



IALA POLICY ADVISORY PANEL

REPORT OF THE 53RD SESSION OF THE IALA POLICY ADVISORY PANEL (PAP)

30 April 2024



EXECUTIVE SUMMARY

The 53rd session of PAP was held online on 30 April 2024.

Key outcomes included:

- Feedback from the committee season
- Feedback on the development of work programme tools



CONTENTS

1. INTRODUCTION	4
1.1. Welcome by Deputy Secretary-General	4
1.2. Approval of agenda.....	4
1.3. Apologies	4
2. FEEDBACK FROM THE COMMITTEE SEASON.....	4
3. WORK PROGRAMME MANAGEMENT TOOLS	5
4. ANY OTHER BUSINESS	5
5. REPORT OF THE MEETING.....	5
6. DATE AND VENUE OF NEXT MEETING	5
7. CLOSING OF MEETING	6
8. LIST OF ANNEXES TO THE REPORT	6



Report of the 53rd Session of the IALA Policy Advisory Panel

GENERAL

PAP53 was held virtually 30 April 2024, with Deputy Secretary-General Omar Frits Eriksson as Chair and Thomas Southall as Secretary.

1. INTRODUCTION

1.1. WELCOME BY DEPUTY SECRETARY-GENERAL

The Secretary-General welcomed members to PAP53 and thanked them for their efforts during the season. He highlighted the general atmosphere of positivity and cooperation in all the committees that was good to see.

The Deputy Secretary-General welcomed all members to the 53rd session of the PAP and congratulated them for the successful committee season that had just ended.

1.2. APPROVAL OF AGENDA

The agenda (input paper PAP53-1.2.1) was approved. The approved agenda is provided in ANNEX A.

1.3. APOLOGIES

No apologies were received.

2. FEEDBACK FROM THE COMMITTEE SEASON

The feedback from PAP members regarding the committee season was positive. Members expressed satisfaction with various aspects of the proceedings, highlighting areas of success and offering constructive suggestions for improvement.

A notable addition to this year's committee season was the introduction of a newcomers familiarisation session, aimed at integrating new participants into the committee. Feedback suggests that the session functioned fairly well and it is recommended to collaborate with committee chairs to further refine this initiative and ensure a warm welcome for future newcomers.

Discussions surrounding the handling of late papers, excluding liaison notes from other committees that may face unavoidable delays, resulted in an agreement that the existing framework while exercising discretion to accept, defer, or reject submissions should continue. To assist this process, it was proposed that late papers be marked in blue on the input paper list.

The current working arrangements were deemed satisfactory, with the improvements in technology playing being a positive. While there were some minor issues with microphones, efforts were made to address them promptly. It was also agreed that teams rooms be allocated to task groups before the commencement of each committee.

Emphasizing the importance of participant registration, it was noted that ensuring all individuals, particularly those participating online, are duly registered is essential for good governance.

Feedback on the online opening plenary was positive, particularly for the VTS committee who appreciated the extended working hours facilitated by the virtual opening plenary which highlighted its value in maximizing productivity.

A proposal was made to have task group leaders introduce and provide an overview any output documents during the summary meeting on Friday before submission for comment and approval.



3. WORK PROGRAMME MANAGEMENT TOOLS

PAP members provided feedback on the new work programme management tools introduced by Minsu Jeon, Technical Operations Manager.

Minsu Jeon stated that this a positive step towards enhancing work programme management. While acknowledging great progress, members expressed that there were still areas requiring improvement.

After careful consideration, it was decided to continue with the current processes for one more season. This decision was based on the belief that additional time would allow for further refinements and adjustments to be made before full adoption. The target for full adoption of the new tool was set for December 2024.

It was clarified during the discussion that the Council would continue to approve the usual input papers for the time being. The new database will be utilized for generating the Council Work Programme input in collaboration between the Secretariat and committee chairs.

While very positive towards the new tool PAP members raised concerns regarding the visibility of tasks between Working Group Chairs and Task Group Leaders. Members also stressed the importance of being able to track changes and document the rationale behind any modifications.

Overall, members welcomed the new tool, highlighting its potential to harmonize processes across committees, provide a comprehensive overview and strengthen the links between different committees. The tool was seen as a valuable asset in enhancing collaboration and coordination within IALA.

4. ANY OTHER BUSINESS

Document Archive

PAP members raised that the importance of having old documents in an accessible archive was raised again at the committees and this issue should be further discussed at PAP54.

ARM20

It was noted that the Friday of ARM20 will clash with Easter Good Friday which is a holiday in some countries. This will be discussed at PAP54

WatoN Day registration

Some members reported difficulties in registering for the WAtON day event in Italy, the Secretariat will take this up with the hosts.

MASS

The Chair reported that the MASS scoping exercise of IALA documents was underway and it is anticipated to finish in time for the June MASS Task Force meeting so that they consider the findings to be submitted to PAP for approval.

Patent policy

The Chair highlighted to members the Patent Policy and reminded the PAP of the importance of reporting any issues surrounding Patents to the Secretariat.

5. REPORT OF THE MEETING

The final report was approved by correspondence.

6. DATE AND VENUE OF NEXT MEETING

PAP54 will be held between the 18 – 20 September 2024 at IALA HQ.



7. CLOSING OF MEETING

The Chair thanked all members for their cooperation and friendly discussions and once again congratulated the committee chairs and vice-chairs for the successful committee season.

8. 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 input papers is at ANNEX D.



ANNEX A AGENDA



53rd Session of the IALA Policy Advisory Panel (PAP53)

The 53rd session of the Policy Advisory Panel will be held on 30 April 2024, as a virtual meeting.

The objectives of the panel are to:

- Formulate advice for the IALA Council and Secretariat;
- Coordinate the work of the IALA committees to achieve the goals of the Strategic Vision; and
- Monitor and develop work programmes for the committees.

Agenda

1	Introduction		
	1.1	Welcome by Secretary-General and Deputy Secretary-General	FZ,OFE
	1.2	Approval of agenda	OFE Approve
	1.3	Apologies	OFE Note
2	Feedback from the committee season		OFE
	Discuss		
3	Work programme management tools		MJ
	Discuss		
4	Any other business		
5	Report of the meeting		
6	Date and venue of next meeting		
7	Closing of meeting		



ANNEX B LIST OF PARTICIPANTS

ARM Committee	Chair	R. David Lewald robert.d.lewald@uscg.mil
	Vice-chair	Natasha McMahon natasha.mcmahon@dfo-mpo.gc.ca
DTEC Committee	Chair	NOGUCHI Hideki hideki.noguchi@gmail.com
	Vice-chair	Jorge Arroyo Jorge.Arroyo@uscg.mil
ENG Committee	Chair	Alwyn Williams alwyn.williams@gla-rad.org
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VTS Committee	Chair	Monica Sundklev monica.sundklev@transportstyrelsen.se
	Vice-chair	Dirk Eckhoff dirk.eckhoff@wsv.bund.de
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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
Technical Officer		Thomas Southall tom.southall@iala-aism.org



ANNEX C LIST OF INPUT PAPERS

Meeting	Agenda Item	Input Paper Title	Source
PAP53-	1.2.1	Provisional Agenda	Secretariat



ANNEX D LIST OF OUTPUT PAPERS

Meeting	Agenda Item	OUTPUT PAPERS
PAP53-	5.1	Report of PAP51

