



IALA VTS COMMITTEE

REPORT OF THE 49TH SESSION OF THE IALA VESSEL TRAFFIC SERVICES (VTS) COMMITTEE

**21 September to 15 October 2020
Virtual Meeting**

Thomas Southall
Committee Secretary

15 October 2020

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International Association of Marine Aids to Navigation and Lighthouse Authorities
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Executive Summary

The 49th meeting of the VTS Committee was held from 21 September to 15 October 2020 virtually with Monica Sundklev as Chair and Dirk Eckhoff as Vice-Chair. The Secretary for the meeting was Thomas Southall.

172 Participants from 34 countries, four Sister organisations participated in VTS49. 67 participants attended for the first time.

As VTS48 was cancelled due to the Covid-19 crisis this was consequently the fourth meeting for the 2018-2022 Work Programme. The VTS Committee considered 97 input papers, where many being carried forward from the cancelled VTS48, and produced 29 papers from three Working Groups.

The meeting was carried out online in accordance with the *Virtual Committee Arrangements*. Approximately 63 meetings were arranged.

Key outputs completed included:

- Revision of Guideline G1089 - Provision of a VTS
- Revision of Recommendation R0119 - Establishment of VTS
- Revision of Guideline G1150 - Establishing, Planning and Implementing VTS
- Revision and split of IALA Recommendation R0103 (V-103)
- Associated new Guideline to R0103 on Recruitment, Training and Certification of VTS Personnel
- New IALA Recommendation on Marine Aids to Navigation and VTS Awareness for Navigators

The following liaison notes were prepared:

- Liaison Note to ARM and ENAV on S-212 Referencing to other S-100 Product Specifications

Overall status of the VTS Committee 2018-2022 Work Programme after VTS49:

Task		Start Session	Planned End Session	Revised End Session	Progress Indicator			Status Overview
					Green	Yellow	Red	
WG#1 – Operations								
1.1.1	Revision of IMO Resolution A.857(20) Guidelines on Vessel Traffic Services	45	47					Completed by the Committee
	1.1.1.1 Update Guideline 1089 to be in line with Revised IMO Resolution on Vessel Traffic Services post adoption.	47	49					For approval to Council
	1.1.1.2 Update documents that require changes to incorporate the new terminology post adoption of the revised IMO Resolution on Vessel Traffic Services.	47	50					Preparations of IALA documents ongoing.
1.1.2	Review and update V-119 on the Implementation of Vessel Traffic Services (R0119) (Output to be a revised Recommendation and associated Guideline)	47	50	49				Both for approval to Council
1.1.3	Develop guidance on training needs for those involved in the planning and implementation of a VTS.	48	49	50				
1.1.4	Develop a Guideline on the Provision of Local Port Services (LPS)	45						Completed at VTS45
1.2.1	Review and update V-127 on Operational Procedures for Vessel Traffic Services (Output to be a revised Recommendation and associated Guideline)	45	51					Revision ongoing
1.2.2	Update Guideline 1110 on Decision Support Tools for VTS Personnel (take into account emerging concepts and technologies)	49	50	51				
1.2.3	Develop a Guideline for Promulgating the Requirements of a VTS to Mariners – A VTS Users Guide Template	45	46					Completed at VTS46
1.2.4	Develop a Guideline on Maritime Services in the context of e-Navigation relating to VTS	45	50					Merged with task 1.2.7 Await outcomes on MS from other parties
1.2.5	Develop a Guideline on the implications of maritime autonomous surface ships from a VTS perspective	50	51					
1.2.6	Develop a Guideline on how to develop a safety culture in VTS	50	51					
1.2.7	Develop Guideline on the development and implementation of VTS related MS's other than MS 1, 2 and 3	46	48					Council 70 approved to merge with task 1.2.4. and delete task 1.2.7
1.2.8	Develop a IALA Reference List on IALA Documentation Relating to VTS	45						Continued update by Sec.
1.3.1	Develop a Guideline on VTS Voice Communications, Phrases/Phraseology	45	48	50				
1.3.2	Develop a Recommendation on Digital information transfer between ship and shore in VTS operations (operational aspects)	50	51					

Task		Start Session	Planned End Session	Revised End Session	Progress Indicator			Status Overview
					Green	Yellow	Red	
1.4.1	Update and publish the VTS Manual and develop related procedures for its future management	46	48	49				Completed at VTS49
1.4.2	Develop procedures for the ongoing management and conduct of the Global VTS Questionnaire	45	46	51				Pending data base management
1.4.3	Prepare a “living document” on “Future VTS”, including emerging technologies and human element	50	51					Start session postponed due to VTS48 cancellation
1.4.4	Produce a Guideline on preparing for Zero Accident Campaign							No IMO response. Task discontinued
WG#2 – Technology								
2.1.1	Develop Guideline on the portrayal of VTS information and data (both operational and technical aspects).	45	48	50				Council 71 to coordinate with ENAV and ARM and on GL1072 and GL1105
2.1.2	Develop a Recommendation and Guideline on Cyber-Security in AtoN operations (lead by ARM, all Committees via Workshop)	47	50	51				Waiting for workshop on cyber security in Oct.2021
2.2.1	Review and update Recommendation V-128 on Operational and Technical Performance of VTS Systems	49	51					Start session postponed due to VTS48 cancellation
2.2.2	Review and update Guideline 1111 on Preparation of Operational and Technical Performance Requirements for VTS Systems	45	48	51				Split into one general GL and nine specific GL
2.2.3	Develop a Guideline on Acceptance of VTS systems	45	46	51				One specific GL under G.1111
2.3.1	Develop a Product Specification under the S-100 framework for VTS	45	47	51				Liasion note to ARM and ENAV on S212 referencing to other S100 product specification
2.3.2	Review and update Recommendation V-145 on the Inter-VTS Exchange Format (IVEF) Service (Output to be a revised Recommendation and associated Guideline)	50	51					Start session postponed due to VTS48 cancellation
WG#3 –Training								
3.1.1	Develop a Guideline on human factors and ergonomics in VTS	46	49	51				
3.2.1	Develop a Guideline on the management of a VTS	45	49	50				
3.2.2	Review, update and reformat Guideline 1045 on Staffing Level at VTS centres	45	45					Completed at VTS45
3.3.1	a. Review and split R0103 (V-103) to a Recommendation and Guideline	45	48	49				Both for approval to Council
	b. Review / update Model Course V-103/1 – VTS Operator	49	51					
	c. Review / update Model Course V-103/2 – VTS Supervisor	50	51					

Task		Start Session	Planned End Session	Revised End Session	Progress Indicator			Status Overview
					Green	Yellow	Red	
	d. Review / update Model Courses V-103/3; 103/4; 103/5	50	51					
3.3.2	Review and update Guideline 1017 on Assessment of Training Requirements for Existing VTS Personnel, Candidate VTS Operators, Revalidation of VTS Operator Certificates	47	50					Sec to note new title of GL 1017 Assessment of Training for VTS
3.3.3	Produce a VTS Training Manual to complement V-103 and its model courses	48	51					Council 70 approved task deletion
3.4.1	Review and update Guideline 1014 on the Accreditation and Approval Process for VTS Training	49	51					
3.5.1	a. Develop guidance on VTS training for deck officers	45	46	47				Completed at VTS47
	b. Develop Recommendation on Marine Aids to Navigation awareness for Mariners	47	49					To Council for approval

Legend:

Green – progress as planned

Yellow – task needs more time, target time prolonged

Red – task needs more time, target time prolonged

Grey - task completed / deleted

Blank – task not started

Table of Contents

1.	Introduction	9
1.1	Welcome from the Chair of the VTS Committee	9
1.2	Welcome from the Secretary-General	9
1.3	Approval of the agenda	10
1.4	Introductions	10
1.5	Working Arrangements	11
2.	Review of Action Items from VTS47	11
3.	Review of input papers	11
3.1	Input papers to VTS49	11
3.2	Input papers not related to an existing task	12
4.	Reports from other bodies	13
4.1	IALA 13	
4.2	IMO 13	
5.	Reports from Rapporteurs	13
5.1	Revision of the IMO Res. A.857(20)	13
5.2	Update on IALA VTS-ENAV Symposium 2020	13
5.3	VTS questionnaire coordination group	14
5.4	IALA NAVGUIDE	14
6.	Presentations	14
6.1	IALA World-Wide Academy Update / Kevin Gregory	14
6.2	IALA's Role and Strategy for the S-200 product specifications / Minsu Jeon	14
6.3	Vision on future VTS / Harmen van Dorsser	14
6.4	VTS Human Factors / Margareta Holtensdotter Lützhöft, Ben Brooks, Gesa Praetorius	14
6.5	Presentation on the use of VTS portable simulators for training / Carlos Fernández Salinas	14
7.	Work Programme 2018-2022.....	14
7.1	VTS Task Plan and Task Register	14
7.2	Action Plan for VTS49	15
8.	Establish Working Groups	15
9.	Working Group 1 – Operations (WG1).....	15
9.1	Task 1.1.1.1 Update Guideline 1089 to be in line with Revised IMO Resolution on Vessel Traffic Services post adoption.	15
9.2	Task 1.1.1.2 Update documents that require changes to incorporate the new terminology post adoption of the revised IMO Resolution on Vessel Traffic Services.	16
9.3	Task 1.1.2 Review and update V-119 on the Implementation of Vessel Traffic Services.	16
9.4	Task 1.1.3 Develop guidance on training needs for those involved in the planning and implementation of a VTS, to be included in the new Guideline on the Establishment of VTS (task 1.1.2)	16

