Input paper: [[1]](#footnote-1) VTS49-8.3.4

Input paper for the following Committee(s): check as appropriate Purpose of paper:

**□** ARM **□** ENG **□** PAP **X** Input

**□** ENAV **x** VTS **□** Information

Agenda item [[2]](#footnote-2) 8

Task Number 2 Task 1.3.1

Author(s) / Submitter(s) CG4

Develop a Guideline on VTS Voice Communications, Phrases / Phraseology

# Summary

This document introduces input paper *VTS49-8.3.4.1-Draft Guidelines on VTS VHF Communication* for the Committees consideration in finalising the task concerning the development of a Guideline on VTS Voice Communications, Phrases / Phraseology (Task 1.3.1) and in amending the existing Guideline G1132 on *VTS VHF Voice Communication*.

## Purpose of the document

The purpose of this paper is to provide input for the consideration of the VTS Committee in completing Task 1.3.1 - Development of a Guideline on VTS Voice Communications. In particular to:

* Amend the existing Guideline G1132 on *VTS VHF Voice Communication* withphrases and phraseologies to facilitate clear, concise, unambiguous communications that are timely and effective.
* Minimise misunderstanding of the intent of messages and reducing the time required for effective communication.
* Assist VTS Training organisations to incorporate the use of standard VTS phraseology into their course curriculums.

## Related documents

Related documents include:

* *VTS48-8.3.1 WP draft Guideline on VTS Voice Communications Phraseology (VTS47-13.3.11)*
* *VTS48-8.3.2 Input paper - Draft Guideline on VTS Communication Phrases*
* *VTS48-8.3.2.1 Attachment 1 - VTS Communication Phrases – Australia*
* *VTS48-8.3.2.2 Attachment 2 - Revised scope for the Task Register*
* *VTS48-8.3.3 Input paper Guideline on VTS voice communications cover note*
* *VTS48-8.3.3.1 Proposal of new guidelines on VTS voice communications*

# Background

The development of guidance for VTS Communications commenced as part of the Committee’s 2014-2018 Work Programme, including:

* Task 1.3.1 - Produce a Recommendation / Guideline on VTS Communications.
* A Workshop on Common Phraseology and Procedures for VTS Communications in (Denpasar, Bali, Indonesia, 20 -4 February 2017) to:
  + Facilitate the exchange of best practices, ideas and knowledge amongst a wide range of VTS professionals and those from other sectors.
  + Provide the VTS Committee with proposals, concepts and examples of best practice to assist in the development of IALA documentation and associated material addressing the delivery of VTS communications with a view to improving its effectiveness in both routine communications and in developing situations.

In December 2017 IALA released:

* Recommendation R1012 ‐ VTS Communications - Inviting Members and Competent Authorities for Vessel Traffic Services to implement the provisions of the Recommendation and its associated guidelines on VTS communications to contribute to precise and unambiguous communications with the traffic by implementing harmonized and standardized procedures and technology.
* Guideline G1132 – VTS VHF Voice Communication - to ensure consistency amongst VTS Staff when communicating on the VHF.

The VTS Task Register for the work program 2018-2022, approved by the Council during the 67 meeting, includes new task 1.3.1:

“Develop a Guideline on VTS Voice Communication, Phrases / Phraseology”

The task commenced during VTS 45 (September 2015) taking into account the following items:

* Gather data on current voice communication procedures (key words and phraseology)
* Analyse data and determine common areas of communication
* Compare with existing terminology (SMCP)
* Compare with other industries (i.e. Aviation)
* Develop a list of common scenarios
* Prepare a list of key words and phraseology based on scenarios
* Determine most appropriate means of presenting the information (i.e. amend G1132, develop audio files, other)

# Discussion

After VTS48, cancelled due to world pandemic, It was recognized that the VTS Committee had a busy work programme and that some work items had tight deadlines. An action plan was circulated to maintain the momentum in important works including the development of a guideline on VTS communication and phraseology and four Correspondence Groups were formed to continue with the tasks assigned.

In commencing work on developing a guideline on VTS Voice Communications, Phrases/Phraseology, the Correspondence Group (number 4) took note of the VTS48 input papers from Italy (VTS48-8.3.3) and from AMSA/IHMA (VTS48-8.3.1), both of which proposed, inter alia, that the developing phraseology should be combined into one single coherent document rather than leaving them as two stand-alone documents.

Following in depth discussions, it was agreed to use the input paper VTS48-8.3.2.1 (AMSA and IHMA input) as the base-line for further development of the document being the version with the most comprehensive review of both the existing Guideline and ongoing work on phraseology. The former working paper (VTS48-8.3.1), which was developed from discussions at the IALA workshop, was merged into AMSA and IHMA input paper (VTS48-8.3.2.1).

To focus the work of the Correspondence Group in developing this Guideline participants agreed that “Guiding Principles” should be developed. The Guiding Principles are at VTS49-8.3.4.2.

To maintain the momentum of previous work on phraseology, it was decided to continue the work of the Correspondence Group by reviewing and updating the part of the document specifically related to phraseology. It was intended to return afterwards to the first part of the document that was drawn from the existing Guideline G1132.

The Correspondence Group met online 12 times between 14 May 2020 and 20 August 2020 and completed reviewed phraseology from paragraph 8.1 (General Communications) to paragraph 8.9.2 (Meteorological Information).

Work remains to complete review of phraseology and then to conduct a review of first part of the document transferred from the original G1132.

# Action requested of the Committee

That the Committee considers:

* Revising / renaming Task 1.3.1 Produce a Recommendation / Guideline on VTS Communications in emending the existing Guideline G1132 on VTS VHF Voice Communication.
* Input paper VTS49-8.3.4.1 *-Draft Guidelines on VTS VHF Communication* for the Committees consideration in finalising the development of a Guideline on VTS Voice Communications (Task 1.3.1).
* Input paper VTS49-8.3.4.2 – The Guideline Principle

1. Input document number, to be assigned by the Committee Secretary [↑](#footnote-ref-1)
2. Leave open if uncertain [↑](#footnote-ref-2)