

INTERNATIONAL MINE ACTION STANDARDS (IMAS) MINUTES OF IMAS REVIEW BOARD MEETING

3 APRIL 2014 (11:00-15:00)
GICHD, MAISON DE LA PAIX, CONFERENCE ROOM- 6TH FLOOR

Members attended

1. Paul Heslop – *Chair (UNMAS)*
2. Faiz Paktian – *Secretary (GICHD)*
3. Rodney Robideau – *on behalf of Dennis Hadrick (USA)*
4. Ian Mansfield - *(MASG)*
5. Dave McDonnell - *(Olive Group)*
6. Prum Sophamonkol - *(Cambodia)*
7. Mohammad Sediq Rashid - *(Afghanistan)*
8. Mark Thompson - *(MAG)*
9. Havard Bach - *(NPA)*
10. Thao Griffiths - *on behalf of Sr. Col Tuan (Vietnam)*
11. Tim Horner - *(Independent)*
12. Hugues Laurence - *on behalf of Judy Grayson (UNICEF)*
13. Armen Harutyunyan - *on behalf of Lou Luff (UNOPS)*
14. Bernard Thomas - *(CNDH)*
15. Phil Bean - *(Independent)*
16. Magnus Bengtsson - *(MSB)*
17. Gunther Haustrate - *Belgium (Military)*
18. Pehr Lodhammar - *(GICHD)*
19. Richard Boulter - *(UNMAS)*
20. Mark Albe - *(NAOC)*

21. Daniel Eriksson- *on behalf of Chris Pearce (G4S)*
22. Tim Lardner – *on behalf of Sara Sekkenes (UNDP)*
23. Mark Livingstone- *on behalf of Nick Bray (DDG)*

Guests speakers/participants

24. David Cullen - *(Researcher International Coalition to Ban Uranium Weapons)*
25. Yann Yvinec – *(TIRAMISU)*
26. Trevor Thomsen - *(Security Devices)*
27. Russell Gasser - *(GICHD)*
28. Mikael Bold - *(GICHD)*
29. Justin Smith - *(GICHD)*
30. Elisabeth Vinek - *(GICHD)*
31. Thongvone Sosamphan - *(GICHD)*

Members excused:

1. Siraj Barzani – *(Iraq)*
2. Kerry Brinkert - *(ISU-APMBC)*
3. Davor Lara - *(Croatia)*

1. Welcome and introduction

Paul Heslop (Chair) opened the meeting by welcoming the participants. An introduction of new members and representatives was made. He suggested that the meeting next year should be held at a different time to the 'International Day for Mine Awareness' of 4 April to avoid scheduling difficulties for some members.

2. Minutes of the last meeting

Faiz Paktian (Secretary) asked if there were any comments regarding the minutes of the IMAS Review Board (RB) meeting held last year on 9 April 2013. No comments or objections were raised. The minutes of the last meeting were adopted without change.

3. Composition of the Review Board

The Secretary briefly updated the RB about membership. Details are outlined in Section 8 of his report to the RB (attached). He stated that there had been a request from a commercial company called Security

Devices (Pvt) Ltd to join the RB in the observer category. An email was also sent to members that resulted in a request for the issue to be discussed at the RB meeting. After members had expressed their opinions, the Chair concluded that attendance by this sort of company may better fit other meetings, e.g. technology workshops. The RB should invite commercial companies to RB meetings on a case by case basis when the subject matter is of relevance to them.

4. Secretary's report

The Secretary presented an update on IMAS activities. His full report is attached to these minutes.

On IMAS publications, the Chair suggested that the IMAS should be available on e-book as well. The Secretary was asked to look into the possibility of using other types of media for distributing IMAS.

Sediq Rashid (Afghanistan) asked why there is no IMAS on Victim Assistance, because he believed the need for an IMAS on VA is unquestionable. Such an IMAS would guide authorities in the development of national guidelines and standards. The Secretary said it is not the first time that the issue has been raised. For the RB to address the issue formally, a proposal and justification form contained in Annex C of IMAS 01.10 should be completed and submitted to the RB.

