not parties to the Convention; or				i states that are not parties to the Convention; or
ii intergovernmental or non-governmental international organizations whose activities are connected with those of the Organization.				ii intergovernmental or non-governmental international organizations whose activities are connected with those of the Organization.
(c) Each Member State shall communicate in writing, in accordance with its own practice, to the Secretary-General the names of the persons composing its delegation to the General Assembly, designating its principal delegate, as well as its alternate. This communication signed by an appropriate government authority of the Member State will be regarded as appropriate credentials for the participation of the named individuals in all activities of the General Assembly.	Japan Canada	(c) Each Member State shall <u>will</u> communicate in writing, in accordance <u>line</u> with its own practice, to the Secretary—General the names of the persons composing its delegation to the General Assembly, designating its principal delegate, as well as its alternate. This communication signed by an appropriate government authority of the Member State will be regarded as appropriate credentials for the participation of the named individuals in all activities of the General Assembly. Comment: We would recommend standardizing the method of notification to avoid ambiguity.	 Guidance is normally included in the invitation, but States have different procedures for credentials.	(c) Each Member State shall <u>will</u> communicate in writing, in accordance with its own practice, to the Secretary-General the names of the persons composing its delegation to the General Assembly, designating its principal delegate, as well as its alternate <u>alternative</u> . This communication signed by an appropriate government authority of the Member State will be regarded as appropriate credentials for the participation of the named individuals in all activities of the General Assembly.

Original text	Submitter	Submitter comments	Secretariat response	Proposed text
	<p>Japan</p> <p>UK</p>	<p>General Assembly is to take place.</p> <p>(a) The <u>regular sessions of the</u> General Assembly is to be prepared and organised by the Secretary—— General using the resources of the Secretariat and those other resources as agreed<u>consented</u> in writing with the Member State hosting the General Assembly.</p> <p>The General Assembly is to be prepared and organised by the Secretary-General using the resources of the Secretariat and those <u>or such</u> other resources as agreed in writing with the Member State hosting the General Assembly.</p>		<p>territory<u>hosting</u> the General Assembly <u>is to be held.</u></p>
<p>(b) One hundred eighty calendar days before the opening of the General Assembly the Secretariat shall invite Member States to submit proposals that they wish to discuss at the General Assembly. These will be received by the Secretariat for the following sixty calendar days.</p>	<p>Canada</p> <p>Japan</p>	<p>Comment: We would recommend clarifying of this timeline also applies to extraordinary general assemblies. Sub-paras. (e) and (f) state that the meeting agenda should differ depending on whether it is an ordinary or an extraordinary general assembly. This strongly suggests that the whole of para. 3 applies to both categories of meetings. Consequently, the issue of making proposals at extraordinary sessions should be addressed.</p> <p>b) One hundred eighty calendar days before the opening of the <u>regular sessions of the</u> General Assembly the Secretariat shall<u>will</u> invite Member</p>		<p>(b) One hundred eighty calendar days before the opening of the <u>regular session of the</u> General Assembly the Secretariat shall invite Member States to submit proposals that they wish to discuss at the General Assembly <u>in writing</u>. These will be received by the Secretariat for the following sixty calendar days.</p>

Original text	Submitter	Submitter comments	Secretariat response	Proposed text
		States to submit proposals that they wish to discuss at the General Assembly. These will be received by the Secretariat for the following sixty calendar days.		
(c) One hundred twenty calendar days before the opening of the General Assembly submitted proposals together with those prepared by the Council shall be circulated to all Member States, Associate Members and Affiliate Members, who shall be invited to forward their comments to the Secretariat within sixty calendar days.	Singapore	(c) One hundred and twenty calendar days before the opening of the General Assembly, the Secretariat shall circulate submitted proposals together with those prepared by the Council shall be circulated to all Member States, Associate Members and Affiliate Members, who shall be invited to forward their comments in writing to the Secretariat within sixty calendar days. After this date, that is, one hundred and twenty calendar days before the opening of the General Assembly , no proposals shall be accepted unless:		(c) One hundred and twenty calendar days before the opening of the <u>regular session of the</u> General Assembly, the Secretariat shall circulate submitted proposals together with those prepared by the Council shall be circulated to all Member States, Associate Members and Affiliate Members, who shall be invited to forward their comments <u>in writing</u> to the Secretariat within sixty calendar days.
	Japan	(c) One hundred twenty calendar days before the opening of the <u>regular sessions of the</u> General Assembly submitted proposals together with those prepared by the Council shall <u>will</u> be circulated to all Member States, Associate Members and Affiliate Members, who shall <u>will</u> be invited to forward their comments to the Secretariat within sixty calendar days.		
	Finland	According to the Article 7.2 of the Constitution "The General Assembly		
			Yes, that is the intention. Only Member States can submit	

Original text	Submitter	Submitter comments	Secretariat response	Proposed text
	UK	<p>shall consist only of Member States. Attendance shall also be open to Associate Members and Affiliate Members.”</p> <p>Is it intended that Associate and Affiliate Members are able to comment the proposals submitted to the General Assembly even though the General Assembly consist only of Member States?</p> <p>UK contends that this is too long for technical documents now that work cycles are shorter. There needs to be a provision to allow for later submission of technical documents.</p>	<p>proposals, but all members can comment.</p> <p>Time line could of course be discussed, but papers can always be submitted using 3.c (i) below.</p>	
After this date no proposals shall be accepted unless:	<p>Japan</p> <p>Canada</p>	<p>After this date no proposals shall<u>will</u> be accepted unless:</p> <p>Comment: How is the proposal submitted to the General Assembly for consideration, by the chair or by the SG?</p>	<p>Procedure rule of c) applies and the Secretariat will submit the proposals.</p>	After this date no proposals shall be accepted unless:
i there are exceptional circumstances, in which case the proposal should be approved by the General Assembly for inclusion; or				i there are exceptional circumstances, in which case the proposal should be approved by the General Assembly for inclusion; or
ii the proposal amends or provides an alternative to a proposal already submitted, in which case it may be received until thirty calendar days before the General Assembly.	Japan	ii the proposal amends <u>modifies</u> or provides an alternative to a proposal already submitted, in which case it may be received until thirty calendar days before the General Assembly.		ii the proposal amends or provides an alternative to a proposal already submitted, in which case it may be received until thirty calendar days before the <u>opening of the regular</u> General Assembly.

Original text	Submitter	Submitter comments	Secretariat response	Proposed text
(d) All final papers, including the provisional agenda but excluding any amending or alternative proposals, shall be circulated to Member States, Associate Members and Affiliate Members at least sixty calendar days before the opening of the General Assembly.	Singapore	(d) All final papers, including the provisional agenda but excluding any amending or alternative proposals, shall be circulated by the Secretariat to Member States, Associate Members and Affiliate Members at least sixty calendar days before the opening of the General Assembly.		(d) All final papers, including the provisional agenda but excluding any amending or alternative proposals, shall be circulated <u>by the Secretariat</u> to Member States, Associate Members and Affiliate Members at least sixty calendar days before the opening of the <u>regular</u> General Assembly.
	Japan	(d) All final papers, including the provisional agenda but excluding any amending <u>modifying</u> or alternative proposals, shall <u>will</u> be circulated to Member States, Associate Members and Affiliate Members at least sixty calendar days before the opening of the General Assembly.		
	Canada	Comment: What is meant by “final papers”? This expression isn’t used earlier in the text (although it appears a few times below). Does it apply to proposals? (The exclusion of “amending or alternative proposals” suggests that is the case.) If so, we recommend using consistent terminology.	“Final” has been deleted.	
(e) The provisional agenda for an ordinary session of a General Assembly shall be prepared by the Secretariat for approval by the Council and shall normally include:	Singapore	In relation to Article 3(3)(e), i.e. the provisional agenda for an ordinary session of a GA, Singapore notes that it is not suggested that the order of the agenda items, as drafted, is fixed or mandatory. Nonetheless, since the order serves as a guide of sorts, Singapore suggests that Review and approval of the General Regulations	It is common to first elect the president (Chair) of the meeting and he presides the rest of the agenda. For the first GA, the existing GR will be used Mutatis Mutandis. It is also quite common to jump in the agenda as it fit best. This is the practice in all Assembly and Council meetings of the IMO.	(e) The provisional agenda for an ordinary <u>a -regular</u> session of a General Assembly shall be prepared by the Secretariat for approval by the Council and shall normally include:

Original text	Submitter	Submitter comments	Secretariat response	Proposed text
		<p>and Financial Regulations be moved upfront, possibly the first item and before electing any office holder, since Article 6(3) of the main Convention states that the General Regulations and Financial Regulations detail the Rules of Procedure for each organ of IALA (i.e. the GA, the Council, the Committees, the Secretariat), and Article 7(7)(a) states that the President and Vice President be elected in accordance with the General Regulations, Article 8(3) states that the Council members shall be elected in accordance with the General Regulations, and Article 7(7)(e) states that the Secretary-General be elected in accordance with the General Regulations. Therefore, it would be preferable to have a GA-approved set of Regulations in place before electing the office holders, especially for the very first GA which would have to first and foremost adopt a set of General (and Financial) Regulations.</p>	See also the proposed change to Article 9.3.	
	Japan	<p>(e) The provisional agenda for an ordinary<u>regular</u> session of General Assembly shall<u>should</u> be prepared by the Secretariat for approval by the Council and shall<u>it should</u> normally include:</p>		
	Ireland	<p>- Article 3 (3) e. General Assembly Organisation – add the following to the agenda:</p>		

Original text	Submitter	Submitter comments	Secretariat response	Proposed text
	UK	<p>o Approval of bodies at which IALA should be represented.</p> <p>o Insert the word 'amend' in addition to 'Review and approve the General Regulations and the Financial Regulations'.</p> <p>UK suggests the inclusion of:</p> <ul style="list-style-type: none"> • Maritime Buoyage System • World Wide Academy Report <p>UK suggests that the strategic vision should be time bound to the period between general assemblies.</p>	<p>Covered by the Convention Article 7.7(m).</p> <p>Taken from the Convention Article 7.7(c).</p> <p>The Maritime Buoyage System is recommendation R1001 prepared by a Committee. The present Council has decided that the particular recommendation should go to the General Assembly for approval. This might change in the future so better to leave "open". The World-wide academy will, as an integral part of the Secretariat, be covered by (iii).</p> <p>The Strategic Vision is a standard point and will be covered at all ordinary sessions of the GA.</p>	
i Approval of the Agenda	Japan	i Approval <u>Adoption</u> of the Agenda <u>agenda</u>		i Approval <u>Adoption</u> of the a <u>Agenda</u>
ii Election of the President and the Vice President	Iran	In Para. 3.3.e.ii, the election of the President and the Vice-President is stipulated within the agenda of the General Assembly meetings, and the procedure elaborated in Para. 3.5. This is while the roles of the President and the Vice-President have not been clearly designated within the Organization.	The roles are described in the Convention Article 6.2.	ii Election of the President and the Vice President
iii Report of the Secretary-General				iii Report of the Secretary-General
iv Election of the Council				iv Election of the Council
v Election of the Secretary-General				v Election of the Secretary-General

Original text	Submitter	Submitter comments	Secretariat response	Proposed text
vi Establishment and termination of Committees and subsidiary bodies and review and approval of their Terms of Reference				vi Establishment and termination of Committees and subsidiary bodies and review and approval of their Terms of Reference
vii Review and approval of the financial arrangements				vii Review and approval of the financial arrangements
viii Approval of the strategic vision				viii Approval of the strategic vision
ix Review and approval of the General Regulations and Financial Regulations				ix Review and approval of the General Regulations and Financial Regulations
x Approval of standards				x Approval of standards
xi Decision on Associate membership				xi Decision on Associate membership
xii Consideration of reports and proposals received from Member States, Associate Members and Affiliate Members	Japan	xii Consideration of reports and proposals received from Member States, Associate Members and Affiliate Members <u>Council or the Secretary-General</u>	Constitution Article 7.7 (h)	xii Consideration of reports and proposals received from Member States, Associate Members and Affiliate Members <u>the Council or the Secretary-General.</u>
xiii Any other business	Japan	<u>xiv Consideration of reports</u>		xiii Any other business
(f) The provisional agenda for an extraordinary session of a General Assembly called by the Council shall be prepared by the Secretary-General for approval by the Council and shall include consideration of the question(s) for which the session was convened.	Japan Russian Federation	(f) The provisional agenda for an extraordinary session of General Assembly called by the Council shall <u>should</u> be prepared by the Secretary-General for approval by the Council and shall <u>should</u> include consideration of the question(s) for which the session was convened. To merge (f) and (g).	 Could be done, but make it less readable.	(f) The provisional agenda for an extraordinary session of a General Assembly called by the Council shall be prepared by the Secretary-General for approval by the Council and shall include consideration of the question(s) for which the session was convened.
(g) The provisional agenda for an extraordinary session of a	Japan	(g) The provisional agenda for an extraordinary session of General		(g) The provisional agenda for an extraordinary session of a

Original text	Submitter	Submitter comments	Secretariat response	Proposed text
	UK	currently silent on this and they should be explicit. UK asks -Article 6.2 of the Convention says who the Chair will be but Article 7.7(a) of the Convention says that the General Assembly will elect the President and Vice President in accordance with the General Regulations – where in the General Regulations is this provision?	It is covered by Art. 3.5.	
(b) The Chair will have control over the proceedings and may rule on points of order and shall have the power to propose adjournment or closure of debates or adjournment or suspension of the meeting.	Japan	(b) The Chair will have control over the proceedings and may rule on points of order and shall <u>will</u> have the power to propose adjournment or closure of debates or adjournment or suspension of the meeting.		(b) The Chair will have control over the proceedings and may rule on points of order and shall have the power to propose adjournment or closure of debates or adjournment or suspension of the meeting.
4.2. Conduct of Meetings				4.2. Conduct of Meetings
(a) No person may address the General Assembly without having previously obtained the permission of the Chair. Subject to this rule and rules b), c), g) and i) below, the Chair shall call upon speakers in the order in which they signify their desire to speak. The Chair may call a speaker to order if the remarks of such speaker are not relevant to the subject under discussion.	Japan	(a) No person may address the General Assembly without having previously obtained the permission of the Chair. Subject to <u>Under the condition of</u> this rule and rules b), c), g) and i) below, the Chair shall <u>will</u> call upon speakers in the order in which they signify their desire to speak. The Chair may call a speaker to order if the remarks of such speaker are not relevant to the subject under discussion.		(a) No person may address the General Assembly without having previously obtained the permission of the Chair. Subject to this rule and rules b), c), g) and i) below, the Chair shall call upon speakers in the order in which they signify their desire to speak. The Chair may call a speaker to order if the remarks of such speaker are not relevant to the subject under discussion.
(b) The Chair of a Committee of a subsidiary body or his or her representative may be accorded precedence for the purpose of explaining the conclusion arrived at	Iran	Para. 3.4.2.b seems to be redundant, as it stipulates procedural minute details of conducting the meeting, which appears different from the holistic and regulatory nature of the General Regulations.	It seems relevant that the Chair of a Committee have precedence in order to clarify a matter under discussion.	(b) The Chair of a Committee of a subsidiary body or his or her representative may be accorded precedence for the purpose of explaining the conclusion arrived at

