

International Committee for Airspace Standards and Calibration



The International Flight Inspection Symposium

Planning Guide

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1. Introduction and Scope of the Guide

This document is produced by the International Committee for Airspace Standards and Calibration to serve as a planning and implementation guide for future organizers of International Flight Inspection Symposiums (IFIS). While each IFIS will need to generally comply with the overall requirements as set out in this document, every symposium will differ from its predecessors and will have a life of its own.

It will be essential for subsequent IFIS organizers to provide the ICASC with updated material within 3 months of their event that highlights any specific challenges and/or solutions encountered.

1.1 The Role of the International Committee for Airspace Standards and Calibration (ICASC).

The ICASC was created following the 8th International Flight Inspection Symposium (IFIS) to formalize the biennial IFIS symposiums and to promote continuity in the exchange of regulatory, technical, operational and commercial flight inspection information.

In terms of the ICASC charter, the membership of the committee is intended to reflect the interests of the global flight inspection community including service and supply organizations, academia, and government. The ICASC charter also emphasizes the need to universally promote the interests of the global flight inspection community and to optimize professional standards and value to flight inspection customers.

2. The International Flight Inspection Symposium (IFIS)

2.1 What is the IFIS?

The IFIS is primarily a communications mechanism that promotes a better understanding of the technologies and environmental issues that impact global flight inspection operations. IFIS also serves to enhance the international credibility of the ICASC as the only truly representative body that coordinates and safeguards the interests of the global flight inspection community.

The IFIS satisfies the need for a credible international forum that highlights the interests of the international flight inspection community and promotes the free exchange of ideas relating to flight inspection in general. The IFIS also provides a means for the orderly dissemination, retention and safekeeping of relevant flight inspection information that is made available during the biennial meetings. The IFIS also provides a forum for the exchange of highly specialized technical information dealing with aviation systems operations and their impact on flight safety. The discussions and presentations, concerning procedures, techniques, training, equipment etc, that focus on the calibration and maintenance the navigational signals and procedures, aim to promote a better understanding between the various industry stakeholders. The ICASC must therefore secure a viable cadre of volunteers who understand the purpose of the IFIS event and have the requisite knowledge, skills, leadership, resources and determination to host such a professional international seminar.

2.2 History of the IFIS

Flight inspection, as a recognized scientific discipline, gained international credibility during the early 1970's. One of the first manifestations of this recognition occurred when the United States Federal Aviation Administration (FAA) and the United States Air Force (USAF) organized an International Flight Inspection gathering to discuss the needs of global flight inspection. The first two of these international flight inspection meetings, held in 1974 and 1977, were hosted by the United States Federal Aviation Administration (FAA), Flights Standards Group at Rhein Main Air Base, Frankfurt, Germany. These were purely government to government meetings with representatives from private industry invited as observers. The theme of the first meeting was "The Merits of Pilot Update", a concept that was not universally embraced within the European flight inspection community at that time. However, this dichotomy provided the impetus for a more robust dialogue between the various international flight inspection interests which ultimately led to the multi-national and multi-discipline IFIS event as we know it today.

In 1984, a meeting was organized by Transport Canada in Ottawa, where, for the first time representatives from private industry were invited to participate and shared equal status with government attendees. In addition to the presentation of technical papers, a small trade exhibition was also held. The success of this Ottawa gathering prompted the decision to formalize future meetings, in the current IFIS format, every two years. As this was the third international meeting, it was decided to designate the meeting as the 3rd International Flight Inspection Symposium.

The IFIS format evolved further when it was decided to segregate the commercial presentations from the technical presentations. The next IFIS, held in Rome in 1986, set the scene for its further growth in both scope and attendance and that trend has continued over recent years. The ICASC was established at the 8th IFIS as the official body responsible for promoting and staging the IFIS and to act as the central representative organization for all aspects of international flight inspection.

ICASC.CO/#IFIS contains a list of the symposiums held date.

3. Organizing an IFIS

Crucial support for the IFIS is provided by the ICASC members who provide the necessary motivation, history, technical knowledge and experience. The organization of every IFIS starts and ends with the ICASC so it's important that there is a deep and abiding commitment by the ICASC members to lend their full support to each IFIS Steering committee.

