



IALA POLICY ADVISORY PANEL

Report of the 37th session of the IALA Policy Advisory Panel (PAP)

12 - 13 February 2019

**Report of the 37th Session of the IALA
Policy Advisory Panel (PAP)
12 - 13 February, 2019
Executive Summary**

The 37th session of PAP was held at IALA Headquarters from 12th to 13th February 2019.

The meeting was updated on the latest decisions made at Council that have an impact on the work of the Committees.

Progress made in the revision of IMO Resolution A.857(20) on Vessel Traffic Services was noted as nearing completion with a submission to IMO planned for early 2020.

There was considerable discussions about the organisation of the work with regard to S-100 and S-200 Product Specifications, both in principle and in practice.

Consideration was given to the way in which IALA can contribute to the UN Sustainable Development Goals (UN SDGs) which are relevant to its work.

Consideration was given to the update and release of the IALA NAVGUIDE, VTS Manual and Questionnaires.

The 'Index' was renamed as the IALA Dictionary.

The next PAP meeting will be held at IALA Headquarters from 11-13 September 2019.

Table of Contents

Report of the 37th session of the IALA Policy Advisory Panel (PAP)	1
12 - 13 February 2019.....	1
Executive Summary	3
Table of Contents	4
1. Introduction	7
1.1 Approval of the Agenda	7
1.2 Introductions and Apologies	7
1.3 Address by the Secretary-General	7
1.4 Address by the Deputy Secretary-General	7
1.5 Review of Action Items	8
1.6 Review of List of Input Papers	8
2. Report from IALA Council	8
2.1 Report from Council 68	8
3. Reports from Other Bodies	9
3.1 IMO	9
3.1.1 Periodic Report by NGOs in Consultative Status	9
3.1.2 Report on IMO NCSR 6	9
3.1.3 Report on MSC 100	9
3.1.4 Report on IMO Council 121	9
3.2 IHO	10
3.3 ITU	10
3.3.1 Autonomous Maritime Radio Devices / Mobile Aid to Navigation	10
3.3.2 VDES & VDES R-Mode	10
3.4 Other (PIANC, CIRM, IMPA, & IHMA etc.)	11
3.4.1 e-Navigation Underway International 2019	11
4. Coordination.....	11
4.1 Progress reports	11
4.1.1 ENAV	11
4.1.2 VTS	11
4.1.3 ENG	11
4.1.4 ARM	12
4.1.5 IMC	12
4.1.6 LAP	12
4.1.7 WWA	12
4.2 S1010 AtoN Planning and Requirements	13

4.3	S1020 AtoN Design and Delivery	13
4.3.1	Incheon Declaration and Related Activities (Heritage)	13
4.4	S1030 Radionavigation Services	13
4.4.1	Future of DGNSS	13
4.5	S1040 Vessel Traffic Services	13
4.5.1	Revision of IMO Resolution A.857(20)	13
4.6	S1050 Training and Certification	13
4.6.1	Model Course on Master of Aids to Navigation	14
4.6.2	AtoN and VTS Training Delivery Worldwide	14
4.7	S1060 Digital Communication Technologies	14
4.7.1	Evolution of Analog to Digital Voice Radio	14
4.8	S1070 Information Services	14
4.8.1	IALA-IHO Technical Coordination (S-200)	14
4.9	Committee work programme and structure	14
4.9.1	Committee Work Programme 2018-22	14
4.9.2	Structure of Committees	15
4.9.3	VTS/ENAV Coordination Group	15
4.9.4	ENAV Workshop on Initial Operating Capability (IOC) Phase for e-Navigation Services	15
4.10	Operations/Administration	15
4.10.1	IALA Index (Dictionary)	15
4.10.2	File Sharing (Pydio)	16
4.10.3	Committee Survey 2018	16
4.10.4	Secretariat Services and Resources	16
4.10.5	Communications	16
4.10.6	Event Planning	16
4.10.7	Committee Meeting Dates	16
4.10.8	IALA Symposium	17
4.11	Other	17
4.11.1	IALA AtoN Questionnaire	17
4.11.2	IALA VTS Questionnaire	17
4.11.3	IALA VTS Manual	17
4.11.4	IALA NAVGUIDE	18
4.11.5	UN SDGs	18
5.	Strategy and policy.....	18
5.1	Strategic Goals and Policies	18
5.1.1	IALA Position on the Development of AtoN Services	18
5.1.2	Revision of IALA Standards	18
5.1.3	IMO Member State Audit Scheme (IMSAS)	19
5.2	Challenges and opportunities	19
5.2.1	IALA Value Proposition to Industrial Members	19
5.3	The IGO Project	19
5.3.1	3 rd Diplomatic Conference and Safety of Navigation Seminar	19

6. Any other business..... 20

7. Report of the meeting..... 20

8. Date and venue of next meeting..... 20

9. Closing of the meeting 20

10. List of Annexes to the report..... 20

Report of the 37th Session of the IALA

Policy Advisory Panel (PAP)

GENERAL

The 37th meeting of the Policy Advisory Panel was held from 12 to 13 February 2019 at IALA Headquarters, with IALA Deputy Secretary-General Omar Frits Eriksson as Chair and IALA Technical Officer Thomas Southall as Secretary.

1. INTRODUCTION

1.1 Approval of the Agenda

The Agenda (input paper PAP37-1.1.1) was approved. The approved Agenda is provided in ANNEX A.

1.2 Introductions and Apologies

The Chair opened the meeting at 1000 on 12 February and welcomed the PAP attendees.

The Vice-Chair of the e-Navigation Committee Jorge Arroyo, the LAP Chair Christina Schneider, the IMC observer Chris Procter and the Vice-Chair of the ENG Committee Michel Cousquer were unable to attend and their apologies were noted.

All participants introduced themselves.

A list of attendees is provided in ANNEX B.

1.3 Address by the Secretary-General

Secretary-General Francis Zachariae reported briefly on the numerous developments that had taken place since the last PAP meeting:

- **New staff changes** were introduced including the appointment of Isabelle Bracq who has joined the Secretariat as Accounting & Administrative Assistant.
- **Membership** is growing at a very positive pace. The latest National members to join are Madagascar and Sudan and there is still great potential to increase the national membership.
- **e-Navigation Underway** – all three e-Navigation Underway events were discussed and it was noted that there is difficulty attracting participants to Conferences. e-Navigation Underway International was a success with a shift in focus from Authorities and Governments to users such as Pilots and Industry who were calling for more standards. Connectivity was another requirement heard from participants with particular emphasis on VDES. The Conference participants were encouraged to support the allocation frequencies for satellite VDES at ITUs WRC19. Members noted the MCP Consortium signing ceremony, developments in pilotage and funding from the EU for projects.
- **Committee meetings** – The change of structure of work and, in particular, the success of the transition of PNT from ENAV to ENG was noted. The move of terminology, symbology and portrayal work from ENAV to ARM was settling in and is ready for progression at the next ARM Committee. Each Committee now has around 100 members and this balance was welcomed. The work so far from the VTS Committee intersessional meetings on the review of A.857(20) was praised for its progress and pro-activity.

