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| VTS Committee  Task Register  For the  2018 – 2022 Work Programme |
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Revisions to the IALA Document are to be noted in the table prior to the issue of a revised document

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| **Date** | **Page / Section Revised** | **Requirement for Revision** |
| 29 Sep 2017 | First Draft | Prepared at VTS44 for submission to Council |
| 5 Oct 2018 | Document Reviewed/Updated at VTS45 |  |
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Purpose of this Document

The purpose of this document is to maintain a register of VTS Committee Work Programme Tasks for 2018 - 2022 which describes:

* The current status of each Task
* How the Task is linked to IALA’s Strategic Alignment
* Key changes to the Task during its development

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# Overall status of the VTS Committee 2018-2022 Work Programme after VTS45

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| **Task** | | **Start Session** | **Planned End Session** | **Revised End Session** | **Progress Indicator** | | | **Status Overview** | |
| **Green** | **Yellow** | **Red** |  | |
| **TD#1 – Operations** | |  |  |  |  |  |  |  |
| 1.1.1 | Revision of IMO Resolution A.857(20) Guidelines on Vessel Traffic Services |  |  |  |  |  |  |  | | |
| 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) |  |  |  |  |  |  |  | | |
| 1.1.3 | Develop Model Course on planning, implementing, operating and managing VTS in developing countries |  |  |  |  |  |  |  | | |
| 1.1.4 | Develop Guideline on the Provision of local services |  |  |  |  |  |  |  | | |
| 1.2.1 | Review and update V-127 on Operational Procedures for Vessel Traffic Services (Output to be a revised Recommendation and associated Guideline) |  |  |  |  |  |  |  | | |
| 1.2.2 | Update Guideline 1110 on Decision Support Tools for VTS Personnel (take into account emerging concepts and technologies) |  |  |  |  |  |  |  | | |
| 1.2.3 | Develop a Guideline for Promulgating the Requirements of a VTS To Mariners – A VTS Users Guide Template |  |  |  |  |  |  |  | | |
| 1.2.4 | Develop Guideline on Maritime Service Portfolios for VTS |  |  |  |  |  |  |  | | |
| 1.2.5 | Develop a Guideline on the implications of maritime autonomous surface ships from a VTS perspective |  |  |  |  |  |  |  | | |
| 1.2.6 | Develop Guideline on how to develop a safety culture in VTS |  |  |  |  |  |  |  | | |
| 1.2.7 | Develop Guideline on the development and implementation of VTS related MSP’s other than MSP 1, 2 and 3 |  |  |  |  |  |  |  | | |
| 1.2.8 | Preparation of Guidance on IALA Standards, Recommendations and Guidelines Relating to VTS - A Reference List |  |  |  |  |  |  |  | | |
| 1.3.1 | Develop Guideline on VTS Communications, Phrases/Phraseology (with WG3) |  |  |  |  |  |  |  | | |
| 1.3.2 | Develop Recommendation on Digital information transfer between ship and shore in VTS operations (Operational aspects) |  |  |  |  |  |  |  | | |
| 1.4.1 | Update and publish the VTS Manual and develop related procedures for its future management |  |  |  |  |  |  |  | | |
| 1.4.2 | Develop procedures for the ongoing management and conduct of the Global VTS Questionnaire |  |  |  |  |  |  |  | | |
| 1.4.3 | Prepare a “living document” on “Future VTS”, including emerging technologies and human element |  |  |  |  |  |  |  | | |
| 1.4.4 | Produce a Guideline on preparing for Zero Accident Campaign |  |  |  |  |  |  |  | | |
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| **TD#2 – Technology** | |  |  |  |  |  |  |  | | |
| 2.1.1 | Develop Guideline on the portrayal of VTS information and data (both operational and technical aspects) (with WG1) |  |  |  |  |  |  |  | | |
| 2.1.2 | Develop Recommendation on Cyber-Security (lead ENG, all Committees via Workshop) |  |  |  |  |  |  |  | | |
| 2.2.1 | Review and update Recommendation V-128 on Operational and Technical Performance of VTS Systems |  |  |  |  |  |  |  | | |
| 2.2.2 | Review and update Guideline 1111 on Preparation of Operational and Technical Performance Requirements for VTS Systems |  |  |  |  |  |  |  | | |
| 2.2.3 | Develop Guideline on the technical acceptance of a VTS system |  |  |  |  |  |  |  | | |
| 2.3.1 | Develop a data model for digital information services for VTS (e.g. route exchange) |  |  |  |  |  |  |  | | |
| 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) |  |  |  |  |  |  |  | | |
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| **TD#3 –Training** | |  |  |  |  |  |  |  | | |
| 3.1.1 | Develop Guideline on human factors and ergonomics in VTS |  |  |  |  |  |  |  | | |
| 3.2.1 | Develop Guideline on the management of a VTS |  |  |  |  |  |  |  | | |
| 3.2.2 | Review, update and reformat Guideline 1045 on staffing level at VTS centres |  |  |  |  |  |  |  | | |
| 3.3.1 | Review and update 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 |  |  |  |  |  |  |  | | |
| 3.3.3 | Produce a VTS Training Manual to complement V-103 and its model courses |  |  |  |  |  |  |  | | |
| 3.4.1 | Review and update Guideline 1014 on the Accreditation and Approval Process for VTS Training |  |  |  |  |  |  |  | | |
| 3.5.1 | VTS awareness for navigating officers |  |  |  |  |  |  |  | | |

# TASK 1.1.1 Revision of IMO Resolution A.857(20) Guidelines for VTS

|  |  |  |  |
| --- | --- | --- | --- |
| **Standard** | Vessel Traffic Services | | |
| **Topic Area** | VTS Operations | | |
| **Task** | Revision of IMO Resolution A.857(20) Guidelines for VTS  *(Propose a name for the task)* | | |
| **Objectives of the task** | To lead the preparation the draft revision of IMO Resolution A.857(20) through broad participation and engagement of all stakeholders for consideration by IMO MSC.  *(Describe the objective/s of the task)* | | |
| **Expected outcome** | A revised resolution that provides a clear and concise framework to implement and deliver VTS globally in a realistic, consistent and harmonized manner.  The revised/new resolution should be prepared in a form that:   * Provides an appropriate high-level framework that is both clear and concise * Provides a link between SOLAS, the resolution, IMO documentation and requirements relevant to VTS and IALA Standards (as amended or as adopted) * Recognises:   + The “key areas” identified in the IMO submission; and   + The outcomes from the Intersessional Meeting of Working Group 1 (Operations) in April 2018.   *(Describe the expected outcome: e.g. Recommendation, Guideline or Other)* | | |
| **Compelling need** | The IMO Maritime Safety Committee approved a submission (MSC/99/20/3) by 8 Contracting Governments and 4 Non-Government Organisation (including IALA) for a revision of Resolution A.857(20) on Guidelines for Vessel Traffic Services at its 99th meeting in May 2018.  The IMO Sub-Committee on Navigation, Communications and Search and Rescue (NCSR) will consider the revision during the 2019-2020 biennium.  *(Describe briefly why this task should be included in the Work Programme)* | | |
| **Strategic Alignment**  *(See IALA Strategic Vision)* | **Goal**  G1 - Marine Aids to Navigation are developed and harmonised through international cooperation and the provision of standards.  **Strategy**  S1 - Develop standards suitable for direct citation by States, in areas deemed important by the General Assembly, and the related Recommendations and Guidelines.  S2 - Position IALA as the source of standards, knowledge, and expertise that will enable States to provide Marine Aids to Navigation, in accordance with relevant international obligations and recommendations.  S6 - Improve and harmonise the delivery of VTS globally and in a manner consistent with international conventions, national legislation and public expectations, to ensure the safety and efficiency of vessel traffic and to protect the environment. | | |
| **Scope** | **In Scope:**  Refer to MSC/99/20/3  **Out of scope:**  Refer to MSC/99/20/3  *(Describe key items that are in scope/out of scope)* | | |
| **Brief and concise description of the work to be undertaken and programme mile­stones** (where appropriate). | Preparation of revised/new Resolution for submission to NSCR First draft IALA revised/new Resolution for approval by the Committee and subsequent adoption by the Assembly. Key milestones include:   |  |  | | --- | --- | | First draft of revised/new Resolution | Oct 2018 (VTS45) | | Information Paper/s to NCSR and MSC  • Status of the revision  • Invitation to the workshop | Jan 2019 | | Second draft of revised/new Resolution | Mar 2019 (VTS46) | | Status Report to MSC101 | Jun 2019 | | Workshop with stakeholders to review the draft revision | TBC | | Final draft of revised/new Resolution | October 2019 (VTS47) | | | |
| **Expected numbers of sessions for completion** | Session number:  45 46 47 48 49 50 51  X  X  X | | |
| **Committee notes** | **Origins** |  | |
|  | **Agreed by session** | **TD#** | **Comments** |
|  |  |  |
|  | **Approved by Council** | *(Council Session)* | *(Date)* |