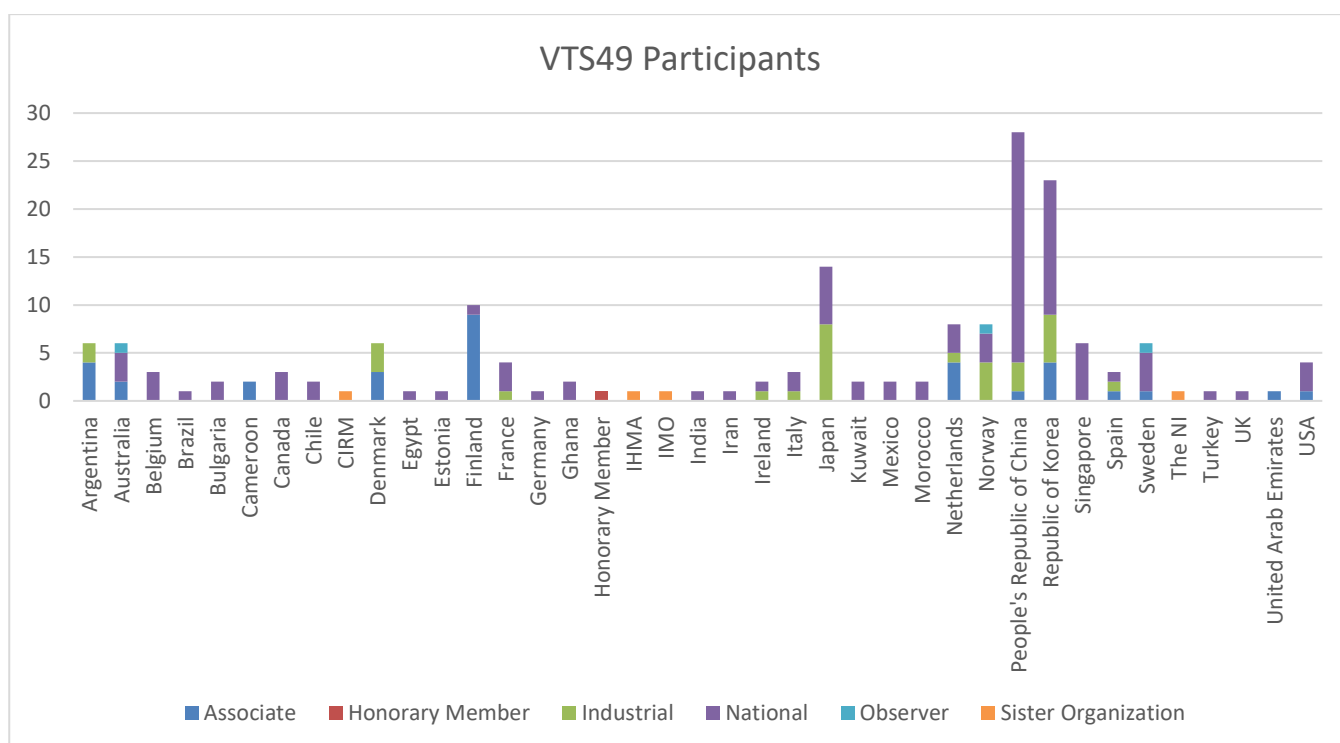
9.5	Task 1.2.1 Review and update V-127 on Operational Procedures for Vessel Traffic Services	17
9.6	Task 1.2.2 Update Guideline 1110 on Decision Support Tools for VTS Personnel	17
9.7	Task 1.2.4 Develop a Guideline on Maritime Services in the context of e-Navigation relating to VTS (merged with task 1.2.7)	18
9.8	Task 1.3.1 Develop a Guideline on VTS Voice Communications, Phrases/Phraseology	18
9.9	Task 1.4.1 Update and publish the VTS Manual and develop related procedures for its future management	19
9.10	Miscellaneous	19
10.	Working Group 2 – Technology (WG2)	20
	WG2 feedback on VTS49-3.2.3 Recommendations for VTS Response to COVID 19 Pandemic	20
10.1	Task 2.1.1 Develop a guideline on portrayal of VTS information and data	21
10.2	Task 2.2.2 Review and update Guideline 1111 on preparation of Operational and Technical performance requirements for VTS Systems	21
10.3	Task 2.2.3 Develop a guideline on technical acceptance of a VTS system	22
10.4	Task 2.3.1 Develop a Product Specification under the S-100 framework for VTS	22
11.	Working Group 3 – VTS Training (WG3).....	23
11.1	Task 3.1.1 Develop Guidance on Human Factors in VTS	23
11.2	Task 3.2.1 Develop Guidance on the management of a VTS	24
11.3	Task 3.3.1 Review and update Recommendation R0103 on the Standards for Training and Certification of VTS Personnel and associated Model Courses	24
11.4	Task 3.3.2 Review and update Guideline 1017 on Assessment of Training Requirements for Existing VTS Personnel, Candidate VTS Operators, Revalidation of VTS Operator Certificates	25
11.5	Task 3.4.1 Review and update Guideline 1014 on the Accreditation and Approval Process for VTS Training	26
12.	Any other Business.....	26
13.	Summary of output and working papers	27
14.	Review of session report	27
15.	Date and venue of next meetings	27
16.	Closing of the Meeting	27
17.	List of Annexes	27
ANNEX A	VTS49 Committee Agenda	28
ANNEX B	List of participants.....	30
ANNEX C	List of input papers	37
ANNEX D	List of Output Documents and Working Papers	42
ANNEX E	Action Items	44

Report of the 49th meeting of the IALA Vessel Traffic Services (VTS) Committee

1. INTRODUCTION

The 49th meeting of the VTS Committee was held from 21 September to 15 October 2020 virtually with Monica Sundklev as Chair and Dirk Eckhoff as Vice-Chair. The Secretary for the meeting was Thomas Southall.

172 Participants from 34 countries, four Sister organisations participated in VTS49. 67 participants attended for the first time. A breakdown of the participants is shown in the graph below.



1.1 Welcome from the Chair of the VTS Committee

The Chair of the VTS Committee, Monica Sundklev welcomed all participants to the 49th meeting of the VTS Committee and was happy to see so many participants. The Chair introduced Dirk Eckhoff, Vice-Chair of the VTS Committee and Thomas Southall who served as the Committee Secretary.

1.2 Welcome from the Secretary-General

Francis Zachariae, Secretary-General of IALA welcomed all participants to VTS49, he stated:

‘It is very good to see you all even if it is on a Computer screen. We miss you and all our other IALA Friends and hope that the situation will soon be normal again.

Since the successful Diplomatic Conference to adopt the Convention on the International Organization for Marine Aids to Navigation took place in Kuala Lumpur in February, the world has been in the grip of the COVID-19 pandemic. Faced with this unprecedented challenge in our lifetime and following the advice provided by the Authorities and actions taken by sister organizations we have implemented several protective measures. These have involved the cancellation or postponement, as appropriate, of Committee and other meetings, and halting the World-Wide Academy staff’s travel for the purpose of conducting missions.

The decision was also taken to postpone the four-yearly Symposium in Rotterdam, and the Dutch Ministry of Infrastructure and Water Management has just decided to host the Symposium as a virtual event in the period from 19 to 23 April 2021.

Sadly, the celebration of the main event for this year's celebration of World Marine Aids to Navigation Day, on 1 July, in Burgas, Bulgaria, also had to be cancelled.

All the meetings during the second half of this year can be viewed on the web site and – as you are well aware - they will all be virtual. I hope you will soon be familiar with the tools developed by the Secretariat and rest assured that we are all here to help. I hope you have enjoyed the new Dash Board on the web site. I think it is a very useful way of getting a good overview of what is going on in the Committee.

The virtual meetings also include the important Mid-Term Assembly of the Industrial Members' Committee, due to take place on 6 October, and please register for that important meeting if you are an Industrial member.

The IALA Secretariat will continue to monitor COVID-19 related developments and make decisions on activities on a case-by-case basis, updating our website with any further news that may affect members and our activities. I have been encouraged, and am very grateful, for the support of all concerned, not least the Committee chairs, vice-chairs and working group Chairs, in minimizing the impact on the work programme and in advancing the work on important items, through e-mail correspondence and online meetings.

The main event since your last meeting was of course the Diplomatic Conference hosted so professionally by our friends from Malaysia. The successful Conference now needs to be followed up by concrete action on the part of coastal State Governments to sign the Convention so that they may commence the national ratification process as early as possible. The signature ceremony is planned here in Paris 11-13 November this year.

As many of you will know we have been joined by Jamie Alvarez as technical advisor and secretary to the ENAV and ENG Committees. He has a strong technical background, knows IALA very well, and he is fluent in Spanish, French and English. Tom and Jamie will take care of two Committees each and the related seminars, workshops etc. This will also give the needed resources for improved necessary quality assurance of the guidance documents before they are submitted to Council and on the web site.

Marie-Helene has taken her retirement after almost 38 excellent years with IALA. She is replaced by Audrey Guinault who has been with us for some years.

A warm very warm welcome to all of you to this first virtual VTS Committee meeting. I hope it will be successful. I know you have a lot to do and all is very important.

Bon courage – good luck.'

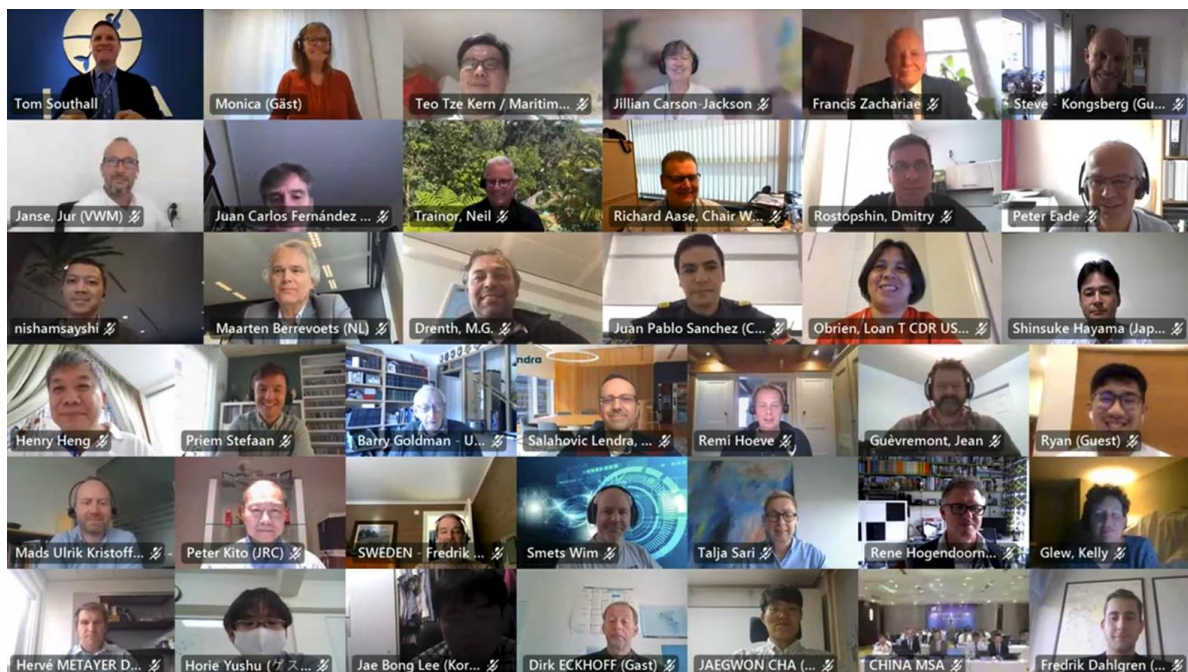
1.3 Approval of the agenda

The agenda was reviewed and approved (VTS49-1.2.1).

1.4 Introductions

The Chair welcomed the new participants of the Committee. No apologies for absence had been received by the Secretariat.

A list of participants and their contact details can be found at Annex B.



1.5 Working Arrangements

The Secretariat announced that the Plenaries would be recorded and no objections were received from Committee Participants.

The following statement on the IALA General Data Protection Policy was made by the Committee Secretary:

IALA complies with the General Data Protection Regulations of the European Union. IALA will include a list of participants with their contact information in the report of this meeting. Any participant who wishes to remove their contact details from the participants list should advise the Committee Secretary as soon as possible.

The following question was asked by the Committee Secretary:

If anyone present has knowledge of any patents, including pending Patents, held either by themselves or by other organisations or individuals, the use of which may be required to practice or implement the content of IALA Documents being developed or worked on in this Committee to inform the IALA Secretariat.

No patents were noted.

The Committee Secretary provided all participants with a briefing on the *Virtual Committee Working Arrangements* document and tools available to them. This brief included an overview of the tasks, in the form of the VTS49 Action Plan, which had been agreed by the VTS Committee Management Team to be progressed during VTS49 through virtual meetings of Task Groups (TG). Each task had a deadline for expressions of interest to participate to the specified Task Group Leader by a certain date. Once participants wishing to work on a task had been identified, the timings of the meetings were arranged by the Task Group Leader in liaison with the Secretariat and displayed on a Committee dashboard.

Task items that were worked on at VTS49 were displayed in the VTS49 Action Plan, which can be found [here](#).

2. REVIEW OF ACTION ITEMS FROM VTS47

Input paper VTS49-2.1.1 refers.

The Committee Secretary confirmed that all Secretariat and participant actions from VTS47 were completed.

3. REVIEW OF INPUT PAPERS

3.1 Input papers to VTS49

Input papers were noted as listed in VTS49-3.0.1. There had been some late input papers and the Chair reminded participants that it is important that the documents are available well in advance for both the Secretariat as well as for the Committee participants in order to be well prepared for the meeting. The Secretary highlighted three papers that had been withdrawn by the submitters.

The Committee also agreed that NL Paper on the Impact of MASS on VTS (VTS49-3.1.2) should be forwarded to VTS50 noting that the IMO's scoping exercise in this area was still ongoing. The Committee welcomed a presentation given by the Netherlands on this topic.

Action item:

*The **IALA Secretariat** is requested to forward NL Paper on the Impact of MASS on VTS (VTS49-12.2.0.1) as a working paper to VTS50.*

3.2 Input papers not related to an existing task

The Chair highlighted a number of papers, these included:

- VTS49-3.2.1 and VTS49-3.2.1.1 - VTS Award - Noted

AMSA has introduced an annual award to recognise an outstanding contribution by a VTS to the safety of life at sea, safety and efficiency of navigation and protection of the marine environment beyond their normal operational scope.