Secretary-General Francis Zachariae concluded by stating that IALA needs to work on making shipping as safe as possible when manned ships become more autonomous and more digitalised. IALA needs to consider what shore services must be provided (such as resilient PNT, data modelling, connectivity, etc.). VTS is very important for the future, particularly when autonomous vessels increase.

1.4 Address by the Deputy Secretary-General

Deputy Secretary-General Omar Frits Eriksson introduced himself and the new Committee Secretary Thomas Southall. He stated that he was honoured and humbled to take on such a large task inheriting a big heritage from his predecessor as Deputy Secretary-General. The Deputy Secretary General noted the following:

- He will be responsible for the facilitation and development of IALA strategy and for improving IALA's support to the Committees - meeting any challenges ahead. It is his mission to ensure that the Secretariat is second to none.
- He acknowledged members and Committees to be IALA's engine room and without them IALA would be nothing.
- It was his hope that, together, IALA can continue to change the maritime world into a better place and help the rest of the world align with IALA's strategic goals.
- IALA must provide value to all its members, both National, Industrial and Associate alike.
- He affirmed that the role of PAP is on one hand to provide advice to Council on policy and strategy matters and also to coordinate the work of the Committees.

He concluded by sincerely hoping that he and his team will be able to facilitate this role, bringing IALA to the next level while navigating through the diplomatic process which will transform IALA from an NGO to an IGO.

1.5 Review of Action Items

PAP noted the status of the action items from PAP36, Council 68 and other Committees as provided at input paper PAP37-1.5.1. Comments were made on the following action items:

- No. 4 – Action needs clarifying – it is not all Notice to Mariners but AtoN Notice to Mariners – Robert Lewald will continue to be involved in the project and will report back.

All ongoing actions will be forwarded to PAP38.

1.6 Review of List of Input Papers

Members reviewed and noted input paper PAP37-1.6.2.

VTs Committee Chair, Monica Sundklev, emphasized the importance of publishing the input meeting documents as early as possible or it would be difficult to prepare properly. Only when there are nearby meetings or events should later input papers be accepted. Deputy Secretary-General Omar Frits Eriksson acknowledged that it was unfortunate for this meeting, but that there had been some unforeseen circumstances this time and that it would not happen again. As for late papers to the Committees, there is already a four week deadline for submission and that the Chair has veto if a late input paper should be accepted or not.

2. REPORT FROM IALA COUNCIL

2.1 Report from Council 68

Input paper PAP37-2.1.1 refers.

Minsu Jeon highlighted the following:

The 68th Council session approved five documents from ARM, thirteen from ENAV, eleven from VTS and seven from ENG along with an additional number of liaison notes.

The strategy of IALA and new Committee structure were also discussed and Council advised to maintain the structure and for PAP to report to Council on progress in this matter.

The IALA Position on the Development of AtoN Services was discussed and this was dealt with under agenda item PAP37 5.1.1.

3. REPORTS FROM OTHER BODIES

3.1 IMO

3.1.1 Periodic Report by NGOs in Consultative Status

Input paper PAP37-3.1.1.1 refers

Minsu Jeon explained the background of the requirement for NGOs in IMO Consultative Status to report their activity for Member States to note. If attendance and general contribution to the work of IMO is not consistent then IMO consultative status may be removed. Discussion highlighted that it would be positive to declare IALA's specific interest areas and to be more pro-active at IMO. Members views are most welcome on IMO topics and can be raised in future PAP meetings. Coordination and preparation is key between IALA and its members and this may be achieved by the Secretariat providing an explanatory note and 'brief' on key issues at IMO. Representation for IALA at IMO by members is welcome.

3.1.2 Report on IMO NCSR 6

Input paper PAP37-3.1.2.1 refers.

Minsu Jeon commented upon four papers submitted by IALA and other highlights from NCSR 6. It was noted by PAP that two-way routing measure proposals were compiled by utilising the IALA Risk Assessment Toolbox and use of this seems to be growing. Discussion highlighted that it may be appropriate for IALA to join the IMO FAL meetings in the future as relevant Maritime Services will be discussed in that Committee.

3.1.3 Report on MSC 100

It was noted that Michael Card, former IALA Deputy Secretary-General, had attended MSC100, however the ENAV Committee Chair, Hideki Noguchi, also attended and briefed PAP on the outcomes of the meeting. He highlighted that IMO is focusing on the regulatory/legal and not technical elements of MASS and a presentation was presented to PAP.

Discussion highlighted that IALA needs to consider what may be required in order to support autonomous vessels. This could include:

- VTS interaction,
- Reliable communications and positioning equipment,
- Remote guidance systems,
- The future of physical and virtual AtoNs,
- Cyber security,
- The consequences for Competent Authorities in terms of new services.

Action item;

That Committee Chairs determine ways that IALA could be involved with MASS systems and provide input to be discussed at PAP38. With more focus upon MASS issues in the maritime world IALA needs to consider what may be required from the association in order to support autonomous shipping.

3.1.4 Report on IMO Council 121

Input paper PAP37-3.1.4.1 refers.

Minsu Jeon informed PAP that a Working Group (WG) on Reform was established on the second day and started work on considering the inputs and prepared a report on:

- Role, function, structure, etc. – After a lengthy discussion, a work plan on the amendment of the IMO Convention has been formulated aiming to finish this task by IMO Assembly 32 in 2021. The meeting agreed to expand the number of Council members to 50 or 52 with consideration to geographical representation. The amendment proposals will be prepared as a package.

- Role of NGOs in IMO – New NGO applicants need to make a presentation to Council on why they need to join IMO consultative status and how they may contribute to the work of the Organization. This doesn't affect to existing NGOs.
- Access to information and transparency – Live streaming, media access to meetings and public access to electronic publications were discussed. Considering the cost of these enhancements and budget planning, the IMO Secretariat was asked to provide more information on the financial implications on the issues to the next meeting.

The Council approved the reports from its Committees, Funds and WMU amongst others and agreed on re-appointment of the Secretary-General, Mr Kitack Lim.