The costs, associated with the staging of the IFIS, vary from country to country but the trend is for a steady increase in both the costs and complexity of the enterprise. In order to offset the risks against the (delayed) revenue potential, associated with the staging of an IFIS, generally means that there is a need for an outside profit sharing co-sponsor. Typically the financial risk for the co-sponsor can be offset to some extent by the opportunity that IFIS offers with regard to non-tangible gains such as civic pride, recognition of the co-sponsor's corporate largesse, public recognition and/or national pride.

The profit or loss potential of an event like the IFIS is a function of the costs incurred over the life of the project versus the total revenue earned. The income is dependent upon the total number of paying attendees and the final revenue that is actually recovered by way of fees and sponsorships. The success of the venture; therefore, depends on achieving the correct balance between costs and revenues.

3.1 Official Commitment

Potential organizers need to be aware that the profit potential can be over estimated because payment times and attendance numbers may not meet initial expectations and unexpected costs overruns can escalate rapidly. The risks of financial loss can be mitigated by good planning, energetic marketing, vigilant networking, professional project management, and by adhering to a disciplined implementation strategy. The key to success is good teamwork based on full disclosure, total commitment, global assistance (especially from ICASC members) and a sound knowledge of the geopolitical and market conditions prevailing in the host city.

This guide is designed with innovation, teamwork and full disclosure in mind. The delegated ICASC members should formally convene to select the potential organizer and pledge their full assistance and commitment to the selected IFIS Steering Committee. The selected IFIS Chairman should, in turn, provide assurances to the ICASC concerning his or her qualifications, experience, local standing and suitability for managing such a complex venture. The incoming IFIS chairman should also be supported by a competent team. The selected IFIS Chairman should provide a business plan showing how the IFIS will be organized and funded. (The IFIS Business plan comprises the element detailed in Attachments 1 to 5 and 21).

3.2 Initial Planning

The delegated ICASC members should conduct a feasibility study to assess possible future IFIS venues before arriving at a preferred short list of three potential host cities. Confidential solicitations should be made to each of the potential hosts with a view to obtaining their formal request for consideration as the IFIS host. These requests should demonstrate a thorough understanding of their commitment to the IFIS. After receipt of applications from the potential hosts, the ICASC steering committee should, if possible, visit each city to determine their overall suitability. Specific consideration should be given to the following:

- Preferably direct international flights or, a single stopover to the final destination.
- Availability and easy access to ground transportation to the event site.
- Site/hotel selection based on the estimated attendance numbers
- Availability and suitability of the facilities for technical sessions and exhibits (Preferably, exhibits and technical sessions should be co-located)
- Determine the availability of suitable resources to stage the IFIS convention
- Determine the overall viability of the proposal
- Interview the key players and support team members
- Determine the level of registration fees and accommodation costs
- Investigate the suitability of the proposed Accompanying Person program

3.3 Symposium Logos and Themes

The IFIS themes and logos provide the focal point and overall thrust for the IFIS conferences so careful consideration should be given to them. Over used clichés should be avoided, and care should be taken to avoid using a slogan and/or an image that may already be in use or could cause confusion and/or contravene any international copyright laws. It should also be noted that some organizations place specific restrictions on the use of their logos in conjunction with other advertising material where this might imply implicit endorsement or recognition.

Inputs from a diverse group of informed international advisors should be obtained to ensure that the imagery and wording do not cause offence or evoke ridicule when viewed from cross

cultural perspectives. What appears to be acceptable in one culture can be disastrous in another.

Annex 1 contains the logos of previous symposiums.

3.4 IFIS Format

Generally the IFIS program follows a tried and tested, standard outline; therefore, unless local conditions and/or special factors call for changes, organizers might be well advised not to stray too far from the conventional format. It should also be noted that the flight inspection fraternity is a somewhat conservative group so radical changes may not be well received. Indeed, some past organizers of international event have found that there is a fine line between what is considered innovative and what is considered crass. Therefore, once a decision is made, the IFIS organizers must be prepared to sell the idea and, if necessary, defend it with logic and common sense because, in the words of Aesop's Fables (The Man, the Boy, and the Donkey), "You can't please everyone."

3.4.1 Typical IFIS Agenda

Traditionally IFIS is held over four or five days and incorporates workshops, an aircraft static display and a trade exhibition. In addition, there are normally three evening events plus an "Accompanying Persons" program. A typical IFIS program is described below. ~~Further information is available in~~ Attachments 12 to 14 and Attachment 18 to 20.

