



REPORT OF THE 43<sup>RD</sup> SESSION OF THE  
IALA VESSEL TRAFFIC SERVICES  
(VTS) COMMITTEE  
20 to 24 March 2017

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## Report of the 43<sup>rd</sup> Session of the IALA Vessel Traffic Services (VTS) Committee

### Executive Summary

The 43<sup>rd</sup> Session of the VTS Committee was held at IALA Headquarters from 20 to 24 March 2017.

78 Delegates from 29 countries, 3 sister organisations and 1 observer participated in VTS43. Significantly, this included 22 participants for the first time;

This was the sixth meeting for the 2014-2018 Work Programme and the VTS Committee considered 67 input papers and produced 20 output papers of three Working Groups.

Key outputs included:

- Completion of a draft output proposal to the IMO for a review of IMO Resolution A.857(20) Guidelines for Vessel Traffic Services. As stated in the IALA VTS Strategy the document was forwarded to Council for approval.
  - After approval, the Secretariat is requested to forward the draft document to IALA national members for their consideration as the basis for sponsoring a submission to the IMO.

In addition, Committee Participants were requested to forward the draft proposal to their national administration for their consideration with regards to seeking their intention to sponsor.

- A minor revision of the Recommendation V-103 on Standards on Training and Certification of VTS Personnel to reflect the introduction of the new IALA Model Course V-103/5, and other minor amendments, pending a full review of the Recommendation in the 2018-2022 Work Programme.

A review of the 2014-2018 Work Programme highlighted that approximately 50% of the 21 Tasks have been completed to date. The overall status of the VTS Committees 2014-2018 Work Programme is summarised below.

The following liaison notes to Council were prepared:

- to approve the revised of the Recommendation V-103 on Standards on Training and Certification of VTS Personnel reflecting the introduction of IALA Model Course V-103/5 on the Revalidation Process for VTS Qualification and Certification in 2016;
- to approve the name change of two Tasks of the 2014-2018 Work Programme. That is:
  - Guideline on Measures to Evaluate the Effectiveness of a VTS (Task 1.1.6); and
  - Guideline on the technical interface between VTS systems and the systems of other stakeholders" (Task 2.3.1);
- to approve two submissions to IMO, including:
  - draft output proposal for a review of IMO Resolution A.857(20) Guidelines for Vessel Traffic Services.; and
  - draft update to MSC/Circ.1065 on the IALA Standards for training and certification of Vessel Traffic Service (VTS) personnel to reflect the publication of IALA Model Course V-103/5 on the revalidation process for VTS qualification and certification. on Resolution A857.(20) and Circ. 1065 including draft proposals;
- to approve the removal of Task 1.2.1 on media relations from the 2014-2018 Work Programme.

The following liaison notes to Secretariat, other Committees and PAP were prepared:

- to ENAV, Joint VTS/ENAV WG and Secretariat with regards to the review of IALA documents relevant to the introduction of VDES and the withdraw of Guideline 1032 on aspects of training of VTS personnel relevant to AIS;

- to ENAV on Maritime Service Portfolios (MSPs) with regards to draft IALA Guideline Maritime Service Portfolios: Digitising Maritime Services and the draft templates of categories and attributes on MSP1 (Information Service), MSP2 (Navigational Assistance Service) and MSP3 (Traffic Organisation Service);
- to ARM on mobile AtoN's (MAtoN);
- to PAP/DWG regarding IALA Dictionary Definitions;
- to PAP and Secretariat on the Committees concerns with regards to the proposed new IALA Standards.

A liaison note to the Australian Maritime Safety Agency (AMSA) on IALA Recommendation V-103 to reply on an input for VTS43 was prepared.

Participants reiterated their concern over IALA's proposed policy to remove definitions from Recommendations and Guidelines. The Committee is of the view that this will impact significantly on the readability and understanding of the documents, particularly where reference to definitions was required and the dictionary was not readily available (eg. no internet access, internet outage, etc).

The Committee strongly suggests that definitions be retained in Recommendations and Guidelines and the IALA Dictionary simply used to provide a "master list" of all IALA definitions.

The first draft of the new Work Programme for the Committee (2018-2022) was compiled and reviewed. It will be forwarded to VTS44 for further completion.

# Overall status of the VTS Committee 2014-2018 Work Programme after VTS43:

Task	Start Session	Planned End Session	Revised End Session	Progress Indicator			Status Overview
				Green	Yellow	Red	
<b>TD#1 – Operations</b>							
1.1.1. Produce a Guideline on the use of decision support tools in VTS	38	39	38	☑	☑	☐	Completed Approved at C59
1.1.2. Update the VTS Manual	38	41		☑	☐	☐	Completed VTS41 Approved at C62
1.1.3. Produce a Guideline on marine casualty incident reporting and recording, including near miss situations as it relates to VTS	38	42		☑	☐	☐	Commenced VTS38 Completed VTS42 Approved at C63
1.1.4. Produce a Guideline on Maritime Service Portfolios for VTS	40	44		☐	☐	☒	Commenced VTS40
1.1.5. Produce a Guideline on Preparing for IMO Member State Audit Scheme (IMSAS) as it relates to VTS	38	40		☑	☐	☐	Completed Approved at C61
1.1.6. Produce a Guideline on Measures to Evaluate the Effectiveness of a VTS for setting and achieving VTS objectives	42	44		☑	☐	☐	Commenced VTS42 Name change VTS43
1.2.1. Produce a Guideline on public and media relations in special / defined circumstances	43	44		☐	☐	☒	removed
1.3.1. Produce a Recommendation / Guideline on VTS Communications	39	44		☐	☐	☒	Commenced VTS39
1.4.1. Develop an "IALA VTS Strategy Paper" with regards to the delivery of VTS in a rapidly changing world and the possible implications for IMO Resolution A.857(20) Guidelines for Vessel Traffic Services	38	40	39	☑	☐	☐	Completed Approved at C60
1.4.2. Review/update/provide input to IMO on Resolution A.857(20) Guidelines for VTS	41	44		☐	☐	☒	Commenced at VTS39
1.4.3. Develop and conduct a global VTS Questionnaire	38	41		☑	☐	☐	Completed released on IALA Website (8 Aug-16)
1.4.4. Produce a Guideline on preparing for Zero Accident Campaign	38			☐	☑	☐	On hold pending IMO response
<b>TD#2 – Technology</b>							
2.1.1. Produce a Recommendation on the portrayal of VTS information and data	41	44		☐	☑	☐	Commenced VTS41
2.2.1. Develop Guidance on the technical acceptance of a VTS system	39	44		☐	☑	☐	Commenced VTS39
2.2.2. Review V-128 – Operational and Technical Performance Requirements for VTS Equipment:	38	44	39	☑	☐	☐	Completed Approved at C60
2.3.1. Provide a Guideline on the technical interface between VTS systems and the systems of other stakeholders aspects of VTS information exchange between VTS and allied or other services	41	44		☐	☑	☐	Name change VTS43
<b>TD#3 – Training</b>							
3.1.1. Develop a Model Course on Revalidation Process for VTS Qualification and Certification	38	41		☑	☐	☐	Completed Approved at C62
3.1.2. Produce a VTS Training Manual to complement the V-103 and its model courses	40	44		☐	☐	☒	Commenced VTS40
3.1.3. Review and update V-103 on the Standards for Training and Certification of VTS Personnel and other IALA guidance to reflect the introduction of V-103/5	42	44		☑	☐	☐	Completed VTS43
3.3.1. Develop guidance on human factors and ergonomics in VTS	38	43		☐	☐	☒	Commenced VTS38
3.4.1. Develop a Guideline on VTS Awareness for Navigating Officers	43	44		☐	☐	☒	

