**ACTION ITEMS from EEP15**

Action Items for the IALA Secretariat

1. The Secretariat is requested to forward the Liaison Note seeking ANM guidance on how to handle the general question of failure of synchronisation / sequencing or the failure of individual lights within a group of synchronised/sequenced lights in a channel (EEP15/output/2). 11

2. The Secretariat is requested to forward EEP15/WG1/WP2 to EEP members. 11

3. The Secretariat is requested to forward EEP15/WG1/WP6 & EEP15/WG1/WP7 to EEP16. 12

4. The Secretariat is requested to forward the revised EEP15/WG1/WP5 to EEP16. 12

5. The Secretariat is requested to forward EEP15/WG1/WP1 to EEP16. 12

6. The Secretariat is requested to forward the Liaison Note from EEP on IALA guidance on the technical aspects of AIS (EEP15/output/3) to the e-NAV Committee. 13

7. The Secretariat is requested to forward the Liaison Note from EEP on IALA guidance on the technical aspects of AIS (EEP15/output/3) to Rolf Zetterberg by e-mail. 13

8. The Secretariat is requested to forward the Liaison Note on audible signals, concerning the future navigational requirements for audible signals, (EEP15/output/4) to the ANM Committee. 13

9. The Secretariat is requested to forward EEP15/WG1/WP4 to EEP16. 14

10. The Secretariat is requested to forward EEP15/WG2/WP3, EEP15/WG2/WP4 & EEP15/WG2/WP5 to EEP16. 15

11. The Secretariat is requested to forward EEP15/WG2/WP1 to EEP16. 16

12. The Secretariat is requested to forward EEP15/WG2/WP2 to EEP16. 16

13. The Secretariat is requested to forward EEP15/WG3/WP1 (Carbon saving) to EEP16. 20

14. The Secretariat is requested to create a new link on the IALA website called AtoN Products and Services and link the current industrial members page to this link. 21

15. The Secretariat is requested to forward the response from the IMC (EEP15/WG3/WP4) in relation EEP14/output/19 (Liaison note to the Industrial Members Committee soliciting their comments with respect to a searchable product database) to EEP16. 21

16. The Secretariat is requested to forward EEP15/WG3/WP2 (Draft Guideline for the accreditation of AtoN training) to EEP16. 22

17. The Secretariat is requested to forward EEP15/WG3/WP3 (Model course – AtoN moorings) to EEP16. 22

18. The Secretariat is requested to forward a revised EEP15/WG4/WP1 (Draft Guideline on Daymarks for Aids to Navigation) to EEP16 after inter-sessional work. 23

19. The Secretariat is requested to forward a revised EEP15/WG4/WP2 (Draft Guideline 1073 on Conspicuity of AtoN Signal Lights at Night) to EEP16, after intersessional work by the ad hoc expert group on conspicuity. 23

20. The Secretariat is requested to forward the revised Guideline 1043 (EEP15/WG4/ WP3) to EEP16, after inter-sessional work. 23

21. The Secretariat is requested to forward the Liaison Note on Visible Light Communications Technology (EEP15/output/5) to the ANM & e-NAV Committees. 23

22. The Secretariat is requested to forward EEP15/WG1/WP8 to EEP16. 23

23. The Secretariat is requested to forward the Liaison Note on IALA’s e-Navigation plan (EEP15/output/6) to the e-NAV Committee. 24

24. The Secretariat is requested to forward the latest documentation on the IALA UMDM to the Chairman and Aivar Usk. 25

25. The Secretariat is requested to forward EEP15/CH/WP1 to EEP16. 25

26. The Secretariat is requested to correct errors in the IALA publications list and the versions of documents on the IALA web site. 26

27. The Secretariat is requested to forward EEP15/output/1 (EEP15 Committee report) to Council for their consideration. 27

Action Items for Members

28. Sipke Hoekstra and Nicolas Auger were requested to continue their work on the economic and practical factors related to synthetic moorings and plastic buoys, and to submit one or two input paper(s) on these topics to EEP16. 11

29. Committee members were requested to complete the questionnaire on plastic buoys and synthetic mooring (EEP15/WG1/WP2) and submit it in advance of EEP16. 11

