



Circular Letter 2024/02

02 February 2024

Subject: **First half 2024 committee arrangements**

To: **Members and Sister Organizations**

Dear Members,

IALA is ready to welcome you once again to our Headquarters for the committee season.

All of the committees have an option for an online opening plenary to expand working time during the physical week and on this occasion VTS55 have decided to do this. ARM18, DTEC2 and ENG18 will have a physical opening plenary as part of the week at HQ, but please note that all of the committees will commence on Monday morning.

The full details will be available in a programme of the week for each committee that will be published soon. All closing plenaries will be held online the week after the physical weeks in order to provide an extended approval period to ensure the quality of the documents submitted to the Council.

The following dates for each committee have been agreed as follows:

Session	Deadline input paper	Physical week (Monday to Friday at IALA HQ)	Online Closing Plenary	Notes
VTS55	9 February 2024	11 – 15 March 2024	21 March 2024 11:00 – 13:00 UTC	Online Opening Plenary 8 March 2024 11:00 – 13:00 UTC
DTEC2	18 February 2024	18 – 22 March 2024	28 March 2024 11:00 - 13:00 UTC	Opening Plenary part of the physical week on 18 March.
LAP26	27 March 2024	24 April 2024	N/A	Online meeting only
ENG18	8 March 2024	08 – 12 April 2024	18 April 2024 10:00 - 11:00 UTC	Opening Plenary part of the physical week on 08 April.
ARM18	18 March 2024	15 – 19 April 2024	25 April 2024 14:00 - 16:00 UTC	Opening Plenary part of the physical week 15 April.

If you have any questions, please do not hesitate to contact us by e-mailing [contact@iala-aism.org](mailto:contact@iala-aism.org)

The IALA Secretariat is very excited to see you all again in person.



Yours sincerely,

A handwritten signature in blue ink, reading "F. Zachariae". The signature is written in a cursive style with a large initial "F" and a long, sweeping underline.

Francis Zachariae  
Secretary-General