3.2 IHO

It was noted that Robert Lewald will attend the S-100 working group the week following PAP37 and that the Nautical Information Provision Working Group (NIPWG) Chair attends the ARM Committee. PAP welcomed that IHO may also send a representative to ARM.

ARM is currently developing a Guideline on Marine Resource Names (MRN) and the discussion that followed around how MRN may work highlighted that there may be a requirement for rules around their use and that IALA should define them.

The 3rd IALA-IHO Coordination meeting will take place in the second half of the year with the date and location to be determined.

3.3 ITU

3.3.1 Autonomous Maritime Radio Devices / Mobile Aid to Navigation

Input paper PAP37-3.3.1.1 refers.

Hideki Noguchi introduced the input paper and the background to AMRD/MAtON.

It was agreed that MAtON may come under AMRD Group A but the one watt output power allocated to this group is not sufficient for the purpose of MAtON. It was identified that 12.5 watts would be required for MAtON. The ARM and ENAV Committees will draft a liaison note to convey this concern to ITU.

There was also concern that Authorities should have the discretion to determine if an AMRD enhances the safety of navigation when considering the benefits of such an application.

Action item;

The ARM and ENAV Committees to coordinate and determine the way ahead for AMRD/MAtON related matters including a liaison note to ITU conveying IALA's concerns regarding the power output of AMRD Group A and its suitability for MAtON.

3.3.2 VDES & VDES R-Mode

PAP raised the matter of the allocation of frequencies for VDES satellite downlinks which will be discussed at ITU's WRC19. It was affirmed that there is a need to secure the satellite channels to ensure the future of VDES. To this end, there must be sufficient support at WRC19 and therefore a need to encourage all National members to support this. The EU 'shared competency' with its Members on this issue was noted.

An input paper to NCSR6 requesting IMO to include VDES R-Mode in the agenda item for WRC-23 was unfortunately not taken further. However, it was agreed that there is still a need to support this initiative by providing an input paper to the IMO/ITU Expert Group meeting in July 2019.

Action item;

That the ENAV and ARM Committee Chairs should develop a strategy to proactively coordinate their members to lobby their nations to support the allocation of frequencies for VDES satellite downlinks at the ITU's WRC19. Also to provide an input paper to the IMO/ITU Expert Group meeting in July 2019 requesting the inclusion of VDES R-Mode in the agenda item for WRC-23.

3.4 Other (PIANC, CIRM, IMPA, & IHMA etc.)

3.4.1 e-Navigation Underway International 2019

Input paper PAP37-3.4.1.1 refers.

The highlights of e-Navigation Underway 2019 were introduced by Committee Secretary. A discussion on cyber security ensued concerning PPU hacking and the possible need for drills following the loss of GPS onboard vessels. However it was noted that cyber security is a general problem that concerns all industries and that focus should be given to particular maritime threats.

4. COORDINATION

4.1 Progress reports

4.1.1 ENAV

The 22nd session of the ENAV Committees was the first to meet under the new structure. The Committee focused its work upon revising a guideline on data modelling specification, VHF data exchange communication with a revised/new guideline to include satellites. The use of mobile networks for maritime communications was considered. 3GPP representatives participated in the Committee and discussed possible ways of cooperation between maritime industry and the mobile broadband standard.

Singapore will host ENAV 23 in conjunction with a workshop on the Initial Operating Capability (IOC) phase for e-Navigation Services in April 2019.

4.1.2 VTS

Monica Sundklev reported on the VTS Committee. The Committee are on track with the 2018-22 work programme. VTS 45 saw the highest number of participants at the Committee.

She highlighted the successful progress on the revision of IMO Resolution A.857(20) and the subsequent seminar to be held between the 24 – 28 June 2019 at IALA HQ.

Discussion clarified that there are currently various ways of recording and reporting the progress of the work programme across the Committees. In order to achieve harmonized and efficient working practices for the Secretariat, it was agreed that the Secretariat should decide upon a harmonized way of recording and reporting progress of the work programme across all Committees.

Action item;

The Secretariat to decide upon a harmonized way of recording and reporting the progress of the Committee work programme in order to achieve harmonized and efficient working practices across all Committees.

4.1.3 ENG

Simon Millyard reported on ENG 8 that met in October 2018 and the commencement of the work programme in general. Highlights included:

- 82 participants attended from 28 countries. 51 National, 15 Industrial & 16 Associate. 17 new participants.
- The new structure with WG3 Radio Navigation Services settled in well.
- Work was commenced on the UN SDGs.
- There were three event proposals prepared at the meeting:
 - Heritage seminar in Brazil in 2020
 - R-Mode Workshop at IALA HQ in later 2019
 - Cyber Security Workshop in Canada in October 2020

He concluded by noting that Adam Hay has stood down as WG2 Chair and commended him for his dedicated service whilst in the role. The new WG2 Chair is Jordan Lane Beveridge from the Canadian Coast Guard.

4.1.4 ARM

Philip Day reported on ARM 8 that met in October 2018. Highlights of the report were:

- As a result of gaining new tasks there were around 60 new participants,
- Scoping the tasks of the new work programme was currently a priority for the Committee, particularly in the newly restructured Working Group,
- Working Group 3 was concentrating upon the consolidation of existing guidance on the use of the IALA Risk Assessment Tool Box.

4.1.5 IMC

IMC representative Malcolm Nicholson provided feedback on the IALA Conference 2018 which was held in Incheon Republic of Korea. The 'Industry Innovation' session was particularly well received, while the access to the exhibition area from the plenary and entertainments during the morning and afternoon breaks had a negative impact on the event's success. Another issue was the inability for the exhibition staff to enter the Conference plenary room.

The results from a survey conducted were then discussed. Points considered were:

- That contact details must be rigorously maintained.
- There was not enough time in the exhibition hall encouraged during the Conference.
- It was noted that IALA provides the only global AtoN Conference.
- Many comments received concerned lack of access to participants and interruptions during coffee breaks which made communication hard.
- It was suggested that an event such as a cocktail party would be informal and sociable enough to promote interaction between industrial members and participants early on in the programme.

Action item;

The Secretariat to forward the results of the IMC Survey to the Steering Group for Brazil for consideration.

4.1.6 LAP

Francis Zachariae informed PAP that there had been no regular LAP meeting since PAP 36. LAP 19 will meet in April 2019. Work on the update of the Basic Documents will be finalised and then to sent to Council.

Christina Schneider from Germany has been appointed as the new chair of LAP with Henning Osnes Teigene from Norway as Vice Chair.

4.1.7 WWA

Omar Frits Eriksson gave a presentation covering the Academy's activities. The three main areas of work for the Academy are - Education and Training, Capacity Building and Research and Development.