Original text	Submitter	Submitter comments	Secretariat response	Proposed text
discussion, whether or not any other representative has signified his wish to speak. Permission to speak on the closure of the debate shall be accorded only to two speakers opposing the closure, after which the motion shall be immediately put to a vote. If the General Assembly is in favour of the closure, the Chair shall declare the closure of the debate. The Chair may limit the time to be allowed to speakers under this rule.		whether or not any other representative has signified his wish to speak. Permission to speak on the closure of the debate shall <u>will</u> be accorded only to two speakers opposing the closure, after which the motion shall <u>will</u> be immediately put to a vote. If the General Assembly is in favour of the closure, the Chair shall <u>will</u> declare the closure of the debate. The Chair may limit the time to be allowed to speakers under this rule.		discussion, whether or not any other representative has signified his wish to speak. Permission to speak on the closure of the debate shall be accorded only to two speakers opposing the closure, after which the motion shall be immediately put to a vote. If the General Assembly is in favour of the closure, the Chair shall declare the closure of the debate. The Chair may limit the time to be allowed to speakers under this rule.
(h) During the discussion of any matter, a delegate may move the suspension or the adjournment of the meeting. Such motions shall not be debated but shall be immediately put to a vote. The Chair may limit the time to be allowed to the speaker moving the suspension or adjournment.	Japan	(h) During the discussion of any matter, a delegate may move the suspension or the adjournment of the meeting. Such motions shall <u>will</u> not be debated but shall <u>will</u> be immediately put to a vote. The Chair may limit the time to be allowed to the speaker moving the suspension or adjournment.		(h) During the discussion of any matter, a delegate may move the suspension or the adjournment of the meeting. Such motions shall not be debated but shall be immediately put to a vote. The Chair may limit the time to be allowed to the speaker moving the suspension or adjournment.
(i) Subject to rule c) above, the following motions shall have precedence in the following order over all the other proposals or motions before the meeting:	Japan	(i) Subject to <u>In line with</u> rule (c) above, the following motions shall <u>will</u> have precedence in the following order over all the other proposals or motions before the meeting:		(i) Subject to rule c) above, the following motions shall have precedence in the following order over all the other proposals or motions before the meeting:
i to suspend the meeting;				i to suspend the meeting;
ii to adjourn the meeting;				ii to adjourn the meeting;
iii to adjourn the debate on the question under discussion; and				iii to adjourn the debate on the question under discussion; and
iv for the closure of the debate on the question under discussion.				iv for the closure of the debate on the question under discussion.

Original text	Submitter	Submitter comments	Secretariat response	Proposed text
(j) Subject to rule c) above, any motion calling for a decision on the competence of the General Assembly to discuss any matter or to adopt a proposal or an amendment submitted to it shall be put to a vote before the matter is discussed or a vote is taken on the proposal or amendment in question.	Japan	(j) Subject to In line with rule (c) above, any motion calling for a decision on the competence of the General Assembly to discuss any matter or to adopt a proposal or an amendment a modification submitted to it shall will be put to a vote before the matter is discussed or a vote is taken on the proposal or amendment modification in question.		(j) Subject to rule c) above, any motion calling for a decision on the competence of the General Assembly to discuss any matter or to adopt a proposal or an amendment submitted to it shall be put to a vote before the matter is discussed or a vote is taken on the proposal or amendment in question.
(k) A motion may be withdrawn by its proposer at any time before voting on it has commenced, provided that the motion has not been amended or that an amendment to it is not under discussion. A motion which has thus been withdrawn may be reintroduced by any delegate.	Japan	(k) A motion may be withdrawn by its proposer at any time before voting on it has commenced, provided that the motion has not been amended modified or that an amendment a modification to it is not under discussion. A motion which has thus been withdrawn may be reintroduced by any delegate.		(k) A motion may be withdrawn by its proposer at any time before voting on it has commenced, provided that the motion has not been amended or that an amendment to it is not under discussion. A motion which has thus been withdrawn may be reintroduced by any delegate.
(l) When a proposal has been adopted or rejected it may not be reconsidered unless the General Assembly so decides. Permission to speak on a motion to reconsider shall be accorded only to the mover and one other supporter and to two speakers opposing the motion, after which it shall be put immediately to a vote.	Japan	(l) When a proposal has been adopted or rejected it may not be reconsidered unless the General Assembly so decides. Permission to speak on a motion to reconsider shall will be accorded only to the mover and one other supporter and to two speakers opposing the motion, after which it shall will be put immediately to a vote.		(l) When a proposal has been adopted or rejected it may not be reconsidered unless the General Assembly so decides. Permission to speak on a motion to reconsider shall be accorded only to the mover and one other supporter and to two speakers opposing the motion, after which it shall be put immediately to a vote.
4.3. Voting				4.3. Voting
(a) The Chair shall appoint two scrutineers from amongst the Member States who shall proceed to scrutinise the votes cast and the counting of votes by the Secretariat.	Japan	(a) The Chair shall will appoint two scrutineers from amongst the Member States who shall will proceed to scrutinise the votes cast and the counting of votes by the Secretariat.		(a) The Chair shall appoint two scrutineers from amongst the Member States who shall proceed to scrutinise the votes cast and the counting of votes by the Secretariat.

Original text	Submitter	Submitter comments	Secretariat response	Proposed text
(b) The principal delegate of a Member State shall have the right to vote or to designate any other member of its delegation to vote on his or her behalf.	Japan	(b) The principal delegate of a Member State shall <u>will</u> have the right to vote or to designate any other member of its delegation to vote on his or her behalf.		(b) The principal delegate of a Member State shall have the right to vote or to designate any other member of its delegation to vote on his or her behalf.
(c) Member States abstaining from voting or casting an invalid vote shall be considered as not voting.	Japan	(c) Member States abstaining from voting or casting an invalid vote shall <u>will</u> be considered as not voting.		(c) Member States abstaining from voting or casting an invalid vote shall be considered as not voting.
(d) A Member State shall not vote on behalf of another Member State.	Japan	(d) A Member State shall <u>will</u> not vote on behalf of another Member State.		(d) A Member State shall not vote on behalf of another Member State.
4.4. Decision Making and Reporting	France	<p>Pertaining to the article 7.7(n) of the Convention, the General Assembly can decide on any other matters falling within the scope of the convention.</p> <p>France is concerned about how this article will be implemented. To avoid conflicts between the GA and Council and ensure smooth operation, the provision of article 7.7 (n) of the convention, should be clarified.</p> <p>Article 4.4</p> <p>« The decision-making authority entrusted to the General Assembly is specifically provided by the article 7 of the Convention. In addition to its specific powers and according to article 7.7 (n) of the Convention, any matter not explicitly delegated to the Council generally falls under the jurisdiction of the General Assembly.</p>	<p>It is believed to be clear in the Convention Art. 7.1 and 8.1.</p>	4.4. Decision Making and Reporting
(a) Where the General Assembly is requested to make a decision, that request shall be put	Japan	<p>New Article:</p> <p>¶(a) <u>All efforts shall be made for the General Assembly to adopt decisions</u></p>	Not necessary. It is tried only to quote the Convention where it is strictly needed.	(a) Where the General Assembly is requested to make a decision, that request shall be put

Original text	Submitter	Submitter comments	Secretariat response	Proposed text
to the meeting in the form of a draft General Assembly resolution. Each draft resolution should include an implementation date, if relevant, and for convenience, the Chair may aggregate draft resolutions for approval and reporting purposes.		<p><u>by consensus amongst Member States in accordance with paragraph 1 of Article 11 of the Convention.</u></p> <p>(b) Where the General Assembly is requested to make a decision, that request shall<u>will</u> be put to the meeting in the form of a draft General Assembly resolution. Each draft resolution should include an implementation date, if relevant, and for convenience, the Chair may aggregate draft resolutions for approval and reporting purposes.</p>		to the meeting in the form of a draft General Assembly resolution. Each draft resolution should include an implementation date, if relevant, and for convenience, the Chair may aggregate draft resolutions for approval and reporting purposes.
(b) The Secretariat shall arrange for the work of the General Assembly to be recorded in a report. The draft report shall be distributed to those Member States, Associate Members and Affiliate Members attending, which may submit their proposed corrections in writing to the Chair. Any disagreement on the proposed corrections shall be decided by the Chair after consultation with the Member States, Associate Members and Affiliate Members concerned.	<p>Japan</p> <p>Finland</p>	<p>(bc) The Secretariat shall<u>will</u> arrange for the work of the General Assembly to be recorded in a report. The draft report shall<u>will</u> be distributed to those Member States, Associate Members and Affiliate Members attending, which may submit their proposed corrections in writing to the Chair. Any disagreement<u>difference of views</u> on the proposed corrections shall<u>will</u> be decided<u>coordinated</u> by the Chair after consultation with the Member States, Associate Members and Affiliate Members concerned.</p> <p>According to the General Regulations of the existing IALA only National Members may submit corrections to the report and make statements in the General Assembly. Is the intention to widen these rights for</p>	<p>As Associate Members and Affiliate Members can participate in the General Assembly and have the right to speak it is only fair that they can also submit comments to the report.</p>	(b) The Secretariat shall arrange for the work of the General Assembly to be recorded in a report. The draft report shall be distributed to those Member States, Associate Members and Affiliate Members attending, which may submit their proposed corrections in writing to the Chair. Any disagreement on the proposed corrections shall be decided by the Chair after consultation with the Member States, Associate Members and Affiliate Members concerned.

Original text	Submitter	Submitter comments	Secretariat response	Proposed text
		the Associate Members and Affiliate Members?		
(c) The revised draft report will be adopted by the General Assembly in session, or if necessary, by correspondence.				(c) The revised draft report will be adopted by the General Assembly in session, or if necessary, by correspondence.
(d) Member States, Associate Members and Affiliate Members who made statements during debate may request that such statement be attached to the report.				(d) Member States, Associate Members and Affiliate Members who made statements during debate may request that such statement be attached to the report.
(e) The report, together with all relevant documents, shall be made available to the Member States, Associate Members and Affiliate Members within fourteen calendar days after their approval by the General Assembly.	Japan	(ef) The report, together with all relevant documents, shall <u>will</u> be made available to the Member States, Associate Members and Affiliate Members within fourteen calendar days after their approval by the General Assembly.		(e) The report, together with all relevant documents, shall be made available to the Member States, Associate Members and Affiliate Members within fourteen calendar days after their approval by the General Assembly.
(f) Audio recordings of General Assembly sessions may be made and shall be retained by the Secretariat for record purposes.	Japan UK	(fg) Audio recordings of General Assembly sessions may be made and shall <u>will</u> be retained by the Secretariat for record purposes. Audio recordings of General Assembly sessions may be made and shall be retained by the Secretariat for record- keeping purposes.		(f) Audio recordings of General Assembly sessions may be made and shall be retained by the Secretariat for record- <u>keeping</u> purposes.
5. Election of the President and the Vice President	Russian Federation	The Russian Delegation would like to seek clarification on how this provision will be realized in practice.	The procedure is described below.	5. Election of the President and the Vice President
The General Assembly shall elect the President and the Vice President of the Organization as follows:	Singapore	In relation to Article 3(5) generally, Singapore seeks clarification whether the intention is for the President and Vice-President to be re-elected at each GA. Even so, it is possible for the same President or Vice-President	The Convention lists the things the GA “shall” do, and one of them is to elect president and vice, which in effect means that the term of president and vice is from one GA to the next.	The General Assembly shall elect the President and the Vice President of the Organization as follows:

Original text	Submitter	Submitter comments	Secretariat response	Proposed text
	Japan Finland	to be re-elected at successive GAs, in which case Singapore asks fellow Members if IALA should consider a term limit for Presidents and Vice-Presidents e.g. the President or Vice-President should not be re-elected for more than [two][three] consecutive terms. The General Assembly shall <u>will</u> elect the President and Vice President of the Organization as follows: There could be a need to clarify that the tasks of the President or the Vice President are not personal. As we understand, the tasks are for the Member States and so there would be no need for re-election if the person performing the tasks changes during the term of Presidency/Vice Presidency.	The fact that the term for SG is explicitly limited in the Convention while the same is not the case for president and vice indicates that it is not the intention of the Convention to limit the number of terms. The fact that president and vice is not personal, but MS, is an argument in the same direction. It follows the wording of the Convention Article 7.7(a).	
(a) The Secretary-General will invite Member States to declare their candidacy for the Presidency or Vice Presidency one hundred eighty calendar days before the opening of the General Assembly. Nominations will be received by the Secretariat for the following hundred and twenty calendar days. Nominations should include:	Canada	Comment: If only States can make self-nominations, suggest replacing the term “nominations” with “candidacies” to be more consistent with the term “candidacy” used at the beginning of the paragraph. “Nominations” suggests the possibility of one Member State nominating another.		(a) The Secretary-General will invite Member States to declare their candidacy for the Presidency or Vice Presidency one hundred eighty calendar days before the opening of the <u>regular session of the</u> General Assembly. Nominations <u>Candidacies</u> will be received by the Secretariat for the following hundred and twenty calendar days. Nominations <u>Candidacies</u> should include:
i the name of Member State being nominated in each case; and				i the name of <u>the</u> Member State being nominated in each case; and

Original text	Submitter	Submitter comments	Secretariat response	Proposed text
	Russian Federation	<p><u>items/paragraphs above. When the position of President became vacant, the Vice-President will serve as the Interim President until the President will be elected.</u></p> <p>To delete «electronically». Votes and elections can only take place in-person. There are no proper guidelines neither in the Draft General Regulations nor in any other documents as to the modalities of organizing a ballot electronically.</p>		<p>or electronically, in accordance with <u>of Article 3 paragraph 5</u> the provisions above.</p>
	UK	<p>UK asks can the ballot be both in session and electronically or is the word electronically supposed to mean remotely in this context? See note below.</p> <p>Should the position of President become vacant, the Vice President will assume this role and the position of Vice President will consequently become vacant instead. In this event, the Secretary- General shall call for nominations to fill the vacant position and will conduct a ballot, either in session or electronically, in accordance with the provisions of Article 3 paragraph 5 above.</p>	<p>The GA will only under extraordinary circumstances be convened as a virtual meeting iaw. Article 3.1 (b), but if the voting for the President is the only point on the agenda it might be useful to vote electronically.</p> <p>At present the vote is on paper, but it is intentionally left open for future electronic systems.</p>	

