**ACTION ITEMS FROM VTS37**

Action Items for Secretariat

1. The Secretariat is requested to forward VTS37-4.5.1 (Report of the Portrayal Workshop) to Council to note. 9
2. The Secretariat is requested to put VTS37-4.5.1 on the IALA web: ‘Publications – Reports and Proceedings’. 9
3. The Secretariat is requested to forward VTS37-4.6.1 (Report of the Portrayal Workshop) as amended during VTS37 to Council to note. 10
4. The Secretariat is requested to put VTS37-4.6.1 as amended during VTS37 on the IALA web: ‘Publications – Reports and Proceedings’. 10
5. The Secretariat is requested to forward VTS37-14.1.1.7 (Draft revised Recommendation V-120 on Vessel Traffic Services in Inland Waters) to Council for approval. 13
6. The Secretariat is requested to forward VTS37-14.1.1.2 (Guideline on VTS support and interaction with allied services in emergency situations, SAR, disaster management, law enforcement and regulatory compliance (Task 11)) to Council for approval. 14
7. The Secretariat is requested to forward VTS37-14.2.1.1 (Guideline on the use of decision support tools in VTS (Task 12)) to WG1 and WG3 at VTS38. 15
8. The Secretariat is requested to forward VTS37-14.1.1.1 (Draft Guideline on Assessing and Auditing the Overall performance of VTS Centres (Task 13)) to Council for approval. 15
9. The Secretariat is requested to forward Liaison Note VTS37-14.1.1.4 with the associated review of chapter 6.1 ‘Pilotage’ VTS37-14.1.1.5 and Liaison note VTS37-14.1.1.6 with the included associated review of chapter 1 ‘Definitions and Glossary of Abbreviations’ and chapter 5 ‘VTS’ to the ANM Committee for approval and inclusion into the next edition of the NAVGUIDE. 16
10. The Secretariat is requested to forward VTS37-14.2.1.2 to VTS38. 16
11. The Secretariat is requested to forward VTS37-14.1.1.3 (Review VTS items on the IALA questionnaire) to the ANM Committee. 17
12. The Secretariat is requested to forward the completed draft revised Recommendation V-128 (VTS37-14.2.2.1) to VTS38. 18
13. The Secretariat is requested to forward liaison note VTS37-14.1.2.3 to the e-NAV Committee. 18
14. The Secretariat is requested to forward Liaison Note VTS37-14.1.2.2 on the response regarding Disaster Recovery to the ANM and e-NAV Committees and PAP. 19
15. The Secretariat is requested to send a response to TNO, recommending further discussion with interested stakeholders. 19
16. The Secretariat is requested to forward VTS37-14.1.3.2 (Draft Guideline on Train the Trainer (Task 9)) to Council for approval. 20
17. The Secretariat is requested to forward VTS37-14.1.3.3 (Rec V-103 addition) to Council for approval. 20
18. The Secretariat is requested to forward VTS37-14.1.3.1 (CS note to Council) to Council to note. 20
19. The Secretariat is requested to forward VTS37-14.1.3.4 (CS note to PAP) to PAP to note. 20
20. The Secretariat is requested to forward VTS37-13.4 (Future Work Programme 2014-2018) to Council for approval. 21
21. The Secretariat is requested to forward Working Paper VTS37-14.2.1.5 (Development of Recommendation and Guideline on AIS service as a sub-basic VTS) as input for WG1 to VTS38. 21
22. The Secretariat is requested to forward the report of VTS37 (VTS37-16) to the IALA Council, to note. 22

Action Items for Members

1. Committee members are requested to review current IALA VTS Manual and provide comment and input to related work group chair and cc to Neil Trainor. 13
2. The Committee and particularly WG3 are asked to review the appropriate sections relating to training. 15
3. The break-out group on IALA VTS Strategy is requested to continue their work inter-sessionally by e-mail and provide input to VTS38. 16
4. The VTS Committee is requested to review the IALA Strategy Paper addressing the delivery of VTS in a rapidly changing world (VTS37-14.2.1.2) and provide comment to Jacinto De Sousa not later than 14th February 2014. 16
5. The Committee is requested to note the timetable (VTS37-14.1.2.1) for the completion of V-128. 18
6. The Committee is requested to review the draft revised V-128 (Working paper VTS37-14.2.2.1) inter-sessionally, whilst taking into account the actions as listed in the timetable (VTS37-14.1.2.1), and to provide the first round of comments no later than 29 November 2013 to the Chairs of WG2 (with CC: to the Chairs of WG1 and WG3). 18