Please provide any comment by 5 April.



**Report of the 34th Session of the IALA VTS Committee**

**19 – 23 March 2012**

***Executive Summary***

* A record number of 72 members from 26 countries participated in VTS34; 8 for the first time.
* The Committee considered 55 input papers and produced 8 output papers.
* A final draft of the 2012 VTS Manual was completed and submitted to Council for approval.
* Progression of Task 10 (*Produce Guidelines on the provision of VTS Types of Service*) and Task 3 (*Review/update/provide input to IMO on Resolution A.857 (20) - Guidelines For Vessel Traffic Services*) highlighted the need for a “concept paper” to take a forward looking view on the delivery of VTS in a rapidly changing world. An information paper to Council was prepared accordingly, requesting adoption of this as a new task for the 2010-14 Work Programme.
* Draft documents submitted for Council approval:
  + VTS Manual 2012 (Task 4);
  + Review VTS Recommendation V-125 on the use and presentation of Symbology (dated 12/2004) (Task 5.a.iii\*);
  + Workshop Proposal - VTS Portrayal Workshop;
  + Request for new Work Item.
* Liaison notes were produced on:
  + Draft Guideline for Global Sharing of Maritime Data (ANM18);
  + Revised IVEF Product Specification (e-NAV11);
  + Comment of draft Portrayal Guideline (e-NAV11).
* A Workshop proposal (VTS Portrayal Workshop), to be held in March 2013, was completed and submitted to Council for approval.
* The Committee continues to require rapporteurs for thwo of its monitoring items. The most significant shortfall being the liaison between the VTS and e-NAV Committees. (Paragraph 5)
* A second Training / Accreditation meeting will be held on 24March 2012, the day following VTS34. (Paragraph 6.2)
* Changes were proposed to the Committee’s Work Programme (Annex G).
* Although not part of the VTS Committee, the Maritime Co-operation Working Group met at IALA headquarters during the Committee meeting.

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| VTS Committee  34th Session | 23 March, 2012 |

Report of the 34th Session of the IALA VTS Committee

# General

The 34th meeting of the **VTS Committee** was held from 19 – 23 March 2012 at IALA, with Tuncay Çehreli as Chair and Neil Trainor as Vice Chair. The Secretary for the meeting was Mike Hadley.

Apologies were received from:

|  |  |  |
| --- | --- | --- |
| **NAME** | **ORGANIZATION** | **COUNTRY** |
| Allen Birch | MITAGS | USA |
| John Davis | AMS | Australia |
| Franceso Frau | Selec Sistemas | Italy |
| Karl Otto | SAMSA | South Africa |
| Evert Prijs | Port of Amsterdam | The Netherlands |

The Chairman opened the meeting by welcoming all participants to VTS34, particularly those attending for the first time and those returning after absence.

The Chairman then introduced the Secretary General, who added his welcome to the Committee members. He spoke warmly about VTS, describing it as a ‘hot topic’, not only in the VTS world but well beyond the maritime domain, where politicians are beginning to see it as a risk mitigation factor. He remarked that he had been impressed with a presentation made about part of Project Mona Lisa dealing with Sea Traffic Control, at the recent e-Navigation Underway conference and speculated that there could be a drawing together of such topics with VTS. He acknowledged that with VTS2012 only 6 months away the Committee has a busy rest of the year ahead of it, before mentioning the recent developments with the IALA World-Wide Academy (WWA), which is assuming responsibility for the co-ordination of VTS training. Finally he mentioned the Council’s decision with regard to ‘VTM’ before thanking the Committee for all their hard work.

## Administrative announcements

The Secretary reminded the meeting that an administrative and safety briefing had been included in the input to the meeting and then provided information on IT arrangements and those for a lighthouse exhibition in Paris.

The Chairman thanked the Secretariat for the information provided.

## Approval of the agenda

The agenda was reviewed and adopted (VTS34/1/1 rev4).

# Review of action items from VTS33

Input paper VTS34/2/1 rev1 refers.

## Action items – IALA Secretariat

These were noted as complete.

## Action items – VTS Committee Members

With the following exceptions, the actions for members were considered complete.

**Action 21.** WG3 members are requested to provide input for the draft model course ‘train the trainer’ in time for VTS34.

With no inputs receiver do far, the Committee was reminded that the action applied to all members and it was decided to retain the action

Action Item

Committee members are requested to provide input for the draft model course ‘train the trainer’ in time for VTS35.

**Action 29.** Members are requested to provide input to agenda item 13 (Future Work Programme (2014 – 2018) at VTS34.

The increased attention being paid to this action, by the Council, was emphasised and it was noted that in order to meet the Council’s deadline of October 2012, this action needs to be complete by VTS35.

Action Item

Members are requested to provide input to agenda item 13 (Future Work Programme (2014 – 2018) at VTS35.

**Action 32.** Committee members are requested to establish which training organisation have been accredited by their National Competent Authority and report this information to VTS34.

Attention was drawn to VTS34/10/3 rev1 and the Committee was asked to review its contents. The secretary said that, following the end of the meeting, it is intended to post the final result of the review on the IALA website.

**Action 33.** Committee members are requested to obtain copies of VTS Training Organisation certificates, if available.

It was clarified that this request referred to Accreditation Certificates and it was decided to retain the action.

Action

Committee members are requested to obtain copies of VTS Training Organisation accreditation certificates, if available.

**Action 34.** Committee members are requested to establish whether their National Competent Authority requires mandatory training for VTSOs and report this information to VTS34.

As no information had been received it was decided to retain this action.

Action

Committee members are requested to establish whether their National Competent Authority requires mandatory training for VTSOs and report this information to VTS35.

# Review of input papers

The list of input papers (VTS34/3/1 rev7) was reviewed, in the context of Tasks and Working Groups, and their disposition for consideration and / or action agreed.

The Chairman thanked all those who had contributed to the input papers.

# Reports from other bodies

## Report of Council 52

Paper VTS34/4/1 refers. The Chairman drew attention to:

* The Council’s remarks about VTS beyond territorial seas;
* The decision about how ‘VTM’ is to be handled in future;

This subject was expanded on by Pieter Paap, now Chaiman of the Maritime Co-operation Working Group (MCWG), who explained the task that the group is now undertaking.

* Attention was drawn to the Council’s request for input of Strategy and Work Programme items for 2014 – 2018 by October 2012.
* The review that the Secretary-General has been asked to undertake of VTS Symposia being held exclusive of other possible subject matter.

## PAP22

Paper VTS34/4/2 refers. The Chairman drew attention to:

* The need to continue work on mandatory VTS training;
* The use of and the need to check the IALA Dictionary;
* The request to provide any suggestions for VTS topics suitable for inclusion in the Annual Questionnaire to the ANM Committee;
* The conditions to be met when proposing a ‘face to face’ inter-sessional meeting;
* ANM’s proposal that the Committee needs to be involved in strategy item 11.1:

Performing an inventory of existing navigation and communication systems in the polar regions.

# Reports from rapporteurs

## Developments in e-learning, IALA World-Wide Academy (Task M1\*)

This item was deferred, in view of the presentation being provided by Stephen Bennett. A volunteer to act as rapporteur for future meetings is required.

## Use and impact of risk and decision making tools (Task M2\*)

There was nothing reported. However, a volunteer to act as rapporteur for future meetings is required.

## Liaison with e-NAV Committee (Task M3\*)

There was no input for this item. A volunteer to act as rapporteur for future meetings is required.

## Usage of the World VTS Guide (Task M4\*)

Barry Goldman covered this item in a presentation, introduced by the Secretary-General (see agenda item 6.1)

## IALA Dictionary

The Chairman said that there was nothing further to report (see agenda item 4.2).

# Presentations

There was one presentation during the opening Session. Two further presentations were made, one on the morning of 20 March and the other on the morning of 23 March. All form part of the output from the meeting.

## World VTS (WVTS) Guide

The presentation was made by Barry Goldman at the opening plenary.

The presentation was introduced by the Secretary-General, who explained the background that had led to the revision of the WVTS website and explained that the presentation answered most of the points raised in Paper VTS34/14/1.

Barry Goldman pointed out that although, initially, the current website usage statistics looked favourable, closer inspection showed that only about 1/3 of the ‘hits’ were from genuine searchers and it was this that had persuaded the WVTS Board to act. The presentation covered the updates to the aspects of the WVTS Guide normally provided before turning to an introduction of the current state of the revised website.

It was stated that the new website information for existing ports was expected to be available for checking, by the ports, in 2 – 4 weeks time.

The presentation ended with a brief showing of IHMA’s Port Nautical Information website, noting that it was a possible contender for combining with the WVTS Guide.

