

## MINUTES

### IMAS REVIEW BOARD MEETING

#### MAY 2021

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Date of meeting:	24 May 2021
Start time (duration):	14:00 Central European Summer Time (duration: 3 hours)
Location:	Held remotely on Zoom
Meeting Chair:	Ms. Abigail Hartley, UNMAS
Meeting Secretary:	Mr. Sasha Logie, GICHD

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#### Introduction, welcoming new members

The Chair of the International Mine Action Standards (IMAS) Review Board (RB), Ms. Abigail Hartley, opened the meeting and welcomed all members, observers and guests.

The following new participants were welcomed:

- Ms. Emma Atkinson (PMWRA/member) – replacing Mr. Jerry Guilbert;
- Mr. Sasha Logie (Secretary) – replacing Mr. Rory Logan.

#### IMAS 01.10: Section 12, Annex sections B.3, B.4 and Appendixes

The co-chairs of the IMAS drafting committee (DC) for IMAS 01.10, provided an overview of work of the DC in finalising the draft of the IMAS that was to be considered by the Board. Since the previous RB meeting on 4 March 2021 ([see meeting minutes](#)), during which the Board discussed changes to the sections related to the functioning of the Review Board and the Technical Work Groups (TWG), further written feedback from RB members was received. The DC then met on three occasions to discuss and draft sections 12.4, 12.5, Annex B sections B3 and B4 and related appendixes, which resulted in the version of the IMAS that was shared with the Board on 8 May. The DC, in revising the text, applied the principles of the recommendations made in the EY evaluation, as well as inputs from Board members. The DC also sought to ensure that the sections of Annex B that pertained to the RB and TWG were consistent in style and format with the Steering Group (SG) text, that was approved in late 2020.

#### Comments from the Board and agreed text changes:

- 12.5. The word ‘standing’ in reference to technical working groups, suggests that these are permanent, and not temporary bodies: **Action Point: remove the word ‘standing’.**
- B.3.3.1 Functional Groups: The Chair confirmed that UNMAS’ and GICHD’s status has been amended from observer to member. The roles of Chair and Secretary, while they are provided by UNMAS and GICHD respectively, are neutral functions and have no membership rights.
- B.3.3.1 Functional Groups: It was confirmed that NNGOs, regional organisations and national contractors would be eligible to RB membership within the functional group ‘Regional / National NGO/mine action organisations’. **Action Point. Clarify text.**
- B.3.3.2. Members: It was suggested to add further clarification on the role of non-affiliated members. **Action Point: Clarify that non-affiliated members cannot work for a member organisation.**
- B.3.3.5.a): Representative Qualifications: A typo was noted. **Action Point: correct “12.2” to “12.4”**
- B.3.3.7 Observers: ICRC clarified that there are some organisations that, due to their constitution, cannot change their membership status from observer to member.
- B.3.3.8 Tenure of membership of member organisations: It was noted that the language is confusing and suggests that organisation membership is limited to five-years and can only be extended once by a further five-years. Clarification was given that the intention of the DC was to

give the RB the opportunity to remove member organisations that do not actively contribute to the RB. The wording is not intended to suggest a limited duration of tenure. **Action Point: To revise the text of section B.3.3.8.** It was further clarified that the five years would start from when a member organisation originally joined the RB.

- B.3.5.1 Regular Review Board Meetings: The Chair proposed increasing regular meetings from one to two meetings per year: an in-person meeting in the margins of NDM-UN, and a second virtual meeting. As no clear consensus was reached on this proposal, the Chair said that she may revisit this issue at a later date, should the workload of the RB warrant a second virtual meeting.
- B.3.5.2 Extraordinary Review Board meetings. The Chair suggested removing the requirement for IMAS SG approval for extraordinary meetings. **Action Point. Delete section B.3.5.2. reference to SG approval requirement.**
- B.3.5.10. Work Procedures: It was suggested that reference to the RB workplan be included. **Action Point: Add sentence to reference the RB role in developing the workplan.**
- B.3.5.12 and B.3.5.14.1. A contradiction in the general voting rules was noted. **Action Point: Remove the two-thirds voting requirement, which is now redundant due to the introduction of the silence voting procedure.**
- B.4.2 Nomination of TWG: It was suggested that the TWG Focal Point must be an RB member or a person who works for a member organisation. **Action Point: Add text.**
- Appendix 2. RB TORs section 3: It was suggested to remove part of this section from the TORs **Action Point: Remove text pertaining to removing RB members, which is covered previously in the text.**

Following the Board discussion, subject to the changes listed above, the revised IMAS 01.10 was approved by consensus by the IMAS Review Board.