A typical IFIS has an agenda similar to the following sample.

MONDAY

Morning:	Registration
Morning Session:	Product Information/Commercial Discussions
Afternoon Session:	Product Information/Commercial Discussions
	International Speakers
Evening Event:	Welcome Cocktail by host city

TUESDAY

Morning Session:	Welcome and overview of the IFIS program
	Keynote Speaker's Address
	Technical Papers
Afternoon Session:	Technical Papers - Continued
Evening Event:	Cultural Dinner and Entertainment

WEDNESDAY

Morning Session:	Technical Papers – Panel Discussion
Afternoon Session:	Aircraft Static Display and Tour / Workshop
Evening:	Free

THURSDAY

Morning Session:	Technical Papers
Afternoon Session:	Technical Papers - Continued
Evening Event:	Gala Dinner and Entertainment

FRIDAY

Morning Session:	Technical Papers
	IFIS Survey and Closing

3.4.2 Possible Variations

Depending upon the circumstances and the conditions prevailing at the selected IFIS venue, deviations from the standard agenda may be necessary and/or desirable. In this case the organizers should canvass the ICASC committee members and where applicable with the co-host, to obtain their full support and commitment. When considering such changes, organizers would be well advised to seek the advice of an experience event planning entity that is likely to be more aware of the potential pitfalls that may be associated with the proposed changes to the agenda. Innovations and panache can be attractive options, but the risks associated should be considered.

For example, variations to the standard format might include the cancellation or modification of one or more of the following:

- The Commercial Presentations
- The Panel Discussion
- The Trade Show Exhibition
- The aircraft static display
- The Accompanying Persons Program

Major considerations concerning possible changes to the program may include:

- Finance and sponsorship
- Time and distance constraints and variables
- Management and support personnel
- Environmental issues
- The topicality and or relevance of subject matter
- Any significant social mores and religious observances that may be applicable

3.5 IFIS Agenda

Tried and tested agendas tend to work well because they tend to be the low risk option and they therefore present fewer surprises. The unexpected will happen so a flexible approach should be adopted from the outset including as many contingency alternatives as possible. Provisions should also be made to deal with several alternative outcomes at each phase of the program. These include, but are not limited, to plans to deal with traffic congestion and transit delays (including emplaning/deplaning issues) associated with moving people from place to place. For example, the local knowledge of bus drivers and greeting staff should also be checked to ensure that they do not get lost or provide confusing and/or erroneous information to guests and delegates.

Communication is the most important way to ensure that the program is kept on track. The agenda should be published in several places in both electronic and printed format. An excellent supplement to the published program of events is a "pocket agenda" that contains a summary of all the important conference information. Positive feed back from previous events indicates that this simple document serves as a convenient portable reminder of where and when people should be at any time.

The Master of Ceremonies plays a vital role in controlling the timing of the program. It is also desirable to have a real time audio-video feed of the technical session proceedings available in the exhibition area. In addition to the screening of the technical papers, this system also allows for periodic announcements and attendance calls that can be seen and heard by people in the exhibition area. Note: Where possible both the presenter and the associated presentation material should be screened simultaneously.

Event timing and time keeping are of paramount importance so the organizers should not only allocate sufficient time for each presentation but also make allowances for the necessary transition time between moderator announcements and the various presentations. Sufficient time should also be allocated during the coffee breaks to allow the attendees to visit the exhibit area. Sufficient time must also be allowed where travel between alternate venues is required such as the exhibition area, the static display, evening events and the departure airport. Refer to Attachment 12.

3.6 Selecting the Locations

3.6.1 Centralized Venue versus Multiple Sites

Provided that the facilities conform to acceptable standards, it is generally more desirable and convenient to stage the symposium and trade exhibition at a convention center that has a co-located hotel. However, where these conditions cannot be met or where financial and/or other constraints preclude the choice of a central location, a successful outcome can be achieved at a detached venue provided that the transport logistics are fast and efficient.

Unless the convention center is located at a suitable airport, the static display (if there is a static display) should be staged at a convenient airport that is within easy reach of the convention center.