The WWA is trying to achieve IALA Strategic Goal 2 - *All coastal states have contributed to an efficient global network of Marine Aids to Navigation through capacity building and the sharing of expertise.*

In order to achieve this, focus is currently upon:

- Sponsorship,
- A Quality Management System,
- The first Master of Marine Aids to Navigation Management Course was successfully delivered at the end of 2018,
- States in need.

Omar Frits Eriksson went on to describe the achievements of the Academy and its ambitions for the future, including:

- Alignment with the UN's *Delivering as One* initiative and *Sustainable Development Goals*,
- AtoN Accreditation and Training,
- VTS Accreditation and Training,
- Continued delivery of the Master Course in AtoN Management,
- Train the Lecturer Courses – to ensure quality of IALA training worldwide,
- Examination principles,
- Distance Learning (utilising the e-Learning platform - Moodle),
- Further Missions and Reviews,
- A Focus on Africa.

Further discussion highlighted that there may be a desire for a Model Course on Heritage and the Heritage Forum would be ideally placed to create it.

Action item;

The Heritage Forum to progress Level 1.5 Model Course into a deliverable course in close cooperation with the World-Wide Academy, as there is a growing interest surrounding issues of AtoN heritage.

4.2 S1010 AtoN Planning and Requirements

No matters to discuss.

4.3 S1020 AtoN Design and Delivery

4.3.1 Incheon Declaration and Related Activities (Heritage)

Input paper PAP37-4.3.1.1 refers.

PAP noted that there is now an Incheon Declaration on Heritage and that IALA members are encouraged to be pro-active in this field. It was welcomed that the Heritage Forum is being productive envisaging new ideas in this area.

4.4 S1030 Radionavigation Services

4.4.1 Future of DGNSS

Developments around DGNSS shall inform ARM's work in this area. It was noted that the recommendation to maintain current DGNSS infrastructure is to be reviewed as organizations are currently dismantling it. However there may be future uses for the infrastructure using the secured frequencies.

The ARM Committee will consider this further as part of their work programme.

4.5 S1040 Vessel Traffic Services

4.5.1 Revision of IMO Resolution A.857(20)

Input paper PAP37-4.5.1.1 refers.

The report from the Correspondence Group was introduced. Intersessional meetings have taken place via GoToMeeting which has been working well as a medium with approximately 30 participants taking part. The text of the Resolution has been reduced significantly by using overarching guiding principles when drafting the document. Continuous work will be made during VTS46 as well as during the seminar, where non-IALA members (preferably IMO member States) are encourage to participate.

It was recognised that any liaison with IMO Member States and other interested NGOs must begin as soon as the draft is mature enough and to remember that the IALA Council must approve the draft before it goes to IMO for consideration.

4.6 S1050 Training and Certification

4.6.1 Model Course on Master of Aids to Navigation

See agenda item 4.1.7.

4.6.2 AtoN and VTS Training Delivery Worldwide

See agenda item 4.1.7.

4.7 S1060 Digital Communication Technologies

4.7.1 Evolution of Analog to Digital Voice Radio

Input paper 4.7.1.1 and 4.7.1.1 annex refers.

Hideki Noguchi presented PAP with a conceptual map describing how to move from analogue to digital voice radio. ENAV 23 intends to provide input to IMO in order to influence their position on the matter. It was noted that each existing analogue channel could accommodate four digital voice channels.

It was identified that in order to progress this evolution, frequencies needed to be allocated and standards set. It is envisaged that ITU WRC-23 will discuss this issue and there is time to prepare. It was acknowledged that the two main benefits of digital voice radio are frequency efficiency and audio quality.

4.8 S1070 Information Services

4.8.1 IALA-IHO Technical Coordination (S-200)

Minsu Jeon briefed PAP on the latest coordination meeting between IALA and IHO.

Discussion highlighted that:

- Future IALA and IHO coordination is a must.
- S-200 is a concern for all Committees and maybe a possible topic for a future Seminar.

It was agreed that IALA must push on with product specifications to get things 'on the street'. All Committees have tasks on product specifications in their work programme. It was agreed that a task force from participants within the Committees could be formed who have expertise in writing product specifications.

Committees should concentrate upon what they want such as what attributes are required in the product specifications. ARM will develop an information paper to be sent to all Committees.

It was also highlighted that IALA webpage needs to be updated as regards S-200.

Action items;

The ARM Committee to develop an information paper to send to all Committees describing the establishment of an inter-committee task force for writing product specifications and the process for how Committees can provide the necessary information to this task force.

The Secretariat to adjust the wording of the work programme as well as update the web page to reflect that the VTS Committee does not have ownership of S-211.

4.9 Committee work programme and structure

4.9.1 Committee Work Programme 2018-22

Input paper 4.9.1.1 refers.

The *Work Programme* was presented by Minsu Jeon. He brought to the attention to members that the task number had been added to the document in order to align it with the *Task Register*. It was noted that the *Task Register* and the *Work Plan* are working documents for the Committees management teams to maintain and the Secretariat updates the *Work programme*. PAP members noted the structure.

It was agreed that if there are shared tasks between the Committees then Chairs should utilise PAP and providing an input in order to discuss these tasks.

Action items;

The Secretariat to submit the Work Programme and Task Register for each Committee as an input to PAP.

The Secretariat to add an agenda item entitled 'PAP Cross-Committee Coordination' in order that shared tasks can be discussed and input documents provided.

4.9.2 Structure of Committees

Input paper PAP37-4.9.2.1 and associated annexes refer.

Minsu Jeon discussed the current structure of Committees. Following the restructuring of the ENAV Committee, Hideki Noguchi explained that it was needed to outline the scope of each working group and presented proposals for new terms of reference for each working group of the ENAV Committee.

It was agreed that in order to make clear to current and potential Committee participants, the purpose and structure of each Committee should be updated by the Chairs and published at the relevant IALA webpage. The ENG Committee page was held as a good example and one to follow particularly with respect to the introductory PowerPoint presentation.

Action items;

That Committee Chairs update the description of their Committees in a similar manner to the ENG Committee webpage.

The Secretariat to develop the ENG PowerPoint to be a generic IALA PowerPoint and upload to the 'About the IALA Committees' section of the website in order to assist new members' understanding of IALA.

The Secretariat to publish what the Committees / Working Groups topic areas are including PDFs of WG Terms of Reference and relevant information for new members on the unprotected Committee webpages.