The award is open to VTS authorities, VTS centres and individuals employed by a VTS authority.

The Chair congratulated the recipient of the inaugural award, Warren Bath (Vessel Traffic Services Operator, Hay Point VTS), for coordinating the response action of allied services, including tugs, port pilots and helicopter operators, when reports came through of a bulk carrier drifting 20 metres off the berth at Hay Point at 1am on 21 April 2019.

- VTS49-3.2.3 - Recommendations for VTS Response to COVID-19 Pandemic – Forwarded to all Working Groups
- VTS49-3.2.4 - Technical Documents Catalogue – Noted
- VTS49-3.2.5 - S1040 Vessel Traffic Services / VTS49-3.2.6 - S1050 Training and Certification / VTS49-3.2.8 S1070 Information Services

PAP40 forwarded the relevant standards to all committees for review. The CMT undertook to review the Standards and their comments can be found in VTS49-12.2.0.2. This document will be forwarded to VTS50 and Committee Participants are requested to review and provide input on them to VTS50.

- VTS49-3.2.7 and VTS49-3.2.7.1 – input relating to review of the IMSAS Manual

This review of the IMSAS Manual has been delayed by IMO. There will be intersessional work on this topic and the output from this group submitted to VTS50. Committee Participants wishing to join the intersessional group should contact Monica Sundklev (Monica.Sundklev@transportstyrelsen.se) by 30 October 2020.

Action item:

*The **IALA Secretariat** is requested to forward Comments on Standards Relevant to VTS (VTS49-12.2.0.1) to VTS50.*

*That **Committee Participants** are requested to review the Standards relevant to VTS and provide input on them to VTS50.*

*That **Committee Participants** wishing to join the intersessional group working on the review of the IMSAS Manual should contact Monica Sundklev (Monica.Sundklev@transportstyrelsen.se) by 30 October 2020.*

4. REPORTS FROM OTHER BODIES

4.1 IALA

4.1.1 IALA Council

IALA Council 70 and 71 had met since VTS47. The Committee noted in particular that:

- The Council approved the VTS Manual 2020 (Edition 7).
The Secretary-General expressed his warmest thanks to Neil Trainor of AMSA who devoted a lot of work to this new edition of the VTS Manual. The VTS Manual is currently in the process of being published.
- The Council endorsed the inter-sessional approval of the IALA submission to IMO HTW7.
This document provided input on the provisions of the STCW Code related to VTS training for deck officers and introduces IALA Guideline 1149 which provides recommendations on the provision of such training.
- The Council approved the Revocation of Guideline 1072 - AtoN Information Exchange and Presentation.
- The Council approved the document Workshop Proposal on Marine Aids to Navigation in the Autonomous World (C71-8.2.2).
- The Council agreed to send NL Paper on the Impact of MASS on VTS to the Committees.
- The Council decided the Santo Antonio da Barra lighthouse as the heritage lighthouse of the year 2020.

4.1.2 IALA Policy Advisory Panel

PAP39 and PAP40 had met since VTS47. The Committee noted input paper VTS49-4.1.2.3 Dictionary Management and the Chair highlighted the importance of following the document when submitting inputs to the dictionary.

4.2 IMO

IMO NCSR7 met in January and approved the draft revision of resolution A.857(20) that will now be considered at MSC102 which is planned as a remote meeting 4 – 11 November 2020.

Regulatory scoping exercises on MASS are still ongoing and it was noted that many work items, including MASS, have been postponed until 2021.

There was an IMO Experts Group meeting on Data Harmonization (a subsidiary of the FAL Committee) on 5 October 2020. Items discussed of interest to the VTS Committee were the IMO dataset on information regarding maritime services 1, 2 and 3 in the context of e-Navigation and IALA S-201.

5. REPORTS FROM RAPPORTEURS

5.1 Revision of the IMO Res. A.857(20)

Rapporteur: Neil Trainor

The Committee noted that IMO NCSR7 met in January and approved the draft revision of resolution A.857(20) that will now be considered at MSC102 which is planned as a remote meeting 4 – 11 November 2020. If the draft is approved then it will be sent to IMO Assembly in 2021 for adoption. The Committee will continue to monitor the progress of the draft.

The Committee noted that there were some minor editorial amendments that could be suggested to the IMO Secretariat.

Action item:

*That the **IALA Secretariat** liaise with the IMO Secretariat to suggest editorial amendments to the revised IMO resolution A.857(20).*

5.2 Update on IALA VTS-ENAV Symposium 2020

Rapporteur: Maarten Berrevoets

On behalf of the Symposium hosts, Maarten Berrevoets, provided VTS49 with a brief update. The Symposium has now been postponed to 19 - 23 April 2021. It is now proposed that the event will be organized as a virtual Symposium. The programme for the event will be shortly discussed and advertised on the Symposium [website](#).

5.3 VTS questionnaire coordination group

Rapporteur: Neil Trainor

A request to participants at VTS47 who have a background in databases and IT who could support the questionnaire going forward was made. One volunteer came forward and the matter is under discussion.

Action item:

*That the **IALA Secretariat** contact all parties involved in the IALA VTS Questionnaire with a view to progressing this task item.*

5.4 IALA NAVGUIDE

Rapporteur: Jillian Carson-Jackson in conjunction with Minsu Jeon

PAP40 extended the timeframe for updating the text for the NAVGUIDE. Jillian Carson-Jackson is working on the text for the NAVGUIDE and will utilise the agreed text from the VTS Manual when it is published in order that they are in-line with each-other.

6. PRESENTATIONS

The following presentations were made during VTS49. The presentations are available to see on YouTube by clicking on the video link. (also available from the VTS49 Dashboard).

6.1 IALA World-Wide Academy Update / Kevin Gregory

Update on the activities of the Academy during the period of COVID-19. [Video link](#)

6.2 IALA's Role and Strategy for the S-200 product specifications / Minsu Jeon

Update on IALA's Role and Strategy for the S-200 product specifications. [Video link](#)

6.3 Vision on future VTS / Harmen van Dorsser

The Port of Rotterdam has an input paper about key drivers and principles of VTS innovation and the future of VTS. Participants of the Committee were invited to take notice of the presentation regarding the input paper. [Video link](#)

6.4 VTS Human Factors / Margareta Holtensdotter Lützhöft, Ben Brooks, Gesa Praetorius

This presentation explained the role human factors plays within VTS. The detail of this will inform WG3's tasks on human factors. [Video link](#)

6.5 Presentation on the use of VTS portable simulators for training / Carlos Fernández Salinas

Carlos Fernández Salinas (VTS Head of Area at the Spanish Maritime Safety and Rescue Agency) presented on the use of portable simulators in VTS training in Spain. [Video link](#)

7. WORK PROGRAMME 2018-2022

7.1 VTS Task Plan and Task Register

An updated Task Plan pre-VTS49 (VTS49-7.1.1.1) was noted by the Committee. The Committee Management Team made further updates to the Task Plan (VTS49-12.2.0.3) and Task Register (VTS49-12.2.0.4) that will be forwarded to VTS50.

Action item:

*The **IALA Secretariat** is requested to forward the updated Task Plan (VTS49-12.2.0.3) and Task Register (VTS49-12.2.0.4) to VTS50.*

7.2 Action Plan for VTS49

The VTS49 Action Plan, which can be found [here](#), was noted by the Committee. The secretary reminded participants that all actions and meetings during VTS49 would be posted on the VTS49 Dashboard.

8. ESTABLISH WORKING GROUPS

The Chair outlined the procedure to be followed by working groups, including the associated paperwork and description of IALA support, after which three working groups were established and their tasks outlined. The Working Group Chairs and Vice-Chairs were introduced.

Working Group (WG)	Working Group Chair / Vice-Chair
WG1 – Operations	Trond Ski (Chair), Els Bogaert (Vice-Chair)
WG2 – Technology	Richard Aase (Chair)
WG3 – VTS Training	Jillian Carson-Jackson (Chair), Stefaan Priem (Vice-Chair)

9. WORKING GROUP 1 – OPERATIONS (WG1)

72 participants signed up to attend Task Groups formed under Working Group 1 - Operations at VTS49.

During the session, Working Group 1 progressed 8 of the 13 remaining tasks assigned under the 2018 – 2022 Work Programme. Task 1.1.1.1 and task 1.1.2 were finalized during the session. Working Group 1 produced 3 output papers and 4 working papers for the Committee Secretary to progress. Intersessional work is planned to further progress 3 of the remaining tasks.

9.1 Task 1.1.1.1 Update Guideline 1089 to be in line with Revised IMO Resolution on Vessel Traffic Services post adoption.

During VTS49 the Committee considered the following input papers regarding the update of Guideline G1089:

- VTS49-8.2.3 FromVTS48 - Update to Guideline 1089 final
- VTS49-8.2.3.1 From VTS48 – Enclosure - Draft Revised 1089 - The Provision of VTSs final
- VTS49-8.2.6 Input paper - Updated Rev G1089
- VTS49-8.2.6.1 Enclosure 1 - Draft 1089 Revision – final
- VTS49-8.2.6.2 Enclosure 2 – Guideline 1089 Revision – Comments, Summary & Responses

The updated Guideline G1089 - Provision of a VTS was completed and made ready for submission to Council for approval in principle and for issue after adoption of the new IMO Resolution by the IMO Assembly (anticipated to be in Nov 2021).

Action items:

*The **IALA Secretariat** is requested to forward the updated VTS49-12.1.1.1 Guideline G1089 - Provision of a VTS to Council for approval and issue after adoption of the new IMO Resolution.*

9.2 Task 1.1.1.2 Update documents that require changes to incorporate the new terminology post adoption of the revised IMO Resolution on Vessel Traffic Services.

At VTS49 a Task Group was established to review and prepare updates to those documents that will require changes to incorporate the new terminology post adoption of the revised IMO Resolution on Vessel Traffic Services and that are within the scope of the approval given by Council for documents where only a change to terminology is required and that may be updated without further reference to Council for approval. 18 documents were identified as potentially falling into this category and 5 of these were reviewed during VTS49. The Committee plan to continue this work intersessionally.

Action item:

That **Committee Participants** wishing to join the intersessional group working on task 1.1.1.2 should contact Barry Goldman (barry.goldman@btinternet.com) by 30 October 2020.

9.3 Task 1.1.2 Review and update V-119 on the Implementation of Vessel Traffic Services.

Following cancellation of VTS48 in March 2020 due to COVID-19 restrictions, a correspondence group (Correspondence Group 1) was formed with adoption of the Action Plan for VTS Committee on 23 March 2020 to review and update Recommendation R0119 – The Implementation of Vessel Traffic Services and Guideline 1150 – Establishment of Vessel Traffic Services.

The Committee considered the following input papers from Correspondence Group 1:

- VTS49-8.1.4 Input Paper - Revision of R0119 and G1150 (Output from CG1) - 24 Aug
- VTS49-8.1.4.2 Revised Guideline on Establishment of VTS G1150 (input to CG1-8)
- VTS49-8.1.4.1 Revised Recommendation-R0119-on-the-implementation-of-VTS - 24 Aug

In reviewing the draft Recommendation and associated Guideline, the Committee recognised:

- The need to highlight the regulatory framework for establishing VTS, including SOLAS, the IMO Resolution for VTS, IALA Standards and national law;
- The guideline should draw on International guidance on concepts and processes that are considered to form good practice in project management where this already exists; ; and
- The guideline should reflect IALA documentation that has been developed or updated since 2009 regarding VTS operations and risk assessment.

During VTS49 work was progressed and the Recommendation R0119 Establishment of VTS and its associated Guideline G1150 Establishing, Planning and Implementing VTS were completed.

Action items:

The **IALA Secretariat** is requested to forward VTS49-12.1.1.2 Recommendation R0119 Establishment of VTS to Council for approval.

The **IALA Secretariat** is requested to forward the developed VTS49-12.1.1.3 Guideline on Establishing, Planning and Implementing VTS (GXXXX) to Council for approval.