# Task 1.1.2 Review/Update Recommendation V-119 on the Implementation of Vessel Traffic Services (Output to be a Revised Recommendation and Associated Guideline)

|  |  |  |  |
| --- | --- | --- | --- |
| **Standard** | Vessel Traffic Services | | |
| **Topic Area** | VTS Operations | | |
| **Task** | Review/Update Recommendation V-119 on the Implementation of Vessel Traffic Services (R0119) (Output to be a Revised Recommendation and Associated Guideline)  *(Propose a name for the task)* | | |
| **Objectives of the task** | To update IALA Recommendation V-119 on the Implementation of Vessel Traffic Services to ensure it provides an effective document to assist Competent Authorities and VTS Authorities to implement and operate VTS in a globally harmonised manner.  *(Describe the objective/s of the task)* | | |
| **Expected outcome** | The release of an updated IALA Recommendation and associated Guideline consistent with the IALA document structure.  *(Describe the expected outcome: e.g. Recommendation, Guideline or Other)* | | |
| **Compelling need** | The existing Recommendation is in need of a major update to reflect changes in VTS since it was last updated in 2009 to ensure it continues:   * To provide appropriate guidance for Competent Authorities and VTS Authorities to implement and operate VTS in a globally harmonised manner consistent with SOLAS Chapter V Regulation 12, and IMO Resolution A.857(20) Vessel Traffic Services * To minimise any possible confusion to masters transiting between VTSs   Key changes the revised guidance needs to reflect includes:   * The new IALA document Structure * Revised / updated IALA guidance produced since 2009, such as:   + Recommendation V-128 on Operational and Technical Performance Requirements for VTS Equipment   + Recommendation O-134 on the IALA Risk Management Tool for Ports and Restricted Waterways * IALA guidance released since 2009, such as:   + Guideline 1101 on Auditing and Assessing VTS   + Guideline 1089 on Provision of Vessel Traffic Services (INS, TOS & NAS)   + Guideline 1115 on Preparing for an IMO Member State Audit Scheme (IMSAS) on Vessel Traffic Services   Further, many national members have expressed concerns that the existing document is cumbersome and difficult to understand/give effect to in the implementation of VTS.  *(Describe briefly why this task should be included in the Work Programme)* | | |
| **Strategic Alignment**  *(See IALA Strategic Vision)* | **Goal**  G1 – Marine Aids to Navigation are developed and harmonised through international cooperation and the provision of standards.  **Strategy**  S1 - Develop standards suitable for direct citation by States, in areas deemed important by the General Assembly, and the related Recommendations and Guidelines.  S2 - Position IALA as the source of standards, knowledge, and expertise that will enable States to provide Marine Aids to Navigation, in accordance with relevant international obligations and recommendations.  S6 - Improve and harmonise the delivery of VTS globally and in a manner consistent with international conventions, national legislation and public expectations, to ensure the safety and efficiency of vessel traffic and to protect the environment. | | |
| **Scope** | **In Scope:**   * Review of structure and content of the Recommendation * To align the revised guidance with the new IALA document structure * Ensure the revised guidance reflects all applicable IALA Guidance associated with the implementation and operation of VTS * Evalulate the need for the guidance to include any additional components such as:   + International / Regulatory framework for VTS   + The ongoing delivery of VTS to be included   **Out of scope:**  *(Describe key items that are in scope/out of scope)* | | |
| **Brief and concise description of the work to be undertaken and programme mile­stones** (where appropriate). | * Review of V-119 to identify content:   + That is dated/inconsistent with other Recommendations and Guidelines; and/or   + That is not currently included but should be. * Prepare revised Recommendation consistent with new IALA document structure and associated Guideline/s. * Submit revised documentation to Council for approval. | | |
| **Expected numbers of sessions for completion** | Session number:  45 46 47 48 49 50 51 | | |
| **Committee notes** | **Origins** | * Proposed by Committee at VTS43 * V-119 has not been updated since 2009. | |
|  | **Agreed by session** | **TD#** | **Comments** |
|  |  |  |
|  | **Approved by Council** | *(Council Session)* | *(Date)* |
|  | **Revision Notes:** |  | |

# TASK 1.1.3 Develop Model Course on Planning, Implementing, Operating and Managing VTS in Developing Countries

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| --- | --- | --- | --- |
| **Standard** | 1040 - Vessel Traffic Services | | |
| **Topic Area** | VTS Implementation | | |
| **Task** | Prepare guidance to assist developing countries plan, implement, operate and manage Vessel Traffic Services. | | |
| **Objectives of the task** | To provide guidance to assist developing countries implement and operate Vessel Traffic Services effectively and in a manner consistent with their international obligations under SOLAS.  *(Describe the objective/s of the task)* | | |
| **Expected outcome** | A Model Course on Preparing to Implement Vessel Traffic Services  *(Describe the expected outcome: e.g. Recommendation, Guideline or Other)* | | |
| **Compelling need** | The development and implementation of VTS is rapidly being embraced by developing countries and it has become evident that there is a need to provide guidance to assist these countries in preparing to implement Vessel Traffic Services effectively and in a manner consistent with their international obligations under SOLAS.  *(Describe briefly why this task should be included in the Work Programme)* | | |
| **Strategic Alignment**  *(See IALA Strategic Vision)* | **Goal**  G1 – Marine Aids to Navigation are developed and harmonised through international cooperation and the provision of standards.  **Strategy**  S4 - Continue to develop capacity building activities to improve the global provision of Marine Aids to Navigation. | | |
| **Scope** | **In Scope:**  All IALA documents related to VTS.  **Out of scope:**  *(Describe key items that are in scope/out of scope)* | | |
| **Brief and concise description of the work to be undertaken and programme mile­stones** (where appropriate). | To prepare a model course that provides a ‘road map” to assist developing countries reference and incorporate IALA documentation when planning, implementing and operating VTS.  Key milestones include:   * October 2018 – Scope Task and prepare skeleton. * March 2019 – Draft document prepared * October 2019 – Draft guidance reviewed by VTS Committee and forwarded to Council for approval. | | |
| **Expected numbers of sessions for completion** | *Session number:*  *45 46 47 48 49 50 51* | | |
| **Committee notes** | **Origins** | Requested by WWA at VTS43 | |
|  | **Agreed by session** | **TD#** | **Comments** |
|  |  |  |
|  | **Approved by Council** | *(Council Session)* | *(Date)* |
|  | **Revision Notes:** |  | |