4.9.3 VTS/ENAV Coordination Group

Omar Frits Eriksson described the background to the VTS/ENAV Coordination Group. The initial concept was the coordination of work on certain tasks between VTS and ENAV Committees, however since restructuring the Committees this was deemed as unnecessary. It was therefore decided by PAP members that this group would now discontinue as its function had come to an end and its coordination work would be continued as and when necessary in PAP.

4.9.4 ENAV Workshop on Initial Operating Capability (IOC) Phase for e-Navigation Services

It was noted that there would be consideration of MS1 – VTS Information at the ENAV Workshop on Initial Operating Capability (IOC) Phase for e-Navigation Services and that VTS participants are encouraged to attend. It was noted that key VTS Committee participants will be in attendance.

Action item;

That Committee Chairs inform Committee participants about the ENAV Workshop on Initial Operating Capability (IOC) Phase for e-Navigation Services and encourage them to attend.

4.10 Operations/Administration

4.10.1 IALA Index (Dictionary)

Input papers 4.10.1.1 and 4.10.1.2 refers.

It was recalled that the last PAP agreed many matters including a change of name to 'index'. However, the term Dictionary is used in many documents and it was agreed to change it back.

It was also agreed that the Dictionary Management Group should meet during the next PAP meeting to discuss the procedure of how to make the dictionary effective in the Committees. This group will consider the implementation of Spanish and French languages.

Discussion highlighted that definitions go into the documents and are approved by the Committee and Council then the dictionary is updated by the Secretariat. Chairs are encouraged to check the Dictionary before populating documents – if there is already a definition then the Committee will either adopt or propose an amendment to the definition.

The maintenance to the dictionary was duly noted.

4.10.2 File Sharing (Pydio)

The current use of the file sharing system was explained and members were asked how they wished to utilise this tool going forward. Members expressed that the file share system could be difficult to use and would welcome a 'drag and drop' tool. PAP noted that this is not an official deposit area of IALA and it is possible that Committee participants could access and change documents.

PAP agreed that it would be useful to have folder to keep information on tasks and important documentation and name it as 'Permanent' in order to be retained. All other folders would be emptied prior to the next Committee meeting.

Action item;

The Secretariat to create a 'permanent area' for each Committee to have in the Committee file share.

The Secretariat to consider security arrangements for the Committee file share system and change the password on a regular basis.

4.10.3 Committee Survey 2018

Input paper PAP37-4.10.3.1 refers.

The Committee survey was introduced by Audrey Guinault and the findings were discussed. Feedback was mostly positive with little negative comment but there were some issues to address including access to Click-Share dongles. Audrey Guinault confirmed that IALA would continue to send Committee surveys out to participants as the feedback had been useful.

Access to Click-Share dongles was discussed and a new procedure was agreed.

Action item;

The Secretariat to distribute the Click-Share dongles to rooms each morning and collect them at the end of the day during Committee sessions.

4.10.4 Secretariat Services and Resources

Members were asked to comment on Secretariat services and resources. PAP stated that the service is always friendly and helpful and improved technical support with the recruitment of Thomas Southall as IALA Technical Officer is a great step forward.

4.10.5 Communications

Input paper PAP37-4.10.5.1 refers

Audrey Guinault explained the process of keeping members up-to-date with IALA news. Mediums used for this purpose included LinkedIn, the Bulletin and e-Bulletin.

The e-Bulletin and Bulletin content and method of distribution was discussed. It was acknowledged that input from Committee Chairs would be of great interest to members and add value to the documents.

Action item;

The Committee Chairs are requested to provide input for the Bulletin on their last Committee meetings, achievements and any other items they deem of interest to the Secretariat for inclusion.

4.10.6 Event Planning

The following was agreed by PAP members:

- The R-Mode workshop will take place on 9 - 10 September 2019
- The Cyber Security Workshop will take place 26 – 30 October 2020 potentially in Canada

4.10.7 Committee Meeting Dates

Input paper PAP37-4.10.7.1 refers.

Proposed Committee meeting dates for 2020 were discussed and after some adjustments PAP decided on the meeting dates of the first half of 2020. Meeting dates for the second half of 2020 are still provisional.

VTs Committee Chair, Monica Sundklev, pointed out the importance of keeping agreed and published meeting dates. She also requested that, due to ordinary job duties, there should be at least one week between a meetings. It was highlighted that such an arrangement may suit better for the long travellers from Asia or America to have two meetings back-to-back and that this should be considered in the future Committee meeting dates.

Action item;

The Secretariat to publish the dates of Committee meetings for the first half of 2020.

4.10.8 IALA Symposium

PAP members were reminded that the IALA Symposium is not only for ENAV and VTs participants but would be of value for all Committees. There will be a Steering Committee meeting following PAP37 on 14th February.

All Committee Chairs are invited to attend future Steering Committee meetings for the IALA Symposium.

Action item;

The Committee Chairs are to encourage all Committee participants to attend the VTs-ENAV Symposium in Rotterdam and respond to a call for abstracts.

4.11 Other

4.11.1 IALA AtoN Questionnaire

Input paper PAP37-4.11.1.1 refers.

The input paper was introduced by Minsu Jeon. It was noted that the timing of the Questionnaire was not regular. A decision was made that the IALA AtoN Questionnaire should be carried out every two years. The Secretariat suggested that the next release may be an opportunity to add new questions for the survey.

The purpose of the Questionnaire was discussed and it was agreed that there should be a core of questions identified that would be standing for subsequent releases.

Noting that there are two questionnaires released by IALA it was agreed that the branding, platform and procedures of any current or future IALA questionnaires should be the same.

Members agreed that the questions must be as clear as possible to reduce varying interpretation. The inclusion of explanatory notes and allocation of space for respondents to elaborate on their answers may assist understanding.

Action item;

The Secretariat to provide an input paper to all Committees attaching the current questionnaire as an annex for a call for new questions to include in the 2019 Questionnaire.

4.11.2 IALA VTs Questionnaire

Monica Sundklev informed about the ongoing process of this task and that the Coordination Group for the VTs Questionnaire was of the opinion that the preferred solution would be that IALA hosts the software application and database for the VTs questionnaire. The VTs Committee needs to address this issue urgently as the questionnaire should be run before VTs/ENAV Symposium 2020. No decision was made but it was agreed to hold a meeting at VTs 46, particularly with Neil Trainor in attendance on the Questionnaire for further technical explanation.

4.11.3 IALA VTs Manual

As the VTs Committee has a task to *Update and publish the VTs Manual and develop related procedures for its future management*, there was a request that the IALA VTs Manual become an electronic version alone or in parallel with a paper version. This would mean that the electronic version could be updated after every

Council meeting in order to reflect current IALA documentation. Members agreed that there is a need for a uniform updating procedure but that it needed to be further considered. Also, it was noted that the publication is translated into many languages by national authorities.