5. Update on review and revision of QM IMAS

Russell Gasser, GICHD QMS Advisor, provided a brief presentation on the way ahead for dealing with the IMAS on QM. He mentioned that there has already been a proposal to revise or remove IMAS 09.20 due to its high cost with limited results. The calculation method for post clearance inspection in IMAS 09.20 is complex, badly understood and there is limited compliance with IMAS 09.20 in the field. The proposal submitted to the RB earlier suggested review and revision of IMAS 09.20, 07.30 and 07.40. He said that modification of IMAS 07.40 may include:

- › monitoring of activities leading to hand-over of land through NTS, TS and clearance;
- › guidelines on post-clearance (or land released) inspection;
- › a new Technical Annex to provide details on a simple approach to post clearance inspection, as a confidence building and quality improvement measure;
- › broadening monitoring of demining organisations to mine action organisations;
- › using 'process control' as another monitoring option;
- › widening the scope of both IMAS 07.30 and 07.40 beyond demining operations to include other mine action activities e.g. MRE, MDD, and stockpile destruction as appropriate; and
- › inclusion of requirements for protection of the environment in IMAS 07.30 and 07.40.

The revision process will include consultation with experts. The first draft will be presented to the RB in September 2014. The RB supported the plan.

6. Update on review and revision of the MDD IMAS

Mikael Bold, GICHD Animal Detection System Advisor, provided an update on the review and revision of the MDD IMAS (09.40 to 09.44). He stated that due to recent changes in animal detection systems and land release methodology, the MDD IMAS need to be revised. He stated that after consultation with relevant experts and organisations, it is likely that the following amendments will be proposed for these IMAS;

- > refinement and clarification of definitions;
- > the existing five IMAS will be reduced to two;
- > one of the IMAS will have an annex on dogs and an annex on rats;
- > testing requirements will be modified to reflect current best practice;
- > clarifying the use of dogs in technical survey operations; and
- > incorporating lessons learnt in Afghanistan submitted to the RB earlier.

Mikael Bold further said that the current IMAS are adequate and we do not need to amend them in rush. He stated that the draft amendments will be submitted to the RB in the second half of 2014.

7. EOD competency standards-the role of T&EP

The Secretary said that the consultant Adrian King had agreed to attend the RB meeting to provide an update but was at the last moment unable to do so. The Secretary then updated the RB about the issues that came out of the recent circulation of the Test and Evaluation Protocol (T&EP) on EOD competency standards. The proposed rewording was widely criticized by the RB members, in particular Dave McDonnell reiterated his objection by stating that dealing with complex munitions (such as render safe, destruction of chemical/biological weapons or liquid propellants) was not the responsibility of civilian mine action operators and that the dangers (especially to third parties) posed by the incorrect disposal of such munitions was so great that national authorities must assume responsibility for their clearance. Therefore, the RB should not be approving standards that promote such activities.

Richard Boulter also expressed concern that the proposed new wording raised the bar significantly for the lowest competency level to a point that many current field supervisors would be unable to achieve. Gunther Haustate (Belgium) pointed out that international law decreed that clearance of chemical munitions that were deployed after 1925 were the responsibility of the nations that fired them. After some debate the RB concluded that Dave McDonnell (Olive Group) and Richard Boulter (UNMAS) will look at the draft to suggest alternative wording/changes in order to make the document useful and effective for mine action. A revised version will be submitted to the Secretary by the end of April 2014.

8. Update on new CWA-TIRAMISU

YannYvinec, TIRAMISU, briefed the RB about TIRAMISU's plan for drafting a new CWA for mine action. He reported that TIRAMISU had received funding from the European Commission to review and update a CWA and was seeking advice from the RB as to which area it should focus on. A discussion followed on the merits of this type of unsolicited action and it was decided to recommend that TIRAMISU focus on the CWA on T&E of PPE. The RB requested TIRAMISU to send its business plan to the RB when available.