# TASK 1.1.4 Develop Guideline on the Provision of local services

| **VTS Committee Work Programme 2018-2022** | | | |
| --- | --- | --- | --- |
| **Standard** | Vessel Traffic Services | | |
| **Topic Area** | Implementation | | |
| **Task** | Develop Guideline on the Provision of local services | | |
| **Objectives of the task** | To provide guidance to:   * Assist Governments/Competent Authorities to ensure that a clear differentiation exists between VTS and local services, and that this is clearly communicated to mariners, allied services and other stakeholders. * Assist entities operating local services to enhance efficiency and safety in a globally harmonised manner through the adoption of internationally recognised best practice.   *(Describe the objective/s of the task)* | | |
| **Expected outcome** | An IALA Guideline.  *(Describe the expected outcome: e.g. Recommendation, Guideline or Other)* | | |
| **Compelling need** | Local services offer a mechanism to aid efficiency in ports where relevant Government/s are of the opinion that the volume of traffic or the degree of risk does not justify exercising their rights to establish VTS under provisions of SOLAS.  There are significant differences between local services and a VTS and there is a need:   * For Governments/Competent Authorities to ensure that a clear differentiation exists between VTS and local services, and * That this is clearly communicated to mariners, allied services and other stakeholders.   *(Describe briefly why this task should be included in the Work Programme)* | | |
| **Strategic Alignment**  *(See IALA Strategic Vision)* | **Goal**  G1 – Marine Aids to Navigation are developed and harmonised through international cooperation and the provision of standards.  **Strategy**  S6 - Improve and harmonise the delivery of VTS globally and in a manner consistent with international conventions, national legislation and public expectations, to ensure the safety and efficiency of vessel traffic and to protect the environment. | | |
| **Scope** | **In Scope:**  N/A – Not VTS related  **Out of scope:**  *(Describe key items that are in scope/out of scope)* | | |
| **Brief and concise description of the work to be undertaken and programme mile­stones** (where appropriate). | Preparation of a new Guideline on the Provision of Local Services. | | |
| **Expected numbers of sessions for completion** | Session number:  45 46 47 48 49 50 51  X | | |
| **Committee notes** | **Origins** | Proposed by IHMA for input to 2018-22 Work Programme | |
|  | **Agreed by session** | **TD#** | **Comments** |
|  |  |  |
|  | **Approved by Council** | *(Council Session)* | *(Date)* |
|  | **Revision Notes:** |  | |

# TASK 1.2.1 Review and Update V-127 on Operational Procedures for Vessel Traffic Services (Output to be a Revised Recommendation and Associated Guideline)

| **VTS Committee Work Programme 2018-2022** | | | |
| --- | --- | --- | --- |
| **Standard** | Vessel Traffic Services | | |
| **Topic Area** | Operations | | |
| **Task** | Review/Update Recommendation V-127 on Operational Procedures for Vessel Traffic Services (Output to be a Revised Recommendation and Associated Guideline) | | |
| **Objectives of the task** | To review and update IALA Recommendation V-127 on Operational Procedures for Vessel Traffic Services to:   1. Reflect the new IALA documentation structure. That is a:  * **Recommendation**: IALA Recommendations specify what practices shall be carried out in order to comply with a Recommendation, and may be referenced, in full or in part, in an IALA Standard * **Guideline**: IALA Guidelines describe how to implement practices normally specified in a Recommendation.  1. Reflect new and amended IALA documentation since the existing version was approved in 2011; and 2. Ensure it provides an effective document to assist Competent Authorities and VTS Authorities to implement and operate VTS in a globally harmonised manner.   *(Describe the objective/s of the task)* | | |
| **Expected outcome** | An IALA Recommendation and associated Guideline.  *(Describe the expected outcome: e.g. Recommendation, Guideline or Other)* | | |
| **Compelling need** | The current Recommendation:   * Only refers to Operational Procedures and provides no reference to VTS Operations and the suite of Guidelines associated with this Topic Area under IALA Standard 1040. * Needs revision and updating to reflect changes in VTS guidance since it was last updated in 201 to ensure it continues: * To provide appropriate guidance for Competent Authorities and VTS Authorities to implement and operate VTS in a globally harmonised manner consistent with SOLAS Chapter V Regulation 12, and IMO Resolution A.857(20) Vessel Traffic Services * To minimise any possible confusion to masters transiting between VTSs   *(Describe briefly why this task should be included in the Work Programme)* | | |
| **Strategic Alignment**  *(See IALA Strategic Vision)* | **Goal**  G1 – Marine Aids to Navigation are developed and harmonised through international cooperation and the provision of standards.  **Strategy**  S1 - Develop standards suitable for direct citation by States, in areas deemed important by the General Assembly, and the related Recommendations and Guidelines.  S2 - Position IALA as the source of standards, knowledge, and expertise that will enable States to provide Marine Aids to Navigation, in accordance with relevant international obligations and recommendations.  S6 - Improve and harmonise the delivery of VTS globally and in a manner consistent with international conventions, national legislation and public expectations, to ensure the safety and efficiency of vessel traffic and to protect the environment. | | |
| **Scope** | **In Scope:**   * Review of structure and content of the Recommendation * To align the revised guidance with the new IALA document structure * Ensure the revised guidance reflects all applicable IALA Guidance associated with the implementation and operation of VTS * Evalulate the need for the guidance to include any additional components such as:   + International / Regulatory framework for VTS   + The ongoing delivery of VTS to be included   **Out of scope:**  *(Describe key items that are in scope/out of scope)* | | |
| **Brief and concise description of the work to be undertaken and programme mile­stones** (where appropriate). | * Review of V-127 to identify content:   + That is dated/inconsistent with other Recommendations and Guidelines; and/or   + That is not currently included but should be. * Prepare revised Recommendation consistent with new IALA document structure and associated Guideline/s. * Submit revised documentation to Council for approval. | | |
| **Expected numbers of sessions for completion** | Session number:  45 46 47 48 49 50 51 | | |
| **Committee notes** | **Origins** | Proposed by IHMA for input to 2018-22 Work Programme | |
|  | **Agreed by session** | **TD#** | **Comments** |
|  |  |  |
|  | **Approved by Council** | *(Council Session)* | *(Date)* |
|  | **Revision Notes:** |  | |

# TASK 1.2.2 Update Guideline 1110 on Decision Support Tools for VTS Personnel

|  |  |  |  |
| --- | --- | --- | --- |
| **Standard** | Vessel Traffic Services | | |
| **Topic Area** | Operations | | |
| **Task** | Update Guideline 1110 on Decision Support Tools for VTS Personnel | | |
| **Objectives of the task** | *(Describe the objective/s of the task)* | | |
| **Expected outcome** | *(Describe the expected outcome: e.g. Recommendation, Guideline or Other)* | | |
| **Compelling need** | *(Describe briefly why this task should be included in the Work Programme)* | | |
| **Strategic Alignment**  *(See IALA Strategic Vision)* | **Goal**    **Strategy** | | |
| **Scope** | **In Scope:**  **Out of scope:**  *(Describe key items that are in scope/out of scope)* | | |
| **Brief and concise description of the work to be undertaken and programme mile­stones** (where appropriate). |  | | |
| **Expected numbers of sessions for completion** | Session number:  45 46 47 48 49 50 51 | | |
| **Committee notes** | **Origins** | Conclusion from VTS Symposium 2016 | |
|  | **Agreed by session** | **TD#** | **Comments** |
|  |  |  |
|  | **Approved by Council** | *(Council Session)* | *(Date)* |
|  | **Revision Notes:** |  | |