It was decided that VTS should proceed with the VTS Manual task ready for the Symposium where there will also be a pdf electronic version and that the matter will be considered by PAP again.

4.11.4 IALA NAVGUIDE

It was noted that the NAVGUIDE is published every four years. Minsu Jeon informed members that he will disseminate relevant chapters to each Committee for review. The time frame for NAVGUIDE review was discussed and agreed.

Action item;

The Committee Chairs to nominate a designated person to liaise with the Secretariat on the review of the NAVGUIDE.

The Secretariat to add to the PAP 38 Agenda an item concerning procedure for reviewing the NAVGUIDE.

The Secretariat to forward the relevant text from the NAVGUIDE to each Committee for review.

4.11.5 UN SDGs

The UN Sustainable Development Goals were introduced by Minsu Jeon. After explaining the background to the matter a proposal to move this work forward was provided to PAP. This included:

- Defining the goals and targets
- Reflecting the UNSDG spirit into the IALA vision, mission statement, strategy
- Develop a brochure and update the website;

It was agreed that the Secretariat will prepare an input paper to ENG in order to discuss the task further.

Action item;

The Secretariat to prepare an input paper to ENG on IALA and the UN Sustainable Development Goals.

5. STRATEGY AND POLICY

5.1 Strategic Goals and Policies

5.1.1 IALA Position on the Development of AtoN Services

Input papers PAP37-5.1.1.1, PAP5.1.1.2 and associated annex refer.

The action from Council 68 was discussed and it was agreed that the Secretariat would prepare an input paper to all Committees forwarding the IALA Position on the Development of AtoN Services (in word format) looking to harvest comments from participants.

Action item;

The Secretariat to provide the IALA Position on the Development of AtoN Services (in word format) as an input paper for all Committees, looking to harvest comments from participants to feedback to PAP.

5.1.2 Revision of IALA Standards

Input paper PAP37-5.1.2.1 refers.

It was noted that although the General Assembly have recently approved the Standards, the Secretariat were keen to enhance them further for a more comprehensive coverage of topic areas, to include for instance, heritage and Model Courses. It was agreed to make a proposal to amend the Standards over the next three years and to circulate this through the Committees.

PAP also noted that work was underway to design logos for Standards.

Action item;

The Secretariat to make “revision of IALA Standards” a standing agenda item for PAP and provide an input paper to PAP38 on Standard revision items identified so far.

5.1.3 IMO Member State Audit Scheme (IMSAS)

PAP noted that auditors that work for IMO have guidance which contains topics that they should cover whilst carrying out their work. There is an Annex on IHO matters and it is observed that there is no such annex for AtoN and VTS. It was proposed to develop such an annex for the auditors and noted encouragement from the IHO.

ARM is planning to update the Guideline on ‘voluntary’ audits and agreed to make this part of its work to develop an annex for AtoN for IMSAS auditors. It was also noted that IALA Guideline 1115 Preparing For An Imo Member State Audit Scheme (Imsas) On Vessel Traffic Services has been produced by the VTS Committee and may assist with any further work.

Action item;

The Secretariat to provide an input paper to all Committees explaining the need to develop an annex for AtoN and VTS for inclusion in IMSAS Auditors guidance calling for their input.

5.2 Challenges and opportunities

5.2.1 IALA Value Proposition to Industrial Members

Francis Zachariae stated that IALA cannot exist without its Industrial members and that the Secretariat are open to suggestions to make membership more valuable to Industrial members. Recognising the valuable input Industrial members provide to the Committees, ideas were discussed how to do this, which included:

- A standing Industrial members support group – in order to liaise closely for ideas and challenges,
- Greater support from the Secretariat for the IMC,
- Liaising with the IMC to encourage ideas of how to add value to their IALA membership.

Action item;

The Secretariat to liaise with IMC to investigate ways to provide more value to Industrial members.

5.3 The IGO Project

5.3.1 3rd Diplomatic Conference and Safety of Navigation Seminar

Secretary-General Francis Zachariae updated PAP on the progress of the IGO project. He asserted that had IALA been an IGO in 1980 the MBS would have been a Resolution. IMO will still remain as the main maritime regulatory body in the world and IALAs technical expertise will complement their work. Out of the major maritime organizations only IALA is not currently an IGO.

The benefits of being an IGO were then discussed which included:

- Strengthened position
- Capacity building opportunities
- Improved harmonization
- Implementation of standards

However it was acknowledged that there were risks to the project such as a possible increase of membership contribution.

The UK Government had published its support in its strategic document *Maritime 2050*. PAP noted the next Preparatory Diplomatic Conference which will be held in Istanbul between the 12-14 March 2019.

6. ANY OTHER BUSINESS

PAP was asked to consider what areas should IALA focus upon and potentially expand into? Answers included:

- Security
- Shoreside Communication Services
- Concentrate on delivering items such as S-100, VDES
- Consider what comes after AIS or VDES, for instance low earth orbit satellites
- Support National members to consolidate data and data models
- Noting the potential loss of technical awareness within some National Authorities, IALA could assist with this potential knowledge gap.
- Route optimisation tools
- Digital radio voice communications
- Improvement of the bandwidth of channels
- Guidance on how to analyse and evaluate the benefits of new technology and practices

Additional items under AOB included:

- Entry of the name of task leaders in Committee reports raises ownership of the items.
- A discussion on IWRAP and the software developer GateHouse .
- PAP members noted that World Marine Aids to Navigation Day is now established and will take place on 1 July 2019.

Action item;

The Secretariat to remind members to plan events for World Marine Aids to Navigation Day.

7. REPORT OF THE MEETING

The report will be approved by correspondence.

8. DATE AND VENUE OF NEXT MEETING

The next meeting is planned for 11-13 September 2019 for PAP at IALA Headquarters in Saint-Germain-en-Laye.

9. CLOSING OF THE MEETING

Omar Frits Eriksson thanked all participants for their very valuable contribution to the meeting and was congratulated by members on his first PAP meeting as Chair.

Omar Frits Eriksson closed the meeting at 1629 on 13 February.

10. LIST OF ANNEXES TO THE REPORT

- 1 Agenda
A copy of the agenda is at ANNEX A.
- 2 Participants
A list of participants is at ANNEX B.
- 3 Input papers

A list of input papers is at ANNEX C.

- 4 Output papers
 A list of output papers is at ANNEX D.
- 5 Action items
 A list of action items is at ANNEX E.

