



IALA WORLD-WIDE ACADEMY MINUTES OF THE 21ST BOARD MEETING

12 JULY 2022



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1. OPENING

1.1 Welcome by the Chair

Mr. Seung-Gi Gug welcomed all members to the 22nd meeting of the IALA World-Wide Academy Board which was conducted online. The Chair thanked the World-Wide Academy team for their efforts in recent months.

1.2 Approval of the Agenda

*The **Board** approved the agenda.*

2. MATTERS ARISING FROM LAST MINUTES

2.1 Action items from last meeting

Updates on the following actions items from the 21st Board were provided:

*The **Dean** should liaise with the World Maritime University to discuss future cooperation.*

The Dean reported that contact with the World Maritime University remains limited but continues as a matter of course as and when opportunities present themselves. It was agreed that this action can be closed and kept as a routine task for the Dean.

*The **Dean** is to develop a business case for the proposed publisher function with a view to discussing the next steps at the 21st meeting.*

The Dean indicated that this had not been progressed at this stage due to other priorities. The action can be closed and the Board will be updated should this project be reinstated. However, there was an ongoing action to prepare books on the Heritage Lighthouse of the Year with the support of funding from the Republic of Korea.

*The **Secretary** is to progress the actions contained within the management review and update the Board at the 22nd meeting.*

The Secretary reported that the actions contained within the management review had been completed and that a system of document control had been reviewed and updated.

3. FINANCIAL MATTERS

3.1 Financial situation 2022

The revenue streams and financial situation to July 2022 were reviewed. The IFAN policy towards the release of funding has been amended with payments being released on a quarterly basis. Regular meetings with IFAN are held to provide updates and to review the use of funding. The three-year rolling engagement with IFAN at the current level of commitment was confirmed at a recent meeting.

Some funds from other sponsors had not yet been received during 2022 pending the finalization of agreements with respect to the planned use of the funds.

The current aim is for a reserve of circa three to six months to be retained.

*The **Board** noted the financial situation for 2021 to date.*

3.2 Funding/Sponsors

The current funding situation of major sponsors has highlighted the need to continuously pursue new funding opportunities to persuade existing sponsors to increase their commitments. Sponsors are regularly approached with a view to extending and increasing their sponsorships, particularly with respect to the provision of unrestricted fund usage.

Other options, such as the Nippon foundation remain an option to explore in the future.

4. QUALITY AND RISK MANAGEMENT

4.1 Quality Management System

The Board were provided an update on the Quality Management System (QMS). A demonstration of the new online system for non-conformance reporting was provided. The QMS was reviewed during spring 2022 and the associated procedures verified.

4.2 Academy Risk Register

The IALA World-Wide Academy Risk Register was presented to the Board and was reviewed (WWAB22-4.2.1).

Whilst most risk factors are unchanged or reducing, the possibility of the loss of major sponsorship remains the highest risk factor and must be continuously mitigated through effective briefing of major sponsors as well as sponsorship diversification.

The risk register item related to international travel and safety was also discussed with respect to the increasing number of visits made to countries/areas where security risks may exist.

The Board noted the Academy Risk Register.

5. ACTIVITIES

5.1 Activities 2021/2022 – briefing paper

Board members reviewed the World-Wide Academy annual report for 2021/2022 (WWAB22-5.1.1). The Board noted the range of activities that had been possible now that travel restrictions has eased. A discussion was held with respect to the number of recommendations that remain outstanding during review visits.

5.3 Action Plan 2022

The proposed action plan for the remainder of 2022 was presented to the Board outlining the intended scope of the programme with a wide range of education and training, capacity building and engagement activities planned.

The Board noted the action plan for 2022.

6. STRATEGY & ACADEMY DEVELOPMENT

6.1 Update on the IALA IGO project

The Secretary-General provided an update on the IGO project. To date, seven States have ratified/acceded to the Convention and 51 signatures of the Convention were in place at the time the signature period closed in January 2022. 30 ratifications or equivalent accession/acceptance are required for the Convention to enter into force. The Secretary General provided a briefing on the transition arrangements which would apply between the 30 acceptances of the Convention being received and the first General Assembly of the new IGO.

The benefits of the forthcoming change of status were already being seen during international meetings and events.

6.3 ATO status and development update

The Board noted the content of the activities report related to education and training activities. Distance learning continued to be popular and it was noted that there was an increased level of interest from accredited training organizations in the use of hybrid training as they resume operations. The Board noted that it was not expected that accredited training organization activity would return to normal levels until 2023.

7. ANY OTHER BUSINESS

7.1 Disaster Recovery Fund

The Board discussed the principles surrounding the Disaster Recovery Fund. The Board focused on how the World-Wide Academy may be best able to support recovery and the safety of navigation in disrupted regions following disasters of any kind. It was suggested to maintain a strategic perspective to enable the appropriate distribution of funds. It was proposed to develop a methodology to allow the needs of a State to be identified and then to select the most appropriate mechanisms for the provision of support.

7.1 Departure of Kevin Gregory

The Secretary informed the Board that he would be moving to a new role with effect from the end of August. Kevin stated that it had been an exceptionally rewarding experience working for the World-Wide Academy, especially in witnessing first hand the positive impact that the Academy has on both the professional and personal levels around the world.

8. CLOSING

8.1 Next Meeting

The next meeting will be held at IALA Headquarters on the 25 October 2022 during the ARM Committee.

8.2 Closing Remarks

The Chair thanked all Board members for a successful meeting and for their support of the Academy.



9. APPENDIX 1

9.1 Board Decisions

<i>The Board approved the agenda.</i>	<i>3</i>
<i>The Board noted the financial situation for 2021 to date.</i>	<i>3</i>
<i>The Board noted the Academy Risk Register.</i>	<i>4</i>
<i>The Board noted the action plan for 2022.</i>	<i>4</i>

9.2 Action Items

None

9.3 List of Participants

Mr. Seung-Gi Gug	Chair
Sir Jeremy de Halpert	Board Member
Mr. Jean-Charles Leclair	Board Member
Mr. Tamotsu Ikeda	Board Member
Mr. Francis Zachariae	Secretary-General IALA/Board Member
Mr. Omar Frits Eriksson	Dean WWA/Board Member
Mr. Kevin Gregory	Education and Development Manager/Secretary



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