In the subsequent discussion, the Secretary-General emphasised that the WVTS Guide is not an IALA product but the result of collaboration between IALA and four maritime NGOs, which have the ambition to provide all the required information free to the mariner. The WVTS Guide is a ‘not for profit’ project and with management costs expected to fall there was an expectation that the cost of joining the WVTS Guide could at least be reduced, if not be abolished. There was counter view that increasing success of the WVTS Guide and an ambition to include a news stream could increase costs and lead to a need for further manpower resources.

Although the presentation had been somewhat disjointed, not least because it was dealing with a prototype website, it was cheerfully stated that the new website would be launched at VTS2012.

In response to another question it was stated that translation of the WVTS Guide to a smart phone or tablet has already been demonstrated.

## The IALA World-Wide Academy (WWA)

The presentation was made by Stephen Bennett at the beginning of work on 20 March.

Having introduced himself, gave a short presentation about the current status and future intentions for the WWA. He stressed the Academy’s financial independence and how it is integral with IALA, with training and capacity building going ‘hand in hand’. It was said that the WWA intends to follow the IHO’s model for capacity building but is expecting to establish 7 regions, each with a lead state. It will be guided by the 4As: Awareness, Assessment, Analysis & Actions.

It is intended that a brief will be given to each Committee meeting.

Current progress and future intentions for model courses were covered and it was stated that the WWA will have its own website embedded with the IALA website. From its website WWA model courses will be downloadable and the Academy will be taking over responsibility for some existing training oriented Recommendations and Guidelines, as approved by Committees and formally endorsed by the Council.

The model course process and flow was shown and the presentation concluded with remarks about the VTS Training and Accreditation meeting planned for 24 March.

Questions covered the flow of model courses, the rationale for assuming responsibility for some recommendations and Guidelines and delivery.

It was explained that some training is likely to be given at IALA but that other sites around the world are expected to be identified, especially with linkage to capacity building. It was made clear that course certificates would only be awarded for properly examined courses. This led to discussion of accreditation of instructors and the challenge posed by the lack of harmonisation of national standards. This topic has already been earmarked for discussion at the meeting on 24 March. The WWA will be seeking recognised experts to deliver training accredited by the host nation, with the WWA acting in an advisory capacity. It is also possible that IALA may be able to establish its own pool of instructors.

It was stressed that the WWA Board has its own, delegated responsibility but will work under the direction of the IALA Council, with briefings being given to each meeting of the Council. In all cases, the aim is for the WWA’s activities to be transparent.

## VTS35 & VTS2012

The presentation was made by members of DGCS (Ugur Solak and Levent Kalfa) and the Symposium organisers (Interium - Bengü Tokatlioğlu), who were introduce by the Chairman.

Bengü Tokatlioğlu made a presentation, covering recommended hotels, travel arrangements for the meeting, the social programme and pre / post meeting excursions. She then turned to the Symposium venue, technical programme, social events and pre / post Symposium excursions.

The presentation ended with a short video introducing Turkey and Istanbul.

There was concern at the anticipated travelling time to / from the meeting venue, giving rise to requests about hotels nearby the venue. It was said that Interium are investigating possibilities and any answers will be posted on the website in the next 2-3 weeks.

Difficulties in establishing communications for resolving exhibition queries were raised.

# Establish Working Groups

The Secretary ran through the outline programme for the week.

Three working groups were then established, as outlined below:

|  |  |
| --- | --- |
| Working Group (WG) | Working Group Chair / Vice Chair |
| WG1 – VTS Operations | Barry Goldman / William Burns |
| WG2 – Technical | René Hogendoorn / Robert Townsend |
| WG3 – Personnel and Training | Terry Hughes / James Larson |

Before breaking into Working Groups there was a plenary discussion on Paper VTS34/8/28. This had been requested by the Chairman of WG 1, who said that a decision or at least an indication from the Committee about the thrust of this paper, which had been commissioned by the Committee following lengthy discussion at VTS33, would be most helpful to his WG’s work on Tasks 3 and 10. The arguments for seeing what is now Navigation Assistance Service treated as Navigation Assistance and being considered as a procedure that is carried out by any VTS were rehearsed and a lively discussion ensued. In summing up the Chairman of WG1 said that there appeared to be two options; the status quo or to proceed with the draft Information Paper, with a view to submission to the Council by the end of the meeting.

The Committee did not make a decision, other than to instruct WG 1 to continue developing the Information Paper, for consideration in the final plenary.

# Working Group 1 – Operations

VTS34 input paper 34/8/28 on Navigation Assistance Service (NAS) generated detailed and useful debate and highlighted the fact that there were differing interpretations on when NAS should be delivered and how it should be promulgated. The paper proposed a more radical change than either WG1 or VTS Committee members felt was appropriate but recognised that there were more fundamental issues that might warrant more detailed review in the longer term. As a result of this discussion, a new paragraph was agreed for inclusion in the VTS Manual that will give clearer direction on this issue and is aligned to the existing IMO Resolution A.857(20) and subsequent discussion by the VTS Committee as a whole identified the potential need for a further work item for the VTS Committee to develop a Concept Paper on the needs for the future delivery of VTS.

## Develop criteria, guidance or general provisions, for submission to IMO, on establishing and operating a VTS beyond territorial seas, to include a clarification of the difference between a VTS Area established / extending beyond territorial seas and operated as a VTS in its own right and a ship reporting system managed / monitored by a VTS. (Task 2\*)

Task completed at VTS33.

## Review/update/provide input to IMO on Resolution A.857 (20) -Guidelines For Vessel Traffic Services, taking into account the development and implementation of the VTM concept (Task 3\*)

This task has been progressed during this session. WG3 continues to lead on Annex 2 that covers training aspects and WG1 and WG3 continue to liaise over the development of this task. WG1 thanks AMSA for submitting comments for consideration. The majority of AMSA’s comments were incorporated.

Action item

The Secretariat is requested to forward VTS34/WG1/WP1 (Review/update/provide input to IMO on Resolution A.857 (20) – Guidelines For Vessel Traffic Services (Task 3)) to VTS35.

WG1 is requested to review, update, and provide input by e-mail correspondence inter-sessionally to VTS34/WG1/WP1 (Review/update/provide input to IMO on Resolution A.857 (20) – Guidelines For Vessel Traffic Services (Task 3)) for consolidation as an input paper to VTS35.

## Update the VTS Manual (Task 4\*)

This task was completed during the meeting.

Action item

The Secretariat is requested to forward VTS34/output/2 (Draft 2012 VTS Manual) to the Council, for inter-sessional approval.

## Review VTS Recommendation on V-120 on vessel traffic services in inland waters (dated 06/2001) (Task 5.a.ii\*)

This task is due to start at VTS35.

## Review VTS Recommendation on V-125 on the use and presentation of symbology (dated 12/2004) (Task 5.a.iii\*)

The VTS Committee completed its review of this Recommendation and forwarded it to Council for approval.

Action item

The Secretariat is requested to forward VTS34/output/3 (Draft V-125 on the use and presentation of symbology) to Council, for approval.

## Review VTS Recommendation on V-127 on VTS operating procedures (dated 06/2004) (Task 5.a.iv\*)

Completed. Approved by 51st Council.

## Produce a Recommendation on standard nomenclature (i.e. radio call signs) for use when referring to a VTS Centre (Task 8\*)

This Task was completed at VTS32.

## Produce Guidelines on the provision of VTS Information Services and VTS Traffic Organization Services (Task 10\*)

Good progress has been made on this task. However, work could not be completed as it was to some extent delayed by the need to clarify the specific issue of NAS interpretation. An intercessional correspondence group was formed and agreed to develop this important guideline further. It is expected that only one further meeting is required and Council is requested to approve an extension for completion of this task to VTS 35. This intercessional e-mail correspondence group includes but is not limited to: Tuomas Martikainen, Thanatip Jantarapakde, Michele Landi, Wong Wing-hung, Jørgen Brandt, Jean-Charles Cornillou, Barry Goldman, Malin Dreijer, Michel Desparois and Monica Sundklev.

Action item

The Secretariat is requested to forward VTS34/WG1/WP2 (Produce Guidelines on Provision of VTS Types of Service (Task 10)) to VTS35.

VTS Committee members participating in the inter-sessional e-mail correspondence group for Task 10, Produce Guidelines on Provision of VTS Types of Service, are requested to e-mail Monica Sundklev no later than 9 April 2012.

## Produce a Guideline on VTS support / interaction in emergency response, law enforcement, regulatory compliance, SAR and disaster management, including VTS initiated NAS, in consideration of VTM developments (Task 11\*)

Work on this task commenced this session and is progressing satisfactorily.