3.6.2 The Conference Hall

Considerations for the selection of the conference hall include the following:

- Price and conditions of use of the facilities
- Registration desk location and service facilities
- The availability of internet and WiFi
- Suitable arrangements for security, safety, fire and hazardous material
- Ease of access for people and equipment including access for the disabled
- Suitability of accommodations including seating, stage, screen and podium
- Availability of a suitable (onsite or offsite) storage areas for exhibition material
- Environmental issues including air-conditioning, lighting and acoustic qualities
- Audio Visual and technical facilities
- Electrical power and use restrictions in the exhibition hall
- Suitability and ability to provide and manage meals and coffee breaks.

3.6.3 The Opening

The official IFIS opening ceremony and keynote address is normally conducted on the first day of the gathering in the main auditorium followed by the commercial presentations. It is recommended that the opening address focus on the symposium's main theme and, if possible, should be delivered by a renowned and highly respected individual, commanded by both the delegates and the wider community. To ensure maximum impact and attendance, it is recommended to utilize all available digital resources, including social media, and to send direct invitations to print and television media. To ensure maximum impact and attendance, every effort should also be made, well in advance of the conference, to advertise the keynote address to the delegates and attendees.

To secure the most appropriate person, the search should commence at least six months prior to the IFIS. The speaker should be provided with details of the ICASC organization and the aims, objectives and the theme of the conference. In addition, the speaker should be provided

with subtle guidance regarding the preferred content and where a particular emphasis is desired.

3.6.4 Gala Dinner and Other Social Events

By tradition, the evening entertainment has generally reflected some aspects of the local and/or regional culture, traditions and social mores. However, the organizers need to keep in mind that the audience is a diverse international group that might not fully understand or appreciate the nuances of some of the more parochial offerings.

The content, timing and presentation of food, music, and ambiance on offer should therefore be carefully selected to avoid offending the religious, cultural, ethnic and social sensibilities of sections of the audience. A short introduction and explanation to the audience at the beginning of the event could be useful.

To avoid embarrassment, the preferred dress code for all events should also be explained well in advance of the conference. Generally business attire should be the norm for the day sessions but the dress for the evening event may be topical in keeping with the theme of the particular function.

Generally, a tasteful rather than radical approach to the above issues is preferred. Remember what some may find appealing others may find distasteful at best and repugnant at worst.

3.6.5 Hotels

It is recommended to have several accommodation options available for the event in addition to the designated official IFIS hotel. Ideally, these alternative options should be close enough to the official hotel to facilitate transportation and assistance. Otherwise, every effort should be made to accommodate participants who cannot stay at the official hotel or who require an alternative rate or accommodation category. Ideally, rates for both the official hotel and any alternative options should be negotiated to offer the best deals to attendees, and the relevant details should be published on the official event website.

3.7 Timeline

It is recommended to establish a detailed timeline for the implementation of the IFIS and to adjust it regularly throughout the project. Some helpful templates for developing and monitoring the plan can be found on the [ICASC website](#).

3.8 Financial Issues

The IFIS organizing committee is responsible for the fiscal issues, intellectual propriety and the legality of all matters pertaining to the financial integrity of the event; therefore, it is imperative that the IFIS comply with the applicable local and international financial and legal regulations. The respective advice is recommended throughout the development and execution cycle of the event.

3.9 Self-Financed or Subsidized Event

It is crucial that proper records of all meetings, plans, proposals, agreements and contracts are maintained and that proper financial records are kept throughout the period. These records should, where appropriate, be passed to the ICASC and made available to subsequent IFIS organizers.

Where a financial underwriter, in the form of a co-host/co-sponsor, is available in the form of a commercial or government entity, it is important to fully document the duties and responsibilities of both parties to ensure that there is no misunderstanding as time goes by. Such an agreement, in the form of a Memorandum of Understanding or formal contract, should require that a final record of accounts be made available to the ICASC steering committee.

4. Planning

4.1 Announcing the Symposium

As soon as definitive details are known about the IFIS this information should be communicated as widely as possible by all available means and methods. The most important communication will be through the official IFIS and ICASC websites. It would be recommended to include ICAO, the press, trade journals, potential sponsors, exhibitors, aeronautical developers and universities, etc.

Invitation templates and other related formats can be found on the [ICASC website](#).

4.2 Database and Website

In order to monitor and control vital communications, a robust and reliable database should be established and passed on the next IFIS committee, in a commonly used, commercially available, editable format (such as Excel or Word). A database template can be found on the [ICASC website](#).

You can consult websites of previous symposiums for a website reference.

