IALA COUNCIL
61st session

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Dakar
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Agenda item 12 – IALA World-Wide Academy

12.4 Revision of Council Decision establishing the IALA World-Wide Academy [1]

Introduction

The Council is aware that the Annex to Council 52 output 9.9.1 dated 3 November 2011 was a Decision by Council on the "Aims and Functions of the IALA World-Wide Academy". Following a discussion during the 57th session of the Council where it appeared that there were some hesitations on the role dedicated to the Board by the Council, the Dean proposed to prepare an amended Decision taking into account the successful experience gained while the Academy has nearly achieved its fourth year of operations and is resourced soundly in the medium term. The new text was reviewed by the LAP and agreed by the Board Members. A copy of the original decision and its proposed replacement are input in annexe.

Aim of the Revision

The revision aims to give more clarity to the role given to the Board, and allows The Academy to react rapidly when receiving a request for assistance The Dean will continue to report the Academy's activities to the Council every six months, but it will clearly be for the Board to review and agree such items as the Master and Action plans and the budget before their implementation.

Another modification, already agreed by the Council, is that all model courses (both VTS and AtoN) will be drafted by the appropriate Committee, with Academy input as and if required, and the output directed to Council for approval rather than sent to the Board for approval. This will preserve the status of the Committees as the generator of all IALA publications.

Finally, some delegations have asked the possibility to be part of the Board. Indeed, some countries, particularly those willing to increase their sponsorship to the Academy, could legitimately assist for its fair and efficient management. It is why it is proposed to increase the number of Board Members designated by the Council from 3 to a maximum of 6. This number remains limited to retain the Board's ability to react appropriately while not significantly increasing its running costs.

Council is requested to:

The Council is requested to review the proposed new Decision, which would become the Annex E of the General Regulations, and to approve it.

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[1] Please note that the Decision is likely to be discussed under Agenda item 5.1.1 – Basic Documents

ANNEX **Council Decision on the IALA World-Wide Academy [2]**

DECISION

Aims and Functions of the IALA World-Wide Academy

THE COUNCIL,

RECALLING that the aim of IALA is to foster the safe and efficient movement of vessels through the improvement and harmonisation of marine aids to navigation worldwide, and by other appropriate means;

RECOGNIZING that the recruitment, selection and training of suitable personnel are a pre-requisite to the provision of professionally qualified personnel capable of contributing to safe and efficient marine operations;

RECOGNISING ALSO that training in all aspects of aids to navigation (AtoN) delivery – from inception to installation, to maintenance and life-cycle planning – is critical to the consistent provision of an AtoN service;

RECOGNISING ALSO the work done by IALA on the development of training for AtoN managers, technicians and VTS personnel;

RECOGNIZING ALSO that there is considerable knowledge and expertise within the IALA community that could be shared to assist authorities in meeting their International Maritime Convention obligations for safety of navigation and for the provision of marine aids to navigation;

NOTING that delivering capacity building and training in the field of safety of navigation and provision of marine aids to navigation to nations in need is part of the role of IALA according to its Constitution;

RECALLING the Decision taken at the 52nd IALA Council regarding Aims and Functions of the IALA World-Wide Academy (The Academy).

DECIDES THAT:

1 – The Academy, the vehicle by which IALA delivers training and capacity building, is an integral part of the IALA Secretariat.

2 - The aims of The Academy are:

- To participate in the development of IALA model courses on all aspects of aids to navigation training; to encourage their use by all National authorities and to administer the accreditation system for National authorities responsible for such training in accordance with published IALA Recommendations and Guidelines, and their associated model courses;
- To develop and manage systematic aids to navigation capacity building, where appropriate through joint activity with other International Organizations as part of the United Nations

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"Delivering as One" capacity building strategy, to enable National Authorities to meet their obligations under International maritime Conventions.

3 - The objectives of the Academy are:

- to facilitate the development of IALA model courses for aids to navigation training;
- to develop and manage the system of IALA accreditation of training activities;
- to facilitate education and training for personnel with responsibility for aids to navigation particularly in key target regions as defined in the Academy Master Plan;
- to deliver Level 1 AtoN Manager courses when appropriate;
- to establish and manage systematic aids to navigation capacity building, particularly in key target regions as defined in the Academy Master Plan;
- to provide assistance to enhance the knowledge and expertise of personnel with responsibility for aids to navigation, at both the managerial and technician levels, so as to achieve a resilient competence in a defined target region;
- to encourage and where appropriate publicise research and development initiatives to improve the efficiency and safety of maritime navigation;
- to develop and maintain an Academy alumni association and promote IALA activities through that alumni association.