Action item

The Secretariat is requested to forward VTS34/WG1/WP6 (Guideline on VTS support and interaction with allied services in emergency situations, SAR, disaster management, law enforcement and regulatory compliance (Task 11)) to VTS35.

## Produce a Guideline on the use of decision support tools in VTS. (Task 12\*)

This task is due to start at VTS35.

## Produce a Guideline on assessing and auditing the overall performance of VTS Centres with respect to their effectiveness in mitigating risk and as described in Chapter 18, Quality Management, in the VTS Manual (2008) (Task 13\*)

Work on this task continued from VTS33 and is progressing satisfactorily.

Action item

The Secretariat is requested to forward VTS34/WG1/WP3 (Draft on Auditing of VTS Centres (Task 13)) to VTS35.

## Review SMCP as it relates to VTS and communicate suggested changes to IMO (Task 14\*)

Work on this task continued from VTS33. WG1 added more examples for each message marker. Additionally, revisions were made to section A1/6, Vessel Traffic Service standard phrases. This is a challenging task but is progressing satisfactorily. Council may wish to consider the need to draw the attention of IMO to the fact that the document as a whole, and not just the VTS section, is in urgent need of updating.

Action item

The Secretariat is requested to forward VTS34/WG1/WP5 (Review SMCP as it relates to VTS and communicate suggested changes to IMO (Task 14)) to VTS35.

The Secretariat is requested to inform the Council that the Committee considers it necessary for IALA to draw the attention of IMO to the fact that the SMCP as a whole, and not just the VTS section, is in urgent need of updating.

## Co-ordinate work required to update the NAVGUIDE (Task 19\*)

This task was started in this session. WG1 reviewed the purpose and scope of the NAVGUIDE, which is to harmonise marine AtoN and to provide a first point of reference. WG1 added VTS Manual (draft edition 5) and World VTS Guide references throughout the edited text. Through intercessional e-mail correspondence, WG1 will verify the final version of VTS Manual, edition 5 against the content of the working paper and submit its results as an input paper to VTS35.

Action item

The Secretariat is requested to forward VTS34/WG1/WP7 (VTS section of the IALA NAVGUIDE (Task 19)) to VTS35.

WG1 is requested to submit intercessional revisions to VTS34/WG1/WP7 (VTS section of the IALA NAVGUIDE (Task 19)) as an input paper to VTS35.

## IALA VTS Portrayal Workshop

WG1 prepared a March 2013 workshop proposal, using the input provided in VTS34 input paper 34/14/2 (Draft workshop proposal – Maritime Surface Picture), which was approved by the Committee.

Action

The Secretariat is requested to forward VTS34/output/4 (VTS Portrayal Workshop Proposal) to PAP23, with a view to requesting Council approval.

## Concept Paper

Flowing from work carried out on Tasks 3 and 10, it was decided that there is a need for a more strategic look at VTS and its future needs. It was determined that a Concept Paper needed to be written, ahead of a review of the potential changes in the update of IMO Resolution A.857(20). This resulted in VTS34/output/8, which requests permission to include a new work item, producing a Concept Paper, the work for which will carry over into the 2014 – 2018 Work Programme.

Action item

The Secretariat is requested to forward the request for a new work item – Concept Paper – (VTS34/output/8) to Council for approval.

# Working Group 2 – Technical

## Work Items

Immediately after the introduction of the agenda and the work items, the working group broke into teams with the following tasks:

* Review of
  + The draft GSMD guideline,
  + Liaison note from the e-Navigation Portrayal WG,
  + Liaison note from e-Navigation IVEF Product Specification,
* Review of the draft V-128 revision 9, provided at VTS34
* Review of the draft revision to the VTS Manual

The reviews were completed and the results are reflected in the sections below.

The work on the draft V-128 document will continue inter-sessionally and at VTS35. This will be achieved by correspondence rather than through a formal inter-sessional meeting.

A preliminary review of the VTS Manual was done during the closing stages of VTS34 and, due to time constraints, no formal response was made.

## Review V-128 – Operational and Technical Performance Requirements for VTS Equipment (Annexes 2 and 9) (Task 6\*)

Work continued on the different annexes; the status of the work is indicated in the table below:

| **Section** | **Task** | **Responsible** |
| --- | --- | --- |
| General | Completed   * Move abbreviations to the general section * Add lists of tables and figures | ***Jens-Christian Pedersen*** |
| Annex 1 – | **Core Operational requirements**  Completed   * Climatic categories defined * Climate zones figure needs rework   To be done   * Add a paragraph on environmental monitoring, incl. Oil Spill Detection (OSD). * In general add techniques emerging now * Add sections on safety and security precautions, lightning protection, warning lights, site access and power supply * Clarify the key objectives of a VTS system   *Work on climate progressed, other issues remain (waiting on other annexes)*  Further review of the core requirements is needed after completion of the other annexes to ensure consistency throughout the document | All  ***Jens-Christian Pedersen***  *Cesare Giuliani* |
| Annex 2 – | **Radar**  Completed   * Most of the draft annex was completed before the inter-sessional meeting * remove reference to timeline for technology * further detail the use of radar for off-shore, inland and port surveillance * add section on OSD * a few minor issues to be addressed   *No further work was done during VTS34* | ***Jens Christian Pedersen*** |
| Annex 3 – | **Automatic Identification System (AIS)**  Completed   * the existing text is out of date and will be updated * rewrite this annex and refer to A-124, as appropriate   *Completed during VTS34.* | *Rainer Strenge* + ***Peter Eade***  *San Gil, Lee + Yong Won Kim* |
| Annex 4 – | **Environmental Monitoring**  Completed   * the annex was completely rewritten and renamed   To be done   * Add description of sensors for environmental protection (OSD, radar wave height measurement etcetera) * Ice monitoring * An assessment of the required accuracy of the sensors is needed; feedback is needed from VTS operations regarding the sensitivity thresholds for environmental sensors where operations will be impacted   *In progress; the annex will be completed intersessionally* | ***Inoue Shuichi*** + *Takahiro Itagaki* + *Peter Eade* |
| Annex 5 – | **Electro-Optical Equipment**  To be done   * Annex needs to be rewritten * Add thermal imaging   *Due to lack of expertise no work was done during VTS34. Four members in the working group indicated they would be willing to work intersessionally on this annex.* | *Peter Eade*  *San Gil, Lee*  *Holger Klindt*  *David Turnage*  *Rene Hogendoorn* |
| Annex 6 – | **Radio Direction Finders**  Completed   * Most of the draft annex was completed before the inter-sessional meeting * Some minor editing   *This annex is complete; no work was done during VTS34* |  |
| Annex 7 – | **Long Range sensors**  Completed   * The annex was rewritten * Minor editing   *This annex is complete; no work was done during VTS34* |  |
| Annex 8 – | **Radio Communications**  Completed   * The draft annex was completed during the inter-sessional meeting * Add audio performance requirements * Minor editing   *Work progressed during VTS34. However, the outcome the 2012 WRC still needs to be taken into account. Additionally, a section on VOIP and digital channels in general needs to be developed.* | *Richard Aase* + ***Robert Townsend*** + L*oïc Gourmelen + Tom Montor* |
| Annex 9 – | **Data Processing**  To be done   * Needs to be expanded * should include sensor data processing & port logistics MIS * Alignment with database connections, as mentioned in annex 10     *No changes were made during VTS34; the annex needs to be developed further intersessionally* | ***René Hogendoorn*** + *Rainer Strenge + DmitryOblizanov +*  *Romain Gallen* |
| Annex 10 – | **Human/Machine Interfaces**  Completed   * a draft annex was mostly completed at the inter-sessional meeting * originally Data Display, renamed to HMI * add maintenance HMI   *The annex was completed during VTS34* | ***David Turnage*** |
| Annex 11 – | **Decision Support**  Completed   * most of the draft annex was completed before the inter-sessional meeting * add time waypoint guidance (route-based trajectory prediction, e.g. Poseidon) * Alignment with presentation, as mentioned in annex 10     *The annex was completed intersessionally before VTS34* | *Peter Eade* + ***Romain Gallen*** |
| Annex 12 – | **External Information Exchange**  Completed   * most of the draft annex was completed during the inter-sessional meeting   To be done   * add section on data security/encryption * references to existing standards/recommendations   *No work was done during VTS34; the annex needs to be completed intersessionally* | ***René Hogendoorn*** + *Romain Gallen* |
| Annex 13 – | **Verification and Validation**  Completed   * most of the draft annex was completed during the inter-sessional meeting * validation aspect to be added * minor editorial work   *Some work was done during VTS34. Further work is required.* | ***Jens Christian Pedersen*** + L*oïc Gourmelen* |

Action item

The Secretariat is requested to forward the draft revised recommendation V-128 (VTS34/WG2/WP2) to VTS35.