Original text	Submitter	Submitter comments	Secretariat response	Proposed text
6. Election of the Council				6. Election of the Council
The election of the Council shall be conducted as follows:	<p>Japan</p> <p>Finland</p> <p>UK</p>	<p>The election of the Council shall<u>will</u> be conducted as follows:</p> <p>In the General Regulations of the existing IALA are regulations for a by-election if a Council member becomes unable to serve on the Council. Is there a need to take similar regulations for the new General Regulations under consideration?</p> <p>UK comments - it would be useful here if it was made clear that the election is by a manual/paper ballot (if that is the intention).</p>	<p>The difference is that in the present IALA is a person in the IGO it is a Member State.</p> <p>The GA will only under extraordinary circumstances be convened as a virtual meeting iaw. Article 3.1 (b). At present the vote is on paper, but it is intentionally left open for future electronic systems.</p>	The election of the Council shall be conducted as follows:
(a) The Secretary-General will invite Member States to declare their candidacy for the Council one hundred eighty calendar days				(a) The Secretary-General will invite Member States to declare their candidacy for the Council one hundred eighty calendar days

Original text	Submitter	Submitter comments	Secretariat response	Proposed text
before the opening of the General Assembly. Nominations will be received by the Secretariat for the following hundred and twenty calendar days. Nominations should include:				before the opening of the <u>regular session of the</u> General Assembly. Candidacies will be received by the Secretariat for the following hundred and twenty calendar days. Candidacies should include:
i the name of the Member State being nominated; and				i the name of the Member State being nominated ; and
ii a statement, in the form approved by the Council and provided by the Secretariat, outlining the credentials of the Member State for a position on the Council.				ii a statement, in the form approved by the Council and provided by the Secretariat, outlining the credentials of the Member State for a position on the Council.
(b) Sixty calendar days before the opening of the General Assembly all nominations shall be collated and circulated to all Member States by the Secretariat. After this date no nominations shall be accepted unless there are exceptional circumstances, in which case the nomination should be approved by the General Assembly for inclusion in the election.	Japan	(b) Sixty calendar days before the opening of the General Assembly all nominations shall <u>will</u> be collated and circulated to all Member States by the Secretariat. After this date no nominations shall <u>will</u> be accepted unless there are exceptional circumstances, in which case the nomination should be approved by the General Assembly for inclusion in the election.	See above.	(b) Sixty calendar days before the opening of the <u>regular session of the</u> General Assembly all nominations-candidacies shall be collated and circulated to all Member States by the Secretariat. After this date no nominations <u>candidacies</u> shall be accepted unless there are exceptional circumstances, in which case the nomination-candidacy should shall be approved by the General Assembly for inclusion in the election.
	Canada	Comment: See previous comments about clarifying how the GA reaches these procedural decisions (minimum threshold as in art. 11 of Convention? secret ballot?).		
	UK	...be accepted unless there are exceptional circumstances, in which case the nomination should <u>shall</u> be approved by the General Assembly for inclusion in the election.		

Original text	Submitter	Submitter comments	Secretariat response	Proposed text
(c) A vote to elect Council members from among those nominated will be conducted by secret ballot.				(c) A vote to elect Council members from among those nominated will be conducted by secret ballot.
(d) The Secretariat shall produce a ballot form for nominees for the Council and each Member State shall have one vote for each vacant seat on the Council.	Japan	(d) The Secretariat <u>shall will</u> produce a ballot form for nominees for the Council and each Member State <u>shall will</u> have one vote for each vacant seat on the Council.		(d) The Secretariat shall produce a ballot form for nominees for the Council and each Member State shall have one vote for each vacant seat on the Council.
(e) The Chair shall appoint two scrutineers from amongst the Member States who have not been nominated for the Council, who shall proceed to scrutinise the votes cast and the counting of votes by the Secretariat.	Japan	(e) The Chair <u>shall will</u> appoint two scrutineers from amongst the Member States who have not been nominated for the Council, who <u>shall will</u> proceed to scrutinise the votes cast and the counting of votes by the Secretariat.		(e) The Chair shall appoint two scrutineers from amongst the Member States who have not been nominated for the Council, who shall proceed to scrutinise the votes cast and the counting of votes by the Secretariat.
(f) If two or more candidates obtain the same number of votes for the last seat or seats to be filled, there shall be a further ballot from among these candidates only. Should the votes again be divided equally, the Chair shall draw by lot the name of the candidate to be eliminated in any subsequent ballots.	Japan Canada	(f) If two or more candidates obtain the same number of votes for the last seat or seats to be filled, there <u>shall will</u> be a further ballot from among these candidates only. Should the votes again be divided equally, the Chair <u>shall will</u> draw by lot the name of the candidate to be eliminated in any subsequent ballots. Comment: This tiebreaker method is different from the one for the SG in 7(e) below. For the SG, in the case of a tie, lots are drawn to select the winner, not to eliminate a candidate. Do we mean the name of the Members State or the name of an individual? Suggest eliminating the reference to a “name” if we are talking about Member States.	Reflected in the proposed text.	(f) If two or more candidates obtain the same number of votes for the last seat or seats to be filled, there shall be a further ballot from among these candidates only. Should the votes again be divided equally <u>between more than two candidates</u> , the Chair shall draw by lot the name of the candidate to be eliminated in any subsequent ballots. <u>Should the votes again be divided equally between two candidates for the last seat to be filled, the Chair shall draw by lot the candidate who will be elected to the Council.</u>

Original text	Submitter	Submitter comments	Secretariat response	Proposed text
	UK	<p>UK understands this to mean that the elimination takes place immediately and not as the result of a subsequent ballot. Suggested new wording is intended to reflect this.</p> <p>If two or more candidates obtain the same number of votes for the last seat or seats to be filled, there shall be a further ballot from among these candidates only. Should the votes again be divided equally, the Chair shall draw by lot the name of the candidate to be eliminated in any subsequent ballots from the process.</p>	It is actually a subsequent ballot.	
(g) When voting and counting are completed the Chair shall confirm the election and invite the newly elected Council to take up their duties.	<p>Japan</p> <p>UK</p>	<p>(g) When voting and counting are completed the Chair shall<u>will</u> confirm the election and invite the newly elected Council to take up their duties.</p> <p>When voting and counting are completed the Chair shall confirm the election and invite the newly elected Council members to take up their duties.</p>		(g) When voting and counting are completed the Chair shall confirm the election and invite the newly elected Council <u>members</u> to take up their duties.
(h) The term of the Council is from confirmation of its election until the election of a new Council at the following ordinary General Assembly.	UK	UK suggests an additional paragraph covering Council members which have lost rights in line with Convention Article 13. 4 .	That Member State will stay on Council without voting rights until next election of the Council, since Art 13.4 only stipulate that it is only the voting rights and the right to be elected to Council that is denied.	(h) The term of the Council is from confirmation of its election until the election of a new Council at the following ordinary General Assembly.

Original text	Submitter	Submitter comments	Secretariat response	Proposed text
7. Election of the Secretary-General				7. Election of the Secretary-General
The election of the Secretary-General shall be conducted as follows:	Japan	The election of the Secretary-General shall <u>will</u> be conducted as follows:		The election of the Secretary-General shall be conducted as follows:
(a) The Council will invite Member States to nominate candidates from among its nationals within a period of ninety calendar days. The list of candidates shall be closed thirty calendar days prior to the opening day of the ordinary session of the General Assembly.	Japan Finland	(a) The Council will invite Member States to nominate candidates from among its nationals within a period of ninety calendar days. The list of candidates shall <u>will</u> be closed thirty calendar days prior to the opening day of the ordinary <u>regular</u> session of the General Assembly. General comment: General Regulations of IHO requires candidates for the post of Secretary General to provide detailed qualifications including education, experience, languages etc. (Article 20 of IHO General Regulations). It should be considered to add similar requirement in these General Regulations of IALA, because both organizations are of similar technical nature.		(a) The Council will invite Member States to nominate candidates from among its nationals within a period of ninety calendar days. The list of candidates shall be closed thirty calendar days prior to the opening day of the ordinary <u>regular</u> session of the General Assembly.
(b) The nominations shall be notified to all Member States by the Secretariat as soon as they are received.	Japan	(b) The nominations shall <u>will</u> be notified to all Member States by the Secretariat as soon as they are received.		(b) The nominations shall be notified to all Member States by the Secretariat as soon as they are received.
(c) A vote to elect the Secretary-General from amongst those nominated will be conducted by secret ballot.				(c) A vote to elect the Secretary-General from amongst those nominated will be conducted by secret ballot.
(d) The Chair shall appoint two scrutineers from amongst the	Japan	(d) The Chair shall <u>will</u> appoint two scrutineers from amongst the		(d) The Chair shall appoint two scrutineers from amongst the

Original text	Submitter	Submitter comments	Secretariat response	Proposed text
	UK	<p>whether she/he will be appointed from among the Council Members, or else the Council will be authorized to appoint any individual, upon its discretion, to serve as the Acting Secretary-General for the period between two General Assembly meetings.</p> <p>UK proposes saying that the acting Secretary-General may stand for election as the Secretary-General if so nominated by the respective member state after the next General Assembly UK proposes additional Articles: ARTICLE new A Secretary-General elected at an ordinary session of the Assembly shall assume his/her duties on the following 1 September. The duties of his/her predecessor shall terminate on 31 August. ARTICLE new A Secretary-General who has been incapacitated for duty for six consecutive months, or otherwise for an aggregate of twelve months, during his/her term of office shall automatically cease to be Secretary-General or Director.</p>	<p>The hand over etc. between Secretary-Generals is already covered in the draft Staff Rules to be approved by the Council. Of Course the acting Secretary-General may stand for election if nominated by the Member State.</p>	
Article 4	Japan	Item 4		Article 4
The Council				The Council
1 Functions				1 Functions
(a) The Council, in fulfilling its obligation to administer the Organization will carry out the functions assigned to it by Article 8.8 of the Convention.				(a) The Council, in fulfilling its obligation to administer the Organization will carry out the functions assigned to it by Article 8.8 of the Convention.

Original text	Submitter	Submitter comments	Secretariat response	Proposed text
(b) In the period between General Assemblies, should no appropriate provision be made in the Convention or these General Regulations, the Council shall make any administrative or technical decision which may be necessary, unless such decision falls exclusively within the jurisdiction of the General Assembly under the Convention. Any such decision must be reported to the next General Assembly.	Japan	(b) In the period between General Assemblies, should no appropriate provision <u>or item</u> be made in the Convention or these <u>the</u> General Regulations, the Council shall <u>will</u> make any administrative or technical decision which may be necessary, unless such decision falls exclusively within the jurisdiction of the General Assembly under the Convention. Any such decision must be reported to the next General Assembly.		(b) In the period between General Assemblies, should no appropriate provision be made <u>exist</u> in the Convention or these General Regulations, the Council shall make any administrative or technical decision which may be necessary, unless such decision falls exclusively within the jurisdiction of the General Assembly under the Convention. Any such decision must be reported <u>referred</u> to the next General Assembly <u>for confirmation</u> .
	Finland	The use of the same wording found in the General Regulations of the current IALA should be considered here. The General Regulations of the current IALA uses the following wording: "Any such decision must be referred to the next General Assembly for confirmation."		
	UK	In the period between General Assemblies, should no appropriate provision be made <u>exist</u> in the Convention or these General Regulations....		
(c) The Council shall be guided by the overall policy and strategic vision as decided by the General Assembly.	Japan	(c) The Council shall <u>will</u> be guided by the overall policy and strategic vision as decided by the General Assembly.		(c) The Council shall be guided by the overall policy and strategic vision as decided by the General Assembly.
(d) If the Council considers that any question or issue should be referred to Member States, it shall direct the Secretary-General	Japan	(d) If the Council considers that any question or issue should be referred to Member States, it shall <u>will</u> direct the Secretary- --- General to send a		(d) If the Council considers that any question or issue should be referred to Member States, it shall direct the Secretary-General

Original text	Submitter	Submitter comments	Secretariat response	Proposed text
to send a circular to each Member States requesting them to notify the Secretariat of their opinion on the matter. The Council shall then decide the matter.	Ireland	circular to each Member States requesting them to notify the Secretariat of their opinion on the matter. The Council shall <u>will</u> then decide the matter. Article 4 (1) d. The Council - The basis on which the Council can refer issues to Member States should be clarified. We recommend that this should be by a majority vote.	This is covered by the Convention Article 11.2.	to send a circular to each Member States requesting them to notify the Secretariat of their opinion on the matter. The Council shall then decide the matter.
2 Convening				2 Convening
(a) The Council will be convened, ordinarily twice a year by notice in writing, by any of the following:				(a) The Council will be convened, ordinarily twice a year by notice in writing, by any of the following:
i. the President or the Vice President;	Canada	Comment: We would recommend clarifying that the VP can convene the Council as a substitute if the President is unable to act. Can the same individuals convene an extraordinary meeting? Sub-para I refers to extraordinary meetings, but doesn't specify how they are convened.	Ref to Convention Article 6.2.	i. the President or <u>in the case of the President's absence</u> the Vice President;
ii. the Secretary-General; or				ii. the Secretary-General; or
iii. at the request of two Council members.	Japan UK	iii. at the request of two <u>or more</u> Council members. UK suggests that in 2 (a) iii, a 'request' to hold a meeting is not the same as giving written notice that a meeting will be convened. Presumably in practice the procedure will be that two Council members will make a request to the Secretary-		iii. at the request of <u>least</u> two Council members.