# TASK 1.2.3 Produce a Guideline for Promulgating the Requirements of a VTS to Mariners – A VTS Users Guide Template

| **VTS Committee Work Programme 2018-2022** | | | |
| --- | --- | --- | --- |
| **Standard** | Vessel Traffic Services | | |
| **Topic Area** | VTS Operations | | |
| **Task** | Develop a Guideline for Promulgating the Requirements of a VTS to Mariners – A VTS Users Guide Template | | |
| **Objectives of the task** | To prepare a template for VTS authorities to promulgate the operational requirements of a VTS in a globally consistent manner | | |
| **Expected outcome** | An IALA guideline providing guidance for VTS authorities to promulgate the operational requirements of a VTS in a globally consistent manner via an agreed template. | | |
| **Compelling need** | IMO Resolution A.857(20) Guidelines for Vessel Traffic Services states that VTS authorities should provide mariners with full details of the requirements to be met and the procedures to be followed in the VTS area.  This information is currently provided through a number of means (e.g. Port User Guides, Admiralty List of Radio Signals, etc.) and in a manner that has no standardized structure or format.  The use of differing vessel traffic service procedures may cause confusion to masters of vessels moving from one vessel traffic service area to another. | | |
| **Strategic Alignment**  *(See IALA Strategic Vision)* | **Goal**  G1 – Marine Aids to Navigation are developed and harmonised through international cooperation and the provision of standards.  **Strategy**  S6 - Improve and harmonise the delivery of VTS globally and in a manner consistent with international conventions, national legislation and public expectations, to ensure the safety and efficiency of vessel traffic and to protect the environment. | | |
| **Scope** | **In Scope:**   * Establish of structure and content of the Guideline * To draft and align the guideline with the new IALA document structure * Ensure the guide reflects all applicable IALA Guidance * Associated with the implementation and operation of a VTS   **Out of scope:**  *(Describe key items that are in scope/out of scope)* | | |
| **Brief and concise description of the work to be undertaken and programme mile­stones** (where appropriate). | * Draft the guideline, includes: * The background and purpose of the guideline * The template of a VTS USERS GUIDE, including items and format   Submit the guideline to VTS committee 45th meeting for discussion   * Review of structure and content of the guideline * Submit revised documentation to Council for approval | | |
| **Expected numbers of sessions for completion** | Session number:  45 46 47 48 49 50 51  X | | |
| **Committee notes** | **Origins** | Proposed by MCA at Intersessional Meeting in April 2018 regarding review/update of A.857(20) | |
|  | **Agreed by session** | **TD#** | **Comments** |
|  |  |  |
|  | **Approved by Council** | *(Council Session)* | *(Date)* |
|  | **Revision Notes:** |  | |

# TASK 1.2.4 Produce a Guideline on Maritime Service Portfolios for VTS

|  |  |  |  |
| --- | --- | --- | --- |
| **Standard** | Vessel Traffic Services | | |
| **Topic Area** | VTS Operations | | |
| **Task** | Produce a Guideline on Maritime Service Portfolios for VTS | | |
| **Objectives of the task** | * Identification of present and potential services for VTS which may be covered by the Maritime Service Portfolio in accordance with its definition by IMO under  e-navigation; * Identification and defining servicing areas for VTS Maritime Service Folio’s based on user requirements and technical capabilities; * Development of a set of criteria and conditions for competent VTS authorities to decide on the harmonized implementation and operation of Maritime Service Portfolio’s; * Contribute from a VTS perspective to the further development of e-navigation, including the delivery of product specifications for Maritime Service Portfolio’s;   *(Describe the objective/s of the task)* | | |
| **Expected outcome** | * Contribution to the further development of e-navigation, establishing the role and position of VTS in this concept; * Guideline providing guidance and advise on how to determine the need for new Maritime Service Portfolio for VTS and their implementation including the determination of servicing areas and coverage areas for relevant technical infrastructure; * Review of relevant IALA Guidelines, Recommendations and standards, where appropriate;   *(Describe the expected outcome: e.g. Recommendation, Guideline or Other)* | | |
| **Compelling need** | *(Describe briefly why this task should be included in the Work Programme)* | | |
| **Strategic Alignment**  *(See IALA Strategic Vision)* | **Goal**  **Strategy** | | |
| **Scope** | **In Scope:**  **Out of scope:**  *(Describe key items that are in scope/out of scope)* | | |
| **Brief and concise description of the work to be undertaken and programme mile­stones (where appropriate).** |  | | |
| **Expected numbers of sessions for completion** | Session number:  45 46 47 48 49 50 51  X  X  X  X | | |
| **Committee notes** | **Origins** | * Carried over from 2014-18 Work Programme * Commenced at VTS40 | |
|  | **Agreed by session** | **TD#** | **Comments** |
|  |  |  |
|  | **Approved by Council** | *(Council Session)* | *(Date)* |
|  | **Revision Notes:** |  | |

# TASK 1.2.5 Develop a Guideline on the Implications of Autonomous Vessels and Implications for VTS

|  |  |  |  |
| --- | --- | --- | --- |
| **Standard** | Vessel Traffic Services | | |
| **Topic Area** | VTS Operations / VTS Technologies | | |
| **Task** | Autonomous Vessels and implications for VTS – A Scoping Paper” | | |
| **Objectives of the task** | 1. To prepare a scoping document on the adoption of autonomous vessels and .how 2. Identify emerging trends in the delivery of V TS globally.   *(Describe the objective/s of the task)* | | |
| **Expected outcome** | A scoping document to assist IALA and VTS authorities consider the implications associated with the emerging development of autonomous vessels with regards to VTS.  *(Describe the expected outcome: e.g. Recommendation, Guideline or Other)* | | |
| **Compelling need** | The ….  *(Describe briefly why this task should be included in the Work Programme)* | | |
| **Strategic Alignment**  *(See IALA Strategic Vision)* | **Goal**  **Strategy** | | |
| **Scope** | **In Scope:**  **Out of scope:**  *(Describe key items that are in scope/out of scope)* | | |
| **Brief and concise description of the work to be undertaken and programme mile­stones** (where appropriate). | Key milestones for completing the task include: | | |
| **Expected numbers of sessions for completion** | Session number:  45 46 47 48 49 50 51 | | |
| **Committee notes** | **Origins** | * Proposed by Committee at VTS44 | |
|  | **Agreed by session** | **TD#** | **Comments** |
|  |  |  |
|  | **Approved by Council** | *(Council Session)* | *(Date)* |
|  | **Revision Notes:** |  | |

# TASK 1.2.6 Develop Guidance on how to Develop a Safety Culture in VTS

|  |  |  |  |
| --- | --- | --- | --- |
| **Standard** | Vessel Traffic Services | | |
| **Topic Area** | VTS Operations | | |
| **Task** | Develop Guidance on How to Develop a Safety Culture in VTS | | |
| **Objectives of the task** | *(Describe the objective/s of the task)* | | |
| **Expected outcome** | *(Describe the expected outcome: e.g. Recommendation, Guideline or Other)* | | |
| **Compelling need** | *(Describe briefly why this task should be included in the Work Programme)* | | |
| **Strategic Alignment**  *(See IALA Strategic Vision)* | **Goal**    **Strategy** | | |
| **Scope** | **In Scope:**  **Out of scope:**  *(Describe key items that are in scope/out of scope)* | | |
| **Brief and concise description of the work to be undertaken and programme mile­stones** (where appropriate). |  | | |
| **Expected numbers of sessions for completion** | Session number:  45 46 47 48 49 50 51 | | |
| **Committee notes** | **Origins** | Conclusion from VTS Symposium 2016 | |
|  | **Agreed by session** | **TD#** | **Comments** |
|  |  |  |
|  | **Approved by Council** | *(Council Session)* | *(Date)* |
|  | **Revision Notes:** |  | |