## Produce a Recommendation on harmonized functional VTS/VTM requirements for networking and information exchange (Task 7\*)

Since the IALA Recommendation on the Inter-VTS Exchange Format Service (IVEF) was approved by Council and V-128 contains an Annex, specifically addressing data exchange, this task is considered complete.

## Specify VTS and other VTM related user needs in relation to the allocation of the radio frequency spectrum, for further delivery to the IMO and ITU (Task 17\*)

No specific issues have been raised since the end of VTS33 or during VTS34. This task is considered complete.

## Response to input paper VTS34/8/6 / VTS34/9/2: Liaison note from e-NAV – e-Navigation Portrayal Guidelines

Comments were discussed in co-operation with WG1. Where appropriate, V-125 was amended to reflect these comments. The comments did not address V-128 directly.

Action item

The Secretariat is requested to forward liaison note on response to recommendations on Portrayal (VTS34/output/7) to the e-Navigation Committee

## Response to input paper VTS34/9/6: Liaison note from e-NAV – Product Specification Ownership and Development

The draft IVEF product specification was reviewed, as requested. The draft document is, however, not yet mature enough for adoption by the VTS Committee. The e-Navigation Committee is requested to continue work on this document.

Action item

The Secretariat is requested to forward the observations on IVEF Product Specification (VTS34/WG2/WP1) to VTS35.

The Secretariat is requested to forward the liaison note on IVEF Product Specification (VTS34/output/6) to the e-Navigation Committee.

## Review of input paper VTS34/8/7 Draft GMSD Guideline

The draft guideline was reviewed and a number of comments were raised. Suggested revised wording is included in the attached document (VTS34/output/5a).

Action item

The Secretariat is requested to forward liaison note (VTS34/output/5) and the amended draft GSMD Guideline (VTS34/output/5a) to the ANM Committee

# Working Group 3 – Personnel & Training

## Review Recommendations & Guidelines (Tasks 5.b.i\*, 5.b.iii\* & 5.b.iv\*)

5b iii - Guideline 1027 - Simulation in VTS Training. No work was carried out with respect to this task at this session.

## Develop Model Courses (V-103) on training the trainer (Task 9\*)

It was agreed by the Committee at VTS33 that the model course on NAS would be dropped from the work plan. Work was carried out on the Guideline for ‘Train the Trainer’.

Action item

The Secretariat is requested to forward VTS34/WG3/WP3 (train the trainer) to VTS35.

## Produce a position paper on the need for mandatory training for VTSOs, including certification / accreditation and encourage member states to support this initiative at IMO (Task 15\*)

VTS34/10/4 refers.

Task was considered complete at VTS 33. VTS34/10/4 was reviewed and its contents will be carried over to the training and accreditation meeting on 24 March 2012.

## Produce a recommendation on training and certification standards for Navigating Officers participating in a VTS for further delivery to IMO (Task 16\*)

Task completed at VTS 33. This item is also on the agenda for the training and accreditation meeting on 24 March 2012.

## Consider developing a separate and distinct VTS Training Manual to complement the V-103 Model courses (Task 18\*)

This task was not progressed during this session.

## Review SMCP as it relates to VTS and communicate suggested changes to IMO (Task 14\*)

The WG continued reviewing this document.

Action item

The Secretariat is requested to forward VTS34/WG3/WP2 (SMCP-A918(22)) to VTS35.

## List of accredited training institutes

Paper VTS34/10/3 rev1 refers.

This item was not progressed and will be discussed at the training and accreditation meeting on 24 March.

## Review of IMO Resolution A.857(20)

In support of WG1, the training aspects of the Resolution were reviewed and it is anticipated that the work will be completed at VTS35.

Action item

The Secretariat is requested to forward VTS34/WG3/WP1 (A.857(20)) to VTS35.

# Working Group 4 – VTM (WG4)

This Task was removed from the Work Programme of the VTS Committee as a result of a decision at the 52nd session of the IALA Council.

# Future Work Programme (2014 – 2018)

There were no input papers. For the associated Action see item 2.

The Chairman pointed out that the Council Strategy group has requested both strategy and work items by October 2012.

Proposals included:

* The reporting of close quarters / near miss situations;
* Incident and accident reporting;
* Recording and analysis;
* Public relations – handling the media during an incident / accident;
* Portrayal of maritime surface picture (developing 2013 workshop output);
* Concept paper for VTS.

Action

The Chairman and Vice Chairman are requested to produce a list of current items being proposed for the 2014 – 2018 Work Programme for circulation to the Committee, inter-sessionally.

The Secretariat is requested to circulate the list of proposed future work items to the Committee.

Committee members are requested to review the list of proposed future work items and add to it, preferably inter-sessionally but no later than the closing date for input papers to VTS35 (3 August 2012).

# Review of output and working papers

The first item discussed was the draft 2012 VTS Manual. Several minor amendments were identified and corrected and the Chairman asked that the Committee took a final look at the document, with a view to approval before the end of the meeting.

The Working Group Chairmen then reported on the work carried out by their Working Groups.

The output documents listed at Annex E were reviewed and their disposition agreed.

The Secretariat was requested to forward / action the output documents, as indicated earlier in the report.

The Chairman then thanked all of the Working Group Chairmen for their reports and the members of the Working Groups for their hard work during the meeting.

# Any Other Business

## Workshop on VTS Training (India, September 2013)

This item will be discussed at the training and accreditation meeting on 24 March.

## World VTS Guide

VTS34/14/1 refers.

This item was covered under agenda item 6.1.

## Annual Questionnaire

VTS34/14/3 refers.

Action

The Committee is requested to provide input on possible amendments to the Annual Questionnaire to VTS35.

## Strategy (2014 – 2018)

VTS34/14/4 refers. See item 11.

## Nautical Institute proposal

Paper VTS34/5 refers.

The Committee expressed some concern at the level of expertise that the NI will be able to bring to bear on training.

# Review of Session Report

The report of the meeting (VTS34/output/1) was reviewed and approved by the Committee.

Action Item

The Secretariat is requested to forward the report of VTS34 (VTS34/output/1) to the IALA Council, to note.

# Date and venue of next meeting

VTS35 will meet from 3 – 7 September, 2012 in Istanbul. It was agreed that the first day of the meeting would take the following form:

Pre-meeting starts at 0900

Pre meeting ends at 1200

Opening plenary starts at 1300

Coffee break at 1500 – 1530

Working Groups start at 1530

End of day 1730

# Closing of the Meeting

The Chairman introduced the Secretary-General, who thanked the Committee for its hard work and hoped that everyone had enjoyed their second meeting in the new Offices, despite the continuing gremlins in the IT system. He then wished everyone a safe journey home.

The Chairman first asked if there were any final comments that members wished to make; there were none. He then thanked all the VTS Committee members for their hard work and then thanked the WG Chairmen and Vice Chairmen and the Committee Vice Chairman, the Secretary and the Secretariat, to whom small presentations were made. He then also wished everyone and pleasant and safe journey home.

# List of Annexes

1. Agenda

A copy of the agenda is at Annex A.

1. Participants

A list of VTS33 participants is at Annex B.

1. Working Group Participants

A list of working group participants is at Annex C.

1. Input Papers

A list of input papers is at Annex D.

1. Output and Working papers

A list of output and working papers is at Annex E.

1. Action Items

A list of action items is at Annex F.

1. Revision of the Work Programme

An updated VTS Committee Work Programme for 2010 - 2014 is at Annex G.

1. VTS34 Agenda

**34th Meeting of the Vessel Traffic Services Committee**

The 34th meeting of the **VTS Committee** will be held from 19 – 23 March 2012, at IALA.

The opening plenary will commence at 1300 on Monday 19 March, and the closing plenary will end at approximately 1300 on Friday 23 March.

Committee Chair, Vice-Chair and Working Group Chairpersons are requested to meet at 0900 on Monday 19 March.

Work items / Tasks being addressed during this meeting are listed in the final table of Annex G of the report of the previous meeting, which was included in the initial invitation to this meeting.