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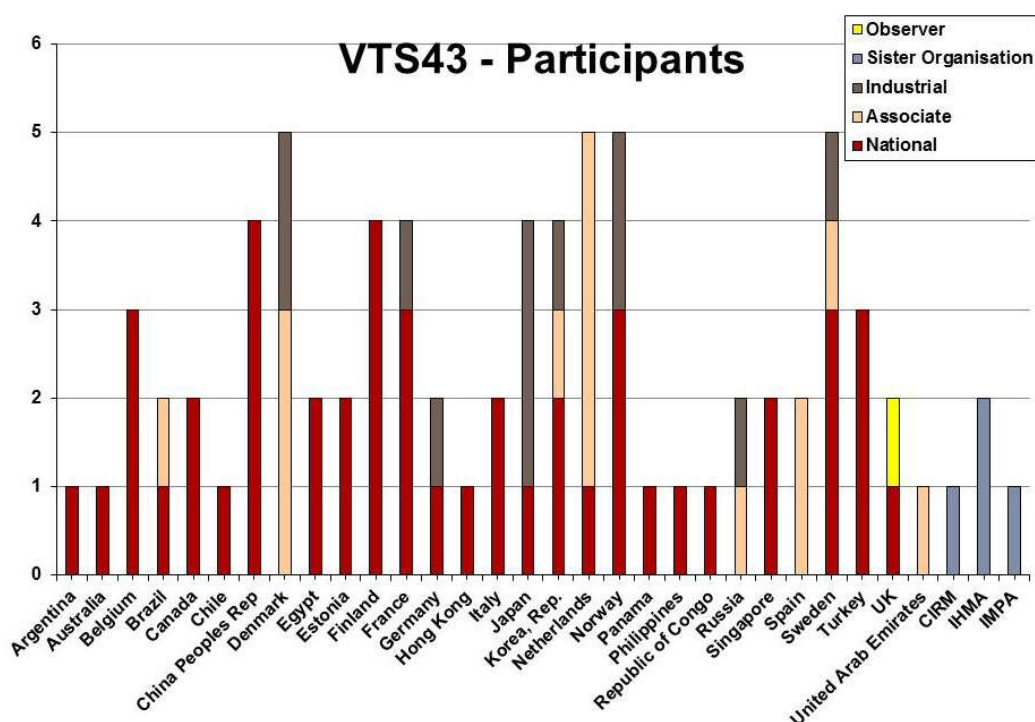


## Report of the 43<sup>rd</sup> Session of the IALA Vessel Traffic Services (VTS) Committee

### 1. INTRODUCTION

The 43<sup>rd</sup> meeting of the VTS Committee was held from 20 to 24 March 2017 at IALA with Tuncay Çehreli as Chair and Neil Trainor as Vice Chair. The Secretary for the meeting was Wim van der Heijden.

78 Delegates from 29 countries and 3 Sister organisations participated in VTS43; 22 for the first time. There was 1 observer.



The Chair welcomed all participants to VTS43 in particular those returning after some absence and the delegates participating for the first time.



#### 1.1 Administrative announcements

The Secretary informed that the safety information is available in the VTS43 document section (VTS43-0.2 General information) on the IALA website and advised to read the safety instructions carefully.

He informed shortly about WiFi access, Fileshare facility and the new printing facilities.



## **1.2 Welcome from IALA**

Marie-Helene Grillet apologised the Secretary-General and the Deputy Secretary-General both abroad for other meetings. She informed about the IALA Strategic Vision 2014-2026 for a longer time and the upcoming next working period based on the short term Strategic Vision for 2018-2022. In parallel a new Strategy document will be developed and discussed during the next PAP meeting. Participants were informed about the Change of Status.

An update was presented in the developments in e-Navigation shore services and connectivity, VTS and autonomous ships. Finally the IALA document structure was explained. (VTS43-1.1 refers)

## **1.3 Approval of the agenda**

The agenda was reviewed and adopted (VTS43-1.2).

## **1.4 Introductions and apologies**

The Chair welcomed the new participants of the Committee. At that moment one apology was received from Robert Townsend, Chair of WG2. Apologies received are listed in Annex B.

## **1.5 Programme for the week**

The Chair explained the programme for the week (VTS43-1.4) which was adopted.

# **2. REVIEW OF ACTION ITEMS FROM VTS42**

Input paper VTS43-2.1 refers.

## **2.1 Action Items – IALA Secretariat**

It was noted that all IALA Secretariat actions from VTS42 had been completed.

## **2.2 Action Items – VTS Committee Participants**

1. Action item 19 (MSP 1 (INS)). No inputs were received; input is expected during the meeting. Pieter Paap attended to three documents from the ENAV meeting (week before).
2. Action item 20 (effective communication). There is the report of the workshop on VTS communication; other input is expected during the meeting.
3. Action item 21 (V-103). Input or feedback was received from Canada and Australia.
4. Action item 22 (VTS Certification). Eight examples were received.
5. Action item 23 (VTS awareness) good inputs from Japan were received.

# **3. REVIEW OF INPUT PAPERS**

Input papers are numbered in line with the agenda.

The input papers were reviewed and appointed to the working groups with the following remarks:

- VTS43-3.2.8 The Chair thanked Indonesia for the perfect organisation of the workshop on VTS Communication
- VTS43-3.2.6 and VTS43-3.2.7 need no further action. Will be mentioned in the report.
- VTS43-3.2.9, VTS43-3.3.7, VTS43-3.3.9 and VTS43-3.3.10 were noted.
- VTS43-3.3.1 will be reviewed by WG1 and WG2.
- VTS43-3.3.5 and VTS43-3.3.6 will be reviewed by WG1 and WG3.

- VTS43-3.3.8 Pieter Paap clarified the document from USA. No action of VTS is required and the document was noted.
- It was remarked that the report of the joint meeting of VTS and ENAV was no input. It was made available via the File sharing facility during the meeting. (VTS-ENAV1-12).

## **4. REPORTS FROM OTHER BODIES**

### **4.1 IALA Council**

The Committee noted the following Council report:

- 63<sup>rd</sup> Session, IALA, December 2016, paper VTS43-4.1.1 refers.

The Chair informed briefly about the report and the VTS related issues.

### **4.2 IALA Policy Advisory Panel**

The Committee noted the PAP32 report, paper VTS43-4.2.1 refers. The Chair briefly introduced to report and VTS related matters.

The Chair also noted the report of the Dictionary Working Group (VTS43-4.2.2) and informed that further discussion is needed in PAP.

### **4.3 IMO documents**

As no report of the 4<sup>th</sup> session of the Sub-committee on Navigation, Communications and Search & Rescue (NCSR-4) as input was received Pieter Paap shortly briefed the Committee, highlighting two issues:

- NCSR discussed and recommended the reactivation of the IMO/IHO High-Level Data Modelling Group (HDMG) with a focus on the further development of the Maritime Service Portfolios (MSPs) under e-Navigation. The link with the VTS Committee is the development of the MSPs 1, 2 and 3. The decision for the reactivation of the HDMG has to be taken by MSC98 (May 2017). NCSR also recommended Mr. Sunbae HONG of Korea as the Chair of the HDMG.
- The results and conclusions of the IALA Workshop on VTS Communications (February 2017 in Bali) were indicated and the need for enhancement of verbal communications between shore-based stakeholders (specifically VTS) and ships.