# TASK 1.2.7 Develop Guidance on the Development and Implementation of VTS related MSP’s other than MSP 1, 2 and 3

| **VTS Committee Work Programme 2018-2022** | | | |
| --- | --- | --- | --- |
| **Standard** | Vessel Traffic Services | | |
| **Topic Area** | VTS Operations | | |
| **Task** | Develop guidance on the development and implementation of VTS related MSP’s other than MSP 1, 2 and 3 | | |
| **Objectives of the task** | *(Describe the objective/s of the task)* | | |
| **Expected outcome** | *(Describe the expected outcome: e.g. Recommendation, Guideline or Other)* | | |
| **Compelling need** | The ….  *(Describe briefly why this task should be included in the Work Programme)* | | |
| **Strategic Alignment**  *(See IALA Strategic Vision)* | **Goal**  **Strategy** | | |
| **Scope** | **In Scope:**   * Review….   **Out of scope:**  *(Describe key items that are in scope/out of scope)* | | |
| **Brief and concise description of the work to be undertaken and programme mile­stones** (where appropriate). | Key milestones for completing the task include: | | |
| **Expected numbers of sessions for completion** | Session number:  45 46 47 48 49 50 51 | | |
| **Committee notes** | **Origins** | * Proposed by Committee at VTS44 | |
|  | **Agreed by session** | **TD#** | **Comments** |
|  |  |  |
|  | **Approved by Council** | *(Council Session)* | *(Date)* |
|  | **Revision Notes:** |  | |

# TASK 1.2.8 Develop Guidance IALA Standards, Recommendations and Guidelines relating to VTS – A Reference List

| **VTS Committee Work Programme 2018-2022** | | | |
| --- | --- | --- | --- |
| **Standard** | Vessel Traffic Services | | |
| **Topic Area** | VTS Operations | | |
| **Task** | Preparation of Guidance on IALA Standards, Recommendations and Guidelines Relating to VTS - A Reference List | | |
| **Objectives of the task** | The objective of this Guideline is to provide a reference document for Competent Authorities, VTS Authorities and VTS Training Organisations on IALA documentation (Standards, Recommendations, Guidelines and Model Courses) specifically related to the development, implementation and operation of VTS.  The Guideline will be updated with the release of any new or amended IALA guidance specifically related to VTS.  *(Describe the objective/s of the task)* | | |
| **Expected outcome** | An IALA Guideline.  *(Describe the expected outcome: e.g. Recommendation, Guideline or Other)* | | |
| **Compelling need** | IALA Guidance relating to VTS is covered under four IALA Standards:   * IALA Standard 1040 - Vessel Traffic Services * IALA Standard 1010 - Marine Aids to Navigation Planning and Service Requirements * IALA Standard 1050 - Training and Certification * IALA Standard 1070 - Information Services   There is a need for a ‘user friendly’ reference guide to IALA documentation relating to VTS:   * The proposed guideline provides a ‘road map’ for Competent Authorities, VTS authorities and entities considering the implementation of VTS to identify all IALA guidance documents relating to VTS. * Further, by updating the guideline with the release of any new or amended IALA guidance specifically related to VTS the document is always up-to-date.   *(Describe briefly why this task should be included in the Work Programme)* | | |
| **Strategic Alignment**  *(See IALA Strategic Vision)* | **Goal**  G1 – Marine Aids to Navigation are developed and harmonised through international cooperation and the provision of standards.  **Strategy**  S1 - Develop standards suitable for direct citation by States, in areas deemed important by the General Assembly, and the related Recommendations and Guidelines.  S2 - Position IALA as the source of standards, knowledge, and expertise that will enable States to provide Marine Aids to Navigation, in accordance with relevant international obligations and recommendations.  S6 - Improve and harmonise the delivery of VTS globally and in a manner consistent with international conventions, national legislation and public expectations, to ensure the safety and efficiency of vessel traffic and to protect the environment. | | |
| **Scope** | **In Scope:**   * All IALA documentation relating to VTS.   **Out of scope:**  *(Describe key items that are in scope/out of scope)* | | |
| **Brief and concise description of the work to be undertaken and programme mile­stones** (where appropriate). | Draft prepared at VTS44 to be reviewed at VTS45 with a view to forwarding to Council for approval: | | |
| **Expected numbers of sessions for completion** | Session number:  45 46 47 48 49 50 51  X | | |
| **Committee notes** | **Origins** | Carried forward from 2014-2018 Work Programme | |
|  | **Agreed by session** | **TD#** | **Comments** |
|  |  |  |
|  | **Approved by Council** | *(Council Session)* | *(Date)* |
|  | **Revision Notes:** | Reviewed at VTS44 | |

# TASK 1.3.1 Develop Guideline on VTS Communication Phrases / Phraseology

|  |  |  |  |
| --- | --- | --- | --- |
| **Standard** | Vessel Traffic Services | | |
| **Topic Area** | VTS Communications | | |
| **Task** | Produce a Guideline on VTS Communication Phrases / Phraseology | | |
| **Objectives of the task** | *(Describe the objective/s of the task)* | | |
| **Expected outcome** | *(Describe the expected outcome: e.g. Recommendation, Guideline or Other)* | | |
| **Compelling need** | *(Describe briefly why this task should be included in the Work Programme)* | | |
| **Strategic Alignment**  *(See IALA Strategic Vision)* | **Goal**  G1 – Marine Aids to Navigation are developed and harmonised through international cooperation and the provision of standards.  **Strategy**  S1 - Develop standards suitable for direct citation by States, in areas deemed important by the General Assembly, and the related Recommendations and Guidelines.  S2 - Position IALA as the source of standards, knowledge, and expertise that will enable States to provide Marine Aids to Navigation, in accordance with relevant international obligations and recommendations.  S6 - Improve and harmonise the delivery of VTS globally and in a manner consistent with international conventions, national legislation and public expectations, to ensure the safety and efficiency of vessel traffic and to protect the environment. | | |
| **Scope** | **In Scope:**  **Out of scope:**  *(Describe key items that are in scope/out of scope)* | | |
| **Brief and concise description of the work to be undertaken and programme mile­stones (where appropriate).** |  | | |
| **Expected numbers of sessions for completion** | Session number:  45 46 47 48 49 50 51 | | |
| **Committee notes** | **Origins** | * 2018-22 Work Programme | |
|  | **Agreed by session** | **TD#** | **Comments** |
|  |  |  |
|  | **Approved by Council** | *(Council Session)* | *(Date)* |
|  | **Revision Notes:** |  | |

# TASK 1.3.2 Develop Recommendation on Digital Information Transfer between Ship and Shore in VTS Operations (Operational Aspects)

|  |  |  |  |
| --- | --- | --- | --- |
| **Standard** | Vessel Traffic Services | | |
| **Topic Area** | VTS Communications | | |
| **Task** | Develop Recommendation on Digital Information Transfer between Ship and Shore in VTS Operations (Operational Aspects) | | |
| **Objectives of the task** | *(Describe the objective/s of the task)* | | |
| **Expected outcome** | *(Describe the expected outcome: e.g. Recommendation, Guideline or Other)* | | |
| **Compelling need** | *(Describe briefly why this task should be included in the Work Programme)* | | |
| **Strategic Alignment**  *(See IALA Strategic Vision)* | **Goal**    **Strategy** | | |
| **Scope** | **In Scope:**  **Out of scope:**  *(Describe key items that are in scope/out of scope)* | | |
| **Brief and concise description of the work to be undertaken and programme mile­stones (where appropriate).** |  | | |
| **Expected numbers of sessions for completion** | Session number:  45 46 47 48 49 50 51 | | |
| **Committee notes** | **Origins** | * 2018-22 Work Programme | |
|  | **Agreed by session** | **TD#** | **Comments** |
|  |  |  |
|  | **Approved by Council** | *(Council Session)* | *(Date)* |
|  | **Revision Notes:** |  | |