The IFIS website is probably the single most important aspect for the planning and efficient management of the IFIS events. The website is also the area where most mistakes can be made so the planning and execution challenges should not be underestimated. Encourage people to criticize the site as this is the best way to expose weaknesses. The following aspects should be carefully considered.

- Reaching all the people interested to the symposium is a difficult task. A properly constructed and efficient website can widen the reach to global participants, exhibitors and sponsors.
- The website inverts the previous “push” marketing initiatives and introduces a powerful “pull” marketing ability where interested parties actively routinely seek out details about such conferences.
- The website removes the need for printed material and significantly reduces the need for the distribution of invitations, correspondence and brochure via non electronic means.
- It is imperative to launch the website as soon as practically possible. At the outset the website may consist of just a single page announcing the event, but should grow as the event planning process matures.
- The website should be dynamic and visually appealing, and should include features for conference registration and payments, hotel reservations, basic details and instructions for sponsors and exhibitors, transportation information and directions, a photo gallery, sponsor information, etc. Additionally, it should include general

information about the location/country/city where the event is being held, as well as a call for papers and other relevant information.

You can consult websites of previous symposiums for a website reference.

- When using e-mail to send vital information such as invitations and solicitations, it is preferable to include specific addresses, names and titles rather than general terms. References should, where possible, be made to the recipient by name as well as the IFIS. (e.g. IFIS Flight Inspection Conference invitation for Mr. XYZ). This will help to prevent the message being discarded as junk mail.
- The website should also include a provision (a legal release) that allows the IFIS organizers the unrestricted use of material supplied by the participants.
- When finalizing the IFIS website, consideration should be given to the inclusion of the following types of links to associated websites:
 - The ICASC
 - IFIS Hotel and its booking center, as well as the IFIS Conference Center
 - Available transportation options and directions to the event venue.

4.3 Technical Papers Selection

The content of the technical papers needs to compliment the overall theme and objectives of the conference. Consideration should also be given to ensuring the diversity of subject matter and national origin.

To ensure that the papers are judged impartially and professionally, a team of ICASC adjudicators should be assembled for the purpose. The aim should be to obtain more abstracts than necessary so the adjudication process can select the most appropriate and interesting papers.

The selection and processing of the technical papers is a long and laborious undertaking so planning should start early and managed diligently throughout the process. Sample formats and examples can be found on the [ICASC website](#).

4.4 Technical Session Moderators

Technical session moderators are typically ICASC members. If non-ICASC members are used, technical session moderators should be selected from a pool of experts that have a sound knowledge of the subject matter being presented and who are able to talk confidently about the speaker as well as the importance and relevance of the subject matter. The moderator's task is an important one as it sets the scene for the presentation and warms up the audience to ensure that the speaker is received favourably. Notes to assist the moderators to plan their introduction can be found on the [ICASC website](#).

4.5 Proceedings

List of papers, proceedings, have two purposes. Proceedings serves as an agenda for the conference and contains copies of presented papers. This is normally supported by a link to the IFIS and/or ICASC website.

4.6 Aircraft Static Display

Good prior planning is the key to a successful Aircraft Static Display. The following are some of the initial planning issues that will need to be addressed:

- Prior meetings with the appropriate airport, police, security and customs authorities
- Summarize and disseminate the applicable rules and regulations pertaining to visiting aircraft and attendees
- Timely contact with all prospective aircraft owners and static display participants to ascertain their movement schedules, equipment requirements and details of their crews and personnel.
- Negotiate contract arrangements with the host fixed base operator (FBO) for the provision of ground handling services and equipment
- Draw up a duty roster detailing times, tasks and responsibilities for all those concerned with the planning and execution of the static display
- Negotiate contract arrangements for the provision of food and beverage services.
- Draw up an expense schedule for all aspects of the aircraft static display.
- Consideration of transportation issues including distances to the airport from the city
- The means and timing of transportation to and from the airport
- Length of the runway and suitability of the dispersal area (LCN number etc).
- Availability of fuel, ground power and crew support services
- Availability of technical services and aircraft handling
- Availability of fire and emergency services
- Availability of security and customs services
- Availability of parking and access for catering and transportation services.
- Insurance considerations
- Noise considerations
- Weather and climatic protection for the aircraft and attendees
- Cooperation and support of the airport and local authorities
- Arrangement for efficient communications at all levels between people and aircraft
- A well thought out program and parking plan
- Suitable facilities for catering and meetings
- Emergency evacuation arrangements

Static display information can be found on the [ICASC website](#).