## **5. REPORTS FROM RAPPORTEURS**

### **5.1 Risk management toolbox**

Rapporteur: Tuncay Çehreli

The rapporteur briefed the importance of risk assessment in terms of planning and implementing a VTS and important role of VTS in the implementation of the other risk mitigation measures such as TSS, SRS and navigational rules.

He mentioned IALA works on risk management and related matters so far and related IMO recognition by SN.1/Circ.296 in 2010. Then he provided some more information about the tools of IALA Risk Management Toolbox; IWRAP (IALA Waterway Risk Assessment Programme), PAWSA (Ports and Waterways Safety Assessment), Simulation and also SQUART (Simple Qualitative Assessment of Risk Tool) which is a new simplified qualitative tool for particularly developing countries.

He continued by providing information on the following issues:

- Training Seminar on IALA Risk Management Toolbox once a year. Last seminar was in Panama City in last November and the next will be in Xiamen, China in September this year;

- The role of ARM Committee in Risk Management related matters;
- Risk Management related IALA documents;
- ARM Committee WG3 on Risk Management and its tasks.

## 6. PRESENTATIONS

### 6.1 IALA World-Wide Academy (WWA)

Paper VTS43-6.1 (presentation) refers.

The presentation was made by Gerardine Delanoye.

The presentation covered an overview of the VTS related activities of the WWA since VTS42 and the planned activities in 2017. This includes:

- Level 1 AtoN Manager Course
- Level 1 AtoN Manager Distance Learning module 3 on Management
- Risk Management Training Seminar
- E-Navigation and GNSS Course

Finally the WWA Master Plan was presented with Strategic Vision and Goals for 2026.

### 6.2 PortCDM

Paper VTS43-6.2 (presentation) refers.

The presentation was made by Michael Bergmann.

In the vision for e-Navigation a close collaboration between stakeholders is required to optimize the maritime transport. PortCDM should be the connection to MSP services. The port call process is a complex sequence of activities and different in each port. By introducing standardised port call messages (S-2xx Product specification) the process can be optimized. PortCDM Council will be inaugurated soon and should establish a platform of standards and services.

### 6.3 Capacity building VTS Operators in ASEAN region

Paper VTS43-6.3 (presentation) refers.

The presentation was made by Eiichi Masuda.

The presentation informed about the ASEAN – Japan regional meeting on VTS Operator Training held in Tokyo, 13 – 17 February 2017. Three conclusions were presented.

### 6.4 Electronic QMS

Paper VTS43-6.4 (presentation) refers.

The presentation was made by Sari Talja.

The presentation gave firstly an overview of the Vessel Traffic services, the GOFREP ship reporting system, the Traffic Separation Schemes and the Safety Radio Communication systems. After that the Quality Management System (QMS) of the Finnish VTS was presented which is in accordance with the ISO 9001:2008 standard. The purpose and the structure of the QMS were explained and examples of implementation were given. The quality process is controlled by the Quality Programme (QPR) System. Finally the steps how the QMS was made were presented resulting in the certification.

The Chair thanked all speakers for the presentations.

## 7. ESTABLISH WORKING GROUPS

The Chair outlined the procedure to be followed by working groups, including the associated paperwork, after which three working groups were established and their tasks outlined. A list of working group participants is at Annex C. Because of the absence of Robert Townsend, Richard Aase will be Chair of WG2 and Dirk Eckhoff was requested as Vice Chair of WG2.

Working Group (WG)	Working Group Chair / Vice Chair
WG1 – Operations	Monica Sundklev (Chair) Jørgen Brandt Tom Southall
WG2 – Technology	Richard Aase (Chair) Dirk Eckhoff
WG3 – VTS Training	Kevin Gregory (Chair) Lilian Biber-Klever

## 8. WORKING GROUP 1 – TD#1 - OPERATIONS (WG1)

35 participants were involved in working with the tasks of WG 1. Five subgroups were created to consider the tasks, as follows:

### 8.1 Task 1.1.3 Produce a Guideline on marine casualty / incident reporting and recording, including near miss situation as it relates to VTS

This task was completed at VTS42 and approved by Council at C64.

### 8.2 Task 1.1.4 Produce a Guideline on Maritime Service Portfolios for VTS

The working group completed the list of categories and attributes on MSP1 (INS), MSP2 (NAS) and MSP3 (TOS).

The working group also reviewed the draft IALA Guideline Maritime Service Portfolios: Digitising Maritime Services developed by the ENAV committee and provided input for MSP's 1, 2 and 3. A liaison note to ENAV committee on this work was produced.

The work on the Guideline on Maritime Service Portfolios for VTS continued and noted that the task description needs to be reviewed.

The group noted that detailed guideline on Maritime Service Portfolios for VTS should be developed after the completion of IALA Guideline Maritime Service Portfolios: Digitising Maritime Services is finalized by ENAV and approved by Council. In order to achieve this, it is requested that the VTS committee extends the task to the next work program and approves a workshop on this task.

As a result of the work the group noted a need to work jointly with the technical working group to develop Common Maritime Data Structure (CMDS) entries for the MSP1, MSP2 and MSP3 for next Work Programme.

#### Action items:

*The **Committee Secretary** is requested to forward the liaison note on MSP (VTS43-12.1.16) together with the draft IALA Guideline on Maritime Service Portfolios: Digitising Maritime Services (VTS43-12.1.17) and the templates on MSP1, MSP2 and MSP3 (Annex 1-3) (VTS43-12.1.18, VTS43-12.1.19, VTS43-12.1.20) to ENAV21.*

*The **VTS Committee** is requested to consider a joint work item for working groups 1 and 2 to develop the CMD5 entries for the MSP1, MSP2 and MSP3 for next Work Programme.*

*The **VTS Committee** is requested to consider the extension of the task into the Work Programme 2018-2022.*

*The **VTS Committee** is requested to consider a workshop to develop the Guideline on Maritime Service Portfolios for VTS during the Work Programme 2018-2022.*

*The **Committee Secretary** is requested to forward draft Guideline on Maritime Service Portfolios for VTS (VTS43-12.2.6) and the revised templates on MSP1, MSP2 and MSP3 (VTS43-12.2.7, VTS43-12.2.8, VTS43-12.2.9) as working documents to VTS44.*

*The **Committee Participants** are requested to review and provide comments on the draft templates on MSP1-3 before VTS44.*

### **8.3 Task 1.1.6 Produce a Guideline on Measures to Evaluate the Effectiveness of a VTS**

The working group made good progress focusing on developing the wording in different sections of the working paper and the information of the annexes.

When developing the guideline, the group discussed the title of the task and it has been noted that there are several interpretations of what effectiveness means and how this may be measured.

In order to make the task as well as the guideline clearer the working group therefore suggests changing the title of the task from "Producing a Guideline on Measures to evaluate the Effectiveness of a VTS" to "Produce a Guideline for setting and achieving VTS objectives".

#### *Action item:*

*The **Committee Secretary** is requested to forward the proposed change of the task title to Council for their approval (VTS43-12.1.15).*

*The **Committee Secretary** is requested to forward the draft Guideline on Effectiveness (VTS43-12.2.10) as a working paper to VTS44.*

### **8.4 Task 1.2.1 Produce a Guideline on public and media relations in special/defined circumstances.**

The Working Group has considered this task throughout the 2014-2018 Work Programme and has identified that there is no imminent need for such a Guideline. It is the view of WG1 that adequate guidance on this matter is already available in the VTS Manual 2016 (Chapter 17 Public Information).