9. Update on underwater demining/clearance standards

Justin Smith, GICHD EOD and Underwater Clearance Advisor, provided a brief update on the plan for developing an IMAS on underwater clearance. He outlined the problem with underwater ERW and the need for guidance to operators dealing with underwater ERW through the IMAS. He stated that the need for an IMAS came from the mine action community and was supported by the RB. As the topic is new, the process will take some time and will involve some research and consultation with experts. A first draft is planned to be delivered by June 2015.

The Chair pointed out that the original intention was for the development of an IMAS on the clearance of mines and ERW from inland waterways and littoral areas, but that the new proposal would include the clearance of offshore deep-water munitions. The Chair felt that such activity was not mine action and therefore not a subject for an IMAS. He suggested that since the new activity was so different from that originally proposed and so far outside the field of traditional mine action that the issue should be discussed at the IMAS Steering Group level. The UNICEF representative said that they are interested to know more on humanitarian concerns and evidence of casualties from underwater ERW.

After action – the issue was discussed between the GICHD and UNMAS and they reached an agreement that the GICHD should go ahead with the development of the IMAS. To this end the Chair has also sent a note to the RB that “the drafting of an Underwater IMAS by the GICHD will continue but an advisory group will define the scope of the IMAS and recommend on how approaches to address underwater ERW will be split between the IMAS and technical notes. A discussion note on the boundaries of the proposed

IMAS will be sent to the RB which will include a proposed depth of water and distance from the high water mark that will help define what falls under the technical notes as opposed to the IMAS itself.”

10. Update on Technical Note on DU

David Cullen, Researcher, International Coalition to Ban Uranium Weapons, provided an update on amendments to the TN on DU Hazard. He stated that the amended version broadly contained the same information, but that some sections have been re-ordered for clarity. The revised TN will make it easier for users to minimise the hazard caused by DU rounds. There is a clearer distinction between ERW clearance in DU contaminated areas and DU clearance procedure. He said that annexes detailing munition types have been added to the TN. The Secretary said that the amended draft has been circulated to the RB and asked members to provide their comments if any as soon as possible.

11. IED related terminologies

The Secretary circulated some draft new terms and definitions in regard to IED that were suggested by UNMAS to be included in IMAS 04.10. The new terms included Victim Operated IED (VOIED), Person Borne IED (PBIED), Radio controlled IED (RCIED), Vehicle Borne IED (VBIED), Suicide VBIED, Home Made Explosive (HME), Counter IED (CIED), and IED Defeat (IEDD). The RB agreed that Gunther Haustrate should review the proposed terms with Etienne Mulder (UNMAS). Agreed terms and definition should be sent to the Secretary for inclusion in the IMAS 04.10 by the end of April 2014.

After action – agreed terms have been submitted to the Secretary for inclusion in IMAS 04.10.

12. Demining accidents (update on RAPID)

The Secretary said that RAPID focal points in 58 countries had been contacted on a quarterly basis to request demining accident data. Of these 32 countries had responded. Insufficient and incomplete data plus the reluctance to share demining accident data are part of the remaining challenges with RAPID. However, good progress with developing the overall system was made in 2013. Data have been collected from several programmes – see Section 14 of the Secretary’s report for details. The accident forms had been integrated into IMSMA V6 and connected to a new application called Mine Action Intelligence Tool (MINT) that facilitates exploring data online, creating digital dashboards and scheduling report executions.

Elisabeth Vinek, GICHD Data Analysis Advisor was then invited to demonstrate the use of MINT and its application to demining accidents data analysis. It was suggested that demining organisations should be contacted as well for demining accidents data.

The Secretary stated that the GICHD is working on data analysis and the result will be made available on IMAS website.

13. IMAS and IATG: ways to strengthen outreach

The Secretary said that he has been invited to present on harmonisation of the IMAS and IATG in the IATG Technical Review Meeting later in April. He said that the IMAS series had been reviewed to include IATG issues and they are now in complete harmony with IATG. He further said that the IMAS on ammunition management and stockpile destruction are linked to the relevant IATG. IATG are also accessible in Arabic and English through the IMAS website as well as available on the IMAS USB cards produced in 2014. He asked the RB if there were any issues to be flagged for this meeting, including challenges and opportunities faced by people in the field. No further suggestions were made by the RB.