Original text	Submitter	Submitter comments	Secretariat response	Proposed text
Secretary-General using the resources of the Secretariat.				Secretary-General using the resources of the Secretariat.
(b) Member States and Affiliate Members of the Organization attending the Council are responsible for their own travelling and accommodation expenses.	UK	UK notes 3(b) does not mention Associate members which could imply that their travel and subsistence costs will be met. Would it be better to say that all attendees are to meet their own expenses?	The Associate Members are intentionally left out iaw. the Convention Art. 8.7 and 8.9.	(b) Member States and Affiliate Members of the Organization attending the Council are responsible for their own travelling and accommodation expenses.
(c) Member States shall communicate in writing the name of the delegate representing that Member State at the Council.	Japan Ireland	(c) Member States shall <u>will</u> communicate in writing the name of the delegate representing that Member State at the Council. Article 4 (3) c. The Council – The Council delegate should hold office for the duration of the term of the Council i.e., three years. Perhaps the Regs could hold that when a new Council is convened for the first time the MS will nominate its delegate for the duration of that Council or until such time as the MS wishes to change the delegate (which they must do so in writing before the next Council is convened).	 Member States can choose who they want to represent them at Council and notify the Secretariat if this changes.	(c) Member States shall <u>will</u> communicate in writing the name of the delegate representing that Member State at the Council.
(d) Sixty calendar days before a scheduled Council meeting the Secretariat shall invite Member States to submit papers addressing matters that they wish to discuss at the Council. These will be received by the Secretariat for the next fourteen calendar days.	Japan	(d) Sixty calendar days before a scheduled <u>ordinary</u> Council meeting the Secretariat shall <u>will</u> invite Member States to submit papers addressing matters that they wish to discuss at the Council. These will be received by the Secretariat for the next fourteen calendar days.		(d) Sixty calendar days before a scheduled <u>regular</u> Council meeting the Secretariat shall invite Member States to submit papers addressing matters that they wish to discuss at the Council. These will be received by the Secretariat for the next fourteen calendar days.
(e) Forty calendar days before the opening of the Council submitted papers together with those prepared by the Secretariat	Japan	(e) Forty calendar days before the opening of the <u>ordinary</u> Council <u>meeting</u> submitted papers together with those prepared by the		(e) Forty calendar days before the opening of the <u>regular meeting of the</u> Council submitted papers together with those prepared by

Original text	Submitter	Submitter comments	Secretariat response	Proposed text
iv. Committee reports				iv. Committee reports
v. Applications for Affiliate membership				v. Applications for Affiliate membership
vi. Any other business				vi. Any other business
vii. Date and time of next meeting	Japan	viii. Consideration of report of the Council meeting	Left intentionally open to allow this point to be done on-line.	vii. Date and time of next meeting
(h) The provisional agenda for an extraordinary meeting of the Council shall normally include consideration of the question(s) for which the meeting was convened.	Japan	(h) The provisional agenda for an extraordinary meeting of the Council shall will normally include consideration of the question(s) for which the meeting was convened.		(h) The provisional agenda for an extraordinary meeting of the Council shall normally include consideration of the question(s) for which the meeting was convened.
4 Rules of Procedure				4 Rules of Procedure
The following Rules of Procedure shall apply to the conduct of the business of the Council:	Japan	The following Rules of Procedure shall will apply to the conduct of the business of the Council:		The following Rules of Procedure shall apply to the conduct of the business of the Council:
4.1. The Role of the Chair				4.1. The Role of the Chair
(a) The Chair will open and close the meeting, direct discussions, ensure the observance of the procedures in the Convention and the General Regulations, accord the right to speak, put questions to a vote and announce decisions.	Japan Ireland	Chair = President, Vice Chair= Vice President? Article 4. 4. (4.1) The Council Role of the Chair – There needs to be clarity about who can hold the role of the Chair at the Council. We understand that this is currently the President of IALA, but the regulations are currently silent on this and they should be explicit.	Covered by the Convention Article 6.2.	(a) The Chair will open and close the meeting, direct discussions, ensure the observance of the procedures in the Convention and the General Regulations, accord the right to speak, put questions to a vote and announce decisions.
(b) The Chair will have control over the proceedings and may rule on points of order and shall have the power to propose adjournment or closure of debates or adjournment or suspension of the meeting.	Japan	(b) The Chair will have control over the proceedings and may rule on points of order and shall will have the power to propose adjournment or closure of debates or adjournment or suspension of the meeting.		(b) The Chair will have control over the proceedings and may rule on points of order and shall have the power to propose adjournment or closure of debates or adjournment or suspension of the meeting.
4.2. Conduct of meetings				4.2. Conduct of meetings

Original text	Submitter	Submitter comments	Secretariat response	Proposed text
(a) No person may address the Council without having obtained the permission of the Chair. Subject to rules b), f) and h) below, the Chair shall call upon speakers in the order in which they signify their desire to speak. The Chair may call a speaker to order if the remarks of such speaker are not relevant to the subject under discussion.	Japan	(a) No person may address the Council without having obtained the permission of the Chair. <u>Subject to in line with</u> rules <u>(b)</u> , <u>(f)</u> and <u>(h)</u> below, the Chair shall <u>will</u> call upon speakers in the order in which they signify their desire to speak. The Chair may call a speaker to order if the remarks of such speaker are not relevant to the subject under discussion.		(a) No person may address the Council without having obtained the permission of the Chair. Subject to rules b), f) and h) below, the Chair shall call upon speakers in the order in which they signify their desire to speak. The Chair may call a speaker to order if the remarks of such speaker are not relevant to the subject under discussion.
(b) During the discussion of any matter, a Council member may rise to a point of order. Two delegates may speak in favour of, and two against, the point of order, after which the point of order shall immediately be decided by the Chair. A Council member may appeal against the ruling of the Chair. The appeal shall immediately be put to a vote and the Chair's ruling shall stand unless overruled by the majority of the Council present and voting. A Council member rising to a point of order may not speak on the substance of the matter under discussion.	Japan Canada	(b) During the discussion of any matter, a Council member may rise to a point of order. Two delegates may speak in favour of, and two against, the point of order, after which the point of order shall <u>will</u> immediately be decided by the Chair. A Council member may appeal against the ruling of the Chair. The appeal shall <u>will</u> immediately be put to a vote and the Chair's ruling shall <u>will</u> stand unless overruled by the majority of the Council present and voting. A Council member rising to a point of order may not speak on the substance of the matter under discussion. Comment: Provisions below regarding interventions by Council members indicate that "The Chair may limit the time to be allowed to speakers under this rule". Is there a reason not to include the same	Yes, this is the intention and covered by 4.2(c).	(b) During the discussion of any matter, a Council member may rise to a point of order. Two delegates may speak in favour of, and two against, the point of order, after which the point of order shall immediately be decided by the Chair. A Council member may appeal against the ruling of the Chair. The appeal shall immediately be put to a vote and the Chair's ruling shall stand unless overruled by the majority of the Council present and voting. A Council member rising to a point of order may not speak on the substance of the matter under discussion.

Original text	Submitter	Submitter comments	Secretariat response	Proposed text
		wording in this provision? There are other provisions below where this phrase is also not used. Is the intention not to grant authority to the chair to limit the time allowed to speakers in these situations?		
(c) The Council may, on the proposal of the Chair, limit the time to be allowed to each speaker on any particular subject under discussion. When the debate is limited and a Council member has spoken for the allotted time, the Chair shall call the Council member to order without delay.	Japan	(c) The Council may, on the proposal of the Chair, limit the time to be allowed to each speaker on any particular subject under discussion. When the debate is limited and a Council member has spoken for the allotted time, the Chair shall <u>will</u> call the Council member to order without delay.		(c) The Council may, on the proposal of the Chair, limit the time to be allowed to each speaker on any particular subject under discussion. When the debate is limited and a Council member has spoken for the allotted time, the Chair shall call the Council member to order without delay.
(d) During the course of a debate, the Chair may announce the list of speakers and, with the consent of the Council, declare the list closed. The Chair may, however, accord the right of reply to any Council member if a speech delivered after the closure of the list makes this desirable.				(d) During the course of a debate, the Chair may announce the list of speakers and, with the consent of the Council, declare the list closed. The Chair may, however, accord the right of reply to any Council member if a speech delivered after the closure of the list makes this desirable.
(e) During the discussion of any matter, a Council member may move the adjournment of the debate on the question under discussion. In addition to the proposer of the motion, two Council members may speak in favour of, and two against, the motion, after which the motion shall immediately be put to a vote.	Japan	(e) During the discussion of any matter, a Council member may move the adjournment of the debate on the question under discussion. In addition to the proposer of the motion, two Council members may speak in favour of, and two against, the motion, after which the motion shall <u>will</u> immediately be put to a vote. The Chair may limit the time to		(e) During the discussion of any matter, a Council member may move the adjournment of the debate on the question under discussion. In addition to the proposer of the motion, two Council members may speak in favour of, and two against, the motion, after which the motion shall immediately be put to a vote.

Original text	Submitter	Submitter comments	Secretariat response	Proposed text
The Chair may limit the time to be allowed to speakers under this rule.		be allowed to speakers under this rule.		The Chair may limit the time to be allowed to speakers under this rule.
(f) A Council member may, at any time, move the closure of the debate on the question under discussion, whether or not any other Council member has signified their wish to speak. Permission to speak on the closure of the debate shall be accorded only to two speakers opposing the closure, after which the motion shall be immediately put to a vote. If the Council is in favour of the closure, the Chair shall declare the closure of the debate. The Chair may limit the time to be allowed to speakers under this rule.	Japan	(f) A Council member may, at any time, move the closure of the debate on the question under discussion, whether or not any other Council member has signified their wish to speak. Permission to speak on the closure of the debate shall <u>will</u> be accorded only to two speakers opposing the closure, after which the motion shall <u>will</u> be immediately put to a vote. If the Council is in favour of the closure, the Chair shall <u>will</u> declare the closure of the debate. The Chair may limit the time to be allowed to speakers under this rule.		(f) A Council member may, at any time, move the closure of the debate on the question under discussion, whether or not any other Council member has signified their wish to speak. Permission to speak on the closure of the debate shall be accorded only to two speakers opposing the closure, after which the motion shall be immediately put to a vote. If the Council is in favour of the closure, the Chair shall declare the closure of the debate. The Chair may limit the time to be allowed to speakers under this rule.
(g) During the discussion of any matter, a Council member may move the suspension or the adjournment of the meeting. Such motions shall not be debated but shall be immediately put to a vote. The Chair may limit the time to be allowed to the speaker moving the suspension or adjournment.	Japan	(g) During the discussion of any matter, a Council member may move the suspension or the adjournment of the meeting. Such motions shall <u>will</u> not be debated but shall <u>will</u> be immediately put to a vote. The Chair may limit the time to be allowed to the speaker moving the suspension or adjournment.		(g) During the discussion of any matter, a Council member may move the suspension or the adjournment of the meeting. Such motions shall not be debated but shall be immediately put to a vote. The Chair may limit the time to be allowed to the speaker moving the suspension or adjournment.
(h) Subject to rule b) above, the following motions shall have precedence in the following order over all the other proposals or motions before the meeting:	Japan	(h) Subject to <u>In line with</u> rule (b) above, the following motions shall <u>will</u> have precedence in the following order over all the other proposals or motions before the meeting:		(h) Subject to rule b) above, the following motions shall have precedence in the following order over all the other proposals or motions before the meeting:
i. to suspend the meeting;				i. to suspend the meeting;
ii. to adjourn the meeting;				ii. to adjourn the meeting;

Original text	Submitter	Submitter comments	Secretariat response	Proposed text
iii. to adjourn the debate on the question under discussion; and				iii. to adjourn the debate on the question under discussion; and
iv. for the closure of the debate on the question under discussion.				iv. for the closure of the debate on the question under discussion.
(i) Subject to rule b) above, any motion calling for a decision on the competence of the Council to discuss any matter or to adopt a proposal submitted to it shall be put to a vote before the matter is discussed or a vote is taken on the proposal in question.	Japan	(i) Subject to In line with rule (b) above, any motion calling for a decision on the competence of the Council to discuss any matter or to adopt a proposal submitted to it shall will be put to a vote before the matter is discussed or a vote is taken on the proposal in question.		(i) Subject to rule b) above, any motion calling for a decision on the competence of the Council to discuss any matter or to adopt a proposal submitted to it shall be put to a vote before the matter is discussed or a vote is taken on the proposal in question.
(j) A motion may be withdrawn by its proposer at any time before voting on it has commenced, provided that the motion has not been amended or that an amendment to it is not under discussion. A motion which has thus been withdrawn may be reintroduced by any Council member.	Japan	(j) A motion may be withdrawn by its proposer at any time before voting on it has commenced, provided that the motion has not been amended modified or that an amendment a modification to it is not under discussion. A motion which has thus been withdrawn may be reintroduced by any Council member.		(j) A motion may be withdrawn by its proposer at any time before voting on it has commenced, provided that the motion has not been amended or that an amendment to it is not under discussion. A motion which has thus been withdrawn may be reintroduced by any Council member.
(k) When a proposal has been adopted or rejected it may not be reconsidered unless the Council so decides. Permission to speak on a motion to reconsider shall be accorded only to the mover and one other supporter and to two speakers opposing the motion, after which it shall be put immediately to a vote.	Japan	(k) When a proposal has been adopted or rejected it may not be reconsidered unless the Council so decides. Permission to speak on a motion to reconsider shall will be accorded only to the mover and one other supporter and to two speakers opposing the motion, after which it shall will be put immediately to a vote.		(k) When a proposal has been adopted or rejected it may not be reconsidered unless the Council so decides. Permission to speak on a motion to reconsider shall be accorded only to the mover and one other supporter and to two speakers opposing the motion, after which it shall be put immediately to a vote.
4.3. Voting	Canada	Comment: Many of the procedural decisions in 4.2 above, require voting. It is not clear how this voting	Voting is covered by the Convention Article 11.2.	4.3. Voting

Original text	Submitter	Submitter comments	Secretariat response	Proposed text
		leave these deadlines to be decided by the Council itself? If so, it may be helpful to state so clearly in the text.		
(a) Where the Council is requested to make a decision, that request shall be put to the meeting in the form of a draft Council resolution. Each draft resolution should include an action date, if relevant, and for convenience, the Chair may aggregate draft resolutions for approval and reporting purposes.	Japan	<p>Suggest new Article (a)-<u>All efforts shall be made for the Council to adopt decisions by consensus amongst Member States in accordance with paragraph 1 of Article 11 of the Convention.</u></p> <p>(b)Where the Council is requested to make a decision, that request shall will be put to the meeting in the form of a draft Council resolution. Each draft resolution should include an action date, if relevant, and for convenience, the Chair may aggregate draft resolutions for approval and reporting purposes.</p>	Quotation from the Convention is not done unless strictly necessary.	(a) Where the Council is requested to make a decision, that request shall be put to the meeting in the form of a draft Council resolution. Each draft resolution should include an action date, if relevant, and for convenience, the Chair may aggregate draft resolutions for approval and reporting purposes.
(b) The Secretary-General shall arrange for the work of the Council to be recorded in a report of the work of the meeting. The draft report shall be distributed to all Council members present at the meeting, who may submit their proposed corrections in writing to the Chair. Any disagreement on the proposed corrections shall be decided by the Chair after consultation with the Council member(s) concerned.	Japan	<p>(bc) The Secretary—General shall will arrange for the work of the Council to be recorded in a report of the work of the meeting. The draft report shall will be distributed to all Council members present at the meeting, who may submit their proposed corrections in writing to the Chair. Any disagreement<u>difference of views</u> on the proposed corrections shall will be decided<u>coordinated</u> by the Chair after consultation with the Council member(s) concerned.</p>		(b) The Secretary-General shall arrange for the work of the Council to be recorded in a report of the work of the meeting. The draft report shall be distributed to all Council members present at the meeting, who may submit their proposed corrections in writing to the Chair. Any disagreement on the proposed corrections shall be decided by the Chair after consultation with the Council member(s) concerned.
(c) The revised draft report will be adopted by the Council in meeting, or, if necessary, by	Finland	A deadline for report publication should be given here. For example 7 calendar days	Not considered necessary.	(c) The revised draft report will be adopted by the Council in meeting, or, if necessary, by