ANNEX A **AGENDA**

1	Introduction		
1.1	Approval of Agenda	OFE	Note
1.2	Introductions and Apologies	OFE	Note
1.3	Address by Secretary-General		Note
1.4	Address by Deputy Secretary-General		Note
1.5	Review of action items	TS	Note
1.6	Review of list of input papers	TS	Note
2	Report from IALA Council		
2.1	Report from Council 68	MJ	Note
3	Reports from other bodies		
3.1	IMO		
3.1.1	Periodic Report by NGOs in Consultative Status	VB	Note
3.1.2	IMO NCSR	MJ	Note
3.1.3	IMO MSC	MJ	Note
3.1.4	IMO Council	MJ	Note
3.2	IHO	MJ	Note
3.3	ITU		
3.3.1	Autonomous Maritime Radio Devices / Mobile Aid to Navigation	HN	Discuss
3.3.2	VDES & VDES R-Mode	OFE	Discuss
3.4	Other (PIANC, CIRM, IMPA, & IHMA etc.)	MJ	Note
3.4.1	E-Navigation Underway International 2019	TS	Note
4	Coordination		
4.1	Progress reports	All	Note
4.1.1	ENAV	HN	Note
4.1.2	VTS	MS	Note
4.1.3	ENG	SM	Note
4.1.4	ARM	PD	Note
4.1.5	IMC	CP	Note
4.1.6	LAP	CS	Note
4.1.7	WWA	OFE	Note
4.2	S1010 AtoN Planning and Requirements		
4.3	S1020 AtoN Design and Delivery		
4.3.1	Incheon Declaration and Related Activities (Heritage)	OFE	Discuss
4.4	S1030 Radionavigation Services		
4.4.1	Future of DGNSS	OFE	Discuss
4.5	S1040 Vessel Traffic Services		
4.5.1	Revision of IMO Resolution A.857(20)	MS	Note
4.6	S1050 Training and Certification		
4.6.1	Model Course on Master of Aids to Navigation	OFE	Note
4.6.2	AtoN and VTS Training Delivery Worldwide	OFE	Note

4.7	S1060 Digital Communication Technologies		
4.7.1	Evolution of Analog To Digital Voice Radio	HN	Note
4.8	S1070 Information Services		
4.8.1	IALA-IHO Technical Coordination (S-200)	MJ	Note
4.9	Committee work programme and structure		
4.9.1	Committee Work Programme 2018-22	MJ	Review
4.9.2	Structure of Committees	MJ	Discuss
4.9.3	VTS e-Nav Coordination Group	OFE	Discuss
4.9.4	E-Nav Workshop on Initial Operating Capability (IOC) Phase for e-Navigation Services	OFE	Discuss
4.10	Operations/Administration		
4.10.1	IALA Index (Dictionary)	MJ	Discuss
4.10.2	File Sharing (Pydio)	TS	Discuss
4.10.3	Committee Survey 2018	AG	Note
4.10.4	Secretariat Services and Resources	OFE	Note
4.10.5	Communications	AG	Discuss
4.10.6	Event Planning	TS	Discuss
4.10.7	Committee Meeting Dates	TS	Note
4.10.8	IALA Symposium	OFE	Discuss
4.11	Other		
4.11.1	IALA AtoN Questionnaire	MJ	Discuss
4.11.2	IALA VTS Questionnaire	MS	Discuss
4.11.3	IALA VTS Manual	MS	Note
4.11.4	IALA NAVGUIDE	MJ	Note
4.11.5	UN SDGs	MJ	Discuss
5	Strategy & Policy		
5.1	Strategic Goals and Policies		
5.1.1	IALA Position on the Development of AtoN Services	OFE	Discuss
5.1.2	Revision of IALA Standards	MJ	Discuss
5.1.3	IMO Member State Audit Scheme (IMSAS)	OFE	Discuss
5.2	Challenges and opportunities		
5.2.1	IALA Value Proposition to Industrial Members	FZ	Discuss
5.3	The IGO Project		
5.3.1	3 rd Diplomatic Conference and Safety of Navigation Seminar	FZ	Note
6	Any Other Business		
7	Report of the Meeting		
8	Date and Venue of Next Meeting		
9	Closing of Meeting		

ANNEX B LIST OF PARTICIPANTS

Secretary-General	Francis Zachariae francis.zachariae@iala-aism.org
Deputy Secretary-General	Omar Frits Eriksson omar.eriksson@iala-aism.org
Technical Operations Manager	Minsu Jeon minsujeon@iala-aism.org
Events & Document Co-ordinator	Marie-Hélène Grillet marie-helene.grillet@iala-aism.org
Committee Secretary	Thomas Southall tom.southall@iala-aism.org
Communication Officer	Audrey Guinault audrey.guinault@iala-aism.org
ARM Committee	Chair Phil Day phild@nlb.org.uk
	Vice-Chair Robert D. Lewald robert.d.lewald@uscg.mil
ENAV Committee	Chair Hideki Noguchi hideki.noguchi@gmail.com
ENG Committee	Chair Simon Millyard simon.millyard@thls.org
VTS Committee	Chair Monica Sundklev monica.sundklev@transportstyrelsen.se
	Vice-Chair Dirk Eckhoff dirk.eckhoff@wsv.bund.de
IMC	Malcolm Nicholson m.nicholson@sealite.com