14. Review Board communication (information to be posted on the website)

The Secretary said that there had been a request that communications of the IMAS RB in relation to proposals and justification submitted to the RB for amendments of the existing IMAS or development of

new IMAS should be made available publicly through the IMAS website. He said a page had been established on the website where proposals submitted are posted and information on whether they have been supported or rejected by the RB is available. The individual who submits the proposal is kept informed on the RB decision. He asked whether individual comment of members should be made public. The RB agreed that this was not necessary.

15. Meeting evaluation

The RB was asked to complete an anonymous feedback form in order to improve IMAS RB meeting in the future. Key issues raised in the feedback form will be shared with the RB in the next meeting.

16. Any other business

There had been no further business and the meeting adjourned. The Chair and Secretary thanked all members for their active participation.

Faiz Paktian

Geneva, 22/04/2014

26 March 2014

To: Members of the IMAS Review Board

IMAS NEWS 2014

The following is an update on some IMAS activities in 2013 and first quarter of 2014 for your information. It also includes the IMAS review plan for 2014.

1. IMAS Review Board Meeting

The next IMAS Review Board (RB) meeting is scheduled to be held at the GICHD on 3rd of April from 11:00 to 15:00 following the annual International Meeting of National Directors and UN Advisors, taking place from 31st March to 2nd April 2014.

2. IMAS Steering Group Meeting

No IMAS Steering Group meeting is scheduled in 2014.

3. Overview of IMAS

Currently, 42 endorsed IMAS are published on the website. A new IMAS 09.12 'EOD clearance of ammunition storage area explosions' has been approved and published in October 2013.

In addition, the land release IMAS 08.20, 08.21 and 08.22 were amended and re-labelled as IMAS 07.11 land releases. The IMAS 08.10 non-technical survey and 08.20 technical survey were approved and published in 2013. The new IMAS 07.11 land release and 08.10 non-technical survey incorporated elements of the former 08.10 (General Mine Action Assessment), thus rendering it redundant.

These changes prompted a review of the entire IMAS series which was completed during the second half of 2013. All IMAS for the impact of the amended land release have now been updated and published.

Moreover, IMAS 10.50 was reviewed and a new Edition 3 was circulated, approved and published in 2013. The IMAS series is now in complete harmony with the IATG.

4. Overview of Technical Notes

There are 15 Technical Notes (TN) published on the IMAS website. They were reviewed, updated and re-published in 2013.

5. Overview of CWA

There are seven CEN Workshop Agreements (CWA) related to humanitarian mine action published. As agreed in the last RB meeting, the following CWA are now labelled *Test and Evaluation Protocols for Mine Action*, pending RB approval:

- > 15464:2005 EOD Competency Standards – update, included L3+, re-labelled *T&EP* and circulated to the RB, pending approval
- > 14747:2003 T&E of Metal Detectors
- > 14747-2.2008 T&E Soil Characterisation and GPR
- > 15044:2009 T&E of Demining Machines
- > 15756:2007 T&E Personal Protective Equipment

Once the T&EP on EOD Competency Standards is approved, the remaining CWA will follow suit and the CWA webpage will be renamed *T & EP* in 2014.

The following CWA will be reviewed, amended and re-labelled as TN in 2014:

- > 15832:2008 Follow-on after Use of Demining Machines
- > 15833:2008 Quality Management for Mechanical Demining

In addition, TIRAMISU submitted two proposals for new CWA in 2013:

- > CWA on ethical use of remotely piloted aircraft systems
- > CWA on effectiveness of machines in technical survey

The RB requested further information on these topics. TIRAMISU is invited to the next RB meeting to present on these topics. TIRAMISU also plans to update CWA 15756:2007 T&E Personal Protective Equipment which had been withdrawn due to problems in the test regime.

