

Registration form



**IALA Seminar on the
IALA Risk Management Tool
IALA
St Germain en-Laye, France
15 - 19 November, 2010**

Surname..... Initials
First name
.....
Mr/Mrs/Dr/Capt/etc
Country
Organisation or Company
Address
.....
Telephone:
Mobile:.....
Fax:
E-mail:

REGISTRATION PAYMENT (Workshop : €550)

- By enclosed cheque or bank draft
 By CREDIT/DEBIT card
Please charge my VISA, MASTER CARD, EUROCARD
Card N°
Expiry Date
Security number
Total to be charged
Signature:

- An invitation letter is required (for visa purposes)
 Please send an INVOICE

I agree to my contact details being provided in the final report of the workshop **YES / NO**

The completed form should be sent to :

IALA Headquarters by
E-mail: iala-aism@wanadoo.fr
Fax: +33 1 3451 8205
Post to: 20ter, rue Schnapper
78100 Saint Germain en Laye - France

Hotel Rooms

The usual assistance for booking hotels will be available from the IALA Secretariat. The hotels available are:

1. Pavillon Henri IV****

121, Rue Thiers, 78100 St Germain en Laye
Tel: + 33 (0)1 39 10 15 15 / Fax + 33 (0)1 39 73 93 73

IALA Rates:

190 Euros for a Deluxe Paris,
160 Euros for a Superior Park or Paris, 130 Euros for a Tradition Park (Single small bed), 15 Euros for breakfast.
N.B. A daily tourist tax (Taxe de séjour) of 1.50€/night/person is effective as of 1st January 2010

1. Ermitage des Loges***

11, Avenue des Loges, 78100 Saint Germain en Laye
Tel: + 33 (0)1 39 21 50 90 / Fax: + 33 (0)1 39 21 50 91

IALA Rates:

Single room 110 € ; Double room 130 € ;
(Breakfast incl.)
N.B. A daily tourist tax (Taxe de séjour) of 1€/night/person is effective as of 1st January 2010

3. Hotel du Coq**

45, Boulevard de la Paix ,78100 Saint Germain en Laye
Tel: + 33 (0)1 30 61 48 48 / Fax: + 33 (0)1 39 73 83 36

IALA Rates:

Single room 73 € ; Double room 83 € ;
King Size room 83 € ;
Breakfast 10 €
over parking is available at the hotel premises, free of charge for IALA clientele.
N.B. A daily tourist tax (Taxe de séjour) of 1€/night/person is effective as of 1st January 2010

Please, note that the rates quoted are not guaranteed if you make your arrangement via a travel agency or privately. Participants in the seminar are, therefore, strongly advised to make their hotel arrangements via IALA.

IALA Seminar



**IALA
Training Seminar
on Risk Management :
PAWSA and IWRAP Mk2**



**15 - 19 November, 2010
IALA Headquarters**



Event

The International Association of Marine Aids to Navigation and Lighthouse Authorities (IALA), within the framework of its IALA World-Wide Academy, will host an

IALA training seminar on the IALA Risk Management Tool – PAWSA & IWRAP Mk2

from 15 to 19 November 2010, at IALA HQ,

20ter, rue Schnapper, St Germain en Laye, 78100, France.

The seminar will show how PAWSA and IWRAP Mk2 complement each other, review the utility of PAWSA to national administrations and the need for trained facilitators and introduce the revised and recently updated IWRAP Mk2. The seminar will also provide training on the use of IWRAP Mk2, using practical examples.

Participants will benefit from the presence of expert trainers and by means of practical examples.

Background

This seminar continues the series of seminars for training in the use of the IALA Risk Management Tool. It follows the IWRAP Mk2 introductory seminar held in Malaysia in 2009 and the first training seminar in February 2010. It is set in the context of IALA Recommendation 0-134 on Risk Management Tools for Ports and Restricted Waterways.

Objective

The seminar aims to provide an opportunity for delegates to experience the capability of the IALA Risk Management Tool box, including the qualitative PAWSA tool and the quantitative IWRAP Mk2 together with simulation techniques.

Specifically, the seminar will:

- Present the IALA Risk Management Tool Box and introduce the different tools;
- Review the utility of PAWSA, including experience from previous assessments;
- Present the way to prepare, organise and conclude a PAWSA workshop;
- Present IWRAP Mk2 and the associated methodology;
- Introduce the difference between the free and commercial versions of IWRAP Mk2;
- Allow participants to conduct a number of practical exercises with their own laptop;
- Illustrate the complementarity of PAWSA and IWRAP Mk2 and the use of simulation.

Attendance

The seminar is directed towards those involved in the design, marking and management of waterways (as laid down in SOLAS Chapter V, Regulations 12 & 13). There is a limit of 40 delegates, each of which is requested to bring his / her own laptop.

The working language of the seminar will be English.

Arrangements

The seminar will be held at:

Address

IALA
20 ter rue Schnapper
78100 St Germain en Laye
France

Tel: +33 1 34 51 70 01
Fax: +33 1 34 51 82 05
e-mail: iala-aism@wanadoo.fr
URL: <http://www.iala-aism.org>

Registration fee

The seminar fee is **€550** (Five hundred fifty Euros)

This fee includes:

- Participation at all sessions
- A welcome reception (Monday)
- Light lunches and tea / coffee (Monday - Friday)
- A seminar dinner (Wednesday)
- All material presented at the seminar

An official partner programme is not being planned but the delights of Paris, St Germain en Laye and Versailles are very accessible. Delegates choosing to bring a spouse / partner / guest along, will be required to pay

€50 for the welcome reception

€90 for the seminar dinner

Day 1 - 15 November	
09.00	Registration
Session 1	Opening (10.00)
Session 2	IALA Risk Management Tool box
Session 3	<ul style="list-style-type: none">● PAWSA – general overview,● pre-seminar logistical planning,● workshop goals and objectives
Session 4	<ul style="list-style-type: none">● PAWSA – roles and responsibilities of the workshop sponsor,● lead facilitator and support staff
Session 5	General overview of IWRAP Mk2 Welcome reception at IALA
Day 2 - 16 November	
Session 6	PAWSA – data sources and methods of communicating port statistical information via ECS systems
Session 7	PAWSA – facilitation techniques specific to each PAWSA risk factor
Session 8	PAWSA – facilitation techniques specific to each PAWSA risk factor
Session 9	PAWSA – preparation and content of the assessment seminar report Free evening
Day 3 - 17 November	
Session 10	Introduction to IWRAP Mk2
Session 11	Installation of IWRAP Mk2
Session 12	Running IWRAP Mk2
Session 13	Running IWRAP Mk2 (continued) Seminar dinner (1900 – Chateau du Val)
Day 4 - 18 November	
Session 14	Running IWRAP Mk2 (continued)
Session 15	Real Case Study
Session 16	More Complex Cases
Session 17	Introduction to simulation techniques Free evening
Day 5 - 19 November	
Session 18	Simulation techniques (continued)
Session 19	IALA Risk Toolbox in the round
Session 20	Closing (1500)