Change from VTS33

**AGENDA**

1. Approval of the agenda
2. Review of action items from last meeting
3. Review of input papers
4. Reports from other bodies:
   1. IALA Council – 52nd Session, December 2012
   2. PAP22, October 2011
5. Reports from rapporteurs:
   1. Developments in e-learning, IALA W-W Academy (M1\*)
   2. Use and impact of risk and decision making tools (M2\*)
   3. Liaison with e-Navigation Committee (M3\*)
   4. Usage of the World VTS Guide (M4\*)
   5. IALA Dictionary (M5\*)
6. Presentations (15 minutes)
   1. World VTS Guide Barry Goldman
   2. Brief on IALA WWA Stephen Bennett (0900 20 March)
   3. VTS35 & VTS2012 Interium (Friday a.m.)
7. Establish Working Groups
8. Working Group 1 – Operations (WG1)
   1. Develop criteria, guidance or general provisions, for submission to IMO, on establishing and operating a VTS beyond territorial seas, to include a clarification of the difference between a VTS Area established / extending beyond territorial seas and operated as a VTS in its own right and a ship reporting system managed / monitored by a VTS. (Task 2\*) – Task complete
   2. Review/update/provide input to IMO on Resolution A.857 (20) - Guidelines For Vessel Traffic Services, taking into account the development and implementation of the VTM concept (Task 3\*)
   3. Update the VTS Manual (Task 4\*)
   4. Review Recommendations & Guidelines (Tasks 5.a.ii\*, 5.a.iii\* & 5.a.iv\*)
   5. Produce a Recommendation on standard nomenclature (i.e. radio call signs) for use when referring to a VTS Centre (Task 8\*) – Task complete
   6. Produce Guidelines on the provision of VTS Types of Service (Task 10\*)
   7. Produce a Guideline on VTS support and interaction with allied services in emergency situations, SAR, disaster management, law enforcement and regulatory compliance Produce a Guideline on VTS support / interaction in emergency response, law enforcement, regulatory compliance, SAR and disaster management, including VTS initiated NAS, in consideration of VTM developments (Task 11\*)
   8. Produce a Guideline on the use of decision support tools in VTS. (Task 12\*)
   9. Produce a Guideline on assessing and auditing the overall performance of VTS Centres with respect to their effectiveness in mitigating risk and as described in Chapter 18, Quality Management, in the VTS Manual (Task 13\*)
   10. Review SMCP as it relates to VTS and communicate suggested changes to IMO (Task 14\*)
   11. Co-ordinate work required to update the NAVGUIDE (Task 19)
9. Working Group 2 – Technical (WG2)
   1. Review Recommendations & Guidelines (Tasks 5.a.i\* & 5.b.ii\*) – Task complete
   2. Review V-128 – Operational and Technical Performance Requirements for VTS Equipment (Annexes 2, 3, 6, 7, 8 and 9) (Task 6\*)
   3. Produce a Recommendation on harmonized functional VTS/VTM requirements for networking and information exchange (Task 7\*)
   4. Specify VTS and (associated stakeholder) other VTM related user needs in relation to the allocation of the radio frequency spectrum, for further delivery to the IMO and ITU (Task 17\*)
10. Working Group 3 – Personnel & Training (WG3)
    1. Review Recommendations & Guidelines (Tasks 5.b.i\*, 5.b.iii\* & 5.b.iv\*)
    2. Develop Model Courses (V-103) on the provision of NAS, refresher training and training the trainer (Task 9\*)
    3. Produce a position paper on the need for mandatory training for VTSOs, including certification / accreditation and encourage member states to support this initiative at IMO (Task 15\*) – Task complete
    4. Produce a recommendation on training and certification standards for Navigating Officers participating in a VTS for further delivery to IMO (Task 16\*)
    5. Consider developing a separate and distinct VTS Training Manual to complement the V-103 Model courses (Task 18\*)
    6. Produce a Guideline on refresher training and revalidation (Task 20)
11. Working Group 4 – VTM (WG4) (Removed at C52)
    1. Define the concept and develop the scope of the VTM, including the role and position of VTS in VTM and support to ship and port security and other services. (In consultation with e-NAV, and focusing on the VTS/VTM related architecture and specifying the VTS/VTM functional requirements.) (Task 1\*)
12. Future Work Programme (2014 – 2018)
13. Review of output and working papers
14. Any Other Business
    1. Workshop – Maritime Surface Picture (with IHO – March 2013)
    2. Workshop – VTS Training (India – September 2013)
    3. World VTS Guide
    4. Nautical Institute
15. Date and venue of next meeting
16. Review of session report
17. VTS34 Participants

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1. List of input papers for VTS34

**List of Input Papers**

**VTS34**

**19 to 23 March, 2012**

**All papers are posted on the FTP server**

**Items highlighted are not on the Committee website.**

1. Approval of the agenda

|  |  |  |  |
| --- | --- | --- | --- |
| **Number** | **Title / Author (if required)** | **Presented by:** | **Posting** |
| VTS34/1/1 rev4 | Agenda | T Çehreli (TC) | Late |
| VTS34/1/2 | Programme for VTS34 | TC/IALA | Late |

1. Review of action items from last meeting

|  |  |  |  |
| --- | --- | --- | --- |
| **Number** | **Title / Author (if required)** | **Presented by:** | **Posting** |
| VTS34/2/1 rev1 | Action Items from VTS33 | TC / IALA | 3 |

1. Review of input papers

|  |  |  |  |
| --- | --- | --- | --- |
| **Number** | **Title / Author (if required)** | **Presented by:** | **Posting** |
| VTS34/3/1 rev7 | List of Input Papers | TC / IALA | Late |

1. Reports from other bodies

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Number** | | **Title / Author (if required)** | **Presented by:** | **Posting** |
| VTS34/4/1 | IALA Council 52nd Session | | TC / IALA | Late |
| VTS34/4/2 | PAP22 Report | | TC / IALA | Late |

1. Reports from rapporteurs

|  |  |  |  |
| --- | --- | --- | --- |
| **Number** | **Title / Author (if required)** | **Presented by:** | **Posting** |
| VTS34/5/ | Developments in e-learning, IALA WW Academy (M1) |  |  |
| VTS34/5/ | Use and impact of risk and decision making tools (M2) |  |  |
| VTS34/5/ | Liaison with e-Navigation Committee (M3) |  |  |
| VTS34/5/ | Usage of the World VTS Guide (M4) | Paul Owen |  |
| VTS34/5/ | IALA Dictionary (M5) | Tuncay Çehreli |  |

1. Presentations

|  |  |  |  |
| --- | --- | --- | --- |
| **Number** | **Title / Author (if required)** | **Presented by:** | **Posting** |
| VTS34/6/1 | Briefing on the IALA WWA | SB | 6 |

1. Establish Working Groups
2. Working Group 1 – Operations (WG1)
   1. Develop criteria, guidance or general provisions on establishing vessel traffic management measures, including VTS beyond territorial seas, to include a clarification of the difference between a VTS and a ship reporting system operated by a VTS and operated as a VTS (Task 2\*)
   2. Review/update/provide input to IMO on Resolution A.857 (20) –Guidelines For Vessel Traffic Services, taking into account the development and implementation of the VTM concept (Task 3\*)
   3. Update the VTS Manual (Task 4\*)
   4. Review Recommendations & Guidelines (Tasks 5.a.ii\*, 5.a.iii\* & 5.a.iv\*)
   5. Produce a Recommendation on standard nomenclature (i.e. radio call signs) for use when referring to a VTS Centre (Task 8\*)
   6. Produce Guidelines on the provision of VTS Types of Service (Task 10\*)
   7. Produce a Guideline on VTS support / interaction in emergency response, law enforcement, regulatory compliance, SAR and disaster management, including VTS initiated NAS, in consideration of VTM developments (Task 11\*)
   8. Produce a Guideline onthe use of decision support tools in VTS. (Task 12\*)
   9. Produce a Guideline on assessing and auditing the overall performance of VTS Centres with respect to their effectiveness in mitigating risk and as described in Chapter 18, Quality Management, in the VTS Manual (Task 13\*)
   10. Review SMCP as it relates to VTS and communicate suggested changes to IMO (Task 14\*)