# TASK 1.4.1 Update and publish the VTS Manual and develop related procedures for its future management

|  |  |  |  |
| --- | --- | --- | --- |
| **Standard** | Vessel Traffic Services | | |
| **Topic Area** | Not Applicable | | |
| **Task** | Update and publish the VTS Manual and develop related procedures for its future management | | |
| **Objectives of the task** | *(Describe the objective/s of the task)* | | |
| **Expected outcome** | *(Describe the expected outcome: e.g. Recommendation, Guideline or Other)* | | |
| **Compelling need** | *(Describe briefly why this task should be included in the Work Programme)* | | |
| **Strategic Alignment**  *(See IALA Strategic Vision)* | **Goal**  **Strategy** | | |
| **Scope** | **In Scope:**  **Out of scope:**  *(Describe key items that are in scope/out of scope)* | | |
| **Brief and concise description of the work to be undertaken and programme mile­stones** (where appropriate). |  | | |
| **Expected numbers of sessions for completion** | Session number:  45 46 47 48 49 50 51  X  X  X  X | | |
| **Committee notes** | **Origins** |  | |
|  | **Agreed by session** | **TD#** | **Comments** |
|  |  |  |
|  | **Approved by Council** | *(Council Session)* | *(Date)* |
|  | **Revision Notes:** |  | |

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

|  |  |  |  |
| --- | --- | --- | --- |
| **Standard** | Vessel Traffic Services | | |
| **Topic Area** | Not Applicable | | |
| **Task** | Develop Procedures for the Ongoing Management and Conduct of the Global VTS Questionnaire | | |
| **Objectives of the task** | 1. To update the results presented in the report from the first survey released at the VTS 2016 Symposium as a means to assist IALA and its members develop VTS related guidance in the 2018-22 Work Programme and contribute to the safety and efficiency of navigation through the operation of VTS. 2. To facilitate achieving greater global understanding and consistency in the establishment and operation of VTS in accordance with internationally approved guidelines. 3. To identify emerging trends in the delivery of VTS globally.   *(Describe the objective/s of the task)* | | |
| **Expected outcome** | The release of an updated report on VTS at the 2020 VTS Symposium.  *(Describe the expected outcome: e.g. Recommendation, Guideline or Other)* | | |
| **Compelling need** | The number of VTSs being implemented by contracting governments / competent authorities is growing substantially each year and accurate statistics on the regulatory frameworks, policies and procedure being adopted will facilitate IALA to maintain a suite of up-to-date and relevant guidance documents (Recommendations and procedures) that will:   * Assist members give effect to their obligations under SOLAS Chapter V Regulation 12, and IMO Resolution A.857(20) Vessel Traffic Services; and * Ensure the implementation and operation of VTS in a globally harmonised manner and in a manner that will minimise any possible confusion to masters transiting between VTSs.   The first Questionnaire successfully achieved its aim of gathering information:   * To gain a common understanding of the delivery of VTS worldwide. * To harmonise service quality, training and operating procedures worldwide. * To contribute to the improvement of VTS related IALA documentation.   *(Describe briefly why this task should be included in the Work Programme)* | | |
| **Strategic Alignment**  *(See IALA Strategic Vision)* | **Goal**  G2 - All coastal states have contributed to a sustainable and efficient global network of Marine Aids to Navigation through capacity building and the sharing of expertise.  **Strategy**  S3 - Coordinate the further development of Marine Aids to Navigation, taking into account evolving operational and functional requirements, new techniques, new technologies and sustainability. | | |
| **Scope** | **In Scope:**   * Review / update the stand-alone Questionnaire * Maintain the database structure from the 2016 survey to enable changes to be evaluated an reported   **Out of scope:**  *(Describe key items that are in scope/out of scope)* | | |
| **Brief and concise description of the work to be undertaken and programme mile­stones** (where appropriate). | Key milestones for completing the task include:   * WG1 to review/update the stand-alone questionnaire for VTS * WG2 and 3 to comment and to make additional input * VTS Committee to finalize questionnaire and to forward to Council for approval * Web based questionnaire and associated database updated * VTS Committee (through IALA Secretariat) to send out VTS questionnaire to Competent Authorities   Result of the questionnaire to be presented at VTS Symposium (August 2020) | | |
| **Expected numbers of sessions for completion** | Session number:  45 46 47 48 49 50 51  X  X | | |
| **Committee notes** | **Origins of the Task** | Proposed by Committee at VTS43.  Consideration should be given to updating the Questionnaire results every two year | |
|  | **Agreed by session** | **TD#** | **Comments** |
|  |  |  |
|  | **Approved by Council** | *(Council Session)* | *(Date)* |
|  | **Revision Notes:** |  | |

# TASK 1.4.3 Prepare a “living document” on “Future VTS”, including emerging Technologies and Human Element

|  |  |  |  |
| --- | --- | --- | --- |
| **Standard** | Vessel Traffic Services | | |
| **Topic Area** | Not Applicable | | |
| **Task** | Prepare a “living document” on “Future VTS”, including emerging technologies and human element”. | | |
| **Objectives of the task** | 1. To prepare a document to assist planning for VTS into the future and in a manner that facilitates global harmonisation of the delivery of enhanced services and is consistent with international law. 2. To identify and document key emerging developments and issues that may challenge the existing international framework for VTS. 3. To identify and document possible mechanisms to address key emerging developments and issues.   *(Describe the objective/s of the task)* | | |
| **Expected outcome** | A “living document” on “Future VTS” that is reviewed/updated on a regular basis. *(Describe the expected outcome: e.g. Recommendation, Guideline or Other)* | | |
| **Compelling need** | To provide a reference document to:   * Assist with the planning of future work programme tasks * Ensure the Committee remains cognisant of emerging trends and technologies that will impact on VTS; and * Facilitate communicating the future direction of VTS to stakeholders   *(Describe briefly why this task should be included in the Work Programme)* | | |
| **Strategic Alignment**  *(See IALA Strategic Vision)* | **Goal**  G1 – Marine Aids to Navigation are developed and harmonised through international cooperation and the provision of standards.  **Strategy**  S2 - Position IALA as the source of standards, knowledge, and expertise that will enable States to provide Marine Aids to Navigation, in accordance with relevant international obligations and recommendations. | | |
| **Scope** | **In Scope:**  **Out of scope:**  *(Describe key items that are in scope/out of scope)* | | |
| **Brief and concise description of the work to be undertaken and programme mile­stones** (where appropriate). | Key milestones for completing the task include:   * <to be completed at VTS45>   Result of the questionnaire to be presented at VTS Symposium (August 2016) | | |
| **Expected numbers of sessions for completion** | Session number:  45 46 47 48 49 50 51  X | | |
| **Committee notes** | **Origins** | * Proposed by Committee at VTS43 | |
|  | **Agreed by session** | **TD#** | **Comments** |
|  |  |  |
|  | **Approved by Council** | *(Council Session)* | *(Date)* |
|  | **Revision Notes:** |  | |