9.4 Task 1.1.3 Develop guidance on training needs for those involved in the planning and implementation of a VTS, to be included in the new Guideline on the Establishment of VTS (task 1.1.2)

The Committee commenced work on Task 1.1.3 to assist Governments, Competent Authorities and VTS authorities in establishing, planning and implementing VTS effectively and in a manner consistent with their international obligations under SOLAS and to conform with IALA Standards.

In particular, the guidance aims to provide a mechanism to ensure those responsible for the planning and implementation are competent in the practices described in Recommendation 0119 and to implement those practices as described in Guideline 1150.

In commencing the Task, guiding principles were adopted for drafting the guidance in a manner that:

- Provides an appropriate high-level framework that is both clear and concise.
- Clearly and concisely describes the links between SOLAS, the resolution, IMO documentation and requirements relevant to VTS and IALA Standards.
- Provides a framework for individual countries/governments to prepare training courses if required.
- Recognizes:
 - Establishing VTS both within the territorial sea and beyond the territorial sea; and
 - The needs of both developed and developing countries.

A copy of the guiding principles is at VTS49-12.2.1.1 – Task 1.1.3 Guiding Principles.

A draft Guideline was completed VTS49-12.2.1.2 at VTS49. It was also agreed that:

- The title of the guidance should be amended to “Training Needs for Planning and Implementing VTS”; and
- An Intersessional Group should be formed to progress the draft guidance for consideration at VTS50.

Action items:

*The **IALA Secretariat** is requested to note the Committee’s considerations of the need to rename task 1.1.3 to Training Needs for Planning and Implementing VTS and progress these considerations as deemed appropriate.*

*The **IALA Secretariat** is requested to forward the draft Guideline Training Needs for Planning and Implementing VTS (VTS49-12.2.1.2) and Task 1.1.3 Guiding Principles (VTS49-12.2.1.1) as working papers to VTS50.*

*That **Committee Participants** wishing to join the intersessional group working on the development of guidance on “Training Needs for Planning and Implementing VTS” should contact Neil Trainor (neil.trainor@amsa.gov.au) by 6 November 2020.*

9.5 Task 1.2.1 Review and update V-127 on Operational Procedures for Vessel Traffic Services

Following the cancellation of VTS48 in March 2020, a correspondence group (Correspondence Group 3) was established to progress task 1.2.1, Review and update Recommendation V-127 and Associated Guideline for consideration at VTS49. Acknowledging that the Committee already had split V-127 in to Recommendation R0127 and Guideline G1141, the focus of this correspondence group had been to complete a review and update of draft Guideline G1141.

The Committee considered the following input papers in connection with the review and update of draft Guideline G1141:

- VTS49-8.2.1 From VTS48 - WP Draft G1141 Operational Procedures for VTS (VTS47-13.3.1)
- VTS49-8.2.5 Granting permission to proceed
- VTS49-8.2.5.1 Attachment 1 - “granting permission to proceed” - CG3
- VTS49-8.2.7 Input Paper - Revision of R0127 and G1141 (Output from CG3) - 21 Aug
- VTS49-8.2.7.1 Enclosure, Draft revision, Guideline G1141, Operational Procedures for Delivering VTS

During VTS49 17 comments were received on the input draft Guideline G1141 (VTS49-8.2.7.1). Based on these comments the Committee progressed the review of the guideline with the view to complete the review at VTS50.

Action items:

*The **IALA Secretariat** is requested to forward the draft Guideline G1141 (VTS49-12.2.1.3) as a working paper to VTS50.*

9.6 Task 1.2.2 Update Guideline 1110 on Decision Support Tools for VTS Personnel

During VTS49 the Committee began the review and update of Guideline G1110 on the Use of Decision Support Tools for VTS Personnel. The guideline is to reflect new and amended IALA documentation approved since 2011. With this the Guideline should provide effective guidance on the use of decision support tools to assist VTS personnel, when considering decisions on evolving or emergency situations.

The Committee considered the following input papers:

- VTS49-8.2.8 The Application of a VTS Decision Support Tool based on Artificial Intelligence
- VTS49-8.2.9 Recommendations for Updating Guideline 1110 on Decision Support Tools for VTS personnel

The input papers received from China Maritime Safety Administration were considered and discussed, in relation to the current working paper. The work will be continued and is expected to be finalized at VTS50.

Action item:

The IALA Secretariat is requested to forward the draft Guideline on the Use of Decision Support Tools for VTS Personnel (VTS49-12.2.1.4) as a working paper to VTS50 for further development.

9.7 Task 1.2.4 Develop a Guideline on Maritime Services in the context of e-Navigation relating to VTS (merged with task 1.2.7)

The following input papers were forwarded from VTS47 regarding task 1.2.4:

- VTS49-8.2.2 From VTS48 - WP Draft Guideline on Maritime Services (VTS47-13.3.10)
- VTS49-8.2.2.1 From VTS48 - WP Appendix 1 MS 1-3_merged revised WG 1(VTS47-13.3.10.1)

In order to conduct further development on the Guideline on Maritime Services the Committee is awaiting the outcome on Maritime Services from other parties. Due to this, the Committee decided to postpone the work on task 1.2.4 until VTS50.

Action item:

The IALA Secretariat is requested to forward the draft Guideline on Maritime Services and WP Appendix 1 MS 1-3_merged revised WG 1 (VTS49-12.2.1.5 and VTS49-12.2.1.6) as working papers to VTS50 for further development.

9.8 Task 1.3.1 Develop a Guideline on VTS Voice Communications, Phrases/Phraseology

The Committee continued to draft the guideline on VTS Voice Communication Phrase/Phraseology, introducing key words and standardized phrases based on common VTS scenarios to support clear and concise information exchange. The Committee considered the followed input papers:

- VTS49-8.3.1 From VTS48 WP draft Guideline on VTS Voice Communications Phraseology (VTS47-13.3.11)
- VTS49-8.3.2 From VTS48 - Input paper - Draft Guideline on VTS Communication Phrases
- VTS49-8.3.2.1 From VTS48 - Attachment 1 - VTS Communication Phrases – Australia
- VTS49-8.3.2.2 From VTS48 - Attachment 2 - Revised scope for the Task Register
- VTS49-8.3.3 From VTS48 - Input paper Guideline on VTS voice communications cover note
- VTS49-8.3.3.1 From VTS48 - Proposal of new guidelines on VTS voice communications
- VTS49-8.3.4 Input paper Guideline on VTS voice communications cover note
- VTS49-8.3.4.1 Attachment 1 - VTS Communication Phrases incorporating G1132 merged
- VTS49-8.3.4.2 Guiding Principles
- VTS49-8.3.5 Study for effects of message markers

The input paper received from the Correspondence Group (VTS49-8.3.4.1) was adopted as the working paper. A complete revision of section 8 of the document was conducted in order to have a more clear and logical structure and to align the document to the draft revised IMO Resolution.

In order to arrive at VTS50 with a mature document, the work will continue intersessionally.

Action item:

*The **IALA Secretariat** is requested to forward the draft guideline on VTS Voice Communication Phrase/Phraseology (VTS49-12.2.1.7) to VTS50 as a working paper.*

*That **Committee Participants** wishing to join the intersessional group working on Task 1.3.1 Develop Guideline on VTS Voice Communications, Phrases/Phraseology should contact Michele Landi (michele.land@mit.gov.it) by 6 November 2020.*

9.9 Task 1.4.1 Update and publish the VTS Manual and develop related procedures for its future management

The Committee noted that the draft 2020 Manual was approved by Council in June and is in the process of being published. The following input papers were reviewed:

- VTS49-8.4.1 Input Paper - Framework for Updating the VTS Manual
- VTS49-8.4.1.1 Framework for Updating the VTS Manual

With the move to “real time” digital version of the Manual, draft procedures to synchronize the review and update of the Manual with the release of new or revised IALA guidance documents were reviewed and approved with minor amendments.

No substantive comments regarding the two input documents were received at VTS49, therefore, it is considered that the next stage in the process will be to submit the same documents to the Policy Advisory Panel for discussion and finalization thereby enabling the periodic update of the VTS Manual as and when changes are needed.

Action items:

*The **IALA Secretariat** is requested to include a standing item in the Committees agenda entitled “Updates to the VTS Manual”.*

*The **IALA Secretariat** is requested to forward input papers VTS49-12.1.0.1 and VTS49-12.1.0.1.1 to PAP for discussion and finalization.*

*The **IALA Secretariat** is requested to promulgate the procedures to synchronize the review and update of the Manual with the release of new or revised IALA guidance documents as deemed appropriate.*

9.10 Miscellaneous

Task 1.4.2 Develop procedures for the ongoing management and conduct of the Global VTS Questionnaire

A Coordination Group was established at VTS45 for the effective conduct of the IALA VTS Questionnaire. The group will report to the Committee plenary as necessary. No work was made on this task during VTS49.

Input paper VTS49-3.2.3 Recommendation for VTS Response to COVID-19 Pandemic

The Committee considered input paper VTS49-3.2.3 Recommendation for VTS Response to COVID-19 Pandemic, in particular the proposed suggestions on dynamic monitoring and management of infected ships. Committee members are requested to note the information and proposed suggestions in the document and consider these as deemed appropriate for monitoring and management of ships infected with COVID-19.

Action items:

*That **Committee Participants** note the proposed suggestions in input paper VTS49-3.2.3 and are reminded that new task proposals for the 2022-2026 Work Programme, including description in the task register template, should be provided to VTS50 as input papers.*

Input paper VTS49-8.1.3 From VTS48 - Comments on NCSR Amendments Draft Assembly Resolution on Guidelines for Vessel Traffic Services

The Committee considered input paper VTS49-8.1.3 From VTS48 - Comments on NCSR Amendments Draft Assembly Resolution on Guidelines for Vessel Traffic Services. The Committee would like to thank China Maritime Safety Administration for the information on the questionnaire survey regarding the revised draft IMO Resolution 857(20).

Input paper VTS49-8.2.4 From VTS48 – Scoping exercise on the implication of MASS on VTS documents

The Committee considered input paper VTS49-8.2.4 From VTS48 – Scoping exercise on the implication of MASS on VTS documents. Acknowledging that VTS50 will commence work on task 1.2.5 (*Develop a Guideline on the implications of maritime autonomous surface ships (MASS) from a VTS perspective*), the Committee decided to forward input paper VTS49-8.2.4 to that session.

Action items:

The IALA Secretariat is requested to forward VTS49-12.2.1.8 From VTS48 – Scoping exercise on the implication of MASS (VTS49-8.2.4) to VTS50 for further considerations.

Input paper VTS49-8.6.1 Proposal on the technology of Integration between ultra-range CCTV and VTS

The Committee considered input paper VTS49-8.6.1 Proposal on the technology of Integration between ultra-range CCTV and VTS. Acknowledging that VTS50 will commence work on task 1.4.3 (*Prepare a “living document” on “Future VTS”, including emerging technologies and human element.*), the Committee decided to forward input paper VTS49-8.6.1 to that session.

Action items:

The IALA Secretariat is requested to forward VTS49-12.2.1.9 Proposal on the technology of Integration (VTS49-8.6.1) to VTS50 for further consideration.

10. WORKING GROUP 2 – TECHNOLOGY (WG2)

Introduction

A total of 53 people joined the Working Group. Some of the Task Groups had 20 registered participants, and some participated in more than one Task Group.

Working Group 2 have seven formal tasks in the working period 2018-2022. The following tasks were progressed at VTS 49:

- 2.1.1 Develop a guideline on portrayal of VTS information and data
- 2.2.2 Review and update Guideline 1111 on preparation of Operational and Technical performance requirements for VTS Systems
- 2.2.3 Develop a guideline on technical acceptance of a VTS system
- 2.3.1 Develop a Product Specification under the S-100 framework for VTS

Essentially, four Task Groups were created along similar lines to the previous sessions, with the obvious difference that these Task Groups working via MS Teams. The work has been positive in the various Task Groups, but some are struggling with the strains of global co-working due to time differences.

The Working Group produced 1 liaison note and 4 working documents.

WG2 feedback on VTS49-3.2.3 Recommendations for VTS Response to COVID 19 Pandemic

China MSA have submitted a good document, raising a lot of valid issues as a result of the COVID-19 pandemic situation.