|  |  |  |  |
| --- | --- | --- | --- |
| **Number** | **Title / Author (if required)** | **WG** | **Posting** |
| VTS34/8/1 | Draft A857 review | 1 | 1 |
| VTS34/8/2 | Draft Guideline on Provision of Vessel Traffic Services | 1 | 1 |
| VTS34/8/3 | Draft on Auditing of VTS Centres | 1 | 1 |
| VTS34/8/4 | Cover note for VTS34/8/4A | 1 | 1 |
| VTS34/8/4A | Draft review of V-125 Ed2 – on use and presentation of symbology (including AIS) at a VTS Centre | 1 | 1 |
| VTS34/8/5 | Suggested changes to IMO Resolution A.918(22) – SMCP | 1 | 1 |
| VTS34/8/6 | Liaison note to e-NAV – e-Navigation Portrayal Guidelines (see also VTS34/9/2) | 1 | 1 |
| VTS34/8/7 | Draft GSMD Guideline | 2 | 1 |
| VTS34/8/8 | Liaison note to all committees on the NAVGUIDE | 1 | 1 |
| VTS34/8/9 | NAVGUIDE 2014 Action Plan | 1 | 1 |
| VTS34/8/10 | NAVGUIDE 2014 Timetable | 1 | 1 |
| VTS34/8/11 | Close-quarter situation following action taken by Ushant VTS | 1 | 2 |
| VTS34/8/12 | Guidance on close quarter situation reporting by VTS – Submission to IMO NAV | 1 | 2 |
| VTS34/8/13 | IMO Res A.950(23) | 1 | 2 |
| VTS34/8/14 | Prevention of collision and action taken following a close quarter situation by Ushant VTS | 1 | 2 |
| VTS34/8/15 | DOG-NAV-01: Message models broadcast by Ushant Traffic VTS | 1 | 2 |
| VTS34/8/16 | DOG-NAV-02: Report of a contravention of the international regulations for preventing collisions at sea, 1972 | 1 | 2 |
| VTS34/8/17 | DOG-NAV-03:Intervention and manPLAagement principles depending of the emergency levelatUshant VTS | 1 | 2 |
| VTS34/8/18 | P-NAV-01: Use of mandatory « Ouessrep » report | 1 | 2 |
| VTS34/8/19 | P-NAV-02: Ship identification at Ushant VTS | 1 | 2 |
| VTS34/8/20 | P-NAV-03: Rule of the road surveillance at Ushant VTS | 1 | 2 |
| VTS34/8/21 | P-NAV-04: Double way lane and channels transit surveillance at Ushant VT | 1 | 2 |
| VTS34/8/22 | P-NAV-05: Contravention of COLREG or transit rules at Ushant VTS | 1 | 2 |
| VTS34/8/23 | P-NAV-06: Grounding course at Ushant VTS | 1 | 2 |
| VTS34/8/24 | P-NAV-07: Close-quarter situations at Ushant VTS | 1 | 2 |
| VTS34/8/25 | P-NAV-08: Damaged vessels at Ushant VTS | 1 | 2 |
| VTS34/8/26 | P-NAV-09: Containers & parcels lost at sea at Ushant VTS | 1 | 2 |
| VTS34/8/27 | P-NAV-10: Anchorage at Ushant VTS | 1 | 2 |
| VTS34/8/28 | Draft Council Information Paper – NAS | 1 | 3 |
| VTS34/8/29 | Cover note – PLA Emergency Management | 1 | 4 |
| VTS34/8/30 | PLA Emergency files – Zip file | 1 | 4 |
| VTS34/8/31 | AMSA comment on draft Guideline on provision of VTS | 1 | 4 |
| VTS34/8/32 | AMSA comment on Draft Revision of IMO Resolution A.857(20) | 1 | 4 |
| VTS34/8/33 | NAVGUIDE 2010 | 1,2,3 | Late |

1. Working Group 2 – Technical
   1. Review Recommendations & Guidelines (Tasks 5.a.i\* & 5.b.ii\*)
   2. Review V-128 – Operational and Technical Performance Requirements for VTS Equipment (Annexes 2, 3, 6, 7, 8 and 9) (Task 6\*)
   3. Produce a Recommendation on harmonized functional VTS/VTM requirements for networking and information exchange (Task 7\*)
   4. Specify VTS and other VTM related user needs in relation to the allocation of the radio frequency spectrum, for further delivery to the IMO and ITU (Task 17\*)

| **Number** | **Title / Author (if required)** | **WG** | **Posting** |
| --- | --- | --- | --- |
| VTS34/9/1 | V-128 Ed 4 working document | 2 | 1 |
| VTS34/9/2 | Liaison note from e-NAV – e-Navigation Portrayal Guidelines rev1 (see also VTS34/8/6) | 2 | 1 |
| VTS34/9/3 | Minutes VTS WG2 inter-sessional 30Jan-1Feb12 | 2 | 4 |
| VTS34/9/4 | Draft revised IALA Recommendation V-128 | 2 | 4 |
| VTS34/9/5 | Draft S-100 GI Registry meeting report | 2 | 5 |
| VTS34/9/6 | Liaison note on Product Specification ownership and development | 2 | 5 |
| VTS34/9/7 | Draft IVEF product Specification | 2 | 5 |

1. Working Group 3 – Personnel & Training
   1. Review Recommendations & Guidelines (Tasks 5.b.i\*, 5.b.iii\* & 5.b.iv\*)
   2. Develop Model Courses (V-103) on incident response, the provision of NAS, simulation, refresher training and training the trainer (Task 9\*)
   3. Produce a position paper on the need for mandatory training for VTSOs, including certification / accreditation and encourage member states to support this initiative at IMO (Task 15\*)
   4. Produce a recommendation on training and certification standards for Navigating Officers participating in a VTS for further delivery to IMO (Task 16\*)
   5. Consider developing a separate and distinct VTS Training Manual to complement the V-103 Model courses (Task 18\*)

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| --- | --- | --- | --- |
| **Number** | **Title / Author (if required)** | **WG** | **Posting** |
| VTS34/10/1 | Draft V-103-5 Model course – train the trainer | 3 | 1 |
| VTS34/10/2 | IALA VTS Manual 2012 v5.7 – 18Sept11 | 3 | 1 |
| VTS34/10/3 | Draft-Accredited Training Institutions | 3 | 3 |
| VTS34/10/3 rev1 | Draft-Accredited Training Institutions | 3 |  |
| VTS34/10/4 | AMSA Input paper- Mandatory Training | 3 | 4 |

1. Working Group 4 – VTM
   1. Define the concept and develop the scope of the VTM, including the role and position of VTS in VTM and support to ship and port security and other services. (In consultation with e-NAV, and focusing on the VTS/VTM related architecture and specifying the VTS/VTM functional requirements.) (Task 1\*)

|  |  |  |  |
| --- | --- | --- | --- |
| **Number** | **Title / Author (if required)** | **WG** | **Posting** |
| VTS34/11/1 |  |  |  |

1. Future Work Programme (2010 – 2014)

|  |  |  |  |
| --- | --- | --- | --- |
| **Number** | **Title / Author (if required)** | **WG** | **Posting** |
| VTS34/12/1 |  |  |  |

1. Review of output and working papers
2. Any Other Business
   1. World VTS Guide
   2. Workshop – Maritime Surface Picture
   3. Annual Questionnaire

|  |  |  |  |
| --- | --- | --- | --- |
| **Number** | **Title / Author (if required)** | **WG** | **Posting** |
| VTS34/14/1 | World VTS Guide – Comment by AMSA | 1 | 4 |
| VTS34/14/2 | Draft workshop proposal – Maritime Surface Picture | 1 | 5 |
| VTS34/14/3 | IALA Annual Questionnaire 2011 | 1, 2,3 | Late |
| VTS34/14/4 | IALA PAP / Strategy report | 1,2,3 | Late |
| VTS34/14/5 | Nautical Institute proposal | 1,2,3 | Late |

**Information Papers**

|  |  |  |
| --- | --- | --- |
| **Number** | **Title / Author (if required)** | **Posting** |
| VTS34/INF/1 | Meeting dates 2012 - 2014 post Council 52 | 2 |

1. Date and venue of next meeting
2. Review of session report
3. List of Output and Working Papers

Output documents are submitted for review by a body other than the Committee initiating the document.

|  |  |  |
| --- | --- | --- |
| Number | Title | Status |
| VTS34/output/1 | Draft Report | To Council to note |
| VTS34/output/2 | Draft VTS Manual | To Council for approval |
| VTS34/output/3 | Draft revised Recommendation V-125 on the use and presentation of symbology | To Council for approval |
| VTS34/output/4 | Draft Workshop Proposal - VTS Portrayal Workshop | To Council for approval |
| VTS34/output/5 | Liaison note to ANM on draft Guideline on GSMD | To ANM18 |
| VTS34/output/5a | Draft guideline on GSMD (track changes) | To ANM18 |
| VTS34/output/6 | Liaison note to e-NAV on the IVEF Product Specification | To e-NAV11 |
| VTS34/output/7 | Liaison note to e-NAV in response to Recommendations offered by e-Navigation relating to Portrayal Guidelines within IALA Recommendations V-125 and V-128 | To e-NAV11 |
| VTS34/output/8 | Request for new work item – Concept Paper | To Council for approval |

Working papers are documents that will remain within the Committee for further review.

