

MAIIF ACTION LIST – STATUS

Previous meetings:

1. MAIIF 29

ACTION	By	STATUS
General Secretary to discuss with NTSB about possible closer involvement in its regular Sea Floor conferences with a view to reaching a consensus on the way forward at MAIIF 30.	General Secretary	Paused due to bereavement (Morgan Turrell / NTSB) Consider discussing with Eric Stolzenberg after MAIIF 32 – not attending meeting (JZ)
Deputy Chair / General Secretary to amend the MAIIF Manual to take account of the potential for “time pressures” to be causal in marine accidents	Deputy Chair / General Secretary	Open – no progress made Suggest this is incorporated into next major revision of MAIIF manual

2. MAIIF 30

ACTION	By	STATUS
MAIIF to produce a paper to III, based on the results of the MAIIF working group proposals, once a work output to review the Code has been confirmed. However, any outstanding points of contention should be addressed where possible.	General Secretary / Working Group (yet to be established)	To be discussed during MAIIF 32 (Agenda item 12)
Develop a draft MAIIF wreck investigation manual for review / approval soonest.	United Kingdom led Working Group	To be discussed during MAIIF 32 (Agenda Item 6)
More analysts for the IMO’s III Casualty Analysis Working Group (CACG) are required. Investigators representing MAIIF members should make best efforts to become CACG analysts	All Members	Ongoing requirement

3. AGREED ACTIONS MAIIF 31

ACTION	By	Status
Increase 2025 subscription for MAIIF membership to £800	Treasurer	Closed
All members to encourage their technical staff to assist in developing a bank of knowledge by routinely entering information on the newly established online VDR Database whenever it becomes necessary to extract evidence from a voyage data recorder during investigations	All Members ¹	Ongoing requirement
The existing intersessional working group on the review of the MAIIF Manual (led by New Zealand) to discuss, agree and include new wording that emphasizes MAIIF's role on promoting education and best practice.	MAIIF Manual Intersessional Working Group	Little progress due to WG day job workloads – update to be provided by New Zealand during MAIIF 32 (Agenda item 3)
Keep “Training” as a standing agenda item for MAIIF meetings.	Chair / General Secretary	Ongoing requirement
Develop a potential MAIIF depository that will allow members to share training material (review at MAIIF32)	Chair / General Secretary	Open – Not progressed yet
Members to notify General Secretary (for onward promulgation to the membership if training courses are being arranged and there are spaces available (i.e. not filled by the member's own staff).	All Members / General Secretary	Ongoing requirement (nothing received yet....) Suggest requirement reinforced after MAIIF 32

¹ Post meeting Note: Email sent to all MAIIF members 4/10/24

Action	Action By	Status
Circulate outcome of recent WMU study on hours of rest.	General Secretary	Completed Closed
Intersessional working group, under the leadership of New Zealand to continue reviewing / refreshing the human factors section of the MAIIF manual in accordance with the proposed “stage 1” objectives. Progress to be reviewed at MAIIF 32.	New Zealand /Working Group	Open Item added for discussion during MAIIF 32 (Session 6)
Denmark to provide the General Secretary with links to its reading list / reference documentation on human factors for signposting on the MAIIF website.	Denmark / General Secretary	Open
Intersessional working group, under the leadership of New Zealand to establish a clear definition of Human Factors v The Human Element for inclusion in the MAIIF manual	New Zealand / Working Group	Open An overview of the work done to date will be provided during MAIIF 32 – Agenda item 3
Chair and secretariat to consider how MAIIF might take forward issues relating to investigators’ mental health	Chair / Secretariat	Open
General Secretary to amend Section 8.1 of the MAIIF Charter as agreed during MAIIF 31	Treasurer	Closed Charter amended accordingly
General Secretary to arrange MAIIF online meeting to review papers for III 10 and provide General Secretary with lines to take.	General Secretary	Closed
Morgan Turrell to be added to the MAIIF Roll of Honour	General Secretary	Name added to Roll of Honour Closed