**35th Meeting of the Vessel Traffic Services Committee**

The 35th meeting of the **VTS Committee** will be held from 3 – 7 September 2012, at Anadoluhisari Facility of the Directorate General of Coastal Safety. The location is approximately 50 minutes from the bus pick-up point and includes a ferry trip.

The opening plenary will commence at 1300 on Monday 3 September, and the closing plenary will end at approximately 1300 on Friday 7 September.

Committee Chair, Vice-Chair and Working Group Chairpersons are requested to meet at 0900 on Monday 3 September.

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 VTS34

**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. Report from IALA Council – 53rd Session, December 2012
   2. Report from PAP23, April 2012
   3. Report from COMSAR16
   4. Report from NAV58
   5. Report from STW43
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. Brief on IALA WWA Stephen Bennett
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\*)– Task complete
   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 (Task 11\*) – Task complete
   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)
   12. Develop a Strategy Paper on the ‘Needs for the future delivery of VTS’ (Task 21\*)
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\*) – Task complete
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 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\*) – Task complete
    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) (Task removed at C52)
12. Future Work Programme (2014 – 2018)
13. Review of output and working papers
14. Any Other Business
    1. Workshop – VTS Portrayal (Bremen – March 2013)
    2. Workshop – VTS Training (Venue TBC – September 2013)
    3. Seminar – India’s VTS training needs (India – February 2014)
15. Date and venue of next meeting
16. Review of session report