The input document was discussed and were considered to be too specific, as it only relates to COVID-19. It could be beneficial to provide general guidance for a VTS response to a pandemic.

As national laws dictates the responsibilities for a response to a pandemic, such a document should be more of a guidance/best practise than a recommendation.

10.1 Task 2.1.1 Develop a guideline on portrayal of VTS information and data

The Task Group worked on integrating previous work into G1105, added VTS tasks into Annex A and updated links and references. The work will continue at VTS50.

Action items:

The IALA Secretariat is requested to forward the draft VTS49-12.2.2.1 Guideline on portrayal of VTS information and data as a working paper to VTS50.

10.2 Task 2.2.2 Review and update Guideline 1111 on preparation of Operational and Technical performance requirements for VTS Systems

A total of six meetings were held by Task Group on task 2.2.2 with an average attendance between 15 and 20. In general, progress remains slow and challenging. Therefore, WG2 recommend the restructuring of the existing G1111 with the following working titles where the additional numbers at the end represent a sub-guideline:

- G.1111 Establishing Functional and Performance Requirements for VTS systems
- G.1111-1 Producing Functional and Performance Requirements for the Core VTS system
- G.1111-2 Producing Functional and Performance Requirements for Voice Communications
- G.1111-3 Producing Functional and Performance Requirements for RADAR systems
- G.1111-4 Producing Functional and Performance Requirements for AIS and VDES systems
- G.1111-5 Producing Functional and Performance Requirements for Environment Monitoring systems
- G.1111-6 Producing Functional and Performance Requirements for Electro Optical systems
- G.1111-7 Producing Functional and Performance Requirements for Radio Direction Finder systems
- G.1111-8 Producing Functional and Performance Requirements for Long Range Sensor systems
- G.1111-9 Producing Acceptance Requirements for VTS Systems

The advantages of the above restructuring with sub-guidelines are considered to include:

- Quicker and easier to update individual Guidelines, which is considered important as some technologies are quickly evolving whereas other technologies are more mature;
- Guidelines will be more manageable in terms of their size, management and governance;
- Guidelines will be tailored to the reader's specific "system";
- No "watering down" of present G1111 content; and
- Provides a flexible structure enabling new VTS requirements, such as e-Navigation Maritime Services, to be added as and when appropriate.

The Task Group also considered input paper VTS49-9.2.4 and agreed to implement the majority of the summary suggestions. This input together with input papers VTS49-8.2.8 from China MSA will be further considered.

The Task Groups agreed that work needs to continue on the above G.1111, G.1111-1 and G.1111-3 intersessionally. The Intersessional Groups will be chaired by:

- G.1111 - Olli Soininen, Vessel Traffic Services Finland Ltd (olli.soininen@tmfg.fi)
- G.1111-1 -Steve Guest, Kongsberg Norcontrol (steve.guest@kongsberg.com)
- G.1111-3 -Jens Christian Pedersen, Terma (jcp@terma.com)

All output from the intersessional groups will be provided as input to VTS50 for the Committees further consideration.

Action item:

The **IALA Secretariat** is requested to forward VTS49-12.2.2.2 draft Guideline 1111 as a working paper to VTS50.

That **Committee Participants** wishing to join the intersessional groups working on the split of Guideline 1111 should contact the following participants by 30 November 2020: G.1111 - Olli Soininen, Vessel Traffic Services Finland Ltd (olli.soininen@tmfg.fi); G.1111-1 -Steve Guest, Kongsberg Norcontrol (steve.guest@kongsberg.com); G.1111-3 -Jens Christian Pedersen, Terma (jcp@terma.com).

The **IALA Secretariat** is requested to restructure VTS49-12.2.2.2 working paper Guideline 1111, in track changes, into ten separate guidelines and submit three to the Intersessional Groups by 30 November 2020 and the remaining seven to VTS50.

The **Intersessional Groups** working on the split of Guideline 1111 are requested to prepare updated guidelines as input to VTS50.

10.3 Task 2.2.3 Develop a guideline on technical acceptance of a VTS system

The Working Group built on the progress from output of the intersessional meeting on 3 - 5 December 2019. Pending agreement on splitting Guideline 1111 on preparation of Operational and Technical performance requirements (Task 2.2.2) into one high level document with multiple sub-guidelines, Working Group 2 agreed to:

- Reshape the acceptance guideline into a high level guideline which provides a framework on acceptance process of a VTS System or functional parts of a VTS System; and
- Provide guidance related to any technology-specific acceptance process for functional parts of a VTS System in the appropriate sub-guideline of the Guideline 1111.

The task was scheduled for completion at VTS49, however, it needs to be rescheduled for completion at VTS51, as the Working Group identified the need to further elaborate key acceptance steps.

The work will continue intersessionally and an input paper will be provided for VTS 50. The intersessional group will be led by Takuya Fukuda, Tokyo Keiki Inc. (ta-fukuda@tokyo-keiki.co.jp).

Action items:

The **IALA Secretariat** is requested to forward VTS49-12.2.2.3 draft Guideline on acceptance for VTS systems (VTS49-9.2.2) as a working paper to VTS50.

That **Committee Participants** wishing to join the intersessional group working on task 2.2.3 develop a guideline on technical acceptance of a VTS system should contact Takuya Fukuda (ta-fukuda@tokyo-keiki.co.jp) by 30 October 2020.

The **Intersessional Group** working on task 2.2.3 develop a guideline on technical acceptance of a VTS system is requested to prepare an updated guideline as input to VTS50.

10.4 Task 2.3.1 Develop a Product Specification under the S-100 framework for VTS

Progress was made this session, however, the task is progressing slowly and needs to be further worked on intersessionally. An intersessional group will further develop the work from this session, and produce an input to VTS50.

The work of this intersessional group will include how to use the data model of S-212 Product Specification, based on G1128 create Technical Service Description, and do further development on S-212 Product Specification.

A liaison note on S-212 Referencing to other S-100 Product Specifications was developed and will be sent to the ARM and ENAV Committees.

The intersessional group will be led by Wim Smets (wim.smets@mow.vlaanderen.be).

Action item:

*The **IALA Secretariat** is requested to forward VTS49-12.1.2.1 S-212 Referencing to other S-100 Product Specifications to the ARM and ENAV Committees.*

*The **IALA Secretariat** is requested to forward VTS49-12.2.2.4 Provide input to data models for digital information services for VTS as working paper to VTS50.*

*That **Committee Participants** wishing to join the intersessional group working on task 2.3.1 Develop a data model for digital information services for VTS should contact Wim Smets (wim.smets@mow.vlaanderen.be) by 16 November 2020.*

*The **Intersessional Group** working on task 2.3.1 Develop a data model for digital information services for VTS is requested to prepare an updated guideline as input to VTS50.*

11. WORKING GROUP 3 – VTS TRAINING (WG3)

Introduction

A number of full Working Group sessions, as well as task group sessions, were held over the course of the VTS49 online meeting. The Working Group focused on the following tasks:

- 3.1.1 - Develop Guideline on human factors and ergonomics in VTS
- 3.2.1 - Develop Guideline on the management of a VTS
- 3.3.1 - Review and update Recommendation V-103 on the Standards for Training and Certification of VTS Personnel and its associated Model Courses
- 3.3.2 - Review and update Guideline 1017 on Assessment of Training Requirements for Existing VTS Personnel, Candidate VTS Operators, Revalidation of VTS Operator Certificates
- 3.4.1 - Review and update Guideline 1014 on the Accreditation and Approval Process for VTS Training

In addition, the Working Group reviewed and completed VTS49-12.1.3.3 draft recommendation ‘Marine aids to navigation and VTS awareness for navigators’.

WG3 Feedback on VTS49-3.2.3 Recommendations for VTS Response to COVID 19 Pandemic

The Chair and Vice-Chair of the WG reviewed the document VTS49-3.2.3 – Recommendations for VTS Response to COVID-19 Pandemic. It is noted that different jurisdictions have implemented changes to address the challenges of COVID-19, including physical distancing of VTS personnel in the VTS Centre, and addressing requirements for additional information provision.

The document notes actions for the Committee – both of the proposed actions – draw attention of member states to the document and possible new output for the VTS Committee on guidelines for response to public health emergencies – appear to be relevant. For the second item, however, it is noted that many jurisdictions have already developed contingency plans for responses to emergencies, including business continuity plans. Guidance on best practice could be of benefit for those who have not yet put such plans in place, or to provide an opportunity to bench mark existing plans.

11.1 Task 3.1.1 Develop Guidance on Human Factors in VTS

Noting the expertise to deal with this task was not available within the Working Group, expert input was sought to provide a draft input document. The task to develop the draft guideline was led by Ben Brooks, with the assistance of Margareta Lützhöft and Gesa Pretorius.

A training session on human factors was held, followed by a review and update of the draft guideline.

Action item:

*That **IALA Secretariat** is requested to forward VTS49-12.2.3.1 draft Guideline on Human Factors and Ergonomics to VTS50 as a working paper.*

The **Committee Participants** are asked to review VTS49-12.2.3.1 draft Guideline on Human Factors and Ergonomics in VTS and provide comments as input to VTS50.

11.2 Task 3.2.1 Develop Guidance on the management of a VTS

The Working Group reviewed the input papers from VTS49 and progressed the work. As there is significant experience and knowledge on VTS management within the Working Group, the Working Group did not deem it necessary to conduct a questionnaire.

Work continued to identify the different task and roles associated with the management of a VTS. It was concluded that VTS management consists of a wide range of tasks, roles and responsibilities which may be performed by a VTS manager, very likely to be assisted by other managers involved with VTS. The Working Group agreed on this approach and the draft structure of the document. To enable further participants will work on this task intersessionally.

Action item:

That **Committee Participants** wishing to join the intersessional group working on the development of the Guideline on the management of VTS should contact Stefaan Priem (stefaan.priem@mow.vlaanderen.be) by 31 October 2020.

11.3 Task 3.3.1 Review and update Recommendation R0103 on the Standards for Training and Certification of VTS Personnel and associated Model Courses

The Working Group reviewed the outcomes from VTS46, VTS47, the correspondence group activities held in lieu of VTS48 and the IALA VTS Training and Qualifications Workshop, held on-line 15 and 18 June 2020. Noting the scope of the work, the task was broken into sub-tasks:

3.3.1a – Review and deprecate R0103 to a recommendation and guideline

3.3.1b – Review/update model course V-103/1 – VTS Operator

3.3.1c – Review / update model course V-103/2

3.3.1d – Review / updated model courses V-103/3; V-103/4; V-103/5

The work at VTS49 focused on 3.3.1a and 3.3.1b.

11.3.1 Task 3.3.1a – Review and Split R0103(V-103) into a Recommendation and Guideline

Based on the outcomes of the previous work, the revised recommendation R0103 (V-103) was completed and agreed through the VTS49 silent approval process.

The inclusion of the reference to ‘V-103’ in the title of the revised recommendation was discussed. Noting the new naming convention for IALA Recommendations, while recognising the long-standing reference to the recommendation, it was agreed that the full title of the revised recommendation would continue to contain the reference to V-103. It is anticipated that this reference to V-103 may be removed on the next update of the document.

Following a detailed review of the output of the correspondence group, as well as the input received for VTS49, the revised draft guideline was completed and agreed through the VTS49 silent approval process.

The inclusion of ‘recruitment’ in the new draft guideline was discussed. Concern was expressed with regards to the ability to accommodate the content of the ‘recruitment’ section to demonstrate compliance with the provisions of the guideline as a ‘normative’ provision.

It was noted that there are two definitions of a Guideline within the IALA documentation – the one on the IALA website and the one in the IALA Standards.

The IALA Website indicates: ‘These documents provide detailed, in depth information on an aspect of a specific subject, indicating options, best practices and suggestions for implementation. IALA Guidelines relate to planning, operating and managing aids to navigation.’

