Input paper: [[1]](#footnote-1) VTS43-10.2.5

Input paper for the following Committee(s): check as appropriate Purpose of paper:

**□** ARM **□** ENG **□** PAP **X** Input

**□** ENAV **X** VTS **□** Information

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Technical Domain / Task Number 2 TD3 – Training, 3.1.3

Author(s) / Submitter(s) Chairman, VTS Committee Working Group 3

Explanatory note - reformatting of IALA Recommendation V-103

# Summary

During the process of reformatting IALA Recommendation V-103 to the new document style, it has been suggested that consideration is given to splitting the document into two components – an overarching recommendation with a supporting guideline.

## Purpose of the document

This paper provides background information to the various input papers concerning Recommendation V-103 that have been submitted for consideration at VTS43 and recommends actions for consideration as appropriate.

## Related documents

VTS43-10.2.1, VTS43-10.2.2, VTS43-10.2.3, VTS43-10.2.6, VTS343-10.2.7

# Background

During the process of reformatting IALA Recommendation V-103 into the new document style, a suggestion was made by the Secretariat that consideration be given to splitting the document into two components – an overarching recommendation with a supporting guideline.

As such, various input papers are available on the IALA Website and, to avoid confusion in preparations for VTS43, a summary of the documents are provided below:

VTS43-10.2.1 – This is the output of VTS42 with the latest proposed changes to Recommendation V-103 shown in track change.

VTS43-10.2.2 – This is a preliminary proposal for a revised version of Recommendation V-103 in the new document style.

VTS43-10.2.3 – This is a preliminary proposal for a new guideline to support Recommendation V-103 in the new document style. The content of the guideline includes all of the text contained within paper VTS43-10.2.1 (but does not show the latest proposed changes made by Working Group 3.

VTS43-10.2.6 – This is a revised proposal for a new version of Recommendation V-103 in the new document style submitted by the Chairman of WG3.

VTS43-10.2.7 – This is a revised proposal for a new guideline to support Recommendation V-103 in the new document style submitted by the Chairman of WG3. The content of the guideline includes all of the text contained within paper VTS43-10.2.1 and shows the latest proposed changes made by Working Group 3.

# Discussion

The proposal to split Recommendation V-103 and to create a new supporting guideline may accord with the practice of keeping higher level recommendation documents relatively succinct, meaningful and ‘directive’ in nature whilst being supported by associated documents in the guideline tier providing amplifying advice and guidance.

With respect to the current proposal, the revised Recommendation V-103 (VTS43-10.2.2) is relatively short in the round and as such may not be totally meaningful or directive to those seeking to use it. However, there is precedent for such a change when examining some of the more recent recommendations that have been issued (particularly V-128 and to some extent E-110) where there is a shorter recommendation referring to a supporting guideline.

Input paper VTS43-10.2.6 proposes that an annex is added to the revised version of V-103. The proposal includes the text found in the current version of Recommendation V-103 within the opening sections entitled ‘General, Objectives and Responsibilities’. These sections are relatively powerful in nature in terms of setting the scene and in providing overarching direction for VTS training. This may serve to add more context to the recommendation and more utility for the various parties that would use it.

The recommendation may be supported by a guideline which replicates much of the content in the existing version of V-103 in addition to the changes that WG3 have been considering recently.

Creating a new recommendation and supporting guideline may also aid the VTS Committee in more easily keeping the documents up to date as the proposed recommendation is directive in nature but also sufficiently open to allow flexible guidance to sit below it.

When considering this matter, the VTS Committee, in particular Working Group 3, should consider and evaluate whether the whole of Recommendation V-103 may benefit from a general review and revision whilst undertaking any process of splitting the document into a recommendation and guideline.

Additionally, the terminology contained within the existing recommendation may require review to ensure that it is consistent with the new document type (i.e. guideline format indicating options, suggestions and best practices).

Irrespective of the proposed structural changes, the modifications to Recommendation V-103 that are currently in the VTS Committee work programme require completion so that the necessary urgent changes can be made to the existing recommendation at the first opportunity.

# References

1. IALA Recommendation V-103

# Action requested of the Committee

The Committee is requested to:

1. Consider the proposal to split Recommendation V-103 and create a new supporting guideline.
2. Consider whether the recommendation may benefit from a more general review and revision whilst preparing any structural changes to the document.
3. Make relevant proposals to PAP with respect to these matters with a view to facilitating its inclusion on the work programme of the VTS Committee if appropriate.

1. Input document number, to be assigned by the Committee Secretary [↑](#footnote-ref-1)
2. Leave open if uncertain [↑](#footnote-ref-2)