|  |  |  |
| --- | --- | --- |
| Number | Title | Status |
| VTS34/WG1/WP1 | (Review/update/provide input to IMO on Resolution A.857 (20) – Guidelines For Vessel Traffic Services) | To VTS35 |
| VTS34/WG1/WP2 | Produce Guidelines on Provision of VTS Types of Service | To VTS35 |
| VTS34/WG1/WP3 | Draft on Auditing of VTS Centres | To VTS35 |
| VTS34/WG1/WP5 | Review SMCP as it relates to VTS and communicate suggested changes to IMO | To VTS35 |
| VTS34/WG1/WP6 | *Guideline on VTS support and interaction with allied services in emergency situations, SAR, disaster management, law enforcement and regulatory compliance* | To VTS35 |
| VTS34/WG1/WP7 | VTS section of the IALA NAVGUIDE | To VTS35 |
|  |  |  |
| VTS34/WG2/WP1 | Observations IVEF Product Specification | To VTS35 |
| VTS34/WG2/WP2 | Draft revised Recommendation V-128 Ed 4 working document | To VTS35 |
|  |  |  |
| VTS34/WG3/WP1 | A857(20) Guidelines for VTS | To VTS35 |
| VTS34/WG3/WP2 | SMCP-A918(22) | To VTS35 |
| VTS34/WG3/WP3 | Draft model course on ‘train the trainer’ | To VTS35 |

1. Action Items

Action Items for Secretariat

1. The Secretariat is requested to forward VTS34/WG1/WP1 (Review/update/provide input to IMO on Resolution A.857 (20) – Guidelines For Vessel Traffic Services (Task 3)) to VTS35. 11
2. The Secretariat is requested to forward VTS34/output/2 (Draft 2012 VTS Manual) to the Council, for inter-sessional approval. 11
3. The Secretariat is requested to forward VTS34/output/3 (Draft V-125 on the use and presentation of symbology) to Council, for approval. 12
4. The Secretariat is requested to forward VTS34/WG1/WP2 (Produce Guidelines on Provision of VTS Types of Service (Task 10)) to VTS35. 12
5. The Secretariat is requested to forward VTS34/WG1/WP6 (Guideline on VTS support and interaction with allied services in emergency situations, SAR, disaster management, law enforcement and regulatory compliance (Task 11)) to VTS35. 12
6. The Secretariat is requested to forward VTS34/WG1/WP3 (Draft on Auditing of VTS Centres (Task 13)) to VTS35. 13
7. The Secretariat is requested to forward VTS34/WG1/WP5 (Review SMCP as it relates to VTS and communicate suggested changes to IMO (Task 14)) to VTS35. 13
8. The Secretariat is requested to inform the Council that the Committee considers it necessary for IALA to draw the attention of IMO to the fact that the SMCP as a whole, and not just the VTS section, is in urgent need of updating. 13
9. The Secretariat is requested to forward VTS34/WG1/WP7 (VTS section of the IALA NAVGUIDE (Task 19)) to VTS35. 13
10. The Secretariat is requested to forward VTS34/output/4 (VTS Portrayal Workshop Proposal) to PAP23, with a view to requesting Council approval. 13
11. The Secretariat is requested to forward the request for a new work item – Concept Paper – (VTS34/output/8) to Council for approval. 14
12. The Secretariat is requested to forward the draft revised recommendation V-128 (VTS34/WG2/WP2) to VTS35. 18
13. The Secretariat is requested to forward liaison note on response to recommendations on Portrayal (VTS34/output/7) to the e-Navigation Committee 18
14. The Secretariat is requested to forward the observations on IVEF Product Specification (VTS34/WG2/WP1) to VTS35. 19
15. The Secretariat is requested to forward the liaison note on IVEF Product Specification (VTS34/output/6) to the e-Navigation Committee. 19
16. The Secretariat is requested to forward liaison note (VTS34/output/5) and the amended draft GSMD Guideline (VTS34/output/5a) to the ANM Committee 19
17. The Secretariat is requested to forward VTS34/WG3/WP3 (train the trainer) to VTS35. 19
18. The Secretariat is requested to forward VTS34/WG3/WP2 (SMCP-A918(22)) to VTS35. 20
19. The Secretariat is requested to forward VTS34/WG3/WP1 (A.857(20)) to VTS35. 20
20. The Secretariat is requested to circulate the list of proposed future work items to the Committee. 20
21. The Secretariat is requested to forward the report of VTS34 (VTS34/output/1) to the IALA Council, to note. 21

Action Items for Members

1. Committee members are requested to provide input for the draft model course ‘train the trainer’ in time for VTS35. 7
2. Members are requested to provide input to agenda item 13 (Future Work Programme (2014 – 2018) at VTS35. 7
3. Committee members are requested to obtain copies of VTS Training Organisation accreditation certificates, if available. 7
4. Committee members are requested to establish whether their National Competent Authority requires mandatory training for VTSOs and report this information to VTS35. 7
5. WG1 is requested to review, update, and provide input by e-mail correspondence inter-sessionally to VTS34/WG1/WP1 (Review/update/provide input to IMO on Resolution A.857 (20) – Guidelines For Vessel Traffic Services (Task 3)) for consolidation as an input paper to VTS35. 11
6. VTS Committee members participating in the inter-sessional e-mail correspondence group for Task 10, Produce Guidelines on Provision of VTS Types of Service, are requested to e-mail Monica Sundklev no later than 9 April 2012. 12
7. WG1 is requested to submit intercessional revisions to VTS34/WG1/WP7 (VTS section of the IALA NAVGUIDE (Task 19)) as an input paper to VTS35. 13
8. The Chairman and Vice Chairman are requested to produce a list of current items being proposed for the 2014 – 2018 Work Programme for circulation to the Committee, inter-sessionally. 20
9. Committee members are requested to review the list of proposed future work items and add to it, preferably inter-sessionally but no later than the closing date for input papers to VTS35 (3 August 2012). 21
10. The Committee is requested to provide input on possible amendments to the Annual Questionnaire to VTS35. 21
11. Revision of the Work Programme (2010 - 2014)

Approved by IALA Council – December 2011

(Changes made/suggested at VTS34 are highlighted in yellow)

The VTS Committee deals with all aspects of VTS, including the expanding role of vessel monitoring with respect to maritime safety, environmental protection and security. In the work of the Committee, the following general aspects are to be taken into consideration:

* IALA Strategy;
* Integration & harmonisation;
* Regional & global aspects;
* Harmonized use of Definitions and Terms;
* Concepts associated with Risk Assessment / Management;
* Work Programme 2010 – 2014