Furthermore, it was identified that many countries and authorities have policies and / or legislation in place regarding to the release of information and data as well as public and media relations.

#### *Action item:*

*The **Committee Secretary** is requested to forward the liaison note (VTS43-12.1.13) requesting that Tasks 1.2.1 Produce a Guideline on public and media relations in special/defined circumstances be removed from the 2014-2018 Work Programme to Council for approval.*

### **8.5 Task 1.3.1 Produce a Recommendation / Guideline on VTS Communications**

The VTS Communications sub group had a successful meeting. Positive progress was made with the initial draft of a Recommendation following input from AMSA and we extend our thanks to them for that work. The group also wishes to thank all participants of the IALA Workshop on VTS Communications in Bali. We received workshop presentations and debriefs from Lt. Michele Landi (Italian Coastguard), Dr. Seung Hee Choi (Republic of Korea) and Lilian Biber-Klever (NNVO) and their findings were considered for inclusion in the Guideline. Substantive progress on the development of a Guideline on VTS Communications has been made. Work will continue at VTS 44.

A correspondence group between VTS 43 and 44 will be formed to progress the task further. Committee members wishing to join the correspondence group should contact Thomas Southall by 3<sup>rd</sup> April 2017.

Committee members are requested to supply input of any relevant guidance, advice or documentation regarding effective voice communication to be sent to Thomas Southall. This documentation does not necessarily have to be in English.

#### *Action items:*

*The **Committee Secretary** is requested to forward the working documents on VTS Communication (VTS43-12.2.11 and VTS43-12.2.12) to VTS 44 for further review and consideration.*

*The **Committee Participants** wishing to join the correspondence group are requested to contact Thomas Southall (tomsouthall9@hotmail.com) by the 3<sup>rd</sup> April 2017.*

*The **Committee Participants** are requested to send any relevant guidance, advice or documentation on effective communication to Thomas Southall (tomsouthall9@hotmail.com), it does not necessarily have to be in English.*

### **8.6 Task 1.4.2 Review/Update/Provide input to IMO on Resolution A.857(20) Guidelines for VTS**

A sub-group was formed at the commencement of VTS43 to commence drafting a submission to the IMO requesting a review of the Resolution as an unplanned output based on:

- input paper 8.6.3 - Proposal for a new unplanned output to update Resolution A.857(20) Guidelines for Vessel Traffic Services, and
- input paper 8.6.1 - Compelling need for an update of IMO Resolution A.857(20) Guidelines for Vessel Traffic Services.

Significant progress on this Task was achieved with a draft proposal to the IMO for a new output to update the Resolution being completed (output VTS43-12.1.12). Participants agreed that the draft submission be.

- Forwarded to Council for approval as stated in the IALA VTS Strategy Paper, and
- After approval, the Secretariat is requested to forward the draft document to IALA national members for their consideration as the basis for sponsoring a submission to the IMO.

#### *Action items:*

*The **Committee Secretary** is requested to forward the liaison note on “Review of IMO Resolution A.857(20) Guidelines for Vessel Traffic Services” (VTS43-12.1.7) and the draft proposal to the IMO for a new output to update the Resolution being completed (VTS43-12.1.12) to IALA Council for approval.*

*After Council approval, the **Secretariat** is requested to forward the draft proposal to the IMO for a new output to update the Resolution being completed (VTS43-12.1.12) to IALA National Members for their consideration as the basis for sponsoring a submission to the IMO.*

### **Miscellaneous**

#### **8.7 IALA Dictionary update**

WG1 and WG2 considered the “DWG liaison note to VTS Committee re Dictionary definitions” (VTS43-4.2.2) and could not find any reason for revising the proposed definitions. Recalling paragraph 8.2 of Council 62 report in June 2016, which states “The Council delegated approval authority of new terms and definition and revised definitions to the PAP Dictionary Working Group, with the exception of terms and definitions already approved by the Council as part of existing official IALA documents”, the VTS Committee emphasize that the subject definitions are already approved by Council in Guideline 1110 and Guideline 1111 respectively.

It is the view of the group that the definitions remain unchanged until these Guidelines are revised.

A liaison note to PAP DWG was prepared together with WG2, see action item under section 9.6 for WG2.

## 8.8 Liaison note from ENAV committee regarding e-navigation roadmap

WG1 noted the input paper VTS43-3.3.1 on modification in the e-navigation roadmap concerning the timeframe for theme No 3, second bullet. However, the VTS Committee will continue with task 1.4.2 as described in the VTS Strategy paper which is already approved by the Council.

No further action is needed.

## 8.9 Liaison note from ARM committee regarding Mobile AtoN (MAtoN)

The working group noted the input papers VTS43-3.3.2/VTS43-3.3.3/VTS43-3.3.4 on draft documents on MAtoN. The group considered the new concept on MAtoN and related draft Recommendation and Guideline, which the group finds an important task to fulfil.

As a general comment and in the light of the draft documents sent to VTS 43, it is considered that the guideline would benefit from further clarifications and explanations. The group would also like to recommend that where and when a MAtoN is deployed in a VTS area, the relevant VTS Centre be formally advised.

### Action item:

*The **Committee Secretary** is requested to forward the liaison note (VTS43-12.1.14) to ARM.*

## 8.10 IALA-IHO Interaction on the IMO Maritime Service Portfolio Program

WG1 didn't consider VTS43-3.3.8 on an IALA/IHO interaction on the IMO Maritime Service Portfolio Program. The document originated from USA but was an input paper from ENAV (ENAV20-12.2) with no actions requested from the VTS Committee.

## 8.11 Executive summary International Workshop on Next Generation VTS

WG1 noted the input paper VTS43-3.2.9 on the summary report from the International Workshop on Next Generation VTS which were held in Tokyo, Japan in January 2017.

# 9. WORKING GROUP 2 – TD#2 - TECHNOLOGY (WG2)

## Introduction

21 people joined the Working Group.

Tasks were presented as follows:

The WG2 had 9 papers to review, update, note and comment upon.

- VTS43-3.3.1 Liaison note to VTS Cttee on e-Navigation road map. Note
- VTS43-3.3.11 Liaison Note - VTS plenary. Liaison Note
- VTS43-4.2.2 DWG liaison note to VTS43 re Dictionary definitions. Liaison Note
- VTS43-9.1.1 Produce a Rec. on Portrayal of VTS Information and Data. Continue
- VTS43-9.1.2 Produce a Rec. on Portrayal of VTS Information and Data
- VTS43-9.2.1 Produce a Guideline on Acceptance of VTS Systems. Continue
- VTS43-9.2.2 Produce a Guideline on Acceptance of VTS Systems
- VTS43-9.3.1 Produce a Guideline on the technical interface between VTS systems and Systems of other stakeholder. Continue
- VTS43-9.3.2 Produce a Guideline on the technical interface between VTS systems and Systems of other stakeholder

After presenting these tasks we discussed our approach to the management of these tasks and agreed a plan for the week. Essentially, three sub-groups were created along similar lines to VTS41 and VTS42.

## 9.1 Task 2.1.1 Produce a Recommendation on Portrayal of VTS Information and Data

Excellent progress was made during the course of the week. The task is scheduled for completion at VTS44. The output is a working document which should be referred to VTS44 as an input paper.