# TASK 2.1.1 Develop Guideline on the Portrayal of VTS Information and Data (both operational and technical aspects) (with WG1)

|  |  |  |  |
| --- | --- | --- | --- |
| **Standard** | Vessel Traffic Services | | |
| **Topic Area** | VTS Technology | | |
| **Task** | Produce a guideline related to the Recommendation for the portrayal of VTS information | | |
| **Objectives of the task** | Produce guidance to how to implement the recommendation | | |
| **Expected outcome** | An IALA Guideline | | |
| **Compelling need** | There is no guideline for that recommendation, and it is needed to have more description on how to take into account the information provided in the recommendation | | |
| **Strategic Alignment**  *(See IALA Strategic Vision)* | **Goa**    **Strategy** | | |
| **Scope** | **In Scope:**  **Out of scope:**  *(Describe key items that are in scope/out of scope)* | | |
| **Brief and concise description of the work to be undertaken and programme mile­stones** (where appropriate). | Needs to be done in cooperation with WG1, and to align current documentation | | |
| **Expected numbers of sessions for completion** | Session number:  45 46 47 48 49 50 51  X  X  X  X | | |
| **Committee notes** | **Origins** | Suggested by WG2 at VTS44 | |
|  | **Agreed by session** | **TD#** | **Comments** |
|  |  |  |
|  | **Approved by Council** | *(Council Session)* | *(Date)* |
|  | **Revision Notes:** |  | |

# TASK 2.1.2 Develop Recommendation on Cyber-Security (lead ENG, all Committees via Workshop)

|  |  |  |  |
| --- | --- | --- | --- |
| **Standard** | Vessel Traffic Services | | |
| **Topic Area** | VTS Technology | | |
| **Task** | Produce a Recommendation on Cyber-Security related to VTS | | |
| **Objectives of the task** | Secure that new services coming into VTS is considering Cyber-Security as a integral part of any addition into VTS. | | |
| **Expected outcome** | A Recommendation on Cyber-Security related to VTS. | | |
| **Compelling need** | Secure the integrity and validity of the services VTS provides | | |
| **Strategic Alignment**  *(See IALA Strategic Vision)* | **Goal**    **Strategy** | | |
| **Scope** | **In Scope:**  **Out of scope:**  *(Describe key items that are in scope/out of scope)* | | |
| **Brief and concise description of the work to be undertaken and programme mile­stones** (where appropriate). |  | | |
| **Expected numbers of sessions for completion** | Session number:  45 46 47 48 49 50 51  X  X  X  X | | |
| **Committee notes** | **Origins** | Suggested by WG2 at VTS44 | |
|  | **Agreed by session** | **TD#** | **Comments** |
|  |  |  |
|  | **Approved by Council** | *(Council Session)* | *(Date)* |
|  | **Revision Notes:** |  | |

# TASK 2.2.1 Review Recommendation V-128 on Operational and Technical Performance of VTS Systems

| **VTS Committee Work Programme 2018-2022** | | | |
| --- | --- | --- | --- |
| **Standard** | Vessel Traffic Services | | |
| **Topic Area** | VTS Technology | | |
| **Task** | Review Recommendation V-128 on Operational and Technical Performance of VTS Systems | | |
| **Objectives of the task** | To get an updated and current version of both the recommendation and the guideline. Taking into account new guidelines and technological developments  *(Describe the objective/s of the task)* | | |
| **Expected outcome** | not a major rewrite, just a technical update of technology and minor editorial changes or clarifications  *(Describe the expected outcome: e.g. Recommendation, Guideline or Other)* | | |
| **Compelling need** | *(Describe briefly why this task should be included in the Work Programme)* | | |
| **Strategic Alignment**  *(See IALA Strategic Vision)* | **Goal**    **Strategy** | | |
| **Scope** | **In Scope:**   * Technical updates, editorials and clarifications   **Out of scope:**   * Restructuring and major overhaul   *(Describe key items that are in scope/out of scope)* | | |
| **Brief and concise description of the work to be undertaken and programme mile­stones** (where appropriate). |  | | |
| **Expected numbers of sessions for completion** | Session number:  45 46 47 48 49 50 51  X  X  X  X | | |
| **Committee notes** | **Origins** | * Suggested at VTS43 | |
|  | **Agreed by session** | **TD#** | **Comments** |
|  |  |  |
|  | **Approved by Council** | *(Council Session)* | *(Date)* |
|  | **Revision Notes:** |  | |

# TASK 2.2.2 Review and Update Guideline 1111 on Preparation of Operational and Technical Performance Requirements for VTS Systems

| **VTS Committee Work Programme 2018-2022** | | | |
| --- | --- | --- | --- |
| **Standard** | Vessel Traffic Services | | |
| **Topic Area** | VTS Technology | | |
| **Task** | Review Guideline 1111 on Preparation of Operational and Technical Performance Requirements for VTS Systems | | |
| **Objectives of the task** | *(Describe the objective/s of the task)* | | |
| **Expected outcome** | not a major rewrite, just a technical update of technology and minor editorial changes or clarifications  *(Describe the expected outcome: e.g. Recommendation, Guideline or Other)* | | |
| **Compelling need** | *(Describe briefly why this task should be included in the Work Programme)* | | |
| **Strategic Alignment**  *(See IALA Strategic Vision)* | **Goal**    **Strategy** | | |
| **Scope** | **In Scope:**   * Technical updates, editorials and clarifications   **Out of scope:**   * Restructuring and major overhaul   *(Describe key items that are in scope/out of scope)* | | |
| **Brief and concise description of the work to be undertaken and programme mile­stones** (where appropriate). |  | | |
| **Expected numbers of sessions for completion** | Session number:  45 46 47 48 49 50 51 | | |
| **Committee notes** | **Origins** | * Suggested at VTS43 | |
|  | **Agreed by session** | **TD#** | **Comments** |
|  |  |  |
|  | **Approved by Council** | *(Council Session)* | *(Date)* |
|  | **Revision Notes:** |  | |

# TASK 2.2.3 Develop Guidance on the Technical Acceptance of a VTS system

| **VTS Committee Work Programme 2018-2022** | | | |
| --- | --- | --- | --- |
| **Standard** | Vessel Traffic Services | | |
| **Topic Area** | VTS Technology | | |
| **Task** | Develop Guidance on the technical acceptance of a VTS system | | |
| **Objectives of the task** | *(Describe the objective/s of the task)* | | |
| **Expected outcome** | *(Describe the expected outcome: e.g. Recommendation, Guideline or Other)* | | |
| **Compelling need** | *(Describe briefly why this task should be included in the Work Programme)* | | |
| **Strategic Alignment**  *(See IALA Strategic Vision)* | **Goal**    **Strategy** | | |
| **Scope** | **In Scope:**  **Out of scope:**  *(Describe key items that are in scope/out of scope)* | | |
| **Brief and concise description of the work to be undertaken and programme mile­stones** (where appropriate). |  | | |
| **Expected numbers of sessions for completion** | Session number:  45 46 47 48 49 50 51  X  X  X  X  X | | |
| **Committee notes** | **Origins** | * Carried over from 2014-18 Work Programme * Task commenced at VTSXX | |
|  | **Agreed by session** | **TD#** | **Comments** |
|  |  |  |
|  | **Approved by Council** | *(Council Session)* | *(Date)* |
|  | **Revision Notes:** |  | |