4.7 Exhibit Area

The size and layout of the IFIS Exhibition area depends upon the price and availability of the space and upon prevailing market conditions. The following are some items that should be considered when selecting the exhibit area:

- The number, size and layout of the booths
- Set up and tear down times
- Customs clearance, delivery and storage of equipment containers
- Restrictions placed on exhibitors regarding their use of the space
- The type and availability of electric power and the cost
- The extent of services available for booth construction
- Provision for the display of commercial and IFIS signage
- Fire protection, emergency egress issues
- The price and availability of suitable insurance cover
- Sufficient space and layout of the refreshment areas
- The availability and cost of ordering additional furniture and equipment

It is important to ensure, as far as possible, that exhibitors are informed of the customs procedures and processes of the IFIS host country to avoid setbacks and misunderstandings.

4.8 Twelve and Six Months Prior to the IFIS

The IFIS Chairman will make two presentations to the ICASC committee approximately 12 and six months prior to the event. These presentations will include all aspects of the event plan and will seek ICASC committee approval for the planning at that time. Sample briefing information can be found on the [ICASC website](#).

4.9 Immediately Prior to the IFIS

The IFIS Chairman will make a presentation to the ICASC committee the day before the opening of the IFIS. This presentation will include all aspects of the event and bring the ICASC committee up to date with all the latest developments and/or changes to the program. Sample briefing information can be found on the [ICASC website](#).

5. During the Symposium

5.1 Final Agenda

The IFIS Organizing committee will become aware of the fact that the only constant surrounding the planning and implementation of the IFIS is that everything is subject to change at short notice. The committee should therefore be prepared for all eventualities and be willing and able to act quickly and decisively.

5.2 The Auditorium

The condition within the auditorium will vary but a site visit and a meeting with the staff at the venue is essential to ensure that all eventualities are considered and as many potential pitfalls as possible are avoided. Some of the common considerations include the following:

- The audio visual screens are positioned too low
- The seating arrangement are not optimal
- The microphone attendants are not readily available when required
- The sound system is inadequate
- The audio visual equipment is not optimal for the purpose
- The presenters and speakers have not been fully briefed
- The air conditioning is set too cold or too hot
- The restrooms are too far away
- The exhibition hall is not conveniently located
- The refreshments are inadequate
- The refreshment facilities are too remote
- The internet facilities are inadequate

5.3 Technical Sessions

It is important that all presenters and speakers are fully briefed about the arrangements for loading their material onto the IFIS computers and that they are fully conversant with the audiovisual and computer systems in use. If possible a “green Room” should be set aside so the presenters can review and rehearse their material before “going live”.

5.4 Business Center

Should a business center not be available at the IFIS meeting place, the committee should ensure that a suitable area is made available, adjacent to the auditorium, for this purpose. These facilities should include a high speed internet connection, suitable work area and furniture.

5.5 The ICASC Booth

The ICASC Booth should be staffed during all refreshment breaks from the plenary sessions. The ICASC committee will decide the material and advertisement available to share.

5.7 Closing the Symposium

When closing the IFIS, the ICASC Chairman will normally make a short speech that sums up the proceedings and sets the agenda for the next two years. The speech will outline any ongoing ICASC plans or initiatives and thank the delegates, sponsors, exhibitors and attendees. In his/her closing the Chairman will announce the host for the next IFIS and call upon the incoming IFIS Chairman to provide a brief outline of the plans for the next event.

A feedback survey will be available to all attendees electronically throughout the event via QR code or other electronic access method. The results will be tabulated by the IFIS Chairman and submitted to the ICASC Executive Secretariat for analysis, distribution to the committee, and inclusion in the event records.

6 After the Symposium

Following the IFIS, the outgoing chairman will hold a wash-up meeting and will include the lessons learned. The final record will be posted at ICASC website members only section.

Where the IFIS was staged and funded without outside assistance the committee may also include details of the financial aspects of the symposium.

6.1 Presentation to ICASC

Approximately three months after the IFIS, the outgoing IFIS chairman will again brief the ICASC committee and present the final record of the proceedings.

The incoming IFIS chairman will brief the ICASC committee about the interim arrangements for the next IFIS.