| Task | Estimated number of sessions | Comments | Strategy Element |
| --- | --- | --- | --- |
| 1. Define the concept and develop the scope of the VTM, including the role and position of VTS in VTM and support to ship and port security and other services. (In consultation with e-NAV, and focusing on the VTS/VTM related architecture and specifying the VTS/VTM functional requirements.) | 4 | Task removed at decision of Council 52. | 13.1 & 13.4. Also  3.3, 3.4, 3.5, 5.1, 5.2, 5.6, 5.7, 10.1, 10.4, 10.11, 12.1, 13.5, 15.1, 15.2 & 15.3 |
| 1. Develop criteria, guidance or general provisions, for submission to IMO, on establishing and operating a VTS beyond territorial seas, to include a clarification of the difference between a VTS Area established / extending beyond territorial seas and operated as a VTS in its own right and a ship reporting system managed / monitored by a VTS. | 4 | Task closed at decision of Council 52. | 5.7, 11.3 |
| 1. Review/update/provide input to IMO on Resolution A.857 (20) -Guidelines for Vessel Traffic Services, taking into account the development and implementation of the VTM concept. | 3 |  | 1.2, |
| 1. Update the VTS Manual. | 3 |  |  |
| 1. Review VTS Recommendations and Guidelines to ensure consistency with the VTS Manual including:    1. Recommendations:       1. V-102 on the Application of the User Pays Principle to VTS (dated 03/1998);       2. V-120 on Vessel Traffic Services in inland waters (dated 06/2001);       3. V-125 on the use and presentation of symbology (dated 12/2004); and       4. V-127 on VTS Operating Procedures (dated 06/2004).    2. Guidelines:       1. 1017 Training Requirements for VTS Personnel (dated 06/2001);       2. 1026 AIS as a VTS Tool (dated 12/2001);       3. 1027 Simulation in VTS Training (dated 06/2002)       4. 1045 Staffing Levels at VTS Centres (dated 12/2005) | 1  2  2  4  3  3  4  4 |  | 3.4  5.5  3.4, 5.3, 5.8, 10.4, 13.2, 13.6, 15.3, 18.1  3.4, 5.3, 5.8, 10.4, 13.2, 13.6, 15.3, 18.1  3.4, 5.3, 5.8, 10.4, 13.2, 13.6, 15.3, 18.1 |
| 1. Review V-128 – Operational and Technical Performance Requirements for VTS Equipment:    1. Annex 2 – Performance Requirements on radar, including the effect of offshore installations (such as wind farms)    2. Annex 3 – Performance Requirements - (AIS), to include Class B & Inland AIS    3. Annex 6 – Performance Requirements – CCTV (Electro-optical equipment)    4. Annex 7 – Performance Requirements - Direction Finding (DF) equipment.    5. Annex 8 – DGNSS and additional positioning services equipment.    6. Annex 9 – Equipment for transfer of data between VTS centres (to include international VTS data exchange) | 6 |  | 5.1, 5.2 |
| 1. Produce a Recommendation on harmonized functional VTS/VTM requirements for networking and information exchange. | 5 |  | 3.3, 5.1, 5.2, 13.5 |
| 1. Produce a Recommendation on standard nomenclature (i.e. radio call signs) for use when referring to a VTS Centre. | 2 |  |  |
| 1. Develop Model Courses (V-103) on:    1. training the trainer. | 6 |  | 3.4, 5.8, 10.4, 15.3, 18.1 |
| 1. Produce Guidelines on the provision of VTS Types of Service. | 6 | To include slot management. | 5.4, 10.4 |
| 1. Produce a Guideline on VTS support and interaction with allied services in emergency situations, SAR, disaster management, law enforcement and regulatory compliance | 5 |  | 5.5 |
| 1. Produce a Guideline onthe use of decision support tools in VTS. | 2 |  | 5.5 |
| 1. Produce a Guideline on assessing and auditing the overall performance of VTS Centres with respect to their effectiveness in mitigating risk and as described in Chapter 18, Quality Management, in the VTS Manual. | 5 |  | 5.4, 10.1, 10.7 |
| 1. Review SMCP as it relates to VTS and communicate suggested changes to IMO. | 4 |  | 5.3 |
| 1. Produce a position paper on the need for mandatory training for VTSOs, including certification / accreditation and encourage member states to support this initiative at IMO | 2 |  | 10.4, 10.8, 15.3 |
| 1. Produce a recommendation on training and certification standards for Navigating Officers participating in a VTS for further delivery to IMO. | 3 |  | 15.3 |
| 1. Specify VTS and other VTM related user needs in relation to the allocation of the radio frequency spectrum, for further delivery to the IMO and ITU. | 4 |  |  |
| 1. Consider developing a separate and distinct VTS Training Manual to complement the V-103 Model courses. | 5 |  | 3.4, 5.3, 10.4 |
| 1. Co-ordinate work required to update the NAVGUIDE | 2 |  |  |
| 1. Produce a Guideline on refresher training and revalidation | 4 |  | 3.4, 5.8, 10.4, 15.3, 18.1 |
| 1. Develop a Concept Paper on the ‘Needs for the future delivery of VTS’ | 6 |  | 1.2 |

Monitoring Items

|  |  |  |  |
| --- | --- | --- | --- |
| Task | Duration | Rapporteur | Strategy Element(s) |
| M1 Developments in e-learning, IALA World Wide Academy | Continuous | Stephen Bennett |  |
| M2 Use and impact of risk and decision making tools | Continuous |  |  |
| M3 Liaison with the e-Navigation Committee | Continuous |  |  |
| M4 Usage of the World VTS Guide | Continuous | Paul Owen |  |
| M5 IALA Dictionary | Continuous | Tuncay Çehreli |  |

Deferred Items

|  |  |  |  |
| --- | --- | --- | --- |
| Task | No. of sessions | Comment | Strategy Element(s) |
| D1 None at this time |  |  |  |

**VTS Committee Work Plan - 2010 – 2014 X** = OPS, **X** = T, **X** = P&T, **X** = VTM and **X** = Committee

| Task | Session | | | | | | |
| --- | --- | --- | --- | --- | --- | --- | --- |
| 31 | 32 | 33 | 34 | 35 | 36 | 37 |
| 1. Define the concept and develop the scope of the VTM, including role of VTS in VTM and support to ship and port security and other services. (In consultation with e-NAV, and focusing on the VTS/VTM related architecture and specifying the VTS/VTM functional requirements.) | **X** | **X** | **X** | **X** | **X** | **X** |  |
| 1. Develop criteria, guidance or general provisions, for submission to IMO, on establishing and operating a VTS beyond territorial seas, to include a clarification of the difference between a VTS Area established / extending beyond territorial seas and operated as a VTS in its own right and a ship reporting system managed / monitored by a VTS. | **X** | **X** | **X** | **X** |  |  |  |
| 1. Review/update/provide input to IMO on Resolution A.857 (20) -Guidelines for Vessel Traffic Services, taking into account the development and implementation of the VTM concept. |  |  | **X** | **X** | **X** |  |  |
| 1. Update the VTS Manual. | **X** | **X** | **X** |  |  |  |  |
| 1. Review VTS Recommendations and Guidelines to ensure consistency with the VTS Manual including:    1. Recommendations:       1. V-102 on the application of the User Pays Principle to VTS (dated 03/1998); WG2       2. V-120 on Vessel Traffic Services in inland waters (dated 06/2001); WG1       3. V-125 on the use and presentation of symbology (dated 12/2004); and WG1       4. V-127 on VTS Operating Procedures (dated 06/2004). WG1    2. Guidelines:       1. 1017 Training Requirements for VTS Personnel (dated 06/2001); WG3       2. 1026 AIS as a VTS Tool (dated 12/2001); WG2       3. 1027 Simulation in VTS Training (dated 06/2002); WG3       4. 1045 Staffing Levels at VTS Centres (dated 12/2005). WG3 | **X**  **X** | **X**  **X**  **X** | **X**  **X**  **X**  **X**  **X**  **X** | **X**  **X**  **X**  **X** | **X**  **X**  **X** | **X**  **X**  **X** |  |
| 1. Review V-128 – Operational and Technical Performance Requirements for VTS Equipment:    1. Annex 2 – Performance Requirements on radar, including the effect of offshore installations (such as wind farms)    2. Annex 3 – Performance Requirements – (AIS), to include Class B & Inland AIS    3. Annex 6 – Performance Requirements – CCTV (Electro-optical equipment)    4. Annex 7 – Performance Requirements – Direction Finding (DF) equipment.    5. Annex 8 – DGNSS and additional positioning services equipment.    6. Annex 9 – Equipment for transfer of data between VTS centres (to include international VTS data exchange) | **X** | **X** | **X** | **X** | **X** |  |  |
| 1. Produce a Recommendation on harmonized functional VTS/VTM requirements for networking and information exchange. |  | **X** | **X** |  |  |  |  |
| 1. Produce a Recommendation on standard nomenclature (i.e. radio call signs) for use when referring to a VTS Centre. | **X** | **X** |  |  |  |  |  |
| 1. Develop Model Courses (V-103) on:    1. training the trainer. | **X** | **X** | **X** | **X** | **X** | **X** |  |
| 1. Produce Guidelines on the provision of VTS Types of Service. | **X** | **X** | **X** | **X** | **X** |  |  |
| 1. Produce a Guideline on VTS support and interaction with allied services in emergency situations, SAR, disaster management, law enforcement and regulatory compliance. |  |  |  | **X** | **X** | **X** | **X** |
| 1. Produce a Guideline on the use of decision support tools in VTS. |  |  |  |  | **X** | **X** |  |
| 1. Produce a Guideline on assessing and auditing the overall performance of VTS Centres with respect to their effectiveness in mitigating risk and as described in Chapter 18, Quality Management, in the VTS Manual. |  |  | **X** | **X** | **X** | **X** | **X** |
| 1. Review SMCP, as it relates to VTS, and communicate suggested changes to IMO. | **X** | **X** | **X** | **X** | **X** | **X** |  |
| 1. Produce a position paper on the need for mandatory training for VTSOs, including certification / accreditation and encourage member states to support this initiative at IMO. | **X** | **X** |  |  |  |  |  |
| 1. Produce a recommendation on training and certification standards for Navigating Officers participating in a VTS for further delivery to IMO. | **X** | **X** | **X** |  |  |  |  |
| 1. Specify VTS and other VTM related user needs in relation to the allocation of the radio frequency spectrum, for further delivery to the IMO and ITU. | **X** | **X** | **X** | **X** |  |  |  |
| 1. Consider developing a separate and distinct VTS Training Manual to complement the V-103 Model courses. |  |  | **X** | **X** | **X** | **X** | **X** |
| 1. Co-ordinate work required to update the NAVGUIDE |  |  |  | **X** | **X** | **X** | **X** |
| 1. Produce a Guideline on refresher training and revalidation |  |  |  | **X** | **X** | **X** | **X** |
| 1. Develop a Concept Paper on the ‘Needs for the future delivery of VTS’ |  |  |  |  | **X** | **X** | **X** |