### IMAS 13.10 Victim Assistance

On 19 March 2021, IMAS 13.10, including revisions prompted by the Harvard Project on Disability and Humanity and Inclusion (HI), was shared with members to solicit their comments and feedback. RB members' inputs were then incorporated into the version of IMAS 13.10 being considered by the Board at this meeting.

#### Comments from the Board and agreed text changes:

- 5.1 first paragraph. **Action Point: change the word "may" to "will".**
- 5.2.f **Action Point: replace "Information Management System for Mine Action", with "national information management system".**

Following the Board discussion, subject to the changes listed above, the revised IMAS 13.10 was approved by consensus by the IMAS Review Board.

### IMAS and TNMA on Management of Human Remains

Following a presentation from ICRC on the development of the IMAS and TNMA, and comments from a number of members, the Chair suggested that further discussion around the topic and revision of the documents was required before being considered for approval by the RB.

While differing viewpoints were expressed about whether a revised TNMA and/or a new IMAS were required at all, there was a general viewpoint, particularly amongst the INGO operators, that the management of human remains was an important, politically sensitive topic that required further guidance. Some members raised concerns that the texts presented to the Board focused too much on forensic aspects of the management of human remains. It was argued that this falls outside the scope

of humanitarian mine action and IMAS. Further clarity is needed to determine where the role of mine action should end, and where other entities should take over.

It was not resolved during the meeting whether a new IMAS and a revised TNMA is required, or whether only an update of the existing TNMA would be most appropriate way forward. The Chair suggested, and the Board agreed, forming a Technical Working Group (TWG), convened by GICHD, to address the scope of the IMAS and/or TNMA and to re-draft text to be considered by the Board.

**Action Point: Create a TWG convened by GICHD to review and draft IMAS and/or TNMA on the Management of Human Remains.**

### **Update on T&EP 09.30 EOD Competency Standards**

Mr. Roland Evans (GICHD), updated the Board on the work of the TWG and the revision of T&EP 09.30 on EOD Competency Standards. The current draft of the T&EP includes around 730 competencies compared to around 830 competencies in the first re-drafts. The TWG is still debating EOD level definitions and EOD 3+ modules. Any matters that cannot be resolved and agreed within the TWG, will be presented the Board. At present it is likely the EOD Level definitions, specifically the definition for Level-2, will be presented to the Board, since the group has been split on this issue despite protracted discussions. The issue revolves around what Level 2s can do and where they can do it. Mr Evans also briefed on the Level 3+ modules that have been agreed in principle including Advanced Explosive Theory, Armoured Fighting Vehicle (AFV) Clearance, Basic Chemical Ordnance, Guided Weapons and Propellants. Bulk Demolitions are currently listed as a Level 3+ module although one TWG member objects. Underwater EOD is agreed in principle as a Level 3+ module but no competencies have yet been developed for this. Mr. Evans invited members not represented in the TWG to suggest additional competencies that might have been missed by the drafting team.

### **Review Board Workplan**

At the RB meeting on 4 March 2021, members were asked to suggest proposals for new work to be included in the IMAS Review Board Workplan 2021/22. In early May, suggestions were sent to the Secretary, which were consolidated and sent back to members in preparation for the meeting. A longlist of 25 items was proposed. Member inputs focused primarily on reviewing and revising existing IMAS chapters that have not been reviewed for more the three-years, which is the required timeframe for review according IMAS 01.10. It was noted that while a lot of new IMAS content had been developed in recent years, it is now timely to focus on reviewing and revising existing IMAS. During the meeting, members debated which items from the longlist should be prioritised for the workplan.

### **Comments from the Board:**

- IMAS 04.10. New definitions from the IMAS series should be added to IMAS 04.10. While some of this work could be done by GICHD as a table-top exercise, a TWG is advisable in reviewing definitions that are imprecise and potentially misleading.
- IMAS 06.10. Management of Training. The IMAS is out-of-date and needs revision.
- IMAS 09.50. Mechanical Demining. GICHD is undertaking a research project on mechanical demining which can contribute to review of the IMAS.
- IMAS 10 Series – it was noted that while there were no specific known deficiencies in the IMAS 10 series, given that they are safety related standards, it would be good due diligence to review them. It was suggested that a TWG could work on a number of the 10 series IMAS at the same time.
- TNMA 12.10/01 Risk Education for IEDs – It was noted that this is an important TNMA for EO RE practitioners considering IED EO RE activities. Previous feedback on the TNMA suggested that the

earlier draft raised more questions than answers, and that it requires further work. It was proposed the EORE Advisory Group (AG) be engaged in the review of the TNMA.