Considering the new IALA documentation structure, it is likely that an associated Guideline will need to be produced.

**Action Items:**

The **Committee Secretary** is requested to forward the working document VTS43-12.2.1 on portrayal to VTS44.

The **VTS Committee** is requested to intersessional comment on the working paper on portrayal with the view to be finalized by the committee at VTS44.

## 9.2 Task 2.2.1 Produce a Guideline on Acceptance of VTS Systems

Good progress was made on this task. The output is a working document which should be referred to VTS44 as an input paper. The task is scheduled for completion at VTS44, however this is likely to go into the next working period.

**Action Item:**

The **Committee Secretary** is requested to forward the working document VTS43-12.2.2 on acceptance VTS systems to VTS44.

## 9.3 Task 2.3.1 Produce a Guideline on the technical interface between VTS systems and the systems of other stakeholders

The substance of the document progressed well and the output is a working document which should be referred to VTS44 as an input paper. The major part of the document is completed. With a view to complete the document at VTS44

**Action Item:**

The **Committee Secretary** is requested to forward the working document VTS43-12.2.3 on technical interface with other stakeholders to VTS44.

The **Committee Secretary** is requested to forward liaison note VTS43-12.1.1 on name change of the guideline to Council

**Committee Participants** are requested to intersessional comment on the working paper on technical interface with the view to be finalized by the committee at VTS44.

## 9.4 VTS43.3.3.1 Liaison note to VTS Cttee on e-Navigation road map action number 3

The work group 2 see no need to make a separate format for electronic manuals for VTS equipment, as this follow the industry formats for documentation. All equipment has electronic readable manuals. Action noted.

## 9.5 VTS43-3.3.11 Liaison Note on introduction of VDES

WG2 cooperated with WG3 to produce this liaison note. The action requested from WG2 in the VTS Committee is of significant work, as the documents concerned are comprehensive with a huge degree on details. VTS Committee will consider to include these tasks in work programme for 2018-2022. WG3 agreed to withdraw Guideline 1032. VTS Committee will seek advice from Joint ENAV / VTS workgroup for coordination of tasks between the two committees.

**Action Item:**

The **Committee Secretary** is requested to forward the liaison note VTS43-12.1.6 on the introduction of VDES to ENAV Committee, Joint ENAV / VTS Workgroup and Secretariat.

## 9.6 Reply liaison note to DWG re dictionary

WG2 cooperated with WG1 to produce the liaison note. The VTS Committee considered VTS43-4.2.2, the DWG liaison note to VTS Committee re Dictionary definition and could not find any compelling need to revise the

proposed definitions. In accordance with council decision, definitions in previously council approved documents are not to be re-approved by DWG.

*Action Item:*

*The **Committee Secretary** is requested to forward the liaison note VTS43-12.1.3 Reply DWG liaison note to VTS43 re Dictionary definitions to DWG*

## 10. WORKING GROUP 3 – TD#3 – VTS TRAINING (WG3)

### Qualification, training, and certification of VTS personnel

#### 10.1 Task 3.1.3 – Review and update IALA Recommendation V-103 on the Standards for Training and Certification of VTS Personnel and other guidance

Work on the review of IALA Recommendation V-103 with respect to incorporating Model Course V-103/5, making modifications to some definitions and incorporating changes made in other IALA documentation related to VTS training (specifically, Guideline 1014 and 1103) was completed.

The Working Group considered input paper VTS43-10.2.10 from the Australian Maritime Safety Authority. The paper raised three specific points with respect to the proposed revisions to IALA Recommendation V-103. A Liaison Note was prepared in response to the suggestions raised. The intersessional comments suggested by Canada, with respect to the recognition of alternative training and courses, were also considered by the Working Group.

The Working Group also considered the proposals made within various input documents to split IALA Recommendation V-103 and to create a new supporting Guideline. The Working Group considered that a new work programme item for the 2018-2022 period should be prepared to enable the Recommendation to be split and reviewed/revised as appropriate.

Work on updating the IMO Maritime Safety Committee Circular (MSC/Circ.1065) with respect to incorporating IALA Model Course V-103/5 was completed.

*Action items:*

*The **Committee Secretary** is requested to forward the cover note and the revised IALA Recommendation V-103 (VTS43-12.1.8 and VTS43-12.1.9) to Council for approval.*

*The **Committee Secretary** is requested to forward the Liaison Note on V-103 (VTS43-12.1.10) to the Australian Maritime Safety Authority.*

*The **Committee Secretary** is requested to forward the cover note and the draft IMO MSC Input Paper containing revisions to MSC/Circ.1065 (VTS43-12.1.4 and VTS43-12.1.5) to Council for approval and after approval as submission to the IMO.*

#### 10.2 Task 3.1.2 Produce a VTS Training Manual to complement the V-103 and its model courses

The Working Group did not progress the work programme item related to the VTS Training Manual due to the workload related to other matters.

#### 10.3 Input paper VTS Manager training need (VTS42-10.2.2)

The Working Group further considered the input paper concerning VTS Manager training and the management of a VTS and commenced the preparation of a work programme item proposal for the 2018-2022 period.

The Working Group examined the potential scope of a new work programme item and concluded that the item should be directed at the management of a VTS as opposed to the specific VTS Manager role. This reflects that not all VTS Authorities have dedicated VTS Manager positions but all VTS Authorities are required to have effective VTS Management activities and processes in place. Working Group 3 also considered that this new work programme item would benefit from collaboration with Working Group 1.

#### 10.4 Continued applicability of IALA Guideline 1032 on aspects of training of VTS personnel relevant to AIS

The Working Group considered the Liaison Note submitted by the ENAV Committee VTS43-3.3.11. IALA Guideline 1032 was reviewed and the Working Group noted that it had not been updated since 2005. The Working Group concluded that the Guideline may be recommended for withdrawal as the information contained within was either sufficiently promulgated, obsolete or incorporated into IALA Model Course V-103/1 and the VTS Manual.

#### 10.5 Review of draft IALA Standard 1050 – Training and Certification

The Working Group reviewed the draft IALA Standards, specifically 1050 on Training and Certification, these comments are applicable to the majority of draft IALA standards that were offered for comment.

The Working Group noted that Model Courses were not referenced in the introduction section of the Standard – a clarification on their status with respect to the proposed standards would be beneficial.

The application of the draft Standard also seemed to be restricted to marine aids to navigation authorities with limited reference to the provision of Vessel Traffic Services. The Working Group noted that for some national members the marine aids to navigation authority did not have responsibility for VTS.

Section 2 of the draft standard makes reference to two goals of the IALA Strategic Vision whereas only one is referenced. This section would benefit from review to make the references to the Strategic Vision clearer.

Some concerns were raised in the Working Group with respect to section 5 of the draft standard with respect to the use of the terms ‘shall’ and ‘should’ which may cause confusion to an international readership.

The scope of the of the draft standard, specifically the four bullet points contained within section 4, may benefit from review. In particular, consideration may be given to merging or amending some of the bullet points and ascertaining whether ergonomics is relevant in a standard related to training and certification.

The process for the approval of these draft standards and the longer term amendment and review of them also needs to be clarified.

#### 10.6 Review of input paper VTS43-3.2.3 reformatting of VTS model courses

The Working Group reviewed input paper VTS43-3.2.3 related to the reformatting of the VTS model courses. The Working Group considered the request for advice and prepared a Liaison Note suggesting two ways to proceed with the reformatting of the VTS model courses into the new document style.

