

MINUTES

IMAS REVIEW BOARD MEETING

Date of meeting:	2 May 2024
Start time (duration):	09:30 Central European Time (3 hours)
Location:	GICHD, Geneva
Meeting Chair:	Mr. Pehr Lodhammar, UNMAS
Meeting Secretary:	Mr. Sasha Logie, GICHD

1. Call to order

The Chair, Mr. Pehr Lodhammar, called the meeting to order.

2. Open and welcome

The Chair opened the meeting by welcoming all members, observers, and contributors. New member and observer representatives were also welcomed, including:

- Ms. Tammy Hall representing OAS
- Ms. Rothna Buth representing ARMAC
- Ms. Nathalie Ochoa representing Colombia
- Ms. Erin Atkinson representing Tetra Tech.
- Mr. Gary Toombs representing HI
- Ms. Emilie Chrystie Representing HALO
- Mr. Rupert Leighton representing UNDP
- Mr. Niyazi Khalid Qusaim, representing IKMAA
- Mr. Jonas Zachrisson representing MSB

3. Adoption of the agenda

The agenda was adopted without changes.

4. IMAS documents to be reviewed / approved

During agenda item 4, six IMAS documents were reviewed and considered for approval.

4.1. IMAS 01.10 Guide for the application and development of IMAS

IMAS 01.10 underwent a limited revision focussed on establishing new procedures for removing IMAS for withdrawing or retiring IMAS documents. Only, sections 12.1; 12.5; B.3.4.7; B.4.6; Annex C; Annex D; and Annex E, were considered by the RB. GICHD coordinated a technical working group (TWG) which revised the IMAS.

During the RB meeting, the IMAS Secretariat confirmed that an archive of withdrawn documents will be maintained, which will be accessible upon request to the IMAS Secretary. A list of withdrawn IMAS will be added to the mineactionstandards.org website.

- **Action Point: IMAS Secretary to add and maintain a list of withdrawn IMAS to the IMAS website**
- **Action Point: IMAS 01.10 Guide for the application and development of IMAS (Ed.2, Am.11) was approved by consensus by the IMAS Review Board.**

4.2. IMAS 07.13 Environmental management and climate change in mine action

The first edition of the standard was published in 2017. A TWG, led by NPA, began developing in November 2022 a second edition of the standard.

The new edition reflects a recognition across the sector of the importance of taking into consideration environment and climate change in mine action programmes. It also reflects the increased practical experience that many organizations have learnt and developed in recent years.

During the RB meeting, it was noted that the document includes a high number of new terms, and further clarification was sought on how new or revised terms should be added to IMAS 04.10. The Secretary suggested that TWGs are usually best placed to make an initial recommendation about which terms should be added to IMAS 04.10.

PM/WRA, which participated in the TWG, advised that the text related to donors was useful to them as a donor.

MAG advised that they had some questions about the language of the document, related to terminology. It was concluded that MAG should share their inputs in writing, and that the RB would aim to approve the document by email in weeks following the meeting.

- **Action Point: MAG to share comments in writing to the IMAS Secretary. IMAS Secretary to then facilitate RB approval by email.**

4.3. IMAS 09.44 Guide to occupational health and general animal detection systems care

The IMAS had not been reviewed since 2013. GICHD coordinated the TWG. No points were raised during the meeting.

- **Action Point: IMAS 09.44 Guide to occupational health and general animal detection systems care (Ed.2) was approved by consensus by the IMAS Review Board.**

4.4. IMAS 10.50 Storage, transportation and handling of explosives in mine action

The IMAS was last reviewed 2013. At the RB meeting in June 2023 an earlier draft of the revised standard was reviewed but returned to the TWG for further work.

During the RB meeting, HALO put forward amendments which were reviewed during the meeting. The following text changes were agreed.