6.4 Passing on Experience

This guide is designed to be a “living document” and should be viewed as such. It was not written as prescriptive outline or a “how to” manual but rather, as the title suggests, it should be considered as a framework for the development of new and better ideas for staging the IFIS. The varied and collective experiences of consecutive IFIS committees will add to the value of this guide as time goes by.

Anex 1 Past Logos and Themes

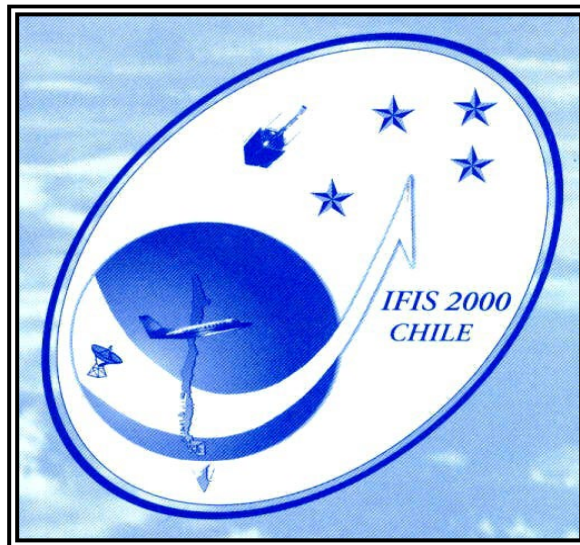
3.3 Examples of previous IFIS Themes and Logos



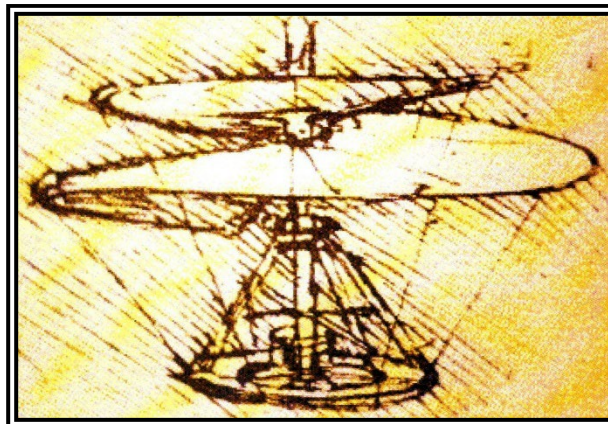
9th IFIS Braunschweig, Germany 1996
"Flight Inspection in a World of Change"



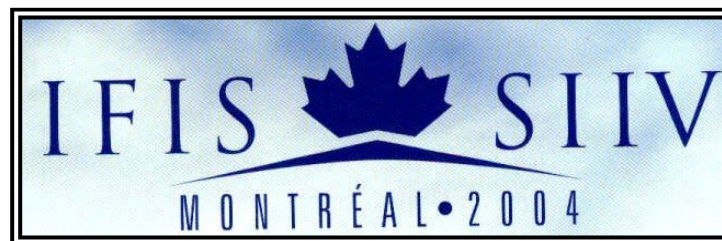
10th IFIS Seattle, U.S.A. 1998
"Flight Inspection Technology for a New Millennium"



11th IFIS Santiago, Chile 2000
"From Earth to Space: The millennium challenge"



12th IFIS Rome, Italy 2002
"The Making of a New Millennium"



13th IFIS Montreal, Canada 2004
"Meeting Tomorrow's Challenges through Innovation"



14th IFIS Toulouse, France 2006
"Sharing the flight inspection experience"



15th IFIS Oklahoma City, U.S.A. 2008
"Shaping Aerospace Flight Inspection for the Future"

16th IFIS Beijing, China 2010
"Improving Flight Inspection for NextGen Technology"



17th IFIS Braunschweig, Germany 2012
"Waypoints to New Horizons"



18th IFIS Oklahoma City, U.S.A 2014
"Flight Plan to innovation"



19th IFIS Belgrade, Serbia 2016
"Bringing Together Theory and Practice"



20th IFIS Monterey, U.S.A 2018
"Promoting Excellence in Airspace Calibration"



INTERNATIONAL FLIGHT
INSPECTION SYMPOSIUM

21st IFIS Durban, South Africa 2022
"Dawn of a New Technological Era"



22nd IFIS Nagoya, Japan 2024
"Enhancing Flight Inspection Safety"



23rd IFIS San Salvador, El Salvador 2026
"Targeting the Next Generation of Flight Inspection"