The IALA Standards indicate: ‘An IALA Guideline describes how to implement practices normally specified in a Recommendation’

Discussion with the Chair and Vice-Chair in conjunction with the IALA Secretariat has highlighted that a Guideline is not normative (therefore conforming with the definition on the website). It was clarified that the detailed content of what was in the V-103 Recommendation has now been transferred to a Guideline. In this manner Guidelines are not considered ‘normative’ but provide information about how the recommendation could be implemented.

Noting the nature of the document as a Guideline, not a Recommendation; reflecting on the comments within the Working Group regarding the importance of including recruitment in the document; and following advice from the Chair, Vice-Chair and IALA Secretariat on the status of the document the structure of the document was maintained as reflecting the outcomes of the correspondence group.

Action items:

*The **IALA Secretariat** is requested to forward the revised VTS49-12.1.3.1 IALA Recommendation R0103 (V-103) and VTS49-12.1.3.2 associated Guideline to R0103 to IALA Council for approval.*

*The **IALA Secretariat** is requested to consider rationalizing the definition of ‘Guideline’ within the IALA Standards and on the IALA Website.*

11.3.2 Task 3.3.1b – Review and update model course V-103/1

The Working Group reviewed the input received for this task along with work carried out at previous meetings. This included the report of the IALA VTS Training and Qualifications Workshop, held on-line 15 and 18 June 2020.

The structure of the document was reviewed, noting the opportunity to align both AtoN training and VTS Training.

To enable further progression participants will work on this task intersessionally.

Action items:

*That **Committee Participants** wishing to join the intersessional group working on the review of IALA Model Course V-103/1 should contact Jillian Carson-Jackson (jillian@jcconsulting.net) by 31 October 2020.*

*That **Committee Participants** are invited to review and provide comments on the revision of IALA V-103/2, 103/3, 103/4 and 103/5 as input to VTS50.*

*The **IALA World-Wide Academy** are asked to consider holding a virtual workshop on the revision of the IALA model courses in conjunction with the IALA ENAV-VTS Symposium.*

11.4 Task 3.3.2 Review and update Guideline 1017 on Assessment of Training Requirements for Existing VTS Personnel, Candidate VTS Operators, Revalidation of VTS Operator Certificates

The Task Group commenced by updating the task register. It was agreed that the purpose of the document will include guidance in the recognition of prior learning and experience. Participants shared their current assessments on their recognition of prior learning for their training requirements of VTS Operators or Supervisors. After much deliberation, it was suggested that the title of the document be changed to “Assessment of Prior Learning and Experience for VTS Model Courses” instead of “Assessment of Training for VTS”.

The Task Group had also participated in discussions for Task 3.3.1 on the Revisions to R0103, which will affect the current G1017. To enable further progression participants will work intersessionally on the following activities:

- Review structure of existing G1017 to ensure consistency with standard IALA document structure
- Remove duplication with any other IALA Guideline/Recommendation
- Ensure concurrence with revised R0103 and the associated Model Courses

Action item:

*That **Committee Participants** wishing to join the intersessional group working on the development of the guideline on ‘the assessment of prior learning and experience for VTS model courses’ should contact Henry Heng (henry_heng@mpa.gov.sg) by 31 October 2020.*

*That the **IALA Secretariat** updates the IALA VTS Committee Task Register to reflect the amended text for task 3.3.2.*

11.5 Task 3.4.1 Review and update Guideline 1014 on the Accreditation and Approval Process for VTS Training

The Working Group reviewed a preliminary draft document circulated at VTS49. General discussions confirmed the importance of clearly articulating the process for accreditation and the approval of VTS model courses within the Guideline, consequently a re-structuring of the preliminary document has commenced. The task register was reviewed and updated.

Members agreed that consideration would be given to merits of preparing a generic guideline for both VTS and AtoN training with the view to potentially merging Guidelines 1014 and 1100 together.

To enable further progression participants will work intersessionally on the revision of IALA Guideline 1014 based on the working paper from VTS49-12.2.3.2.

Action item:

*That **Committee Participants** wishing to join the intersessional group working on the review of IALA Guideline 1014 should contact Kerrie Abercrombie (kerrie.abercrombie@amsa.gov.au) by 31 October 2020.*

*That **IALA Secretariat** are requested to forward VTS49-12.2.3.2 Review and update Guideline 1014 on the Accreditation and Approval Process for VTS Training to VTS50 as a working paper.*

*That the **IALA Secretariat** updates the IALA VTS Committee Task Register to reflect the amended text for task 3.4.1.*

Task 3.5.1 Develop guidance on VTS Awareness for Navigating Officers

Although this task was completed at VTS47, the Working Group was requested to review and revise a draft Recommendation on Marine aids to navigation and VTS awareness for navigators' (VTS49-3.2.2.1) in conjunction with the ARM Committee. The document was reviewed and agreed through the VTS49 silent approval process.

Action Item:

*The **IALA Secretariat** is requested to forward the VTS49-12.1.3.3 IALA Recommendation on Marine Aids to Navigation and VTS Awareness for Mariners to ARM for review and comment and, if agreed at ARM, to IALA Council for approval.*

12. ANY OTHER BUSINESS

Work Programme 2022 - 2026

In accordance with the general regulations, committees need to prepare task item proposals for the next quadrennial Work Programme for approval of the Council. The purpose of the Work Programme is to clearly identify any items of work with outcomes and priorities taking account of the strategic vision 2018-2026, the current drivers and trends, and the IALA position document on the development of Marine AtoN.

The Chair explained that work on this should commence in the first half of 2021 and be finalized in 2022. Committee Participants are requested to submit proposals for task items to VTS50 by providing input and explaining the content further in the task register template. The Chair emphasized that when proposing a new task, participation to fulfil it should be made by the same person or organisation. It should also be noted that many existing documents need a further review and that all proposals may not be taken into account.

Action items:

*That **Committee Participants** are requested to submit proposals for task items to VTS50 for the 2022-2026 Work Programme.*

e-Nav Operational Service Description

Fredrik Karlsson was appointed rapporteur to liaise with ENAV and ARM on e-Nav operational service description.

13. SUMMARY OF OUTPUT AND WORKING PAPERS

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

The output from VTS49 was approved by the Committee using the silent approval procedure. The output documents are listed in Annex E.

The Committee Chair then thanked the Working Group Chairs, Vice-Chairs and participants of the working groups for all their efforts during the week.

14. REVIEW OF SESSION REPORT

The report of the meeting (VTS49-13.1) was reviewed by the Committee at the Closing Plenary.

Action Item:

The IALA Secretariat is requested to forward the report of VTS49 (VTS49-13.1) to the IALA Council, to note.

15. DATE AND VENUE OF NEXT MEETINGS

VTS50 is planned to be held between 22 - 26 March 2021 at IALA Headquarters, Saint Germain-en-Laye, France. The Secretariat will continue to monitor global events of the COVID-19 pandemic and advise its Members of any changes that may be instigated.

Other IALA events will be publicised on the IALA website.

16. CLOSING OF THE MEETING

The Chair thanked again all Committee Participants for all the hard work and valuable progress made in all the tasks during the meeting.

She also hoped that everyone could take the IALA survey that is sent out after every Committee meeting in order to receive feedback for continuous improvements.

Finally, the Chair asked if there were any final comments that members wished to make; there were none, at which she hoped to meet all once again during VTS50.

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 Input Papers
 A list of input papers is at Annex C.
- 4 Output and Working papers
 A list of output and working papers is at Annex D.
- 5 Action Items
 A list of action items is at Annex E.



49th Meeting of the Vessel Traffic Services Committee (VTS49)

The 49th meeting of the **VTS Committee** will be held between 21 September – 15 October 2020 virtually.

The opening plenary will commence at 1000 – 1200 UTC on Monday 21 September 2020, and the closing plenary will begin at 1000 – 1200 UTC on Thursday 15 October.

Agenda

1. Introduction
 - 1.1. Welcome from the Secretary-General
 - 1.2. Approval of agenda
 - 1.3. Apologies
 - 1.4. Working arrangements
2. Review of action items from last meeting
 - 2.1. Review of action items from VTS47
3. Review of input papers
 - 3.1. Input papers to VTS49
 - 3.2. Input papers not related to an existing task
4. Reports from other bodies
 - 4.1. IALA
 - 4.1.1. IALA Council
 - 4.1.2. IALA Policy Advisory Panel (PAP)
 - 4.2. IMO
5. Reports from rapporteurs
 - 5.1. Revision of the IMO Res. A.857(20) Neil Trainor
 - 5.2. Update on IALA VTS-ENAV Symposium 2020 Maarten Berrevoets
 - 5.3. VTS questionnaire coordination group Neil Trainor
 - 5.4. IALA NAVGUIDE Jillian Carson-Jackson
6. Online presentations (via webinars on specific dates and times to be announced)
 - 6.1. IALA World-Wide Academy Kevin Gregory
 - 6.2. IALA's Role and Strategy for the S-200 product specifications Minsu Jeon
 - 6.3. Presentation on the use of VTS portable simulators for training Carlos Fernández Salinas
7. Work programme (2018 - 2022)
 - 7.1. VTS Task Plan and Task Register
 - 7.2. Action plan for VTS49
8. Establish WG1 - Operations

- 8.1. VTS implementation
 - 8.2. VTS operations
 - 8.3. VTS communications
 - 8.4. VTS Manual
 - 8.5. VTS Questionnaire
 - 8.6. Additional tasks/work during VTS49
9. Establish WG2 - Technology
 - 9.1. VTS data and information management
 - 9.2. VTS technology
 - 9.3. Data models and data encoding
 - 9.4. Additional tasks/work during VTS49
10. Establish WG3 - VTS training
 - 10.1. VTS implementation
 - 10.2. VTS operations
 - 10.3. Training and assessment
 - 10.4. Competency, certification and revalidation
 - 10.5. Additional tasks/work during VTS49
11. Any other business
12. Summary of output and working papers
 - 12.1. Output papers (agreed by silent approval)
 - 12.2. Working papers
13. Review of session report
14. Date and venue of next meeting
15. Close of the meeting

ANNEX B LIST OF PARTICIPANTS

The following list of participants is grouped by their organisation in alphabetical order:

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ANNEX C LIST OF INPUT PAPERS

All papers are posted on the Committee section of the IALA website

Items in blue = late or updated paper.

Meeting	Agenda Item	Input Paper Number and Title	Source	Allocation (All / WG) or action
VTS49-	1.2.1	Agenda VTS49	IALA Secretariat	All
VTS49-	2.1.1	From VTS 48 - VTS47 Action Items	VTS47	All
VTS49-	2.1.2	From VTS48 - Report of VTS47	VTS47	All
VTS49-	3.0	Input Paper template	IALA Secretariat	All
VTS49-	3.0.1	VTS49 Input Paper List	IALA Secretariat	All
VTS49-	3.1.1	Workshop proposal on Marine AtoN in the autonomous world (PAP39-8.4)	C71	All
VTS49-	3.1.2	NL Paper on the Impact of MASS on VTS	C71	To be forwarded to VTS50
VTS49-	3.2.1	From VTS 48 - AMSA VTS Award	AMSA	Note
VTS49-	3.2.1.1	Input Paper - VTS Award	AMSA	Note
VTS49-	3.2.2	Input Paper draft Recommendation - Marine Aids to Navigation and VTS awareness for Navigators	IALA Secretariat	WG3
VTS49-	3.2.2.1	Draft Recommendation - Marine Aids to Navigation and VTS awareness for Navigators	IALA Secretariat	WG3
VTS49-	3.2.3	Recommendations for VTS Response to COVID-19 Pandemic	China MSA	All
VTS49-	3.2.4	Technical Documents Catalogue	IALA Secretariat	Note
VTS49-	3.2.5	S1040 Vessel Traffic Services	IALA Secretariat	CMT
VTS49-	3.2.6	S1050 Training and Certification	IALA Secretariat	CMT
VTS49-	3.2.7	Liaison Note to LAP PAP on IMSAS manual post plenary (ARM11-13.0.3)	ARM11	CMT
VTS49-	3.2.7.1	Revised IMO Circ. letter IMSAS Manual post plenary (ARM11-13.0.3.1)	ARM11	CMT
VTS49-	3.2.8	S1070 Information Services	IALA Secretariat	CMT
VTS49-	4.1.1.1	From VTS48 - Report of IALA Council 70	IALA Secretariat	All
VTS49-	4.1.1.2	Final report Council 71	IALA Secretariat	All
VTS49-	4.1.2.1	From VTS48 - PAP38 Report Rev.1	IALA Secretariat	All
VTS49-	4.1.2.2	Report of PAP39	IALA Secretariat	All
VTS49-	4.1.2.3	Dictionary management (PAP39-5.10.1)	IALA Secretariat	All