- Clause 6.8. First paragraph, 2nd line. Amend the word 'classified' to 'confidential'.
- Clause 6.8. First paragraph. Replace last sentence with, 'For emergency planning purposes, ensure local authorities understand the routine activities and areas where your regular movement of explosives takes place'.
- Clause 6.9. Second paragraph. Delete and replace with, 'Mine action organizations should not normally transport passengers with explosives. If it is necessary that passengers are carried in the same vehicle as explosives, a team member shall be appointed as the responsible person in charge. The responsible person shall then ensure the safety of passengers and enforce all fire hazard precautions'

PM/WRA noted discrepancies in Annex A related to references, which it will share with the Secretary after the meeting.

- **Action Point: Secretary to amend the document as per agree text changes and PM/WRA inputs on Annex A.**
- **IMAS 10.50 Storage, transportation and handling of explosives in mine action (Ed.4) was approved by consensus by the IMAS Review Board.**

4.5. TNMA 09.50/01 Guidance on the application of mechanical land release

The revision of this TNMA followed the revision of IMAS 09.50 Mechanical Land Release, which the RB approved in June 2023. The document had already been reviewed by RB members by email prior to the meeting during the period 2 – 23 February. A number of small amendments were suggested, and changes were incorporated.

NPA noted inaccuracies in some of the photo credits, which should be corrected.

- **Action Point: TNMA 09.50/01 Guidance on the application of mechanical land release (Ed.1) was approved by consensus by the IMAS Review Board.**
- **Action Point: Secretary to correct photo credits**

4.6. T&EP 08.10/01/2024 Competency standards for non-technical survey

In May 2021, the RB decided to develop competencies within new T&EPs, in a number of thematic areas within the operations side of mine action, beyond EOD and IEDD.

In March 2022 the RB approved the TWG proposal of developing three T&EPs, the first on manual demining, the second on non-technical survey, and the third on mechanical.

The TWG, coordinated by NPA, developed the second T&EP for non-technical survey (NTS) surveyor and NTS team leader.

During the discussion, HALO advised that they had a number of comments on the text. It was decided that HALO would address these at the TWG level, and that the document would be resubmitted to the board and approved later by the RB by email.

- **Action Point: HALO to share inputs with TWG coordinator**
- **Action Point: TWG to resubmit T&EP to secretary to submit to the RB for approval by email.**

5. TWG update on IMAS 14:10 Guide for the evaluation of mine action interventions

Mr. Valon Kumnova provided an update on the work of the TWG undertaking a revision of IMAS 14.10. The TWG has met three times and has proceeded with the drafting of a revised IMAS 14.10. The first draft has been disseminated to TWG members. Based on the feedback received thus far from the group, the document will be revised to focus on providing concrete guidance for all relevant stakeholders to further facilitate its eventual evolution into NMAS chapters.

Based on the TWG discussions, the chapter will evolve from purely focusing on the evaluation of mine action programmes to the full monitoring and evaluation process. To avoid an extremely lengthy document and to be able to give the level of detail needed for each individual monitoring, evaluation and learning (MEL) component, the TWG is considering the eventual need for TNMAs, which would entail a separate body of work.

6. Secretariat update:

6.1. Development of 2025-26 RB workplan

Mr. Sasha Logie outlined a timeline for developing the next IMAS RB Workplan 2025-2026. The process will begin on 19 August with an online RB meeting. Over the subsequent six weeks, RB members will submit proposals for the new or revised IMAS documents to be considered for the new workplan. A longlist of proposals will be compiled and shared by the IMAS Secretary on 1 October. The RB will meet online again on 17 October to finalize the draft workplan to be submitted to the IMAS SG for approval.

6.2. IMAS RB membership revalidation process

Mr. Sasha Logie outlined new RB membership revalidation processes established by the IMAS SG in IMAS 01.10. Revalidation process will be based on a self-assessment by RB member organizations who will be asked to recommit to the IMAS RB TORs after the first year of membership, and subsequently once every five years. The first revalidation process will commence June 2023.

7. Any other business

- OAS advised that the organization has translated 24 IMAS documents into Spanish which will be shared with the IMAS Secretariat for publication on the IMAS website.
- Ms. Susanne Fiederlein advised that she would be stepping down from the IMAS RB.
- Mr. Valon Kumnova informed the board the Ms. Radwa Rabie would be returning to the RB as the GICHD representative.