30. Committee members are requested to forward practical information on the measures they use to combat the bird fouling problem before EEP16 and to submit comments on the early draft guideline (EEP15/WG1/WP6). 12

31. Arlindo Santos, Manuel Santos and Paulo Rego are requested to revise the Portuguese part of EEP15/WG1/WP5 and submit a new input paper for EEP16. 12

32. Committee members are requested to comment on the proposed changes to Guideline 1012 (EEP15/WG1/WP5) before EEP16. 12

33. Committee members are requested to submit information on their experience and practices with the practical installation of AIS AtoN systems to EEP16. 12

34. Committee members were requested to comment on the proposed changes to Guideline 1067-3. EEP15/WG1WP1 12

35. Committee members were requested to provide information to EEP16 on the use of LiFePO4 batteries in AtoN applications. 12

36. Committee members are requested to provide input to EEP16 on problems encountered and their solutions in implementing monitoring by AIS, so that it can be collated and forwarded to the e-NAV Committee. 13

37. Committee members are requested to provide input to EEP16 on the current use of sound signals and the policies for the future use of such signals. Information on number, frequency, range, and recent servicing experience and problems would be valuable. 13

38. Nicholas Auger is requested to provide the French presentation on risk assessment techniques as an input to EEP16. 14

39. Committee members are requested to submit input on polar engineering before EEP16. 14

40. Paulo Mauricio Rego is requested to provide information on Brazilian experience in installing fixed structures in the Antarctic. 14

41. WG2 members are requested to consider all aspects of the IALA Lighthouse Conservation Manual, as discussed, and submit proposals for ways in which a revised version could be improved. 14

42. David Jeffkins is requested to combine EE15/WG2/WP3, EEP15/WG2/WP4 and AMSA document (EEP15/WG2/WP5) to provide further draft of Guideline on Selection and Display of Historic Artefacts and circulate to WG2 members for comment. 15

43. WG2 members are requested to comment on draft of Guideline on Selection and Display of Historic Artefacts and return comments David Jeffkins prior to EEP16. 15

44. David Jeffkins is requested to incorporate responses from WG2 members and submit revised draft of Guideline on Selection and Display of Historic Artefacts as input to EEP16. 15

45. Christian Lagerwall is requested to prepare a paper to provide an outline for the contents of the Guideline on the transfer of redundant lighthouses and circulate it to WG2 members for comment. 15

46. WG2 members are requested to respond to the paper on the guideline on transfer of redundant lighthouses to Christian Lagerwall prior to EEP16. 15

47. Christian Lagerwall is requested to include comments from members and submit a revised paper to provide an outline for the contents of the guideline on transfer of redundant lighthouses to EEP16. 15

48. Bob McIntosh is requested to complete draft case study reports on Nakkehoved and Cabo Mayor Lighthouses and circulate these reports to Working Group 2 members for comment. 15

49. WG2 members are requested to respond to the draft case study reports on Nakkehoved and Cabo Mayor Lighthouses to Bob McIntosh prior to EEP16. 15

50. Bob McIntosh is requested to include the comments from members and submit revised draft case study reports on Nakkehoved and Cabo Mayor Lighthouses to EEP16. 16

51. Committee Members are encouraged to read Adrian Wilkins paper on The History of Floating AtoN (EEP15/WG2/WP1) and are requested to provide Adrian Wilkins or Bob McIntosh with any information or sources of information on the History of Floating Aids to Navigation before EEP16. 16

52. Adrian Wilkins is requested to include any additional information received in The History of Floating AtoN (EEP15/WG2/WP1) and to include a list of references in the document and to submit it as an input paper to EEP16. 16

53. WG2 members are requested to review EEP15/WG2/WP2 Questionnaire on Complementary Uses and to send comments to Jo van der Eynden before EEP16. 17

54. Jo van der Eynden is requested to include the suggestions from EEP15 and those received from WG2 members and to submit a revised list of questions to be included in the questionnaire as an input paper to EEP16. 17

55. Bob McIntosh is requested to discuss the options for the issue of the Questionnaire on Complementary Uses of Historic Lighthouses with the IALA Secretariat and report back to EEP16. 17

56. Bob McIntosh is requested to discuss the set-up of the Heritage page on the IALA Website with the IALA Secretariat and details of what, how and when information will be included. 17

