65th ANNUAL CONFERENCE
20 - 24 April 2026, Bucharest, Romania

INTERNATIONAL FEDERATION OF AIR TRAFFIC CONTROLLERS' ASSOCIATIONS

Agenda Item: A.6.2.11   WORKING PAPER   WP No: 42
                                                      IFATCA'26

Categorisation of Speak English Programme

Presented by Constitution and Administrative Committee (CAC)

> **Define Speak English Program in
> IFATCA Constitution and Administrative Manual**

1.   INTRODUCTION

1.1.   Post Conference 2025, the Executive Board (EB) raised the issue that the Speak English Program (SEP) has been a long running and successful initiative of IFATCA but Programmes are not defined within the IFATCA Constitution and Administrative Manual (IAM)

2.   DISCUSSION

2.1.   The IAM contemplates various sub-groupings necessary to acquit the business and initiatives of the Federation but is not exhaustive. The EB is charged with flexibility to establish short-term working groups, or sub-groups to meet the needs of our members.

2.2.   Recent IAM amendments have considered terms of reference for Working Groups and Task Forces as they address short term needs or continue for extended periods.

2.3.   The Speak English Program does not readily fall into these categorisations but has proven popular with membership, and successful. The need is ongoing and provides a clear benefit to members.

2.4.   The SEP should be considered as functionally IFATCA provided training and therefore falls under the remit of the Executive Vice President Professional (EVPP) within the scope of the Training Task Force.

2.5.   EVPs should report on Task Forces and Programmes within their purview annually.

3. CONCLUSION

3.1.   SEP is an invaluable benefit to members of the Federation.

3.2.   The IAM should be amended to require define Programmes and the requirements for conduct including reporting by the relevant Executive Vice President of IFATCA

4. RECOMMENDATIONS

4.1.   That IAM PART 2 Administrative Policy (Bye-Laws) Chapter 8 Management, Section 2 Standing Committees, Task Forces and Working Groups be amended as follows:

Title of Section 2 (pp128) be amended to:

2: STANDING COMMITTEES, TASK FORCES, PROGRAMMES, AND WORKING GROUPS

Insert new section 2.11 Programmes (reference will be 2.7 if new IAM adopted)

2.11. Programmes

2.11.1. For specified limited scope subjects, the Executive Board may establish a "Programme" to conduct work on the subject(s), for example, the Speak English Programme (SEP)

2.11.2. A Programme may present its reports and working papers to Annual Conference where necessary.

2.11.3. A Programme shall not be established without Terms of Reference which includes at least the following:
a)   Chair;
b)   Subject, scope, and expectations;
c)   Responsible EB member, and reporting requirements;
d)   Timeline of no more than 12 months without review by the Executive Board;
e)   Membership arrangements;
f)   Working methods, inputs and outputs; and
g)   Resources, and allocated budget, if any. (Conchal 19.A.11; Singapore 24.A.3)

2.11.4. The responsible Executive Vice President for each Programme shall report to Annual Conference with recommendation(s) for:
a)   Extension of timeline; or
b)   Notification of disestablishment of the Programme

5. REFERENCES

5.1.   IAM Ver 70, August 2025

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