6. Proposals for new/amendment of IMAS/TN

In 2013, three proposals for new IMAS/TN were submitted to the RB for acceptance:

- a) Proposal for amendment of IMAS Mine Detection Dogs, 09.40-09.44
- b) Proposal for amendment of TN on clearance of Depleted Uranium Hazards
- c) Proposal for new standard Humanitarian Underwater Demining

The review board supported all of the above proposals. Advisors/subject specialists are invited to update the RB on their plans.

7. Review Plan 2014

Subject to approval of the RB, the following IMAS, TN and CWA are to be reviewed and updated in 2014:

a) IMAS

- > Development of IMAS on quality management system in mine action (2015)
- > Development of a new standard on underwater demining (2015)
- > Update quality management IMAS
 - o 07.30 Accreditation of demining organisations
 - o 08.40 Monitoring of demining organisations
 - o 09.20 Post-clearance inspections.
- > Review and revision of the MDD IMAS
 - o 09.40 Guide for the use of MDD
 - o 09.41 Operational procedures for MDD
 - o 09.42 Operational testing of MDD and handlers
 - o 09.43 Remote Explosive Scent Tracing (REST)
 - o 09.44 Health and general MDD care.
- > Review and revision of the IMAS 10.70 protection of the environment
- > Review and revision of the IMAS 04.10 terms and definitions
- > Upon completion of the amendments to the QM series IMAS, a complete review of the IMAS series will be conducted to look at the impact of these IMAS on the others.

b) Technical Notes

Pending approval of the EOD competency standards – the following new TN will be submitted for approval to the RB:

- > TN 09.31.4 Guided Missiles
- > TN 09.30.13 IEDD
- > TN 09.31.02 Chemical EOD
- > TN 09.31.02 Alternative demolition

The following TN will be reviewed and updated to reflect impact of the new EOD competency standards:

- > TN 09.30/01 Clearance of ARVs
- > TN 09.30/02 Clearance of DU Hazards in conjunction with International Coalition to Ban Uranium Weapons.
- > TN 09.30/03 Guidance on liquid propellant fuel systems
- > TN 09.30/04 Fuel air explosive systems
- > TN 09.30/06 Clearance of cluster munitions based on experience in Lebanon

c) CWA/T&EP

Please refer to section 5 above for the review and revision of the CWA/T&EP.

8. Review Board membership

There are 30 IMAS review board members - 25 full members and five observers. Four of the observer members were invited in 2013.

In 2013, DDG's representative Mr Roger N. Fasth was replaced by Mr Nick Bray; HALO's representative Mr Richard Boulter was replaced by Mr Goran Tomasevic; UNDP's representative Mr Tim Horner was replaced by Ms Sara Sekkenes; and Belgian Military's representative Mr Guy De Decker was replaced by Major Gunther Haustrate. Additionally, HTDC's representative Mr Angel Belen was invited to the humanitarian demining schools category, Vietnam's representative Sr Col Tuan was invited to National Authority category and Mr Tim Horner was invited to the independent category. Mr Guy Rhodes, GICHD, Mr Kerry Brinkert, ISU-APMBC and Mr Mark Albe, NAOC, have been invited to join the RB as observer members in April 2013. We are waiting for PAICMA (Colombia) to introduce a replacement for Mr Pablo Parra who had left PAICMA.

9. IMAS Outreach

- > Importance and application of the amendments to land release IMAS were highlighted in a plenary session in the 16th meeting of National Programme Directors and UN Advisors.
- > The GICHD Operations Consulting division carried out IMAS outreach missions in DRC and Mozambique and conducted land release and information management workshops for countries in the MENA region.
- > IMAS Training/outreach missions were carried out in the JMU (Senior Managers Course), BiH, Ukraine.
- > Additionally, IMAS presentations provided as part of trainings/workshops held at the GICHD in Geneva or elsewhere e.g. PFP training courses in Geneva and AOP workshop in Kuwait.

10. Support in the development of National Standards

In 2013, the GICHD supported a number of national mine action programmes, either in the development and/or revision of their national mine action standards, including Tajikistan, Georgia Sudan, DRC and Mozambique.