57. WG2 members are requested to consider topics for future articles to be included in the IALA Bulletin within “The Lighthouse Preservation Corner” and to provide these to Bob McIntosh. 17

58. Bob McIntosh to meet editorial deadlines to ensure that articles are available for each bulletin wherever possible by passing suitable articles to the editor for inclusion in “The Lighthouse Preservation Corner”. 17

59. Bob McIntosh is to confirm to Paul Ridgway that WG2 will support his articles on preserved lighthouse tenders and light vessels and assist in editorial work if required. 17

60. Committee members are requested to submit any information they or their authorities have on preserved lighthouse tenders and light vessels to Bob McIntosh or Paul Ridgway. 17

61. Bob McIntosh is requested to continue to monitor the list of people who indicated an interest in Heritage and Conservation of Historic Lighthouses, to ensure that they are updated on developments. 18

62. WG2 members are requested to investigate a suitable host and location for a possible IALA Seminar on Maintaining Historic Lighthouses to be held around June 2013. 18

63. Committee Chairman and members are requested to confirm the appropriate working group for work item 9.2.1 (Produce guideline on anti-fouling techniques (marine growth) for floating aids, boat landings, etc.). 18

64. Ron Blakeley is requested to submit an input paper for EEP16 on expanding the Guideline on building maintenance and conditioning in low energy environments on possible future areas of research and discussion. 19

65. Committee members are requested to provide information on building maintenance and conditioning in low energy environments within their authorities or to provide contact details for an individual who may be able to provide this information to Bob McIntosh. 19

66. Bob McIntosh is requested to consider the scope of existing Lighthouse Maintenance Guidance and to submit an input paper to EEP 16 on the way forward for a future guideline. 19

67. David Jeffkins is requested to provide the Canadian Coast Guard fall protection program information to MSQ. 20

68. Ron Blakeley is requested to provide advice and information on the Trinity House experience in treating legionella and coli bacteria in water supplies of destaffed AtoN stations. 20

69. Adam Hay is requested to develop an outline for a new Guideline on the Development of Safety Management Plan for AtoN Activities and submit to EEP16. 20

70. Errol Joppich is requested to review the NAVGUIDE content on the safe handling and management of mercury and submit any improvements to EEP16. 20

71. Aivar Usk is requested to submit a paper to EEP16 further discussing his proposed product data standard. 21

72. WG members are requested to review the draft guideline on Accreditation of Level 1 AtoN Training (EEP15/WG3/WP2) and provide input to EEP16. 22

73. WG members are requested to develop additional Level 2 technician Model Courses as input to EEP16. 22

74. WG members are requested to co-ordinate the development of additional Model Courses with Jean-Charles Leclair (jean.leclair@wanadoo.fr) to ensure that the same task is not duplicated. 22

75. Ian Tutt is requested to forward the light range calculation programme and supporting information as input documents to EEP16 and ANM15, with the aim, amongst other issues, of prompting an IALA discussion on the appropriate probability of detection levels to use in different design scenarios. 22

76. Ian Tutt is requested to submit an input paper on apparent and effective intensity of flashing lights to EEP16. 22

77. Christian Lagerwall is requested to lead inter-sessional work on EEP15/WG4/WP1. 23

78. Committee members are requested to provide pictures, standards, tables and share any practical knowledge / experience regarding daymarks, especially on daymarks not covered by the MBS that are in use in their countries. 23

79. Ian Tutt is requested to lead inter-sessional work on EEP15/WG4/WP2. 23

80. Aivar Usk, Sami Lasma and Fernando Romero are requested to undertake intersessional work with Ian Tutt to modify guideline 1043, to include the degradation of light sources and the effect that this should have on the specification of equipment. 23

81. The Chairman is requested to present the Committee’s views on Workshops and Seminars at PAP20. 24

82. The Chairman and Vice Chairman are requested to review the balance of work between the working groups before EEP16. 25

83. Aivar Usk is requested, if possible, to provide an input paper, indicating his views on how a search capability might best be achieved, to EEP16. 26

84. Hendrik Eusterbarkey is requested to investigate the official status of the EWMB and report it at EEP16. 26