- It was proposed to develop competencies, in the form of new T&EPs, in a number of thematic areas with the operations side of mine action, beyond EOD and IEDD. This was first proposed by GICHD in early 2018. While there was broad support to include new T&EPs on the workplan, the discussion did not specify which thematic areas should be addressed.
- Other comments and suggestions.
  - It was proposed that a small group tasked with looking at IMAS that have not been reviewed for a number of years, but that may still be fit for purpose, would clear some of the backlog of IMAS that have not been reviewed for more than three years.
  - Some IMAS related to procurement on contract management may be more suitable as TNMAs.
  - The question was raised whether it is necessary to review IMAS every three years, as stipulated in IMAS 01.10, or whether this should be amended to every five-years, as is required by ISO? While this question was not resolved during the meeting, the point was made that the most-viewed IMAS on the IMAS website should be prioritised for review.
  - It was suggested that the Workplan should be time bound with target dates linked to each activity.
  - It was noted that unmanned aerial systems and unmanned ground systems are becoming more commonly used in mine action, and that, at some point, further guidance within IMAS may be required.

It was agreed that the following IMAS should be added to the RB Workplan.

IMAS	IMAS Title
IMAS 04.10	Glossary of mine action terms, definitions and abbreviations
IMAS 05.10	Information Management for Mine Action, Annex B-Minimum Data Requirements
IMAS 06.10	Management of Training
IMAS 08.40	Marking Mine and ERW Hazards
IMAS 09.50 and TN 09.50/01	Mechanical Demining
IMAS 10.10	Safety and Occupational Health - General requirements
IMAS 10.20	Demining Worksite Safety
IMAS 10.30	Personal Protective Equipment (PPE)
IMAS 10.50	Storage, Transportation and Handling of Explosives
TN 12.10/01	Risk Education for Improvised Explosive Devices
New T&EPs	Technical skills required in mine action, beyond EOD and IEDD, should be covered by competency frameworks (for example NTS, manual demining, training, etc

**Action Points:**

- **Secretary to prepare a first draft Workplan 2021/22 and share with Board members.**
- **Board members to volunteer to lead the work, such as by convening TWGs.**
- **Board members to appoint focal points within their organisations to join TWGs.**
- **Draft Workplan 2021/22 to be completed for review and approval by the IMAS SG at its meeting on 15 July 2021**

**Any Other Business**

The TWG working on Animal Detection System (ADS) T&EPs will aim to complete most of its work by September 2021. The TWG will provide a written update to the RB around September 2021.

Annex A - Record of attendance.

Category	#	Name	Country / Org	Present
Chair	1	Abigail Hartley	UNMAS	Yes
Secretary	2	Sasha Logie	GICHD	Yes
Donor	3	Emma Atkinson	United States of America	Yes
Donor	4	Ian Mansfield	Mine Action Support Group	Yes
Commercial	5	Phil Robinson	Optima Group	No
Commercial	6	Todd Biggs	Tetra Tech, Inc.	Yes
National	7	Prum Sophakmokol	Cambodia	No
National	8	Davor Laura	Croatia	Yes
National	9	Shafiullah Ahmadzai	Afghanistan	Yes
National	10	Phan Duc Tuan	Vietnam	No
National	11	Yang Li	China	No
National	12	Betsy Castro Gómez	Colombia	Yes
INGO	13	Fatmire Uka	HDP, DRC	Yes
INGO	14	Mark Thompson	MAG	Yes
INGO	15	Charles Frisby	NPA	Yes
INGO	16	Gary Toombs	HI Federation	Yes
INGO	17	Adam Jasinski	HALO	Yes
United Nations	18	Stephen Bryant	UNDP	Yes
United Nations	29	Hugues Laurence	UNICEF	Yes
United Nations	20	Joseph Huber	UNOPS	Yes
United Nations	21	Nico Bosman	UNMAS	Yes
Military	22	Hans Renders	Military- Belgium	Yes
Demining School	23	Frédéric MERCURY	CREG	Yes
Demining School	24	Angel Belen	HDTC	Yes
Non-Affiliated	25	Suzanne Fiederlein		Yes
Non-Affiliated	26	Tim Horner		Yes
Observer	27	Erik Tollefsen	ICRC	Yes
Observer	28	Magnus Bengtsson	MSB	Yes
Observer	29	Tammy Hall	GICHD	Yes
Observer	30	Juan Carlos Ruan	ISU APMBC	Yes
Observer	31	Arianna Calza Bini	GICHD	No
Observer	32	Michael Heiman	APOPO	Yes
Guest	33	Harry 'Murf' McCloy	USA	Yes
Guest	34	Daniel Perkins	ICRC	Yes
Guest	35	Lauren Cobham	UNMAS	Yes
Guest	36	Alain Nellen	GICHD	Yes