4 – The Academy is administered by a Dean supported by a Board;

5 - The role of the Academy Board is:

- to maintain a global view of maritime AtoN training and capacity building needs;
- to approve and oversee the Master Plan with the strategy and delivery of the Academy's two key deliverables of training and capacity building and annual programme by:
  - o An analysis of the outcomes and recommendations of capacity building activities;
  - o Prioritising applications for capacity building and training activity assistance from third parties;
  - o Negotiating future financial support with existing sponsors; and
  - o Identifying and pursuing potential sponsorship opportunities;
- to approve and monitor The Academy budget and ensuring that the independence of Academy funding from the general IALA budget is maintained;
- to provide the IALA Council with the reports of its meetings for endorsement.

6 - The Academy Board consists of:

- the Dean of The Academy (Chairman);
- the Secretary-General of IALA;
- Up to six (6) members appointed by the IALA Council for a period of 4 years renewable;
- When appropriate, the Board may invite external advisers with relevant specialist skills;
- The Board shall meet twice a year, at least one month before the next Council meeting;
- If necessary, Board members may be consulted by mail or other electronic means of communication.

7 - The Dean who is a member of the IALA staff, is assisted by permanent or temporary officers, as well as by any of IALA's components when needed.

8 - The budget of the Academy is funded largely from direct or in-kind sponsorship from external donors. It covers:

- Administrative and General Expenses including:
  - o Academy Staff salaries or fees;
  - o Social charges for Academy salaries;

- o Travel and subsistence for Academy staff;
- o Board Member overheads and travel and subsistence costs;
- o IALA Secretariat services comprising:
  - Office space, furniture, fittings, utilities and cleaning services;
  - Access to the IALA internet; telephone services and IT support;
  - Maintenance charges for the Academy page of the IALA website;
  - Accounting and audit services relating to budget management and monthly reports, and the administration and payment of professional services and expenses for Academy staff and experts;
  - Routine stationery, office supplies, postage and courier charges; and
  - Secretarial staff support;
- Operational Expenses including
  - o Capacity building activities listed in the annual Board-approved Plan;
  - o Training activities listed in the annual Board-approved Plan;
  - o Professional fees and travel and subsistence costs for IALA experts conducting either capacity building or training missions approved by the Dean and listed in the annual Board-approved Plan;
- At the end of the financial year, unexpended funds are to be recorded on the balance sheet and are carried over to the following year for continued project implementation according to the approved Master Plan.

9 - The present Decision annuls and replaces the Decision adopted by the Council in December 2011 at its 52nd session.

Annex

03 November 2011

Development of the IALA WWA

Draft Correspondence Group Report

1 - *Background*

At its 50th session, the Council decided to establish a Correspondence Group for the development and the sustainability of the IALA World-Wide Academy with the following Terms of Reference:

- Update the note on the presentation of the IALA WWA, including its objectives,
- Make the inventory of the training material already developed by IALA as well as the training activity already performed,

- List the training material still to develop, the different expected ways to deliver training and the users of the training activities,
- Propose a governing model for the IALA WWA,
- Establish a budget, taking into account of possible grants and other sponsorships,
- Study the possibility of cooperation with other training organizations and institutes,
- Propose an action plan.

On the report of the Correspondence Group submitted to the Council at its 51st session, the Council's attention was more particularly drawn on the following points for which its approbation was requested:

1. the objectives and general outlines covered by the training course for maritime safety and safety of navigation Authorities (level 1+);
2. the content and the form (Decision of the Council) of the text aimed at officialized the IALA WWA;
3. drafting of terms of reference and composition of an IALA WWA forum;
4. the action plan.

At its 51st session (June 2011), the Council recognized that the Correspondence Group made considerable progress, in particular in the field of training, with the proposal to add a new level in the model courses aiming at executives in Aids to Navigation Authorities and executives in safety of navigation, and proposals about interim measures to formalize the IALA WWA before it can be embedded in the IALA Constitution. The IALA Council approved the addition of the new level 1+ to the Model Courses, thanking MENAS to have agreed to sponsor its drafting. Regarding the Decision formalizing the existence of the IALA WWA, the Council requested to pass the draft to the Legal Advisory Panel for its advice. The Council also requested the Correspondence group to develop the ToRs of the IALA forum together with the description of the Governance arrangements of the Academy and taking into account the need to run it with an independent budget account from that of the general IALA accounts.