Meeting	Agenda Item	Input Paper Number and Title	Source	Allocation (All / WG) or action
VTS49-	7.1.1	From VTS48 - VTS Task Plan 2018-2022	Vice-Chair	All
VTS49-	7.1.1.1	Rev1 VTS Task Plan 2018-2022 (rev.2020-09-18)	Chair	All
VTS49-	7.1.2	From VTS48 - VTS Task Register 2018-2022	Vice Chair	All
VTS49-	8.1.1	From VTS48 - IMO NCSR7 outcome on revised A.857(20) Guidelines on VTS	IALA Secretariat	WG1
VTS49-	8.1.1.1	From VTS48 - NCSR Amendments Draft Assembly Resolution on Guidelines For Vessel Traffic Services	IALA Secretariat	WG1
VTS49-	8.1.2	From VTS48 - Proposed Time Line for the Revision of Res. A.857(20) (VTS47-13.3.1.1)	IALA Secretariat	WG1
VTS49-	8.1.3	From VTS48 - Comments on NCSR Amendments Draft Assembly Resolution on Guidelines for Vessel Traffic Services	China MSA	WG1
VTS49-	8.1.4	Input Paper - Revision of R0119 and G1150 (Output from CG1) - 24 Aug	CG1	WG1
VTS49-	8.1.4.1	Revised Recommendation-R0119-on-the-implementation-of-VTS - 24 Aug	CG1	WG1
VTS49-	8.1.4.2	Revised Guideline on Establishment of VTS G1150 (input to CG1-8)	CG1	WG1
VTS49-	8.2.1	From VTS48 - WP Draft G1141 Operational Procedures for VTS (VTS47-13.3.1)	VTS47	WG1
VTS49-	8.2.2	From VTS48 - WP Draft Guideline on Maritime Services (VTS47-13.3.10)	VTS47	WG1
VTS49-	8.2.2.1	From VTS48 - WP Appendix 1 MS 1-3_merged revised WG 1 (VTS47-13.3.10.1)	VTS47	WG1
VTS49-	8.2.3	From VTS48 - Update to Guideline 1089 final	AMSA, IHMA & NLC	WG1
VTS49-	8.2.3.1	From VTS48 - Enclosure - Draft Revised 1089 - The Provision of VTSs final	AMSA, IHMA & NLC	WG1
VTS49-	8.2.4	From VTS48 - Scoping exercise on the implications of MASS on VTS documents	China MSA	WG1
VTS49-	8.2.5	Granting permission to proceed	CG4	WG1
VTS49-	8.2.5.1	Attachment 1 – “granting permission to proceed” – CG3	CG4	WG1
VTS49-	8.2.6	Input Paper - Updated Rev G1089	AMSA, IHMA, NI & NLC	WG1
VTS49-	8.2.6.1	Enclosure 1 - Draft 1089 Revision - final	AMSA, IHMA, NI & NLC	WG1
VTS49-	8.2.6.2	Enclosure 2 - Guideline 1089 Revision - Comments Summary & Responses	AMSA, IHMA, NI & NLC	WG1
VTS49-	8.2.7	Input Paper - Revision of R0127 and G1141 (Output from CG3) - 21 Aug	CG3	WG1
VTS49-	8.2.7.1	Enclosure, Draft revision, Guideline G1141, Operational Procedures for Delivering VTS	CG3	WG1
VTS49-	8.2.8	The Application of a VTS Decision Support Tool based on Artificial Intelligence	China MSA	WG1

Meeting	Agenda Item	Input Paper Number and Title	Source	Allocation (All / WG) or action
VTS49-	8.2.9	Recommendations for Updating Guideline 1110 on Decision Support Tools for VTS personnel	China MSA	WG1
VTS49-	8.3.1	From VTS48 - WP draft Guideline on VTS Voice Communications Phraseology (VTS47-13.3.11)	VTS47	WG1
VTS49-	8.3.2	From VTS48 - Input paper - Draft Guideline on VTS Communication Phrases	AMSA	WG1
VTS49-	8.3.2.1	From VTS48 - Attachment 1 - VTS Communication Phrases – Australia	AMSA	WG1
VTS49-	8.3.2.2	From VTS48 - Attachment 2 - Revised scope for the Task Register	AMSA	WG1
VTS49-	8.3.3	From VTS48 - Input paper Guideline on Voice Communication cover note	Italian Coast Guard	WG1
VTS49-	8.3.3.1	From VTS48 - Proposal of new guidelines on VTS voice communications	Italian Coast Guard	WG1
VTS49-	8.3.4	Input paper Guideline on VTS voice communications cover note	CG4	WG1
VTS49-	8.3.4.1	Attachment 1 - VTS Communication Phrases incorporating G1132_merged	CG4	WG1
VTS49-	8.3.4.2	Guiding Principles	CG4	WG1
VTS49-	8.3.5	Study for effects of message markers	Korea Coast Guard	WG1
VTS49-	8.4.1	Input Paper - Framework for Updating the VTS Manual	VTS Manual Coordination Group	CMT
VTS49-	8.4.1.1	Framework for Updating the VTS Manual	VTS Manual Coordination Group	CMT
VTS49-	8.6.1	Proposal on the technology of Integration between ultra-range CCTV and VTS	China MSA	WG1/2
VTS49-	9.1.1	From VTS48 - WP G1105 Shore-side portrayal ensuring harmonisation with e-Navigation related information (VTS47-13.3.6)	VTS47	WG2
VTS49-	9.2.1	From VTS48 - WP G1111 Preparation of Operational and Technical Performance Requirements for VTS Systems (VTS47-13.3.4)	VTS47	WG2
VTS49-	9.2.2	From VTS48 - WP Task 2.2.3 Draft Guideline on Acceptance of VTS Systems-draft (VTS47-13.3.5)	VTS47	WG2
VTS49-	9.2.3	From VTS48 - Report of the November 2019 WG2 Inter-sessional	Vice Chair WG2	WG2
VTS49-	9.2.4	From VTS48 - Hensoldt - Comments on Guideline 1111	Hensoldt	WG2
VTS49-	9.2.4.1	From VTS48 - Annex - Hensoldt - Comments on Guideline 1111	Hensoldt	WG2
VTS49-	9.3.1	From VTS48 - VTSWP VTS product specification v060 (VTS47-13.3.2)	VTS47	WG2
VTS49-	9.3.1.1	From VTS48 - WP ANNEX A - VTS-INS Product Specification_final (VTS47-13.3.2.1)	VTS47	WG2
VTS49-	9.3.1.2	From VTS48 - WP ANNEX B - description_VTS-INS v0.5.2 (VTS47-13.3.2.2)	VTS47	WG2

Meeting	Agenda Item	Input Paper Number and Title	Source	Allocation (All / WG) or action
VTS49-	9.3.2	From VTS48 - WP WG1-WG2 Joint Session Notes about VTS Product Specification (VTS47-13.3.2.3)	VTS47	WG2
VTS49-	9.3.3	From VTS48 - VTS Digital Information Service Product Specification	Korean Register et al	WG2
VTS49-	9.3.3.1	From VTS48 - Annex 1 - VTS product specification v060	Korean Register et al	WG2
VTS49-	9.3.3.2	From VTS48 - Annex 2 - detail description_VTS product specification v0.6.1	Korean Register et al	WG2
VTS49-	9.3.3.3	From VTS48 - Annex 3 - VTS Digital Information Service Product Specification comment_template	Korean Register et al	WG2
VTS49-	9.3.3.4	From VTS48 - Annex 4 - Data Model & Sequence Diagram(PDF)	Korean Register et al	WG2
VTS49-	9.3.4	Proposal on the Draft of VTS Product Specification(v0.6.0)	China MSA	WG2
VTS49-	10.1.1	From VTS48 - WP Request for input - VTS Human Factors and Ergonomics (VTS47-13.3.7)	VTS47	WG3
VTS49-	10.1.2	Input Paper - HF_Ergonomics in VTS	Chair WG3	WG3
VTS49-	10.1.2.1	Draft Guideline HF_Ergonomics-VTS	Chair WG4	WG3
VTS49-	10.2.1	From VTS48 - WP WG3 VTS Management Questionnaire (VTS47-13.3.8)	VTS47	WG3
VTS49-	10.2.2	Input Paper - Draft G-VTS Mangement	Vice Chair WG3	WG3
VTS49-	10.2.2.1	Draft Guideline VTS Management	Vice Chair WG3	WG3
VTS49-	10.3.1	From VTS48 - Input Paper - Proposed new Guideline associated with R0103	AMSA	WG3
VTS49-	10.3.1.1	From VTS48 - Attachment - New associated guideline GXXXX on Recruitment, training and assessment of VTS Personnel	AMSA	WG3
VTS49-	10.3.2	From VTS48 - WP R0103 Review-2.1-Notes-VTS training review-VTS47	VTS47	WG3
VTS49-	10.3.3	From VTS48 - R0103 Review-Report of CG-draft_vs2	R0103 Intersession al CG	WG3
VTS49-	10.3.3.1	From VTS48 - Revised-R0103-3.0 clean post-CG2-vs2	R0103 Intersession al CG	WG3
VTS49-	10.3.3.2	From VTS48 - G####-rev-VTS Training Guideline-draft vs1	R0103 Intersession al CG	WG3
VTS49-	10.3.4	VTS Training and Qualifications Workshop Report	IALA Secretariat	WG3
VTS49-	10.3.5	Input Paper - Summary of CG02-R0103 review-vs1	CG2	WG3
VTS49-	10.3.5.1	R0103 Review-CG04-Revised-R0103 Clean	CG2	WG3

Meeting	Agenda Item	Input Paper Number and Title	Source	Allocation (All / WG) or action
VTS49-	10.3.5.2	R0103 Review-CG04-Draft Guideline-rev-CG2-5	CG2	WG3
VTS49-	10.3.6	Input Paper - Draft Guideline associated with R0103	AMSA	WG3
VTS49-	10.3.6.1	Attachment Draft Guideline associated with R0103	AMSA	WG3
VTS49-	10.3.7	Input Paper - Comments on outcomes from IALA training Workshop	AMSA	WG3
VTS49-	10.4.1	From VTS48 - Update on VTS Accreditation and Approval research	IALA Secretariat	WG3

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

Meeting	Agenda Item	Output Paper Title	Source	Action
VTS49	12.1.0.1	Input to PAP Framework for updating the VTS Manual	VTS49	To Council
VTS49	12.1.0.1.1	Input to PAP Framework for updating the VTS Manual Procedure	VTS49	To Council
VTS49	12.1.1.1	Guideline G1089 - Provision of a VTS	VTS49	To Council
VTS49	12.1.1.2	Recommendation R0119 - Establishment of VTS	VTS49	To Council
VTS49	12.1.1.3	G-1150 - Establishing, Planning and Implementing VTS	VTS49	To Council
VTS49	12.1.2.1	Liaison Note to ARM and ENAV on S-212 Referencing to other S-100 Product Specifications	VTS49	To ENAV & ARM
VTS49	12.1.3.1	IALA Recommendation R0103 (V-103) on Training and Certification of VTS personnel	VTS49	To Council
VTS49	12.1.3.2	Guideline on Recruitment, Training and Certification of VTS Personnel	VTS49	To Council
VTS49	12.1.3.3	IALA Recommendation on Marine Aids to Navigation Awareness for Mariners	VTS49	To Council
VTS49	13.1	VTS49 Report	VTS49	To Council

Working papers that will remain within the Committee for further review during VTS50.