Reviewing the proposed new template for IALA Model Course V-103/1, it was noted that the Dean of the World Wide Academy is nominated as a point of contact. This led to a lengthy discussion as to the ownership of IALA documents – and specifically the role of the World Wide Academy in their preparation and approval and in the response to any queries that may be received from those implementing these documents.

*The **Committee Secretary** is requested to forward the Liaison Note (VTS43-12.1.11) to the IALA Secretariat.*

#### Accreditation and approval process for VTS training

#### 10.7 Input paper VTS40-10.1.3 (now on hold paper 1.4 VTS Certification)

The Working Group briefly revisited this paper and reviewed the input provided by Committee Participants. Further work on VTS Certification will be proposed for inclusion on the 2018-2022 work programme of the VTS Committee.

#### Human Factors and Ergonomics

#### 10.8 Task 3.3.1 Develop guidance on Human Factors and Ergonomics in VTS

The Working Group did not progress the work programme item related to Human Factors and Ergonomics in VTS due to the workload related to other matters.

*Action item:*

The **Committee Secretary** is requested to forward working document on Human Factors (VTS43-12.2.4) as working paper for VTS44.

## VTS training for navigating officers

### 10.9 Task 3.4.1 Develop a Guideline on VTS Awareness for Navigating Officers

Work commenced on the development of a Guideline on VTS Awareness for Navigating Officers in terms of the preparation of the scope for the Guideline.

*Action item:*

The **Committee Secretary** is requested to forward working document on VTS Awareness for Navigating Officers (VTS43-12.2.5) as working paper for VTS44

## 11. WORK PROGRAMME (2014 – 2018)

### 11.1 Current Work Programme (2014 – 2018)

Input paper VTS43-11.1 refers.

The overall status report of the current Work Programme was reviewed and updated during the meeting. See table on next page.

### 11.2 Future Work Programme (2018 – 2022)

The first draft of the new Work Programme 2018 – 2022 was compiled, presented and discussed. Participants are invited to review the proposed work items for further discussion.

*Action item*

The **Committee Secretary** is requested to forward the draft future Work Programme (2018 – 2022) (VTS43-11.2.1) and the related new Task Register as working documents to VTS44 (VTS43-11.2.2) for completion.

## VTS COMMITTEE 2014-18 WORK PROGRAMME, Overall Status Report (VTS43)

Task	Start Session	Planned End Session	Revised End Session	Progress Indicator			Status Overview
				Green	Yellow	Red	
TD#1 – Operations							
1.1.1. Produce a Guideline on the use of decision support tools in VTS	38	39	38	☒	☒	☐	Completed Approved at C59
1.1.2. Update the VTS Manual	38	41		☒	☐	☐	Completed VTS41 Approved at C62
1.1.3. Produce a Guideline on marine casualty incident reporting and recording, including near miss situations as it relates to VTS	38	42		☒	☐	☐	Commenced VTS38 Completed VTS42 Approved at C63
1.1.4. Produce a Guideline on Maritime Service Portfolios for VTS	40	44		☐	☐	☒	Commenced VTS40
1.1.5. Produce a Guideline on Preparing for IMO Member State Audit Scheme (IMSAS) as it relates to VTS	38	40		☒	☐	☐	Completed Approved at C61
1.1.6. Produce a Guideline on Measures to Evaluate the Effectiveness of a VTS for setting and achieving VTS objectives	42	44		☒	☐	☐	Commenced VTS42 Name change VTS43 removed
1.2.1. Produce a Guideline on public and media relations in special / defined circumstances	43	44		☐	☐	☒	
1.3.1. Produce a Recommendation / Guideline on VTS Communications	39	44		☐	☐	☒	Commenced VTS39
1.4.1. Develop an “IALA VTS Strategy Paper” with regards to the delivery of VTS in a rapidly changing world and the possible implications for IMO Resolution A.857(20) Guidelines for Vessel Traffic Services	38	40	39	☒	☐	☐	Completed Approved at C60
1.4.2. Review/update/provide input to IMO on Resolution A.857(20) Guidelines for VTS	41	44		☐	☐	☒	Commenced at VTS39
1.4.3. Develop and conduct a global VTS Questionnaire	38	41		☒	☐	☐	Completed released on IALA Website (8 Aug-16)
1.4.4. Produce a Guideline on preparing for Zero Accident Campaign	38			☐	☒	☐	On hold pending IMO response
TD#2 – Technology							
2.1.1. Produce a Recommendation on the portrayal of VTS information and data	41	44		☐	☒	☐	Commenced VTS41
2.2.1. Develop Guidance on the technical acceptance of a VTS system	39	44		☐	☒	☐	Commenced VTS39
2.2.2. Review V-128 – Operational and Technical Performance Requirements for VTS Equipment:	38	44	39	☒	☐	☐	Completed Approved at C60
2.3.1. Provide a Guideline on the technical interface between VTS systems and the systems of other stakeholders aspects of VTS information exchange between VTS and allied or other services	41	44		☐	☒	☐	Name change VTS43
TD#3 –Training							
3.1.1. Develop a Model Course on Revalidation Process for VTS Qualification and Certification	38	41		☒	☐	☐	Completed Approved at C62
3.1.2. Produce a VTS Training Manual to complement the V-103 and its model courses	40	44		☐	☐	☒	Commenced VTS40
3.1.3. Review and update V-103 on the Standards for Training and Certification of VTS Personnel and other IALA guidance to reflect the introduction of V-103/5	42	44		☒	☐	☐	Completed VTS43
3.3.1. Develop guidance on human factors and ergonomics in VTS	38	43		☐	☐	☒	Commenced VTS38
3.4.1. Develop a Guideline on VTS Awareness for Navigating Officers	43	44		☐	☐	☒	

## 12. REVIEW OF OUTPUT AND WORKING PAPERS

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

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

The Committee Secretary was requested to forward the output documents, as indicated earlier in the report.

The Chair then thanked the Chairs, Vice Chairs and members of the working groups for all their efforts during the week.

## 13. ANY OTHER BUSINESS

### 13.1 19<sup>th</sup> IALA Conference 2018

Seunghye Choi presented the 19<sup>th</sup> IALA Conference in Incheon, Republic of Korea which will be from 27 May till 2 June 2018. Presentation VTS43-13.1 refers. For further information:

[www.lala2018korea.org](http://www.lala2018korea.org)

Participants are reminded that the deadline for submission of abstracts of papers to be presented during the 19<sup>th</sup> IALA Conference is 31 March 2017. See for details the IALA web-site.

## 14. REVIEW OF SESSION REPORT

The report of the meeting (VTS43-14) was reviewed and approved by the Committee on the 24<sup>th</sup> March 2017. Deadline for comments and corrections is 10 April 2017.

### *Action Item*

*The **Committee Secretary** is requested to forward the report of VTS43 (VTS43-14) after completion (deadline 10 April 2017) to the IALA Council, to note.*

## 15. DATE AND VENUE OF NEXT MEETINGS

**VTS44** will be from 25 - 29 September 2017 at the IALA HQ.

**19<sup>th</sup> IALA Conference** will be from 28 May till 2 June 2018, Incheon, Republic of Korea.

## 16. CLOSING OF THE MEETING

The Chair thanked again all Committee participants for all the hard work done during the meeting.