Original text	Submitter	Submitter comments	Secretariat response	Proposed text
correspondence. The adopted report, including the text of all Resolutions, will be made available to Member States, Associate Members and Affiliate Members.				correspondence. The adopted report, including the text of all Resolutions, will be made available to Member States, Associate Members and Affiliate Members.
(d) Documents relevant to the implementation of decisions shall be distributed to Member States, Associate Members and Affiliate Members as appropriate.	Japan	(de) Documents relevant to the implementation of decisions <u>shall will</u> be distributed to Member States, Associate Members and Affiliate Members as appropriate.		(d) Documents relevant to the implementation of decisions shall be distributed to Member States, Associate Members and Affiliate Members as appropriate.
Article 5	Japan	Item 5		Article 5
Finance and Audit Group	UK	UK suggests that the Finance and Audit Group should have a standing agenda in the same way as the Council has.	The Finance and Audit Group is established under the Council, so better and more flexible to leave the agenda to the Council. The tasks are clearly mentioned in the Financial Regulations Art. 2.3.	Finance and Audit Group
1 Function				1 Function
(a) The Council shall upon its election establish a Finance and Audit Group to provide advice to the Council.	Japan Finland	(a) The Council <u>shall will</u> upon its election establish a Finance and Audit Group to provide advice to the Council. The election process of the members and Chair of the FAG should be clarified. In current IALA, the Treasurer (i.e. Chair in new IALA) is elected among those councilors that has already been elected to Finance and Audit Group. The current wording in this document can be understood differently (election of Chair is not done among the members of Finance and Audit Group but again among all Council members).	 The election process seems to be clear below. Four members and a Chair elected by the Council.	(a) The Council shall upon its election establish a Finance and Audit Group to provide advice to the Council. <u>[“The members of the Finance and Audit Group may invite persons and/or advisors with the necessary financial and regulatory skills from Member States to support the elected Council members for particular aspects or topics under scrutiny or review.”]</u>

Original text	Submitter	Submitter comments	Secretariat response	Proposed text
		<p>election upon declaring their candidacy.</p> <p>The reference in sub-para. (b) to being “nominated” suggests the possibility of some form of nomination by a third party. Is this the case? If not, it would perhaps be clearer to say: Should the number of candidates running be the same as the number of positions to be filled... In the event that the intention is to allow members to be nominated by others, then the wording should reflect this more clearly.</p>		
(d) There shall be two ballots, the first to elect the group members and the second to elect the Chair.	<p>Japan</p> <p>UK</p>	<p>(d) There shall<u>will</u> be two ballots, the first to elect the group members and the second to elect the Chair.</p> <p>There shall be two ballots, the first to elect the group members and the second to elect the Chair except when Article 2 (b) applies.</p>		(d) There shall be two ballots, the first to elect the group members and the second to elect the Chair except when Article 2 (b) applies .
(e) The Secretariat shall produce a ballot form for nominees for the group and each designated representative shall have one vote for each vacant seat.	Japan	(e) The Secretariat shall <u>will</u> produce a ballot form for nominees for the group and each designated representative shall <u>will</u> have one vote for each vacant seat.		(e) The Secretariat shall produce a ballot form for nominees for the group and each designated representative shall have one vote for each vacant seat.
(f) If two or more candidates obtain the same number of votes for the last seat or seats to be filled, there shall be a further ballot from among these candidates only. Should the votes again be divided equally, the Secretary-General shall draw by lot the name of the candidate to be eliminated in any subsequent ballots.	Japan	(f) If two or more candidates obtain the same number of votes for the last seat or seats to be filled, there shall <u>will</u> be a further ballot from among these candidates only. Should the votes again be divided equally, the Secretary-General shall <u>will</u> draw by lot the name of the candidate to be eliminated in any subsequent ballots.		(f) If two or more candidates obtain the same number of votes for the last seat or seats to be filled, there shall be a further ballot from among these candidates only. Should the votes again be divided equally, the Secretary-General shall draw by lot the name of the candidate to be eliminated in any subsequent ballots.

Original text	Submitter	Submitter comments	Secretariat response	Proposed text
		accordance <u>line</u> with the provisions <u>items/paragraphs</u> above.		
(j) If the Chair cannot attend a meeting of the Finance and Audit Group, the Chair shall arrange for another member of the group to chair the meeting.	Japan	(j) If the Chair cannot attend a meeting of the Finance and Audit Group, the Chair shall <u>will</u> arrange for another member of the group to chair the meeting.		(j) If the Chair cannot attend a meeting of the Finance and Audit Group, the Chair shall arrange for another member of the group to chair the meeting.
3 Convening				3 Convening
(a) The Finance and Audit Group will ordinarily be convened twice a year by notice in writing by any of the following:				(a) The Finance and Audit Group will ordinarily be convened twice a year by notice in writing by any of the following:
i. the President or Vice President;				i. the President or Vice President;
ii. the Chair;	Japan UK	ii. the Chair; <u>of the Group</u> ; the Chair of the Finance and Audit Group	It is obvious that it is the Chair of the Group	ii. the Chair <u>of the Finance and Audit Group</u> ;
iii. the Secretary-General; or				iii. the Secretary-General; or
iv. at the request of two Council members.	UK	UK suggests that 3 (a) (iv), a request of two Council members is not the same as giving notice in writing.		iv. at the request of <u>least</u> two Council members.
(b) An ordinary meeting of the Finance and Audit Group will take place at the same location and prior to Council meetings unless decided otherwise by the Chair in consultation with the Secretary-General.	Singapore	(b) An ordinary meeting of the Finance and Audit Group will take place at the same location and <u>immediately</u> prior to Council meetings unless <u>otherwise</u> decided otherwise by the Chair in consultation with the Secretary-General.		(b) An ordinary meeting of the Finance and Audit Group will take place at the same location and <u>immediately</u> prior to Council meetings unless <u>otherwise</u> decided otherwise by the Chair in consultation with the Secretary-General.
© The date of an extraordinary meeting of the Finance and Audit Group will be not less than seven calendar days from the date of notification, and the location will be the seat of the Organization unless alternate	Japan	(b) ©The date of an extraordinary meeting of the Finance and Audit Group will be not less than seven calendar days from the date of notification, and the location will be the seat of the Organization unless alternate		© The date of an extraordinary meeting of the Finance and Audit Group will be not less than seven calendar days from the date of notification, and the location will be the seat of the Organization unless alternate

Original text	Submitter	Submitter comments	Secretariat response	Proposed text
arrangements are agreed by the Chair and the Secretary-General.	Canada	<p>arrangements are agreed<u>consented</u> by the Chair and the Secretary-General.</p> <p>Comment: As noted with respect to sub-para. (a), it is not clear what are the conditions for convening an extraordinary meeting of the Finance and Audit Group. Can it only meet when the Council holds an extraordinary meeting? If the group can convene its own extraordinary meetings, then the means for doing so and the applicable requirements should be specified.</p>	The intention is that the group can meet extraordinary whenever necessary.	arrangements are agreed by the Chair and the Secretary-General.
Article 6	Japan	Item 6		Article 6
Committees and Subsidiary Bodies	Canada	Comment: Just as an observation, while the difference between a committee and a subsidiary body is perhaps obvious to Member States, it doesn't seem clear in the Convention or the Regulations.	Specified in the Convention Article 9 and will also be covered by the Terms of Reference for the bodies.	Committees and Subsidiary Bodies
1 Participation in Committees and Subsidiary Bodies				1 Participation in Committees and Subsidiary Bodies
(a) Member States, Associate Members and Affiliate Members are eligible to participate in the Committees.	Japan	Can't relevant international organization participate in the Committees? Item 6.2. (d) indicates that Chair/ Vice Chair may be drawn from relevant international organizations.	Yes, that is the intention.	(a) Member States, Associate Members and Affiliate Members <u>and representatives of relevant international organization</u> are eligible to participate in the Committees.
	Finland	It should be discussed, if it would be possible to grant the Honorary Members of the current IALA the right to participate in the Committees.	After advice from an international legal expert it was decided not to have Honorary members in the IGO.	

Original text	Submitter	Submitter comments	Secretariat response	Proposed text
	France	France aligns itself with the Japanese comment regarding the participation of representative of relevant international organizations to the Committees. ¶ Secretariat's comments from the 27/10 stipulates that it would be possible to have experts of IGO. It should be written. Article 6.1 (a) "Member States, Associate Members, Affiliate Members and representative of relevant international organization are eligible to participate in the Committees."		
(b) The General Assembly will determine participation in subsidiary bodies as part of the development of the Terms of Reference for those subsidiary bodies.				(b) The General Assembly will determine participation in subsidiary bodies as part of the development of the Terms of Reference for those subsidiary bodies.
2 Appointment of Chair and Vice Chair				2 Appointment of Chair and Vice Chair
(a) Each Committee and subsidiary body shall have a Chair and Vice Chair appointed by the Council for a period of three years in between ordinary sessions of the General Assembly. The term for Chairs and Vice Chairs shall not exceed two consecutive periods of three years.	Japan	(a) Each Committee and subsidiary body shall <u>will</u> have a Chair and Vice Chair appointed by the Council for a period of three years in between ordinary <u>regular</u> sessions of the General Assembly. The term for Chairs and Vice Chairs shall <u>will</u> not exceed two consecutive periods of three years <u>unless the Council approve</u> <u>approves the extension of the term.</u>		(a) Each Committee and subsidiary body shall have a Chair and Vice Chair appointed by the Council for a period of three years in between ordinary <u>regular</u> sessions of the General Assembly. The term for Chairs and Vice Chairs shall not exceed two consecutive periods of three years.
(b) Nominations for these positions may be made by Member States or the Secretary-General	UK	UK Suggests – Nominations for these positions may be made by Member States or the Secretary-General from	It is up to the Member State to nominate their candidates, which	(b) Nominations for these positions may be made by Member States or the Secretary-General

Original text	Submitter	Submitter comments	Secretariat response	Proposed text
from amongst nationals of the Member States. When a vacancy arises, the Secretariat will inform Member States of the vacancy and seek nominations. The Secretariat will inform the Council of all nominations and the Council will appoint the Chairs and Vice Chairs.		amongst representatives of the Member States and/or AtoN national authorities	will often be from the AtoN authorities.	from amongst nationals of the Member States. When a vacancy arises, the Secretariat will inform Member States of the vacancy and seek nominations. The Secretariat will inform the Council of all nominations and the Council will appoint the Chairs and Vice Chairs.
(c) Termination of the appointment of Chairs and Vice Chairs of Committees and subsidiary bodies may be made for any justifiable cause by the Council on the advice of the Secretary-General.				(c) Termination of the appointment of Chairs and Vice Chairs of Committees and subsidiary bodies may be made for any justifiable cause by the Council on the advice of the Secretary-General.
(d) Chairs and Vice Chairs of working groups in accordance with Article 3.2 (c) shall normally be provided by Member States. However, where appropriate, they may be drawn from Associate Members and Affiliate Members or relevant international organizations. The appointment of the working group Chair and Vice Chair are at the discretion of the Committee Chair.	<p>Singapore</p> <p>Japan</p> <p>Finland</p>	<p>In relation to Article 6(2), we propose to have a common understanding of what the phrase “relevant international organizations” refers to.</p> <p>(d) Chairs and Vice Chairs of working groups in <u>accordance</u> with <u>Article Item 6.3.2 (c)</u> shall <u>above will</u> normally be provided by Member States. However, where appropriate, they may be drawn from Associate Members and Affiliate Members or relevant international organizations. The appointment of the working group Chair and Vice Chair are at the discretion of the Committee Chair.</p> <p>Editorial: The correct reference is Article 6.3.2 (c)</p>	Relevant Organizations are organizations with which IALA has an agreement iaw. the Convention Article 7.7.(m).	(d) Chairs and Vice Chairs of working groups in accordance with Article <u>6.3.2</u> (c) shall normally be provided by Member States. However, where appropriate, they may be drawn from Associate Members and Affiliate Members or relevant international organizations. The appointment of the working group Chair and Vice Chair are at the discretion of the Committee Chair.

Original text	Submitter	Submitter comments	Secretariat response	Proposed text
	Russian Federation	Reference to Article 3.2 (c) seems wrong.		
3 Rules of Procedure for committees	Finland Russian Federation France	Editorial: Article 6.3 should read "Rules of Procedure for Committees" To add «Rules of Procedure for Committees» See French opening remark regarding the Rules of procedure (6.3 to 6.4 of the GR).	See comment above (general remarks).	3 Rules of Procedure for Ccommittees
3.1 Meetings				3.1 Meetings
(a) Committee meetings shall normally be held twice a year at the seat of the Organization. Exceptionally they may be held elsewhere, with the approval of the Secretary-General.	Japan UK	(a) Committee meetings shall <u>will</u> normally be held twice a year at the seat of the Organization. Exceptionally they may be held elsewhere, with the approval of the Secretary — <u>—</u> General. UK recommends adding a section on the role of the Chair and what the Chair would be expected to do in the event of a conflict of interest. Also expectations of what the committee chairs' principles are in terms of fairness, independence etc...	Perhaps UK can elaborate on this during the Conference. Isn't it covered by 3.1.(g)?	(a) Committee meetings shall normally be held twice a year at the seat of the Organization. Exceptionally they may be held elsewhere, with the approval of the Secretary-General.
(b) The duration of a Committee meeting shall normally be five days, with the daily schedule being decided by the Committee Chair.	Japan	(b) The duration of a Committee meeting shall <u>will</u> normally be five days, with the daily schedule being decided by the Committee Chair.		(b) The duration of a Committee meeting shall normally be five days, with the daily schedule being decided by the Committee Chair.
(c) The Secretariat shall inform all Member States, Associate Members and Affiliate Members of the date of each Committee meeting. Notices shall	Japan	(c) The Secretariat shall <u>will</u> inform all Member States, Associate Members and Affiliate Members of the date of each Committee meeting. Notices shall <u>will</u> be sent ninety calendar days		(c) The Secretariat shall inform all Member States, Associate Members and Affiliate Members of the date of each Committee meeting <u>one year in</u>

Original text	Submitter	Submitter comments	Secretariat response	Proposed text
		to use other means as required. Similar considerations apply to other references to the website below.		
(f) When it would be beneficial to the work of a committee, individuals from academic, scientific, research or other relevant organizations may be invited by the Secretary-General to attend a committee meeting for a specific purpose.	Canada	Comment: Who makes this decision? The SG issues the invitation, but does not appear to be the decision maker.	SG makes this decision, but normally after consultation with the Chair of the body concerned.	(f) When it would be beneficial to the work of a committee, individuals from academic, scientific, research or other relevant organizations may be invited by the Secretary-General to attend a committee meeting for a specific purpose.
(g) Committee participants should ensure that they:				(g) Committee participants should ensure that they:
i. act honestly and in good faith, with a view to upholding the best interests and purpose of the Organization;	UK	act honestly and in good faith, with a view to upholding the best interests and purpose aims and objectives of the Organization;		i. act honestly and in good faith, with a view to upholding the best interests and <u>aims and objectives</u> purpose of the Organization;
ii. advise the Committee of a perceived, potential, or actual conflict of interest and withdraw from discussion of that particular item, if appropriate;				ii. advise the Committee of a perceived, potential, or actual conflict of interest and withdraw from discussion of that particular item, if appropriate;
iii. do not conduct any commercial activity during meetings; and				iii. do not conduct any commercial activity during meetings; and
iv. keep the Organization's products free from unresolved or unreasonable intellectual property rights issues and claims.				iv. keep the Organization's products free from unresolved or unreasonable intellectual property rights issues and claims.
3.2 Work of the Committees				3.2 Work of the Committees
(a) Each Committee shall develop and work to a work programme. The following factors shall be taken into account when the work programme is developed:	Japan	(a) Each Committee shall <u>will</u> develop and work to a work programme. The following factors shall <u>will</u> be taken into account <u>considered</u> when the work programme is developed:		(a) Each Committee shall develop and work to a work programme. The following factors shall be taken into account when the work programme is developed:
i. the strategic vision;				i. the strategic vision;

