Agenda Item: A.9.5   **INFORMATION PAPER**   **WP No: 38**
IFATCA'24

Report of the Conference Coordinator

Presented by Jez Pigden

SUMMARY

This report details the work of the Conference Coordinator since the Jamaica conference in 2023.

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1. INTRODUCTION

1.1. I was appointed as Conference Coordinator in June 2021. Jamaica 2023 was the 11th conference I had attended in person since my first in Arusha in 2008, but my first helping with its organisation. Every year the Organising Committee (OC) is new and learning for the first time the multitude of tasks that need to be carried out to make conference run smoothly.

2. DISCUSSION

2.1. Jamaica 2023

2.1.1. Jamaica 2023 was our first in-person conference since 2019. Sean Blair and his team hosted an exceptional conference, but unsurprisingly given the hiatus, one that was not without challenges or issues. With their help lessons were identified going forward for future conferences.

2.2. Singapore 2024

2.2.1. I attended a pre-conference inspection in November 2023, hosted by members of the OC.

2.2.2. Since the Jamaica conference, De Wei and his team have been in constant contact with me and the Comms and Industry Partners team to put together an effective conference. I want to record my thanks to them for their help and hard work.

2.3. Abu Dhabi 2025

2.3.1. I attended a pre-conference inspection in November 2023, hosted by the OC chair Omar Abdouli.

2.4. 2026

2.4.1. There have been no expressions of interest in hosting the 2025 conference yet. I am looking forward to working with the OC of whichever country is elected as host.

2.5. Administration

2.5.1. I highlighted in my report at the previous conference that the Conference Organising Requirements (COR) and annual conference guidelines were in need of review and modernisation. This work was carried out during 2023 and a new version (4.0) was issued. Further revisions, in particular regarding our Industry Partners were made and a new version (4.1) was submitted to the EB and approved.

2.5.2. We will be trialling the use of Conference Checklists at the Singapore conference, and if successful we will integrate them into the COR for future conferences.

3. CONCLUSION

3.1. This was my first year working as Conference Coordinator at an actual physical in-person conference and the role continues to be hugely rewarding. I would like to thank DP Helena Sjöström for her help, trust and encouragement. I'd also like to thank all the organizing committees and IFATCA officials for their hard work and help over the last year.

4. RECOMMENDATIONS

4.1. None

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