He then asked if there were any final comments that members wished to make; there were none, at which he hoped to meet all during the VTS44. He wished everyone a pleasant stay and safe journey home.

## 17. LIST OF ANNEXES

### 1 Agenda

A copy of the agenda is at Annex A.

### 2 Participants

A list of participants is at Annex B.

### 3 Working Group Participants

A list of working group participants is at Annex C.

### 4 Input Papers

A list of input papers is at Annex D.

5 Output and Working papers

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

6 Action Items

A list of action items is at Annex F.





## 43<sup>rd</sup> Meeting of the Vessel Traffic Services Committee (VTS43)

The 43<sup>rd</sup> meeting of the **VTS Committee** will be held from 20 – 24 March 2017, at IALA, St. Germain en Laye, France

The opening plenary will commence at 1300 on Monday 20 March 2017, and the closing plenary will end at approximately 1300 on Friday 24 March.

Committee Chair, Vice-Chair and Working Group Chairpersons are requested to meet at 0900 on Monday 20 March.

### Agenda

1. Introduction
  - 1.1. Administration and Safety Briefing
  - 1.2. Approval of agenda
  - 1.3. Apologies and introductions
  - 1.4. Programme for the week
2. Review of action items from last meeting
  - 2.1. Review of action items from VTS42
  - 2.2. Final Report from VTS42 - for reference
3. Review of input papers
  - 3.1. IALA Standards
  - 3.2. VTS Committee related input
  - 3.3. Input from other Committees
4. Reports from other bodies:
  - 4.1. IALA Council – 63<sup>rd</sup> Session, December 2016
  - 4.2. Policy Advisory Panel (PAP) - PAP32, October 2016
  - 4.3. IMO
5. Reports from rapporteurs
  - Risk Management Toolbox Tuncay Çehreli
6. Presentations (15 minutes)
  - Update WWA activities Gerardine Delanoye
  - PortCDM Michael Bergmann
  - Capacity building VTS Operators in ASEAN region Eiichi Masuda
  - Electronic QMS Thomas Erlund

7. Establish Working Groups
8. WG1 - TD# 1 – Operations
  - 8.1. Produce a Guideline on Marine Casualty Incident Reporting and Recording, including Near Miss Situations and it relates to VTS (Task 1.1.3)
  - 8.2. Produce a Guideline on Maritime Service Portfolios for VTS (Task 1.1.4)
  - 8.3. Produce a Guideline on Measures to Evaluate the Effectiveness of a VTS (Task 1.1.6)
  - 8.4. Produce a Guideline on Public and Media Relations in special / defined circumstances (Task 1.2.1)
  - 8.5. Produce a Recommendation / Guideline on VTS Communications (Task 1.3.1)
  - 8.6. Review / update input to IMO on Resolution A.857(20) Guidelines for VTS (Task 1.4.2)
9. WG2 - TD# 2 – Technology
  - 9.1. Produce a Recommendation on the Portrayal of VTS Information and Data (Task 2.1.1)
  - 9.2. Develop Guidance on the Technical Acceptance of a VTS System (Task 2.2.1)
  - 9.3. Provide a Guideline on the Technical Interface between VTS Systems and the systems of other Stakeholders (Task 2.3.1)
10. WG3 - TD# 3 – VTS Training
  - 10.1. Produce a VTS Training Manual to complement the V-103 and its model courses (Task 3.1.2)
  - 10.2. Review and update V-103 on the Standards for Training and Certification of VTS Personnel and other IALA guidance to reflect the introduction of V-103/5 (Task 3.1.3)
  - 10.3. Develop guidance on human factors and ergonomics in VTS (Task 3.3.1)
  - 10.4. Develop a Guideline on VTS Awareness for Navigating Officers (Task 3.4.1)
11. Work Programme
  - 11.1. Current Work Programme (2014 – 2018)
  - 11.2. Future Work Programme (2018 - 2022)
12. Review of output and working papers
  - 12.1. Output papers
  - 12.2. Working papers
13. Any Other Business
14. Review of session report
15. Date and venue of next meeting
16. Close of the meeting

## ANNEX B

## VTS43 PARTICIPANTS

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44	VTS43-8.5.1	8.5	(VTS42-12.2.3) WG1-WP3 Draft Guideline on VTS Radiotelegraphy Communications
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60	VTS43-10.2.5	10.2	explanatory note - reformat of Recommendation V-103
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62	VTS43-10.2.7	10.2	rev KG Draft IALA Guideline 1xxx on the Standards for Training and Certification of VTS Personnel (to accompany V-103)
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VTS43-13.1	13	19th IALA Conference Promotional Presentation

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

Number	Title	Status
VTS43-14	Report VTS43	To Council to note
VTS43-12.1.1	Liaison to Council on name change task 2-3-1	To Council to approve
VTS43-12.1.2	Liaison to Secretariat and PAP re IALA Standards	To Secretariat and PAP to action
VTS43-12.1.3	Liaison to PAP on DWG definitions	To PAP-DWG to action
VTS43-12.1.4	Liaison to Council re MSC Circular	To Council to approve After approval to IMO
VTS43-12.1.5	Proposed IMO MSC Input – Updating MSC Circ 1065	To Council to approve After approval to IMO
VTS43-12.1.6	Liaison to Council-PAP-ENAV on VDES	To Secretariat, Joint VTS-ENAV and ENAV to action
VTS43-12.1.7	Liaison to Council on submission to MSC ref A 857_20 (Rev 1)	To Council to approve
VTS43-12.1.8	Liaison to Council re Recommendation V-103	To Council to note
VTS43-12.1.9	Draft revision of Recommendation V-103	To Council to approve
VTS43-12.1.10	Liaison to AMSA re V-103	To AMSA to note
VTS43-12.1.11	Liaison to Secretariat re VTS Model Courses	To Secretariat to note
VTS43-12.1.12	Proposed Draft IMO Submission A.857(20) 230317	To Council to approve
VTS43-12.1.13	Liaison to Council on media relations	To Council to approve
VTS43-12.1.14	Liaison to ARM on MAToNs	To ARM to consider
VTS43-12.1.15	Liaison to Council on change task name for VTS effectiveness	To Council to approve
VTS43-12.1.16	Liaison to ENAV on MSPs	To ENAV to action
VTS43-12.1.17	Draft Guideline on MSPs	To ENAV to action
VTS43-12.1.18	Annex 1, MSP 1, Information Service Template	To ENAV to action
VTS43-12.1.19	Annex 2, MSP 2, Navigational Assistance Service Template	To ENAV to action
VTS43-12.1.20	Annex 3, Draft MSP 3, Traffic Organisation Service Template 170321	To ENAV to action

**Working papers** will remain within the Committee for further review during **VTS44**.

Number	Title
VTS43-11.2.1	Proposed 2018-22 Work Programme rev 7
VTS43-11.2.2	Work Programme 2018 - 2022 Task Register
VTS43-12.2.1	WG2 Recommendation on Portrayal of VTS Information and Data V-xxx - 2017-03-23
VTS43-12.2.2	(VTS43-9.2.1) WG2 Task 2.2.1 Draft Guideline on Acceptance of VTS Systems - output document draft
VTS43-12.2.3	(VTS43-9.3.2) WG2 Task 2.3.1 Draft Guideline on the interaction with other stakeholders rev2b
VTS43-12.2.4	(VTS43-10.3.1) WG3 Human Factors and Ergonomics in VTS
VTS43-12.2.5	WG3 Draft Guideline on VTS Awareness for Navigating Officers
VTS43-12.2.6	WG1 Draft Guideline on MSPs
VTS43-12.2.7	WG1 Annex 1, MSP 1, Information Service Template
VTS43-12.2.8	WG1 Annex 2, MSP 2, Navigational Assistance Service Template
VTS43-12.2.9	WG1 Annex 3, Draft MSP 3, Traffic Organisation Service Template 170321
VTS43-12.2.10	WG1 Draft Guideline for setting objectives for a VTS and achieving them
VTS43-12.2.11	WG1 VTS Communications Recommendation v.1.0 Clean
VTS43-12.2.12	WG1 Draft Guideline on VTS Radiotelephony Communications v.1.1