Original text	Submitter	Submitter comments	Secretariat response	Proposed text
ii. the number of meetings available to the Committee during the three-year work period, which is the time between regular sessions of the General Assembly;				ii. the number of meetings available to the Committee during the three-year work period, which is the time between regular sessions of the General Assembly;
iii. the order in which the work should be undertaken; and	Japan	iii. the order in which the work should be undertaken <u>accepted</u> ; and	Undertaken and accepted are different things.	iii. the order in which the work should be undertaken; and
iv. any other matters relevant to the work of the Committee.				iv. any other matters relevant to the work of the Committee.
(b) A Committee work programme, or changes thereto, shall be submitted to the Council for review and approval.	Japan	(b) A Committee work programme, or changes thereto, shall <u>will</u> be submitted to the Council for review and approval.		(b) A Committee work programme, or changes thereto, shall be submitted to the Council for review and approval.
(c) The work of a committee may be facilitated by the use of working groups. The creation of a working group is at the discretion of the Committee Chair.				(c) The work of a committee may be facilitated by the use of working groups. The creation of a working group is at the discretion of the Committee Chair.
(d) A working group will be an integral part of its parent Committee and will meet during the same week as the Committee. A working group can consist of one or more task groups.				(d) A working group will be an integral part of its parent Committee and will meet during the same week as the Committee. A working group can consist of one or more task groups.
(e) An inter-sessional meeting of a working group is a meeting held between two meetings of the parent Committee. Such a meeting may be used to enable faster progress of a specific work item.				(e) An inter-sessional meeting of a working group is a meeting held between two meetings of the parent Committee. Such a meeting may be used to enable faster progress of a specific work item.
(f) An inter-sessional meeting of a working group or a task group requires the agreement of the chair of the parent committee. The meeting should normally be held by electronic means using online meeting facilities provided by the	Japan	(f) An inter-sessional meeting of a working group or a task group requires the agreement <u>consensus</u> of the chair of the parent committee. The meeting should normally be held by electronic means using online meeting facilities provided by the		(f) An inter-sessional meeting of a working group or a task group requires the agreement of the chair of the parent committee. The meeting should normally be held by electronic means using online meeting facilities provided by the

Original text	Submitter	Submitter comments	Secretariat response	Proposed text
agenda refers. The agenda will be prepared by the Chair, assisted by the Vice Chair and the secretary to the Committee, taking into account the strategic vision, the Committee structure, and the work programme of the Committee.				agenda refers. The agenda will be prepared by the Chair, assisted by the Vice Chair and the secretary to the Committee, taking into account the strategic vision, the Committee structure, and the work programme of the Committee.
(b) Input documents for a Committee meeting should be sent to the Secretariat not later than thirty calendar days before the meeting and will be published on the relevant section of the Organization's website. Documents should conform to the standard template.	Finland Canada	The deadline to publish meeting documents should also be defined. For example 14 or 21 calendar days Comment: Is this template set by the Secretariat?	Yes.	(b) Input documents for a Committee meeting should be sent to the Secretariat not later than thirty calendar days before the meeting and will be published on the relevant section of the Organization's website <u>not later than 14 calendar days before the meeting</u> . Documents should conform to the standard template.
(c) Documents for consideration at a committee meeting will be numbered by the Secretariat in a way that indicates the meeting number, the agenda item to which they refer and the description.				(c) Documents for consideration at a committee meeting will be numbered by the Secretariat in a way that indicates the meeting number, the agenda item to which they refer and the description.
(d) Any Member State, Associate Member and Affiliate Member may submit a document addressing any item on the work programme of a committee.				(d) Any Member State, Associate Member and Affiliate Member may submit a document addressing any item on the work programme of a committee.
(e) Working documents are documents to be carried over to a subsequent meeting.				(e) Working documents are documents to be carried over to a subsequent meeting.
(f) Output documents are documents completed by the Committee. They include draft standards, recommendations, guidelines, manuals and other				(f) Output documents are documents completed by the Committee. They include draft standards, recommendations, guidelines, manuals and other

Original text	Submitter	Submitter comments	Secretariat response	Proposed text
General the President and the Chair of the Finance and Audit Group shall meet with the Secretary-General to discuss expectations and performance requirements having regard to the aim and objectives of the Organization.	Japan	Sec-Gen is elected? Should we consider a meeting among these primary office holders whenever any one of the office holders is newly elected/appointed to discuss expectations and performance requirements? (b) Upon the commencement of duty by the new Secretary-General, the President and the Chair of the Finance and Audit Group shall <u>will</u> meet with the Secretary-General to discuss expectations and performance requirements having regard to the aim and objectives of the Organization.		during the appointment period of duty by the new Secretary-General the President and the Chair of the Finance and Audit Group shall meet with the Secretary-General to discuss expectations and performance requirements having regard to the aim and objectives of the Organization.
	Iran	Para. 7.1.b points to holding a meeting by the new Secretary-General, with regard to the aim and objectives of the Organization. Considering the fact that the Secretary-General is authorized to and will meet and coordinate with any individuals or parties, upon her/his discretion, to achieve the above, the mentioned paragraph thus seems to be redundant and is proposed to be removed.		
	UK	Upon the commencement the term of office and periodically during the appointment period of duty by of the new Secretary-General the IALA President and the Chair of the Finance and Audit Group shall meet		

Original text	Submitter	Submitter comments	Secretariat response	Proposed text
		<p>with the Secretary-General to discuss expectations and performance requirements having regard to the aim and objectives of the Organization.</p> <p>UK suggest there needs to be something in either SG or Sec regarding IT systems , cyber and physical security. E.G. the SG shall ensure the organization maintains an effective and secure business management system, IT facilities and physical security to protect IALA staff, members and assets.</p>		
(i) The Secretary-General shall be subject to the Staff Rules and the Secretariat Procedures to the extent that this is appropriate.	<p>Singapore</p> <p>Japan</p> <p>UK</p>	<p>For Article 7(1)(c), we note that Sec-Gen is the person that checks that the Secretariat staff complies with the Staff rules and Secretariat Procedures, however, who/what is the appropriate body to check that the Sec-Gen complies with the “appropriate” Staff rules and Secretariat Procedures. ?</p> <p>(c) The Secretary—General shallwill be subject toin line with the Staff Rules and the Secretariat Procedures to the extent that this is appropriate.</p> <p>New (d) The Secretary-General shall at all times act in the best interests of the Organization.</p>	<p>This will be covered in details by the Staff Rules that will be approved by the Council.</p> <p>Will be covered in the Staff Rules and the Convention Art. 10.7.</p>	(c) The Secretary-General shall be subject to the Staff Rules and the Secretariat Procedures to the extent that this is appropriate.
2 Appointment and Management of Staff				2 Appointment and Management of Staff
The Secretary-General shall:	Japan	The Secretary—General shall will:		The Secretary-General shall:

Original text	Submitter	Submitter comments	Secretariat response	Proposed text
	UK	<p>Based on the IHO General Regulations Article 10 UK would propose the following additional paragraphs:</p> <p>(b) The Secretary-General shall prepare and submit to the Finance and Audit Group and the Council the financial statements for each year and budget estimates on a three-year basis, with the estimates for each year shown separately in accordance with the Financial Regulations;</p> <p>(c) The Secretary-General shall support the Council in preparing proposals concerning the Strategic Objectives and the work programme;</p> <p>(d) The Secretary-General shall keep Member States, Associate members and Affiliate members informed with respect to the activities of the Organization.</p> <p>ARTICLE – new The Secretary-General shall keep in close communication with the Aids to Navigation authorities of Member States. He/she may also correspond with related scientific organizations of Member States, provided that he/she informs the official representative of the Member State concerned. Furthermore he/she may correspond with similar bodies of other States and with international organizations.</p>	It is covered by the Convention Art. 10.6 (c), 10.6 (d) and 10.6 (e).	

Original text	Submitter	Submitter comments	Secretariat response	Proposed text
		<p>ARTICLE New The Secretary-General shall bring to the notice of the Aids to Navigation Authorities of Member States any Aids to Navigation work of an international character or problems of general interest that may be useful to undertake or study. He/she shall strive for the undertaking of such work or solutions to such problems by seeking collaboration among Member States as necessary.</p> <p>ARTICLE new The Secretary-General shall satisfy as far as possible all requests from representatives of Member States for information or advice related to the work of the Secretariat. Matters which can be dealt with directly among national Aids to Navigation authorities should not normally be referred to the Secretary-General.</p>		
(a) determine the requirement for, and functional organisation of, the staff of the Secretariat;				(a) determine the requirement for, and functional organisation of, the staff of the Secretariat;
(b) prepare Staff Rules for approval by the Council;				(b) prepare Staff Rules for approval by the Council;
(c) select and engage the staff of the Secretariat in accordance with the Staff Rules; and	Japan	<p>(c) select and engage the staff of the Secretariat <u>through open and transparent processes</u>through in accordance with the Staff Rules; with considering the regional balances of the staff especially for the position of the Deputy Secretary-General and the Dean of World-Wide Academy, and</p>	It will be covered in details by the Staff Rules. A large group of the Staff will be French nationals and only the position identified as Internationally recruitment will be subject to a balanced approach.	(c) select and engage the staff of the Secretariat in accordance with the Staff Rules; and

Original text	Submitter	Submitter comments	Secretariat response	Proposed text
(d) manage the performance of the staff of the Secretariat in accordance with the Staff Rules.	Japan	(d) manage the performance of the staff of the Secretariat in <u>accordance</u> with the Staff Rules.		(d) manage the performance of the staff of the Secretariat in accordance with the Staff Rules.
3 Function of the Secretariat				3 Function of the Secretariat
In addition to the tasks set out in Article 10 of the Convention, the Secretariat, under the direction of the Secretary-General, and in accordance with the Secretariat Procedures, shall:	Japan	In addition to the tasks set out in Article 10 of the Convention, the Secretariat, under the direction of the Secretary-General, and in <u>accordance</u> with the Secretariat Procedures, shall <u>will</u> :		In addition to the tasks set out in Article 10 of the Convention, the Secretariat, under the direction of the Secretary-General, and in accordance with the Secretariat Procedures, shall:
(a) handle all day-to-day management of the Organization, including the flow of information between the Secretariat and Member States, Associate Members and Affiliate Members;				(a) handle all day-to-day management of the Organization, including the flow of information between the Secretariat and Member States, Associate Members and Affiliate Members;
(b) prepare draft terms of reference for Committees and subsidiary bodies;				(b) prepare draft terms of reference for Committees and subsidiary bodies;
(c) organize and support the Committees and subsidiary bodies in accordance with the work programme approved by the Council, by:	Japan	(c) organize and support the Committees and subsidiary bodies in <u>accordance</u> with the work programme approved by the Council, by:		(c) organize and support the Committees and subsidiary bodies in accordance with the work programme approved by the Council, by:
i hosting the meetings;				i hosting the meetings;
ii providing secretarial and technical support;				ii providing secretarial and technical support;
iii preparing and submitting related documents to the Council; and				iii preparing and submitting related documents to the Council; and
iv circulating meeting documents;				iv circulating meeting documents;
(d) produce the Annual Report;	UK	produce the Annual Report and budget and other financial reporting in accordance with the Financial Regulations ;	This would normally be covered by (iii). Not directly related to the Annual Report. Also detailed in the Convention Art. 10.6 (c) and the Financial Regulations.	(d) produce the Annual Report;

Original text	Submitter	Submitter comments	Secretariat response	Proposed text
(e) receive, print, file, circulate or publish documents, and in so doing, ensure that all standards, recommendations, guidelines and manuals upon their publication are made available in the working language and, with the help of the Member States, the official languages of the Organization over time;	Canada	Comment: Does this mean that there is no specific timeline for producing translations of documents approved by the Organization?	Yes, law. resolution 1 from the Diplomatic Conference in Kuala Lumpur.	(e) receive, print, file, circulate or publish documents, and in so doing, ensure that all standards, recommendations, guidelines and manuals upon their publication are made available in the working language and, with the help of the Member States, the official languages of the Organization over time;
(f) establish, maintain and have custody of documents in the archive; and				(f) establish, maintain and have custody of documents in the archive; and
(g) generally, perform all other work that may be required to support the endeavours of the Organization.	UK	UK proposes (h) to establish and review anti-fraud and bribery and corruption policies and procedures and report on the effectiveness of such policies and procedures at least annually to the Council.	Also reflected in the Convention Art. 10.7. Could also be covered in the Secretariat Procedures.	(g) generally, perform all other work that may be required to support the endeavours of the Organization.
4 Secretariat Procedures				4 Secretariat Procedures
(a) The conduct of work of the Secretariat shall be governed by Secretariat Procedures established by the Secretary-General, which shall be reviewed and kept updated to ensure efficient operations are maintained.	Japan	(a) The conduct of work of the Secretariat shall <u>will</u> be governed by Secretariat Procedures established by the Secretary—General, which shall <u>will</u> be reviewed and kept updated to ensure efficient operations are maintained.		(a) The conduct of work of the Secretariat shall be governed by Secretariat Procedures established by the Secretary-General, which shall be reviewed and kept updated to ensure efficient operations are maintained.
(b) The Secretariat Procedures shall be made available to all staff.	Japan	(b) The Secretariat Procedures shall <u>will</u> be made available to all staff.		(b) The Secretariat Procedures shall be made available to all staff.
(c) The staff are required to implement the Secretariat Procedures applicable to them and to work with the Secretary-General to ensure that the Secretariat Procedures reflect safe, clear, open and sustainable working practice.				(c) The staff are required to implement the Secretariat Procedures applicable to them and to work with the Secretary-General to ensure that the Secretariat Procedures reflect safe, clear, open and sustainable working practice.