Meeting	Agenda Item	Output Paper Title	Source	Action
VTS49	12.2.0.1	WP NL Paper on the Impact of MASS on VTS	VTS49	VTS50
VTS49	12.2.0.2	WP Comments on Standards Relevant to VTS	VTS49	VTS50
VTS49	12.2.0.3	VTS49 Updated Task Plan	VTS49	VTS50
VTS49	12.2.0.4	VTS49 Updated Task Register	VTS49	VTS50
VTS49	12.2.1.1	WP Task 1.1.3 Guiding Principles	VTS49	VTS50
VTS49	12.2.1.2	WP Draft Guideline Training Needs for Planning and Implementing VTS	VTS49	VTS50
VTS49	12.2.1.3	WP Draft Guideline G1141	VTS49	VTS50
VTS49	12.2.1.4	WP Draft Guideline on the Use of Decision Support Tools for VTS Personnel	VTS49	VTS50
VTS49	12.2.1.5	WP Draft Guideline on Maritime Services	VTS49	VTS50
VTS49	12.2.1.6	WP Appendix 1 MS 1-3_merged revised WG 1	VTS49	VTS50
VTS49	12.2.1.7	WP Draft guideline on VTS Voice Communication Phrase/Phraseology	VTS49	VTS50

Meeting	Agenda Item	Output Paper Title	Source	Action
VTS49	12.2.1.8	From VTS48 – Scoping exercise on the implication of MASS (VTS49-8.2.4)	VTS49	VTS50
VTS49	12.2.1.9	Proposal on the technology of Integration between ultra-range CCTV and VTS	VTS49	VTS50
VTS49	12.2.2.1	WP Guideline on portrayal of VTS information and data	VTS49	VTS50
VTS49	12.2.2.2	WP draft Guideline 1111	VTS49	VTS50
VTS49	12.2.2.3	WP draft Guideline on acceptance for VTS systems (VTS49-9.2.2)	VTS49	VTS50
VTS49	12.2.2.4	WP Provide input to data models for digital information services for VTS	VTS49	VTS50
VTS49	12.2.3.1	WP Draft Guideline on Human Factors and Ergonomics	VTS49	VTS50
VTS49	12.2.3.2	WP Review and update Guideline 1014 on the Accreditation and Approval Process for VTS Training	VTS49	VTS50

Action Items for the IALA Secretariat

1. The **IALA Secretariat** is requested to forward NL Paper on the Impact of MASS on VTS (VTS49-12.2.0.1) as a working paper to VTS50. 12
2. The **IALA Secretariat** is requested to forward Comments on Standards Relevant to VTS (VTS49-12.2.0.1) to VTS50. 12
3. That the **IALA Secretariat** liaise with the IMO Secretariat to suggest editorial amendments to the revised IMO resolution A.857(20). 13
4. That the **IALA Secretariat** contact all parties involved in the IALA VTS Questionnaire with a view to progressing this task item. 14
5. The **IALA Secretariat** is requested to forward the updated Task Plan (VTS49-12.2.0.3) and Task Register (VTS49-12.2.0.4) to VTS50. 15
6. The **IALA Secretariat** is requested to forward the updated VTS49-12.1.1.1 Guideline G1089 - Provision of a VTS to Council for approval and issue after adoption of the new IMO Resolution. 15
7. The **IALA Secretariat** is requested to forward VTS49-12.1.1.2 Recommendation R0119 Establishment of VTS to Council for approval. 16
8. The **IALA Secretariat** is requested to note the Committee's considerations of the need to rename task 1.1.3 to Training Needs for Planning and Implementing VTS and progress these considerations as deemed appropriate. 17
9. The **IALA Secretariat** is requested to forward the draft Guideline Training Needs for Planning and Implementing VTS (VTS49-12.2.1.2) and Task 1.1.3 Guiding Principles (VTS49-12.2.1.1) as working papers to VTS50. 17
10. The **IALA Secretariat** is requested to forward the draft Guideline G1141 (VTS49-12.2.1.3) as a working paper to VTS50. 17
11. The **IALA Secretariat** is requested to forward the draft Guideline on the Use of Decision Support Tools for VTS Personnel (VTS49-12.2.1.4) as a working paper to VTS50 for further development. 18
12. The **IALA Secretariat** is requested to forward the draft Guideline on Maritime Services and WP Appendix 1 MS 1-3_merged revised WG 1 (VTS49-12.2.1.5 and VTS49-12.2.1.6) as working papers to VTS50 for further development. 18
13. The **IALA Secretariat** is requested to forward the draft guideline on VTS Voice Communication Phrase/Phraseology (VTS49-12.2.1.7) to VTS50 as a working paper. 19
14. The **IALA Secretariat** is requested to include a standing item in the Committees agenda entitled "Updates to the VTS Manual". 19
15. The **IALA Secretariat** is requested to forward input papers VTS49-12.1.0.1 and VTS49-12.1.0.1.1 to PAP for discussion and finalization. 19
16. The **IALA Secretariat** is requested to promulgate the procedures to synchronize the review and update of the Manual with the release of new or revised IALA guidance documents as deemed appropriate. 19
17. The **IALA Secretariat** is requested to forward VTS49-12.2.1.8 From VTS48 – Scoping exercise on the implication of MASS (VTS49-8.2.4) to VTS50 for further considerations. 20
18. The **IALA Secretariat** is requested to forward VTS49-12.2.1.9 Proposal on the technology of Integration (VTS49-8.6.1) to VTS50 for further consideration. 20
19. The **IALA Secretariat** is requested to forward the draft VTS49-12.2.2.1 Guideline on portrayal of VTS information and data as a working paper to VTS50. 21
20. The **IALA Secretariat** is requested to forward VTS49-12.2.2.2 draft Guideline 1111 as a working paper to VTS50. 22
21. The **IALA Secretariat** is requested to forward VTS49-12.2.2.3 draft Guideline on acceptance for VTS systems (VTS49-9.2.2) as a working paper to VTS50. 22
22. The **IALA Secretariat** is requested to forward VTS49-12.1.2.1 S-212 Referencing to other S-100 Product Specifications to the ARM and ENAV Committees. 23
23. The **IALA Secretariat** is requested to forward VTS49-12.2.2.4 Provide input to data models for digital information services for VTS as working paper to VTS50. 23

24. That **IALA Secretariat** is requested to forward VTS49-12.2.3.1 draft Guideline on Human Factors and Ergonomics to VTS50 as a working paper. 23
25. The **IALA Secretariat** is requested to forward the revised VTS49-12.1.3.1 IALA Recommendation R0103 (V-103) and VTS49-12.1.3.2 associated Guideline to R0103 to IALA Council for approval. 25
26. The **IALA Secretariat** is requested to consider rationalizing the definition of 'Guideline' within the IALA Standards and on the IALA Website. 25
27. The **IALA World-Wide Academy** are asked to consider holding a virtual workshop on the revision of the IALA model courses in conjunction with the IALA ENAV-VTS Symposium. 25
28. That the **IALA Secretariat** updates the IALA VTS Committee Task Register to reflect the amended text for task 3.3.2. 26
29. That **IALA Secretariat** are requested to forward VTS49-12.2.3.2 Review and update Guideline 1014 on the Accreditation and Approval Process for VTS Training to VTS50 as a working paper. 26
30. That the **IALA Secretariat** updates the IALA VTS Committee Task Register to reflect the amended text for task 3.4.1. 26
31. The **IALA Secretariat** is requested to forward the VTS49-12.1.3.3 IALA Recommendation on Marine Aids to Navigation and VTS Awareness for Mariners to ARM for review and comment and, if agreed at ARM, to IALA Council for approval. 26
32. The **IALA Secretariat** is requested to forward the report of VTS49 (VTS49-13.1) to the IALA Council, to note. 27

Action Items for Participants

33. That **Committee Participants** are requested to review the Standards relevant to VTS and provide input on them to VTS50. 12
34. That **Committee Participants** wishing to join the intersessional group working on the review of the IMSAS Manual should contact Monica Sundklev (Monica.Sundklev@transportstyrelsen.se) by 30 October 2020. 12
35. That **Committee Participants** wishing to join the intersessional group working on task 1.1.1.2 should contact Barry Goldman (barry.goldman@btinternet.com) by 30 October 2020. 16
36. That **Committee Participants** wishing to join the intersessional group working on the development of guidance on "Training Needs for Planning and Implementing VTS" should contact Neil Trainor (neil.trainor@amsa.gov.au) by 6 November 2020. 17
37. That **Committee Participants** wishing to join the intersessional group working on Task 1.3.1 Develop Guideline on VTS Voice Communications, Phrases/Phraseology should contact Michele Landi (michele.landi@mit.gov.it) by 6 November 2020. 19
38. That **Committee Participants** note the proposed suggestions in input paper VTS49-3.2.3 and are reminded that new task proposals for the 2022-2026 Work Programme, including description in the task register template, should be provided to VTS50 as input papers. 19
39. The Committee considered input paper VTS49-8.1.3 From VTS48 - Comments on NCSR Amendments Draft Assembly Resolution on Guidelines for Vessel Traffic Services. The Committee would like to thank China Maritime Safety Administration for the information on the questionnaire survey regarding the revised draft IMO Resolution 857(20). 20
40. That **Committee Participants** wishing to join the intersessional groups working on the split of Guideline 1111 should contact the following participants by 30 November 2020: G.1111 - Olli Soinen, Vessel Traffic Services Finland Ltd (olli.soininen@tmfg.fi); G.1111-1 -Steve Guest, Kongsberg Norcontrol (steve.guest@kongsberg.com); G.1111-3 -Jens Christian Pedersen, Terma (jcp@terma.com). 22
41. The **IALA Secretariat** is requested to restructure VTS49-12.2.2.2 working paper Guideline 1111, in track changes, into ten separate guidelines and submit three to the Intersessional Groups by 30 November 2020 and the remaining seven to VTS50. 22
42. The **Intersessional Groups** working on the split of Guideline 1111 are requested to prepare updated guidelines as input to VTS50. 22

43. That **Committee Participants** wishing to join the intersessional group working on task 2.2.3 develop a guideline on technical acceptance of a VTS system should contact Takuya Fukuda (ta-fukuda@tokyo-keiki.co.jp) by 30 October 2020. 22
44. The **Intersessional Group** working on task 2.2.3 develop a guideline on technical acceptance of a VTS system is requested to prepare an updated guideline as input to VTS50. 22
45. That **Committee Participants** wishing to join the intersessional group working on task 2.3.1 Develop a data model for digital information services for VTS should contact Wim Smets (wim.smets@mow.vlaanderen.be) by 16 November 2020. 23
46. The **Intersessional Group** working on task 2.3.1 Develop a data model for digital information services for VTS is requested to prepare an updated guideline as input to VTS50. 23
47. The **Committee Participants** are asked to review VTS49-12.2.3.1draft Guideline on Human Factors and Ergonomics in VTS and provide comments as input to VTS50. 24
48. That **Committee Participants** wishing to join the intersessional group working on the development of the Guideline on the management of VTS should contact Stefaan Priem (stefaan.priem@mow.vlaanderen.be) by 31 October 2020. 24
49. That **Committee Participants** wishing to join the intersessional group working on the review of IALA Model Course V-103/1 should contact Jillian Carson-Jackson (jillian@jcjconsulting.net) by 31 October 2020. 25
50. That **Committee Participants** are invited to review and provide comments on the revision of IALA V-103/2, 103/3, 103/4 and 103/5 as input to VTS50. 25
51. That **Committee Participants** wishing to join the intersessional group working on the development of the guideline on 'the assessment of prior learning and experience for VTS model courses' should contact Henry Heng (henry_heng@mpa.gov.sg) by 31 October 2020. 25
52. That **Committee Participants** wishing to join the intersessional group working on the review of IALA Guideline 1014 should contact Kerrie Abercrombie (kerrie.abercrombie@amsa.gov.au) by 31 October 2020. 26
53. That **Committee Participants** are requested to submit proposals for task items to VTS50 for the 2022-2026 Work Programme. 26



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International Association of Marine Aids to Navigation and Lighthouse Authorities
Association Internationale de Signalisation Maritime