

IFATCA Administrative Manual (IAM) Overhaul – Article 7

Presented by JF Lepage, Deputy President

SUMMARY

The IAM is most probably the most important document of our Federation. Yet, it has never benefited from a comprehensive overhaul since its creation in 1961. This working paper presents the proposed changes to Article 7 of the IAM.

1. INTRODUCTION

1.1. This working paper presents the proposed changes to Article 7 of the IAM, "REGIONAL ORGANISATION". It is to be noted that changes proposed here are, for the most part, editorials. The balance of the proposed changes is either modifications to align the text with current practice and modern times, or remove text that is no longer relevant, redundant, or inaccurate.

2. DISCUSSION

2.1. At present, Part 1, Article 7 is composed of two sub-sections. Part 2, Section 7 is composed of three sub-sections. The current structure of Article 7 and Section 7 is as follows:

ARTICLE 7	REGIONAL ORGANISATION
1	ASSIGNMENT
2	MEETINGS
1	ASSIGNMENT 1.1. Delineation
2	MEETINGS 2.1. General
3	EXECUTIVE VICE-PRESIDENT (REGION) SUPPORT 3.1. Introduction 3.2. Procedure 3.3. Member Associations' Assistance Teams

2.2. The proposed new structure of Article 7 is as follows:

ARTICLE 7	REGIONAL ORGANISATION
1	Assignment
2	Meetings and Support
2.1.	Meetings
2.2.	Support

2.3. **Proposed Modifications – Sub-section 1**

2.3.1. Section 1.1 (1.1.1 to 1.1.4) of the bye laws contains the assignment (delineation) of the four regions of IFATCA. This should be moved and become the new Appendix D.

2.3.2. The bye laws in this section require renumbering to align with the rest of the IAM. In what would become paragraph 1.1.1 (formerly 1.2), the reference needs to be amended to cater for the change above:

1.1.1 Notwithstanding the assignment of regions above (see Appendix E), each Member Association is entitled to represent individual members who work in an area of representation outside of the region to which the Member Association has been assigned, as long as that Member Association demonstrates that it represents the majority of air traffic controllers in that area of responsibility in that particular region.

2.3.3. The note in the new paragraph 1.1.2 (about Jordan) should be deleted, it was more than ten years ago, and that decision was rescinded since then.

2.4. **Proposed Modifications – Sub-section 2**

2.4.1. It is proposed to merge sub-sections 2 (Meetings) and 3 (EVP (Region) Support) of the bye laws to fit them under a new sub-section titled “Meetings and Support”.

2.4.2. Similarly, the title of paragraph 2.1 should be amended to “Meetings” to support the change above, if accepted.

2.4.3. In paragraph 2.1.5, the second sentence is redundant, it is already present in the Constitution (second sentence of 2.4):

2.1.5. Working Papers shall be processed at Regional Meetings in accordance with the Bye-Laws. ~~The agenda shall be issued to Member Associations within the Region and the Executive Board not less than forty five days before the meeting.~~ All Working Papers that are to be considered at a Regional Meeting should be circulated sufficiently in advance. All Working Papers should be delivered to the respective regional Executive Vice-President not later than forty-five days before the meeting to allow for proper distribution.

2.4.4. In paragraph 2.1.7, it is proposed to deleted the reference to the meeting Secretary, which is no longer used:

2.1.7. A Regional Meeting or part of it may be conducted in closed session at the request of an Executive Board member present or at the request of any two Directors, provided that a majority of Directors present approve the motion. A closed session will normally only be attended by members of the Executive Board, the Directors, **and** their advisors ~~and the meeting Secretary~~. Other persons may be permitted to attend, unless any Member Association objects.

2.4.5. Like paragraph 2.4.2, the title of paragraph 2.2 should also be amended to “Support” to support the change above, if accepted.

2.4.6. Paragraph 2.2.2 is proposed for deletion. Regional EVPs (and the EB) already have such discretion, within the confines of the budget approved by the Directors at Conference. Similar to anything else related to the budget, should it be over and above, these moneys would be declared and justified at Conference before the Directors.

2.4.7. In paragraph 2.2.3, the MAs Assistance Teams framework needs to be modernised and simplified. The reference to paragraph 3.2 is unnecessary, and if the change proposed in 2.4.6 is carried, it is simply obsolete. The two last paragraphs regarding checklists are proposed for deletion – they refer to a working paper from 21 years ago:

2.2.3. Member Associations' Assistance Teams

Within this framework of support personnel, Member Associations' Assistance Teams may be formed specifically for the purpose of providing assistance to individual or groups of Member Associations.

~~Formation of such teams shall be in accordance with para 3.2 above. Funding shall be at the discretion of the Executive Board.~~

The Executive Vice-President (region) may delegate to a particular Member Association or individual the responsibility for coordinating and/or providing the assistance. A Member Association or individual so delegated shall conduct the affairs delegated to them under the direct supervision of the Executive Vice-President (region).

~~Standard checklists, prepared under the direction of the Executive Board to assist such teams, should also incorporate guidelines for their formation and operation based on those contained in WP 94.A.51.~~

~~These checklists and guidelines may be amended as required at the discretion of the Executive Board.~~

3. CONCLUSION

3.1. This working paper presented the proposed changes to the Constitution and Bye Laws related to Article 7 and invites the Directors of IFATCA to welcome these changes favourably.

4. RECOMMENDATIONS

4.1. It is recommended that the IFATCA Administrative Manual (IAM) be amended as per the discussion above.

5. REFERENCES

- 5.1. International Federation of Air Traffic Controllers' Associations. (2025). *IFATCA Administrative Manual (IAM)* (Version 70) Montréal, Canada: IFATCA.

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