Original text	Submitter	Submitter comments	Secretariat response	Proposed text
5 The World-Wide Academy	UK	The World-Wide Academy Capacity Building	The World-Wide Academy does much more than Capacity Building.	5 The World-Wide Academy
The World-Wide Academy, the vehicle by which the Organization delivers training and capacity building, shall be an integral part of the Secretariat, but independently funded.	Japan UK	The World-Wide Academy, the vehicle by which the Organization delivers training and capacity building, shall <u>will</u> be an integral <u>integral</u> part of the Secretariat, but independently funded. The World-Wide Academy, the vehicle by which the Organization delivers training and capacity building, shall be an integral part of the Secretariat, but and shall be meet its funding requirement from independent sources independently funded.		The World-Wide Academy, the vehicle by which the Organization delivers training and capacity building, shall be an integral part of the Secretariat, <u>and shall meet its funding requirement from independent sources.</u> but independently funded.
(a) The day-to-day management of the World-Wide Academy shall be administered by a Dean, who shall be a member of the Secretariat. The Dean is supported by an Advisory Board.	Japan UK	(a) The day-to-day management of the World- Wide Academy shall <u>will</u> be administered by a Dean, who shall <u>will</u> be a member of the Secretariat. The Dean is supported by an Advisory Board. The day-to-day management of the World-Wide Academy shall be administered by a Dean, who shall be a member of the Secretariat and shall be answerable to the Secretary-General. The Dean is supported by an Advisory....	 It is stated that the WWA is an integral part of the Secretariat and as such the staff is answerable to the SG as all other Staff.	(a) The day-to-day management of the World-Wide Academy shall be administered by a Dean, who shall be a member of the Secretariat. The Dean is supported by an Advisory Board.
(b) The role of the Advisory Board shall be:	Japan	(b) The role of the Advisory Board shall <u>will</u> be:		(b) The role of the Advisory Board shall be:
i to maintain a global view of Marine Aids to Navigation				i to maintain a global view of Marine Aids to Navigation

Original text	Submitter	Submitter comments	Secretariat response	Proposed text
calendar days before the next Council meeting.		days before the next Council meeting.		calendar days before the next Council meeting.
Article 8	Japan	Item 8		Article 8
Conferences and Symposia	UK	UK suggests that something needs to be said about where Conferences will be held and how conference locations are decided. Convention Article 8.8 L says that the Council will decide the venue in accordance with the General Regulations – which currently does not appear to be covered. UK recommends some text reflecting on the value for money and affordability of future conferences should be included.	The procedure and timelines etc. for hosting a Conference or Symposium are described in details in the “Guideline on Preparation of a Conference or Symposium – host Organization” approved by the Council.	Conferences and Symposia
1 Description				1 Description
(a) A conference shall have as its principle objective the exchange of information relative to all types of Marine Aids to Navigation.	Japan	(a) A conference shall <u>will</u> have as its principal <u>principle</u> objective the exchange of information relative to all types of Marine Aids to Navigation.		(a) A conference shall have as its principal <u>le</u> objective the exchange of information relative to all types of Marine Aids to Navigation.
(b) A symposium shall consider and discuss a set of contributions on specific subjects relating to Marine Aids to Navigation.	Japan	(b) A symposium shall <u>will</u> consider and discuss a set of contributions on specific subjects relating to Marine Aids to Navigation.		(b) A symposium shall consider and discuss a set of contributions on specific subjects relating to Marine Aids to Navigation.
2 Attendance				2 Attendance
(a) Conferences shall be open to:	Japan	(a) Conferences shall <u>will</u> be open to:		(a) Conferences shall be open to:
i all Member States, Associate Members and Affiliate Members; and				i all Member States, Associate Members and Affiliate Members; and
ii other international organizations and associations, Marine Aids to Navigation Authorities and official bodies as approved by the Council.				ii other international organizations and associations, Marine Aids to Navigation Authorities and official bodies as approved by the Council.

Original text	Submitter	Submitter comments	Secretariat response	Proposed text
(b) Symposia shall be open to international organizations, companies or individuals working in the field or having an interest associated with the subject addressed by the symposium, upon registration.	Japan	(b) Symposia shall <u>will</u> be open to international organizations, companies or individuals working in the field or having an interest associated with the subject addressed by the symposium, upon registration.		(b) Symposia shall be open to international organizations, companies or individuals working in the field or having an interest associated with the subject addressed by the symposium, upon registration.
3 Exhibitions				3 Exhibitions
(a) At conferences				(a) At conferences
An exhibition of Marine Aids to Navigation equipment will be organized during each conference period. Only those Industrial Members who have paid the equivalent of the fees for the two years immediately prior to the year of the conference, plus the year of the conference, will have the right to exhibit.	Japan	(a) At conferences An exhibition of Marine Aids to Navigation equipment, <u>idea and study</u> will be organized during each conference period. Only those Industrial Members who have paid the equivalent of the fees for the two years immediately prior to the year of the conference, plus the year of the conference, will have the right to exhibit.	This is mainly for the information to the Affiliate Industrial Members.	An exhibition of Marine Aids to Navigation equipment will be organized during each conference period. Only those Affiliate Industrial Members who have paid the equivalent of the fees for the two years immediately prior to the year of the conference, plus the year of the conference, will have the right to exhibit.
	Russian Federation	The Russian Delegation is not sure this provision is necessary – seeks clarification.		
(b) At symposia				(b) At symposia
An exhibition of Marine Aids to Navigation equipment will be organised during each symposium. The exhibition will be open to any entity operating in the Marine Aids to Navigation field, upon registration.	Japan	(b) At symposia An exhibition of Marine Aids to Navigation equipment, <u>idea and study</u> will be organised during each symposium. The exhibition will be open to any entity operating in the Marine Aids to Navigation field, upon registration.		An exhibition of Marine Aids to Navigation equipment will be organised during each symposium. The exhibition will be open to any entity operating in the Marine Aids to Navigation field, upon registration.
4 Preparations for Conferences and Symposia				4 Preparations for Conferences and Symposia
(a) The Secretariat shall develop guidelines for	Japan	(a) The Secretariat shall <u>will</u> develop guidelines for preparations of		(a) The Secretariat shall develop guidelines for preparations

Original text	Submitter	Submitter comments	Secretariat response	Proposed text
2 The Council or any Member State may propose an amendment to these General Regulations.	Japan	2 The Council or any Member State may propose an amendment to these <u>a modification to the items of the</u> General Regulations.		2 The Council or any Member State may propose an amendment to these General Regulations.
3 Amendments to the General Regulations adopted by the General Assembly shall be incorporated therein.	Japan Malaysia	3 Amendments <u>Modification</u> to the General Regulations adopted by the General Assembly shall <u>will</u> be incorporated therein. New 3: <u>The proposed amendments shall be adopted by vote of the General Assembly.</u> New 4: Amendments to the General Regulations adopted by the General Assembly shall be incorporated therein <u>and shall come into force on such date as determined by the General Assembly.</u>	Covered by the Convention Article 7.7(c).	3 Amendments to the General Regulations adopted by the General Assembly shall be incorporated therein <u>and shall come into force on a date determined by the General Assembly.</u>
Article 11	Japan	Item 11		Article 11
Termination				Termination
In the event of the termination of the Organization the Council shall make the necessary arrangements for the winding up of the Organization, including:	Singapore Japan	[In the event of the termination of the Organization <u>Convention</u>][In the event of the winding up of the <u>Organization</u>], the Council shall make the necessary arrangements for the winding up of the Organization, including: In the event of the termination of the Organization <u>Convention</u> , the Council, <u>as stipulated in paragraph 2 of Article 22 of the Convention</u> , shall make the necessary arrangements <u>be responsible</u> for the winding up of the Organization <u>in the intervening</u>	This is covered by the Convention Article 22.	In the event of the termination of the Organization-Convention the Council shall make the necessary arrangements for the winding up of the Organization, including:

Original text	Submitter	Submitter comments	Secretariat response	Proposed text
	UK	<p><u>period and will make the necessary arrangements</u>, including:</p> <p>In the event of the final termination of the Organization the Council shall make the necessary arrangements for the winding up of the Organization, including:</p>	To mention “final” seems to be a pleonasm.	
(a) Determining the assets of the Organization and returning any property not belonging to the organization;	Japan	(a) Determining the assets of the Organization and returning any property not belonging to the organization <u>Organization</u> ;		(a) Determining the assets of the Organization and returning any property not belonging to the O organization;
(b) Determining and settling any claims against the Organization and any sums owed by the Organization including costs associated with the winding up of the Organization; and				(b) Determining and settling any claims against the Organization and any sums owed by the Organization including costs associated with the winding up of the Organization; and
(c) Dividing the balance of the accounts amongst the Member States, Associate Members and Affiliate Members in accordance with the Financial Regulations.				(c) Dividing the balance of the accounts amongst the Member States, Associate Members and Affiliate Members in accordance with the Financial Regulations.
	Malaysia	<p>New Article 12</p> <p>Interpretation and Disputes</p> <p>Any difference of disputes concerning the interpretation of this General Regulations including its Annexes shall be referred to the [Council] and shall be settled amicably through mutual consultation, negotiations and/or other means as agreed to by the parties to the dispute.</p>	Disputes articles are not common in General Regulations. There is a dispute Article in the Convention, Article 17.	

Original text	Submitter	Submitter comments	Secretariat response	Proposed text
3 The Finance and Audit Group shall:	Japan	3 The Finance and Audit Group shall <u>will</u> :		3 The Finance and Audit Group shall:
(a) review the draft financial statements and submit them to the Council;	UK	review the draft financial statements and submit them its observations to the Council for consideration ;		(a) review the draft financial statements and submit <u>its observations</u> them to the Council for consideration ;
(b) provide advice to the Council and to the Secretary-General on any audit observations or findings related to finances;	UK	provide advice to the Council and to the Secretary-General on any audit observations or findings related to finances and identified organizational risks ;	Risk management in general is a task for the Secretariat and will be reported to the Council.	(b) provide advice to the Council and to the Secretary-General on any audit observations or findings related to finances <u>and identified financial risks</u> ;
(c) recommend the rates of contributions and fees to Council for approval by the General Assembly;	UK	recommend the report on the Secretary-General's proposed rates of contributions and fees to Council for approval by the General Assembly;	Many issues are proposed by the Secretariat/Secretary-General as normal practice.	(c) recommend the rates of contributions and fees to Council for approval by the General Assembly;
(d) recommend potential suspension, reinstatement and termination of membership, in respect of fees in arrears; and				(d) recommend potential suspension, reinstatement and termination of membership, in respect of fees in arrears; and
(e) consider any other matters referred to it by the Council.				(e) consider any other matters referred to it by the Council.
4 The Chair of the Finance and Audit Group:				4 The Chair of the Finance and Audit Group:
(a) shall examine the draft financial statements and submit them to the Finance and Audit Group; and	Japan	(a) shall <u>will</u> examine the draft financial statements and submit them to the Finance and Audit Group; and		(a) shall examine the draft financial statements and submit them to the Finance and Audit Group; and
(b) may authorize unforeseen expenses not provided for in the budget, within limits of the annual budget approved by the Council.	UK	may authorize unforeseen expenses which have been proposed by the Secretary-General out of the cash reserve to the cash reserve limit of the total annual budget approved by the Council.	See above. It is actually not from the cash reserve but within the approved budget, so does not need Council approval again.	(b) may authorize unforeseen expenses not provided for in the budget, within limits of the annual budget approved by the Council.

Original text	Submitter	Submitter comments	Secretariat response	Proposed text
		New (c) unforeseen expenses approved under (b) shall be ratified by the Council at its next meeting.		
5 The Secretariat, in accordance with the Secretariat Procedures, shall:		5 The Secretariat, in line accordance with the Secretariat Procedures, shall will:		5 The Secretariat, in accordance with the Secretariat Procedures, shall:
(a) maintain the accounts;				(a) maintain the accounts;
(b) prepare the financial statements;				(b) prepare the financial statements;
(c) control the financial records, including records of income and expenditure; and	Singapore	(c) control the financial records, including separate statements for income and expenditure records of income and expenditure; and		(c) control the financial records, including separate statements records of for income and expenditure; and
(d) manage the audit.	UK	manage the audit programme.		(d) manage the audit programme.
Article 3	Japan	Item 3		Article 3
Budget	UK	UK suggests Article 8 of IHO convention below should be considered for inclusion ARTICLE VIII (a) The Secretariat shall comprise a Secretary-General, Directors and such other personnel as the Organization may require. (b) The Secretary-General shall maintain all such records as may be necessary for the efficient discharge of the work of the Organization and shall prepare, collect, and circulate any documentation that may be required. (c) The Secretary-General shall be the chief administrative officer of the Organization. (d) The Secretary-General shall: (i) Prepare and submit to the Finance Committee and the Council the	It seems not to be connected to the budget and all information is covered by the Convention Art. 10.	Budget

Original text	Submitter	Submitter comments	Secretariat response	Proposed text
		financial statements for each year and budget estimates on a three-year basis, with the estimates for each year shown separately; and (ii) Keep Member States informed with respect to the activities of the Organization. (e) The Secretary-General shall perform such other tasks as may be assigned by the Convention, the Assembly or the Council. (f) In the performance of their duties, the Secretary-General, the Directors and the personnel shall not seek or receive instructions from any Member State or from any authority external to the Organization. They shall refrain from any action that may be incompatible with their positions as international officials. Each Member State on its part undertakes to respect the exclusively international character of the responsibilities of the Secretary-General, the Directors and the personnel and not seek to influence them in the discharge of their responsibilities		
1 The financial year shall run from 1 January to 31 December.	Japan	1 The financial year shall <u>will</u> run from 1 January to 31 December.		1 The financial year shall run from 1 January to 31 December.
2 The outline budget shall be drawn up on a three-year basis. Budget estimates for each year shall be shown separately.	Japan UK	2 The outline budget shall <u>will</u> be drawn up on a three-year basis. Budget estimates for each year shall <u>will</u> be shown separately. The outline budget shall be drawn up on a three-year basis. Budget estimates for each year shall be		2 The outline budget shall be drawn up on a three-year basis. Budget estimates for each year shall be shown separately <u>including cash-flow projections and cash reserve balances.</u>

Original text	Submitter	Submitter comments	Secretariat response	Proposed text
		shown separately including cash-flow projections and cash reserve balances in accordance with Article 6 of these Financial Regulations.		
3 The operating currency shall be the currency of the Member State in which the seat of the Organization is located.	Japan Russian Federation	3 The operating currency shall <u>will</u> be the currency of the Member State in which the seat of the Organization is located. The Russian Delegation suggests allowing payments in different currencies.	Payments can be made in different currencies, but for the purpose of accounting and budgeting the currency used is Euro.	3 The operating currency shall be the currency of the Member State in which the seat of the Organization is located.
4 The Secretary-General shall operate within the limits of the annual budget. However, the Secretary-General may adjust allocations within the approved annual budget.	Japan	4 The Secretary - General shall <u>will</u> operate within the limits of the annual budget. However, the Secretary - General may adjust allocations within the approved annual budget.		4 The Secretary-General shall operate within the limits of the annual budget. However, the Secretary-General may adjust allocations within the approved annual budget.
5 Any transfers of allocations between different categories of expenditure specified in the annual budget shall be reported as a revised budget, with the necessary justification, to the Finance and Audit Group.	Japan Russian Federation	5 Any transfers of allocations between different categories of expenditure specified in the annual budget shall <u>will</u> be reported as a revised budget, with the necessary justification, to the Finance and Audit Group. To set a limit of 10-15% for any transfers of allocations between different categories of expenditure.	It will still be within the approved budget and in order to keep flexibility this change is not recommended.	5 Any transfers of allocations between different categories of expenditure specified in the annual budget shall be reported as a revised budget, with the necessary justification, to the Finance and Audit Group.
6 No further commitment to expenditure against the annual budget may be incurred after the close of the financial year. Outstanding obligations must be	Japan	6 No further commitment to expenditure against the annual budget may be incurred after the close of the financial year. Outstanding responsibility <u>obligations</u> should <u>must</u> be met within ninety		6 No further commitment to expenditure against the annual budget may be incurred after the close of the financial year. Outstanding obligations must be