Up-to-date versions of national standards of 13 countries, including Afghanistan, Azerbaijan, Bosnia & Herzegovina, Croatia, Colombia, Jordan, Lao PDR, Mozambique, Palestine, Sir Lanka, Sudan, Senegal and Turkey are published on the IMAS website.

11. IMAS website

The IMAS website (www.mineactionstandards.org) was continually updated throughout 2013. Amended and translated IMAS, TN as well as other relevant documents were published on a regular basis as and when available. E-mail updates of “what’s new” were sent to all registered individuals regularly. IMAS-related questions and queries were responded to within one business day. Information about the IMAS RB, such as the IMAS framework, membership list, meeting minutes, work plans and other relevant documents, were made available. In 2013, an online glossary of mine action terms and definitions was established and, upon feedback, a new page called ‘Proposals’ were created. It contains proposals and justification for new/amendments IMAS submitted to the RB and action that has been taken following the submission. There is a request that the RB communications should also be posted on the website. The issue will be discussed in the next RB meeting.

The IMAS website will undergo a major update and restructure in 2014. The current 11 menu items on the homepage will be reduced to three. Each menu item will have a dropdown list which will navigate to the sub-pages. This will make navigation and access to the required documents faster and easier. The update and restructure will be completed by the end of April.

The table below provides a brief overview of the number of visits to www.mineactionstandards.org. More details on statistics are available and can be provided on request.

Visits	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
2013	1712	1490	1764	1729	1594	1394	1545	1514	1467	1740	1663	1455	19067
2012	1691	1815	2016	1708	1722	1909	1761	1552	1614	1973	1730	1366	20857
2011	1931	1919	1948	1694	1804	1753	1537	1591	1881	1935	1938	1428	21359

Note: The three most visited pages are; list of IMAS, glossary and NMAS. The most popular IMAS downloaded in 2013 has been IMAS 04.10.

12. Translation of IMAS

Efforts continued to translate the IMAS into other languages and make them available for the mine action community.

Currently, there are 42 IMAS in English, 8 translations in Arabic, 37 in Armenian, 2 in Chinese, 37 in French, 29 in Russian, 6 in Spanish and 9 in Ukrainian published on the IMAS website and are also available on the IMAS USB card 2014. 15 TN and 6 CWA are also available in French.

16 IMAS are planned to be translated into Arabic and all the remaining IMAS in French will be updated in 2014.

13. IMAS publications

We have stopped production of the IMAS CDs. In 2014, IMAS USB cards will be produced progressively as needed with up-to-date IMAS, their translations and IATG. 300 cards are planned to be produced and distributed during the National Directors and UN Advisors meeting. They will also be made available to members of the IMAS RB. Additional cards will be produced with up-to-date IMAS and associated document during the year as and when needed. Whether to update an online version of the Guide to IMAS will be discussed at the next RB meeting.

14. RAPID

The database of demining accidents, RAPID (Reporting, Analysis and Prevention of Incidents in Demining), has been maintained and upgraded in 2013. RAPID is now integrated in the IMSMA V6. In addition, the database is linked to the Mine Action Intelligence Tool (MINT), a tool that facilitates exploring data online, creating digital dashboards and scheduling report executions. As such, it complements IMSMA and RAPID and leverages the analysis and decision support of information management. MINT can be used with IMSMA V6 and any other structured data and thus act as a single entry point to various information.

In 2013, collective and individual follow-up emails were sent to national focal point of 59 countries on a quarterly basis. 24 accidents and 45 victims were received throughout the year, in that, there are 16 accidents happened in 2013 with 23 victims involved. Information received has been included in the database. Currently, the database includes 1,399 accident records with 1,771 victims involved. However, collecting demining accident data from national programmes remains a huge challenge. Another challenge is incomplete data – some national programmes do not collect such data. They need to upgrade their SOPs and data collection forms.

GICHD has conducted an analysis of the data at the end of 2013. A presentation of the results through MINT will be made at the RB meeting.

Note: 28 of 59 countries did not respond to our requests. Three countries reported that they had no accidents.

Best regards,

Faiz Paktian
Secretary, IMAS Review Board