2 - Development since June 2011

Since the June session, the drafting of the two model courses level 1 for AtoN (Level 1 for managers and level 1+ for executives) was achieved and the documents were submitted to the competent Committees. The approbation of the Council is requested on those two documents as well as on two new model courses on level 2. It means that the basic training material for VTS personnel and for those in charge of other aids to navigation is now ready. The next step is to deliver such courses in accordance with the curriculum so defined by IALA, for instance through international institutions with which the Academy would establish an agreement or a memorandum of understanding, or through institutions recognized/accredited by National Authorities, or directly by the IALA WWA, as suggested by Japan.

Regarding sponsorship, during the last Council session, Japan informed its Members that the Japan Coast Guards through the Nippon Foundation were still considering sponsoring the Academy but with some delay due to the tragic events which hit Japan. Discussions with the Japan Coast Guards have since continued on a constructive basis. During the same time, other potential sponsors showed interest in the IALA WWA concept and its development as well as, more generally, the capacity building development of aids to navigation for the countries in greatest need. It was particularly the case for Korea, France and the International Foundation for Aids to Navigation (IFAN – previously MENAS). However, up-to-now no firm decision has been taken yet by those sponsors to fund the Academy and to allow the establishment of a budget for the years ahead. It is expected that such decisions could be taken soon.

At this stage, only the French Government has appointed this month a coordinator to IALA on a part time basis for the purposes of developing cooperation policy on marine aids to navigation systems in developing countries, in particular the French-speaking countries. It is also important to keep in mind that other National Members have also assisted IALA for some time, such as Denmark with seminars on the IALA waterway risk management tool, IFAN/MENAS with curriculum development material and other members with similar initiatives.

To continue the building of the WWA, as requested by the Council, the Correspondence Group has agreed with a proposal from the Secretary General issued after a brainstorming meeting organised at his initiative.

3 - Aims and Functions of the IALA World-Wide Academy

What is new in the proposal is the fact that the Academy would more clearly be in charge of three activities: training, capacity building and R&D in complement of the Committees: "The IALA World-Wide Academy (WWA) is the vehicle by which IALA delivers training and capacity building. It also may augment the Research & Development (R&D) carried out by the IALA Committees in identifying activities applicable to external funding".

It is understood that, within IALA, capacity building is the process by which it can assist National Authorities in sustainable development and improvement in the provision of Marine Aids to Navigation. In particular, it enables National Authorities to meet their States' respective obligations under the UNCLOS and SOLAS conventions and as detailed in IMO and IALA recommendations. It contains the following steps: improving awareness, assessing needs, analysing requirements and determining actions for implementing what is recommended.

Regarding its management, the IALA WWA would remain under the authority of the Council, through a Board which would report to it. It would be financed by donors and its budget would be independent of the IALA general budget. The WWA would be administered by its Dean, assisted by a secretariat.

Taking the proposal into account, the Correspondence Group proposed to the Council the adoption of the Decision on "Aims and Functions of the IALA World-Wide Academy", annexed to this report. As requested by the Council at its 51st session, the Decision was also sent to the Legal Advisory Panel.

4 - Action Plan

If the Council approved the Decision on aims and functions of the IALA World-Wide Academy, the action plan could be as follow, depending on the funds allocated by sponsors:

1   Set up the administrative framework of the IALA WWA

> a. Establish the IALA WWA Board, designation of its Members by the Council, on the Secretary General proposal
>
> b. Establish the IALA WWA administrative team

2 Awareness (Raise awareness of aids to navigation responsibilities and how IALA can assist)

> a. Conduct three regional awareness seminars in the first two years

3 Assessment (Benchmark current capability versus requirements)

> a. Conduct a scan, utilising the IALA membership, to establish regions of greatest need with regard to aids to navigation
>
> b. Liaise with relevant stakeholders and international organisations

4 Analysis (Identify projects and establish priorities)

> a. Establish requirements for capacity building
>
> b. Create a programme for training workshops / seminars

5 Actions (Implementation of activities and follow-up)

> a. Sponsor attendance from targeted regions at IALA Committees, Symposia / Conferences and IALA workshops / seminars
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> b. Conduct training workshops / seminars
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> c. Purchase selected AIS data
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> d. Establish AIS receivers to provide a survey capability in targeted regions
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> e. Create a system of regional AIS data collection
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> f. Fund VTS Operators to attend VTS training institutes
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> g. Continue to develop model training courses
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> h. Reinforce VTS training and course accreditation

i.   Facilitate the establishment of e-Navigation test beds to promote the use of e-Navigation services in targeted regions.

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