Original text	Submitter	Submitter comments	Secretariat response	Proposed text
		of income and expenditure set out in the budget.		
Article 5	Japan	Item 5		Article 5
Financial Statements				Financial Statements
1 The financial statements shall be the outline budget, the annual budget, the income statement and the balance sheet.	Japan	<p>1 The financial statements shall<u>will</u> be the outline budget, the annual budget, the income statement and the balance sheet.</p> <p>The financial statements shall be prepared in accordance with international financial reporting standards (IFRS) and issued by the International Accounting Standards Board (IASB). In addition the Secretary-General will report on actual versus budget income and expenditure and relevant assets and liabilities to the Council on an annual basis together with the presentation of the financial statements to the Council. The outline budget, the annual budget, the income statement and the balance sheet.</p>	This is discussed with the auditor KPMG. The Secretariat will revert to this during the Conference.	1 The financial statements shall be the outline budget, the annual budget, the income statement and the balance sheet.
2 The Secretariat shall submit the draft financial statements to the Finance and Audit Group, not later than fourteen calendar days prior to a Finance and Audit Group meeting.	<p>Japan</p> <p>Russian Federation</p>	<p>2 The Secretariat shall<u>will</u> submit the draft financial statements to the Finance and Audit Group, not later than fourteen calendar days prior to a Finance and Audit Group meeting.</p> <p>Fourteen calendar days could not be enough for a thorough analysis.</p>	The time line is to give the group the latest and most relevant information and has not posed a problem so far.	2 The Secretariat shall submit the draft financial statements to the Finance and Audit Group, not later than fourteen calendar days prior to a Finance and Audit Group meeting.
Article 6	Japan	Item 6		Article 6
Cash Reserve	Russian Federation	The Russian Delegation would like to seek clarification on the calculation	The Cash reserve is today calculated to be at least four	Cash Reserve

Original text	Submitter	Submitter comments	Secretariat response	Proposed text
income for the functioning of the Organization.				income for the functioning of the Organization.
2 The Finance and Audit Group may take the following matters into account when recommending the rates of contribution and fees:	UK	The Finance and Audit Group Secretary-General may take the following matters into account when recommending the rates of contributions and fees:	See above.	2 The Finance and Audit Group may take the following matters into account when recommending the rates of contributions and fees:
(a) the requirement that the revenue and the expenditure in the budget should be balanced;	UK	the requirement that the revenue and the expenditure in the three year budget should be balanced		(a) the requirement that the revenue and the expenditure in the three year budget should be balanced;
(b) the percentage of calls for contributions and fees likely to be settled on time;				(b) the percentage of calls for contributions and fees likely to be settled on time;
(c) the planned or anticipated exceptional expenditure;				(c) the planned or anticipated exceptional expenditure;
(d) the rate of inflation in the Member State where the Organization has its seat; and				(d) the rate of inflation in the Member State where the Organization has its seat; and
(e) the global economic situation.	Japan UK	(e) the global economic situation, <u>particularly the rate of inflation in the global scale</u> . New (f) the current and required cash reserve level calculated in accordance with Article 6 of these Financial Regulations .		(e) the global economic situation <u>particularly the rate of inflation in the world</u> . <u>(f) the current and required cash reserve</u> .
3 The Secretariat, in accordance with the Secretariat Procedures, shall send a call for annual contributions or fees for the following year to each Member State, Associate Member and Affiliate Member no later than 31 October each year. The due date for payment is 31 January of the next year.	Japan	3 The Secretariat, in <u>accordance-line</u> with the Secretariat Procedures, shall <u>will</u> send a call for annual contributions or fees for the following year to each Member State, Associate Member and Affiliate Member no later than 31 October each year. The due date for payment is 31 January of the next year.		3 The Secretariat, in accordance with the Secretariat Procedures, shall send a call for annual contributions or fees for the following year to each Member State, Associate Member and Affiliate Member no later than 31 October each year. The due date for payment shall be <u>is</u> 31 January of the next year.

Original text	Submitter	Submitter comments	Secretariat response	Proposed text
	UK	The Secretariat, in accordance with the Secretariat Procedures, shall send a call for annual contributions or fees for the following year to each Member State, Associate Member and Affiliate Member no later than 31 October each year. The due date for payment is shall be 31 January of the next year.		
4 For new Member States, Associate Members and Affiliate Members the following rates of contribution or fee shall apply:	Japan	4 For new Member States, Associate Members and Affiliate Members the following rates of contribution or fee shall <u>will</u> apply:		4 For new Member States, Associate Members and Affiliate Members the following rates of contribution or fee shall apply:
(a) A Member State shall be required to pay a full annual contribution and an Associate Member a full annual fee, regardless of the date on which the Convention enters into force for that Member State or the date on which the application for Associate membership is accepted by the General Assembly.	Japan	(a) A Member State shall <u>will</u> be required to pay a full annual contribution and an Associate Member a full annual fee, regardless of the date on which the Convention enters into force for that Member State or the date on which the application for Associate membership is accepted by the General Assembly.		(a) A Member State shall be required to pay a full annual contribution and an Associate Member a full annual fee, regardless of the date on which the Convention enters into force for that Member State or the date on which the application for Associate membership is accepted by the General Assembly.
(b) Affiliate Members shall pay:	Japan	(b) Affiliate Members shall <u>will</u> pay:		(b) Affiliate Members shall pay:
i a full annual fee for applications accepted between 1 January and 30 June; or				i a full annual fee for applications accepted between 1 January and 30 June; or
ii half the annual fee for applications accepted between 1 July and 31 December.				ii half the annual fee for applications accepted between 1 July and 31 December.
5 In the event of the resignation of an Associate Member or an Affiliate Member no refund of fees already made will be given.	UK	In the event of the resignation of an Associate Member or an Affiliate Member no refund of fees already made <u>paid</u> will be given.		5 In the event of the resignation of an Associate Member or an Affiliate Member no refund of fees already <u>paid</u> made will be given.

Original text	Submitter	Submitter comments	Secretariat response	Proposed text
	Finland	This would mean that not all membership rights would be suspended. For example participation to Committees would still be allowed. This is different from the Financial Regulations of the existing IALA and needs to be discussed.	That is normal practice in an IGO iaw. the Convention Article 13.4.	
	Iran	<p>In Para. 8.1.a.ii, it is not clear what stages or actions are required before the acceptance and discussion of a waiver by the General Assembly. It is therefore proposed that Paras. (ii) to (viii) Rule 56bis of the Rules of Procedures of the IMO Assembly be adopted, as follows:</p> <p>“(ii) Any Member wishing to request a waiver of the provision of Article 13(4) of the IALA Convention in respect of itself shall submit a written application to the Secretary-General at least one month before the Assembly giving reasons therefore, with a payment schedule indicating the timescale over which arrears will be paid.</p> <p>(iii) The Secretary-General shall submit to the Council a list of Members which have failed to discharge their financial obligations, together with any requests for waiver of the provision of Article 13(4) which have been received from any such Members.</p> <p>(iv) The Council shall submit to the Assembly a report on the matter,</p>	Seems to be a bit complicated for IALA given the size of contribution compared to the IMO	<p><u>Possible text:</u> <u>Any Member wishing to request a waiver of the provision of Article 13.4 of the Convention may submit a written application to the Secretary-General at least one month before the General Assembly giving reasons therefore, with a payment schedule indicating the timescale over which arrears will be paid.</u> <u>The Secretary-General will submit the request to the General Assembly.</u></p>

Original text	Submitter	Submitter comments	Secretariat response	Proposed text
	Ireland	<p>together with its recommendations on the submission by any Member of a request for waiver of the provision of Article 13(4).</p> <p>(v) The Assembly shall consider the report of the Council at the commencement of each session. Taking into account the recommendations of the Council, and assessing each application on its individual merits, the Assembly shall take decisions on the waiver of the provision of Article 13(4) of the Convention in respect of any or all of the Members from which requests for waiver have been received, together with any conditions attached to such a waiver.</p> <p>(vi) A decision to waive the provision of Article 13(4) may only be taken in respect of a Member which has submitted a request for waiver in accordance with subparagraph (ii) above.</p> <p>(vii) A decision to waive the provision of Article 13(4) will normally be taken only in respect of a Member which has discharged in full the requirements, at the date of submitting the request for waiver, of the financial undertaking given under the terms of any previous request for waiver.”</p> <p>Article 8.1 (ii) - What if a member state is on the Council? Can IALA clarify what “voting rights” means</p>		

Original text	Submitter	Submitter comments	Secretariat response	Proposed text
	UK	<p>here, should the Council seat be vacated? The GA has the right to expect all Council members are active.</p> <p>if the contribution remains unpaid twenty-four months after the due date for payment the Secretary-General shall notify the Member State that voting rights and the right to be elected to the Council are denied until such time as the outstanding contribution have has been paid, unless the General Assembly waives this provision.</p>	A Member State will be denied voting rights and the right to be elected to the Council iaw. the Convention Article 13.4.	
(b) For Associate Members and Affiliate Members:				(b) For Associate Members and Affiliate Members:
i in the event that no payment is received by 1 July of the financial year, on approval by the Council, membership rights may be suspended;	UK	in the event that no payment is received by 1 July of the financial year, upon approval by the Council,....		i in the event that no payment is received by 1 July of the financial year, up on approval by the Council, membership rights may be suspended;
ii the Council shall be advised, at its second annual session of unpaid fees; and	Japan	ii the Council shall will be advised, at its second annual session of unpaid fees; and		ii the Council shall be advised, at its second annual session of unpaid fees; and
iii on approval by the Council, after notification, membership may be terminated if fees remain unpaid after membership rights have been suspended for twelve months and the Associate Member or Affiliate Member has not agreed a payment schedule.	Japan	iii on approval by the Council, after notification, membership may be terminated if fees remain unpaid after membership rights have been suspended for twelve months and the Associate Member or Affiliate Member has not concurred agreed a payment schedule.		iii on approval by the Council, after notification, membership may be terminated if fees remain unpaid after membership rights have been suspended for twelve months and the Associate Member or Affiliate Member has not agreed a payment schedule.
2 Outstanding contributions and fees due will be shown in tables annexed to the financial statements.	Japan	2 Outstanding contributions and fees due will be shown in tables attached annexed to the financial statements.		2 Outstanding contributions and fees due will be shown in tables annexed to the financial statements.

Original text	Submitter	Submitter comments	Secretariat response	Proposed text
purposes of the Organization unless the Secretary-General determines otherwise.		purposes of the Organization as proposed for approval to the Council by unless the Secretary-General determines otherwise.		purposes of the Organization unless the Secretary-General determines otherwise.
4 A specific budget should be prepared for each fund for approval of the Council and the final result for the year for each dedicated fund should be shown separately in the financial statements.				4 A specific budget should be prepared for each fund for approval of the Council and the final result for the year for each dedicated fund should be shown separately in the financial statements.
5 Any dedicated funds should be audited in accordance with the relevant provisions in Article 10.	Japan	5 Any dedicated funds should be audited in <u>accordance line</u> with the relevant <u>mattersprovisions</u> in <u>ArticleItem</u> 10.		5 Any dedicated funds should be audited in accordance with the relevant provisions in Article 10.
Article 10	Japan	Item 10		Article 10
External Audit				External Audit
1 An external auditor shall be appointed by the Council and carry out such work as required by applicable accounting practices.	Japan UK	1 An external auditor shall <u>will</u> be appointed by the Council and carry out such work as required by applicable accounting practices. “An international respectable external auditor shall be appointed by the Council under a competitive tender process to carry out such work as required by applicable accounting practices.”	There is a general rule of using tender process in the Secretariat Procedure. The auditors appointed are of course qualified.	1 An external auditor shall <u>will</u> be appointed by the Council and carry out such work as required by applicable accounting practices.
2 The appointment is for a period of six years and may be renewed.	Russian Federation	To change: «The appointment is for a period of three years and may be renewed once.»	The last part will give less flexibility in case you would like to keep the auditor more than 6 years.	2 The appointment is for a period of six <u>three</u> years and may be renewed.
3 The external auditor may make observations with respect to the efficiency of the financial procedures, the accounting system, internal financial controls and, in general, on the				3 The external auditor may make observations with respect to the efficiency of the financial procedures, the accounting system, internal financial controls and, in general, on the administration and

Original text	Submitter	Submitter comments	Secretariat response	Proposed text
administration and financial management of the Organization.				financial management of the Organization.
4 In addition to the above, the Council may request the external auditor to perform specific investigations and issue separate reports on the results.	UK	<p>New Articles:</p> <p>5 During periods between ordinary sessions of the General Assembly the Council shall have the power to discharge the external auditor and appoint a replacement.</p> <p>6 The external auditor shall check the cash in banks or in hand and the available or negotiable assets and shall ensure that the financial statements have been prepared in accordance with international financial reporting standards (IFRS) as issued by the International Accounting Standards Board (IASB) and with the directives given by the General Assembly and the Council. Such auditing may be carried out at any time.</p> <p>7 The external auditor shall report annually in accordance with recognized international audit standards on the financial statements and the annual report submitted by the Secretary-General. The external auditor's opinion shall be included in the annual report submitted by the Secretary-General to the Council for approval.</p> <p>8 The external auditor shall have direct access to the Council if necessary.</p>	Could be relevant. Will be studied more in detail before the Conference.	4 In addition to the above, the Council may request the external auditor to perform specific investigations and issue separate reports on the results.

Original text	Submitter	Submitter comments	Secretariat response	Proposed text
Article 11	Japan	Item 11		Article 11
Termination				Termination
In the event of termination of the Organization, the balance of the accounts shall be divided amongst the Member States, Associate Members and Affiliate Members on the day when the Convention ceases to have effect, in proportion to their last annual contribution or fee.	Japan	In the event of termination of the Organization, the balance of the accounts shall <u>will</u> be divided amongst the Member States, Associate Members and Affiliate Members on the day when the Convention ceases to have effect, in proportion to their last annual contribution or fee.		In the event of termination of the Organization, the balance of the accounts shall be divided amongst the Member States, Associate Members and Affiliate Members on the day when the Convention ceases to have effect, in proportion to their last annual contribution or fee.
	UK	In the event of final termination of the Organization, the balance of the accounts shall be divided amongst	To mention “final” seems to be a pleonasm.	