Meeting	Agenda Item	Input Paper Title
PAP37	1.1.1	Draft Agenda v.1.5
PAP37	1.5.1	Action items from PAP36
PAP37	1.5.2	Report from PAP 36
PAP37	1.6.1	Input paper template
PAP37	1.6.2	List of Input Documents to PAP 37
PAP37	2.1.1	(C68-19.1) Report Council 68_Final
PAP37	3.1.1.1	IALA's participation to IMO meetings March 1 2017 to February 28 2019
PAP37	3.1.2.1	IALA Report on IMO NCSR6
PAP37	3.1.4.1	IALA Report on IMO Council 121
PAP37	3.3.1.1	MAtoN AMRD Following Intersessional
PAP37	3.4.1.1	Conference Highlights ENUW International 2019
PAP37	4.3.1.1	Incheon-Declaration
PAP37	4.5.1.1	Report from IALA Correspondence Group (A.857 Revision) to VTS46
PAP37	4.7.1.1	Evolution of Voice Radio
PAP37	4.7.1.1	Annex 1 Evolution Plan
PAP37	4.9.1.1	Committee Work Programme for 2018-2022 Annex A B
PAP37	4.9.2.1	Liaison ENAV to PAP on ToR of WGs (ENAV22-12.1.18)
PAP37	4.9.2.1 Annex 1	Annex 1 - Terms of Reference for WG1 (ENAV22-11.2)
PAP37	4.9.2.1 Annex 2	Annex 2 - Terms of Reference for WG2 (WG3) (ENAV22-11.3)
PAP37	4.9.2.1 Annex 3	Annex 3 - Terms of Reference for WG3 (ENAV22-11.4)
PAP37	4.10.1.1	Report on IALA Dictionary maintenance 2018 v1
PAP37	4.10.1.2	Proposal to amend the Dictionary Management Procedure
PAP37	4.10.3.1	Committee Survey 2018
PAP37	4.10.5.1	Communications
PAP37	4.10.6.1	Cyber Security Workshop Proposal
PAP37	4.10.6.1	Annex 1 - Cyber Security Workshop Proposal post plenary (ARM8-12.1.9)
PAP37	4.10.6.2	Committee events plan after C68
PAP37	4.10.7.1	Proposed meeting dates 2020_RevBrazil
PAP37	4.11.1.1	Report IALA Questionnaire 2017 final1
PAP37	5.1.1.1	IALA Position on the Development of AtoN Services Paper
PAP37	5.1.1.2	ENG Comments on IALA Position on the Development of AtoN Services
PAP37	5.1.1.2	Annex 1 - Suggested amendments to IALA position on the development of AtoN services (ENG8-12.1.26)
PAP37	5.1.2.1	Structure of IALA STANDARDS Jan 2019 with rec and gui
PAP37	5.1.3.1	IMO Member State Audit Scheme (IMSAS)
PAP37	5.1.3.1	Annex 1 IMSAS - IHO

Meeting	Agenda Item	OUTPUT PAPERS	Action
PAP37	7.1	Report of PAP37	To approve
PAP37	4.7.10.2	Meeting dates for 2020	To Web Calendar

ANNEX E

ACTION ITEMS

1. That Committee Chairs determine ways that IALA could be involved with MASS systems and provide input to be discussed at PAP38. With more focus upon MASS issues in the maritime world IALA needs to consider what may be required from the association in order to support autonomous shipping. 9
2. The ARM and ENAV Committees to coordinate and determine the way ahead for AMRD/MAToN related matters including a liaison note to ITU conveying IALAs concerns regarding the power output of AMRD Group A and its suitability for MAToN. 10
3. That the ENAV and ARM Committee Chairs should develop a strategy to proactively coordinate their members to lobby their nations to support the allocation of frequencies for VDES satellite downlinks at the ITUs WRC19. Also to provide an input paper to the IMO/ITU Expert Group meeting in July 2019 requesting the inclusion of VDES R-Mode in the agenda item for WRC-23. 10
4. The Heritage Forum to progress Level 1.5 Model Course into a deliverable course in close cooperation with the World-Wide Academy, as there is a growing interest surrounding issues of AtoN heritage. 13
5. The ARM Committee to develop an information paper to send to all Committees describing the establishment of an inter-committee task force for writing product specifications and the process for how Committees can provide the necessary information to this task force. 14
6. That Committee Chairs update the description of their Committees in a similar manner to the ENG Committee webpage. 15
7. That Committee Chairs inform Committee participants about the ENAV Workshop on Initial Operating Capability (IOC) Phase for e-Navigation Services and encourage them to attend. 15
8. The Committee Chairs are requested to provide input for the Bulletin on their last Committee meetings, achievements and any other items they deem of interest to the Secretariat for inclusion. 16
9. The Committee Chairs are to encourage all Committee participants to attend the VTS-ENAV Symposium in Rotterdam and respond to a call for abstracts. 17
10. The Committee Chairs to nominate a designated person to liaise with the Secretariat on the review of the NAVGUIDE. 18
11. The Secretariat to decide upon a harmonized way of recording and reporting the progress of the Committee work programme in order to achieve harmonized and efficient working practices across all Committees. 11
12. The Secretariat to forward the results of the IMC Survey to the Steering Group for Brazil for consideration. 12
13. The Secretariat to adjust the wording of the work programme as well as update the web page to reflect that the VTS Committee does not have ownership of S-211. 14
14. The Secretariat to submit the Work Programme and Task Register for each Committee as an input to PAP. 15
15. The Secretariat to add an agenda item entitled 'PAP Cross-Committee Coordination' in order that shared tasks can be discussed and input documents provided. 15
16. The Secretariat to develop the ENG PowerPoint to be a generic IALA PowerPoint and upload to the 'About the IALA Committees' section of the website in order to assist new members' understanding of IALA. 15
17. The Secretariat to publish what the Committees / Working Groups topic areas are including PDFs of WG Terms of Reference and relevant information for new members on the unprotected Committee webpages. 15

18.	The Secretariat to create a 'permanent area' for each Committee to have in the Committee file share.	16
19.	The Secretariat to consider security arrangements for the Committee file share system and change the password on a regular basis.	16
20.	The Secretariat to distribute the Click-Share dongles to rooms each morning and collect them at the end of the day during Committee sessions.	16
21.	The Secretariat to publish the dates of Committee meetings for the first half of 2020.	17
22.	The Secretariat to provide an input paper to all Committees attaching the current questionnaire as an annex for a call for new questions to include in the 2019 Questionnaire.	17
23.	The Secretariat to add to the PAP 38 Agenda an item concerning procedure for reviewing the NAVGUIDE.	18
24.	The Secretariat to forward the relevant text from the NAVGUIDE to each Committee for review.	18
25.	The Secretariat to prepare an input paper to ENG on IALA and the UN Sustainable Development Goals.	18
26.	The Secretariat to provide the IALA Position on the Development of AtoN Services (in word format) as an input paper for all Committees, looking to harvest comments from participants to feedback to PAP.	18
27.	The Secretariat to make "revision of IALA Standards" a standing agenda item for PAP and provide an input paper to PAP38 on Standard revision items identified so far.	19
28.	The Secretariat to provide an input paper to all Committees explaining the need to develop an annex for AtoN and VTS for inclusion in IMSAS Auditors guidance calling for their input.	19
29.	The Secretariat to liaise with IMC to investigate ways to provide more value to Industrial members.	19
30.	The Secretariat to remind members to plan events for World Marine Aids to Navigation Day.	20



10, rue des Gaudines – 78100 Saint Germain en Laye, France
Tel. +33 (0) 1 34 51 70 01 – Fax +33 (0) 1 34 51 82 05 – contact@iala-aism.org
www.iala-aism.org

International Association of Marine Aids to Navigation and Lighthouse Authorities
Association Internationale de Signalisation Maritime