**Documents on hold** will remain in the Committee for future review.

Number	Title	Status
VTS41-8.4.1	WG1 WP1.4.4 Draft Guideline zero accident campaign April-2015	Pending IMO response
VTS41-9.2.2	20160120 VTS Ctee Input Paper - V-128 & Guideline 1111 final	Proposed for 2018-2022 Work Programme
VTS41-10.5.1	WG3 VTS MANAGER training need	Proposed for 2018-2022 Work Programme
VTS41-10.5.5	WG3 Authenticity, validation and security of certification	Proposed for 2018-2022 Work Programme
VTS42-3.2.1	(ENAV18-14.1.18) Liaison note to VTS Committee on S-200 product specification for the IVEF service	Proposed for 2018-2022 Work Programme
VTS42-3.2.2	(ENAV18-9.16.2) IALA Draft Product Specification IVEF v0.0.4 20160104	Proposed for 2018-2022 Work Programme
VTS42-3.2.3	(ENAV18-9.16.3) IALA S100 Gap Analyses v0.1.1 20160104	Proposed for 2018-2022 Work Programme
VTS42-3.2.4	(ENAV18-9.16.4) IALA S100 Recommendation Gap v0.1.1 20160104	Proposed for 2018-2022 Work Programme

## ACTION ITEMS

### *Action Items for Secretariat*

1. The **Committee Secretary** is requested to forward the liaison note on MSP (VTS43-12.1.16) together with the draft IALA Guideline on Maritime Service Portfolios: Digitising Maritime Services (VTS43-12.1.17) and the templates on MSP1, MSP2 and MSP3 (Annex 1-3) (VTS43-12.18, VTS43-12.1.19, VTS43-12.1.20) to ENAV21. 12
2. The **Committee Secretary** is requested to forward draft Guideline on Maritime Service Portfolios for VTS (VTS43-12.2.6) and the revised templates on MSP1, MSP2 and MSP3 (VTS43-12.2.7, VTS43-12.2.8, VTS43-12.2.9) as working documents to VTS44. 13
3. The **Committee Secretary** is requested to forward the proposed change of the task title to Council for their approval (VTS43-12.1.15). 13
4. The **Committee Secretary** is requested to forward the draft Guideline on Effectiveness (VTS43-12.2.10) as a working paper to VTS44. 13
5. The **Committee Secretary** is requested to forward the working documents on VTS Communication (VTS43-12.2.11 and VTS43-12.2.12) to VTS 44 for further review and consideration. 14
6. The **Committee Secretary** is requested to forward the liaison note on “Review of IMO Resolution A.857(20) Guidelines for Vessel Traffic Services” (VTS43-12.1.7) and the draft proposal to the IMO for a new output to update the Resolution being completed (VTS43-12.1.12) to IALA Council for approval. 14
7. After Council approval, the **Secretariat** is requested to forward the draft proposal to the IMO for a new output to update the Resolution being completed (VTS43-12.1.12) to IALA National Members for their consideration as the basis for sponsoring a submission to the IMO. 14
8. The **Committee Secretary** is requested to forward the liaison note (VTS43-12.1.14) to ARM. 15
9. The **Committee Secretary** is requested to forward the working document VTS43-12.2.1 on portrayal to VTS44. 16
10. The **Committee Secretary** is requested to forward the working document VTS43-12.2.2 on acceptance VTS systems to VTS44. 16
11. The **Committee Secretary** is requested to forward the working document VTS43-12.2.3 on technical interface with other stakeholders to VTS44. 16
12. The **Committee Secretary** is requested to forward liaison note VTS43-12.1.1 on name change of the guideline to Council 16
13. The **Committee Secretary** is requested to forward the liaison note VTS43-12.1.6 on the introduction of VDES to ENAV Committee, Joint ENAV / VTS Workgroup and Secretariat. 16
14. The **Committee Secretary** is requested to forward the liaison note VTS43-12.1.3 Reply DWG liaison note to VTS43 re Dictionary definitions to DWG 17
15. The **Committee Secretary** is requested to forward the cover note and the revised IALA Recommendation V-103 (VTS43-12.1.8 and VTS43-12.1.9) to Council for approval. 17
16. The **Committee Secretary** is requested to forward the Liaison Note on V-103 (VTS43-12.1.10) to the Australian Maritime Safety Authority. 17
17. The **Committee Secretary** is requested to forward the cover note and the draft IMO MSC Input Paper containing revisions to MSC/Circ.1065 (VTS43-12.1.4 and VTS43-12.1.5) to Council for approval and after approval as submission to the IMO. 17
18. The **Committee Secretary** is requested to forward the Liaison Note (VTS43-12.1.11) to the IALA Secretariat. 18
19. The **Committee Secretary** is requested to forward working document on Human Factors (VTS43-12.2.4) as working paper for VTS44. 19

20.	The <b>Committee Secretary</b> is requested to forward working document on VTS Awareness for Navigating Officers (VTS43-12.2.5) as working paper for VTS44	19
21.	The <b>Committee Secretary</b> is requested to forward the draft future Work Programme (2018 – 2022) (VTS43-11.2.1) and the related new Task Register as working documents to VTS44 (VTS43-11.2.2) for completion.	19
22.	The <b>Committee Secretary</b> is requested to forward the report of VTS43 (VTS43-14) after completion (deadline 10 April 2017) to the IALA Council, to note.	21

#### *Action Items for Participants*

23.	The <b>VTS Committee</b> is requested to consider a joint work item for working groups 1 and 2 to develop the CMDS entries for the MSP1, MSP2 and MSP3 for next Work Programme.....	13
24.	The <b>VTS Committee</b> is requested to consider the extension of the task into the Work Programme 2018-2022. ....	13
25.	The <b>VTS Committee</b> is requested to consider a workshop to develop the Guideline on Maritime Service Portfolios for VTS during the Work Programme 2018-2022. ....	13
26.	The <b>Committee Participants</b> are requested to review and provide comments on the draft templates on MSP1-3 before VTS44. ....	13
27.	The <b>Committee Participants</b> wishing to join the correspondence group are requested to contact Thomas Southall (tomsouthall9@hotmail.com) by the 3 <sup>rd</sup> April 2017. ....	14
28.	The <b>Committee Participants</b> are requested to send any relevant guidance, advice or documentation on effective communication to Thomas Southall (tomsouthall9@hotmail.com), it does not necessarily have to be in English.....	14
29.	The <b>VTS Committee</b> is requested to intersessional comment on the working paper on portrayal with the view to be finalized by the committee at VTS44. ....	16
30.	<b>Committee Participants</b> are requested to intersessional comment on the working paper on technical interface with the view to be finalized by the committee at VTS44. ....	16





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Association Internationale de Signalisation Maritime