# TASK 2.3.1 Develop a Data Model for Digital Information Services for VTS (e.g. Route Exchange)

| **VTS Committee Work Programme 2018-2022** | | | |
| --- | --- | --- | --- |
| **Standard** | Vessel Traffic Services | | |
| **Topic Area** | VTS Technology | | |
| **Task** | Develop a Data Model for Digital Information Services for VTS (E.G. Route Exchange) | | |
| **Objectives of the task** | *(Describe the objective/s of the task)* | | |
| **Expected outcome** | *(Describe the expected outcome: e.g. Recommendation, Guideline or Other)* | | |
| **Compelling need** | *(Describe briefly why this task should be included in the Work Programme)* | | |
| **Strategic Alignment**  *(See IALA Strategic Vision)* | **Goal**    **Strategy** | | |
| **Scope** | **In Scope:**  **Out of scope:**  *(Describe key items that are in scope/out of scope)* | | |
| **Brief and concise description of the work to be undertaken and programme mile­stones** (where appropriate). |  | | |
| **Expected numbers of sessions for completion** | Session number:  45 46 47 48 49 50 51 | | |
| **Committee notes** | **Origins** | * Carried over from 2014-18 Work Programme * Task commenced at VTSXX | |
|  | **Agreed by session** | **TD#** | **Comments** |
|  |  |  |
|  | **Approved by Council** | *(Council Session)* | *(Date)* |
|  | **Revision Notes:** |  | |

# TASK 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)

| **VTS Committee Work Programme 2018-2022** | | | |
| --- | --- | --- | --- |
| **Standard** | Vessel Traffic Services | | |
| **Topic Area** | VTS Technology | | |
| **Task** | Review and Update Recommendation V-145 on The Inter-VTS Exchange Format (IVEF) Service (Output To be a Revised Recommendation And Associated Guideline with a view to incorporating it as a product specification under S-200) | | |
| **Objectives of the task** | Make IVEF available as a product specification.  *(Describe the objective/s of the task)* | | |
| **Expected outcome** | A revised Recommendation  *(Describe the expected outcome: e.g. Recommendation, Guideline or Other)* | | |
| **Compelling need** | *(Describe briefly why this task should be included in the Work Programme)* | | |
| **Strategic Alignment**  *(See IALA Strategic Vision)* | **Goal**    **Strategy** | | |
| **Scope** | **In Scope:**  **Out of scope:**  *(Describe key items that are in scope/out of scope)* | | |
| **Brief and concise description of the work to be undertaken and programme mile­stones** (where appropriate). | Create a data model and corresponding product specification of the current services of IVEF. | | |
| **Expected numbers of sessions for completion** | Session number:  45 46 47 48 49 50 51  X  X  X  X | | |
| **Committee notes** | **Origins** | Suggested by WG2 at VTS44 | |
|  | **Agreed by session** | **TD#** | **Comments** |
|  |  |  |
|  | **Approved by Council** | *(Council Session)* | *(Date)* |
|  | **Revision Notes:** |  | |

# TASK 3.1.1 Develop Guidance on Human Factors and Ergonomics in VTS

| **VTS Committee Work Programme 2018-2022** | | | |
| --- | --- | --- | --- |
| **Standard** | Vessel Traffic Services | | |
| **Topic Area** | VTS Operations | | |
| **Task** | Develop guidance on human factors and ergonomics in VTS | | |
| **Objectives of the task** | *(Describe the objective/s of the task)* | | |
| **Expected outcome** | *(Describe the expected outcome: e.g. Recommendation, Guideline or Other)* | | |
| **Compelling need** | *(Describe briefly why this task should be included in the Work Programme)* | | |
| **Strategic Alignment**  *(See IALA Strategic Vision)* | **Goal**    **Strategy** | | |
| **Scope** | **In Scope:**  **Out of scope:**  *(Describe key items that are in scope/out of scope)* | | |
| **Brief and concise description of the work to be undertaken and programme mile­stones** (where appropriate). |  | | |
| **Expected numbers of sessions for completion** | Session number:  45 46 47 48 49 50 51 | | |
| **Committee notes** | **Origins** | * Carried over from 2014-18 Work programme * Task commenced at VTS?? | |
|  | **Agreed by session** | **TD#** | **Comments** |
|  |  |  |
|  | **Approved by Council** | *(Council Session)* | *(Date)* |
|  | **Revision Notes:** |  | |

# TASK 3.2.1 Develop Guidance on the Management of a VTS

| **VTS Committee Work Programme 2018-2022** | | | |
| --- | --- | --- | --- |
| **Standard** | Vessel Traffic Services | | |
| **Topic Area** | VTS Training and Certification | | |
| **Task** | Develop guidance on the management of a VTS | | |
| **Objectives of the task** | * Starting from the job description given by recommendation V-103, the objective is to provide guidance for VTS Management, competences and training, including a possible educational scheme (curriculum) which will provide details of the subject areas for knowledge and practical competences; * Introduce a new approach to VTS training, based on competence and qualification.   *(Describe the objective/s of the task)* | | |
| **Expected outcome** | Guideline  *(Describe the expected outcome: e.g. Recommendation, Guideline or Other)* | | |
| **Compelling need** | * Model Courses IALA V-103/1 and V-103/2 define the training programme for VTS Operator and Supervisor. However there is a lack of guidance – or equivalent – for VTS Management training. Considering the need of standardisation in the training process, an internationally agreed competency framework for VTS Management is required. * The construction of a competence based framework for VTS Management has the potential to increase the levels of harmonisation which is necessary to mitigate maritime related risks and threats in a more coherent manner.   *(Describe briefly why this task should be included in the Work Programme)* | | |
| **Strategic Alignment**  *(See IALA Strategic Vision)* | **Goal**    **Strategy** | | |
| **Scope** | **In Scope:**   * VTS-oriented management * Define competences and learning areas (included but not limited to QMS, risk management toolbox, management of human, financial and technical resources)   **Out of scope:**   * Management training in general   *(Describe key items that are in scope/out of scope)* | | |
| **Brief and concise description of the work to be undertaken and programme mile­stones** (where appropriate). | * Investigate VTS Management tasks and areas of responsibility through a questionnaire * Investigate competences and learning needs related to these tasks and responsibilities * Confirm the document outcome (Guideline and/or Model Course) | | |
| **Expected numbers of sessions for completion** | Session number:  45 46 47 48 49 50 51 | | |
| **Committee notes** | **Origins** | * Proposed by Italy during 2014-18 Work Programme | |
|  | **Agreed by session** | **TD#** | **Comments** |
|  |  |  |
|  | **Approved by Council** | *(Council Session)* | *(Date)* |
|  | **Revision Notes:** |  | |

# TASK 3.2.2 Review, Update and Reformat Guideline 1045 on Staffing level at VTS centres.

| **VTS Committee Work Programme 2018-2022** | | | |
| --- | --- | --- | --- |
| **Standard** | Vessel Traffic Services | | |
| **Topic Area** | VTS Training | | |
| **Task** | Review, update and reformat Guideline 1045 on staffing level at VTS centres. | | |
| **Objectives of the task** | * To update IALA Guideline No. 1045 to ensure it provides an effective document to assist Competent Authorities and VTS Authorities to plan, implement and establish staffing at a VTS centre in a globally harmonised manner. * To provide guidance on the calculation of the appropriate staffing level.   *(Describe the objective/s of the task)* | | |
| **Expected outcome** | *(Describe the expected outcome: e.g. Recommendation, Guideline or Other)* | | |
| **Compelling need** | *(Describe briefly why this task should be included in the Work Programme)* | | |
| **Strategic Alignment**  *(See IALA Strategic Vision)* | **Goal**  **Strategy** | | |
| **Scope** | **In Scope:**   * Review of the Guideline content * Review the validity of the formula for calculating staffing level * To align the Guideline with the future Guideline on Human Factors * To align the Guideline with the new IALA document structure   **Out of scope:**   * Staff qualifications   *(Describe key items that are in scope/out of scope)* | | |
| **Brief and concise description of the work to be undertaken and programme mile­stones** (where appropriate). |  | | |
| **Expected numbers of sessions for completion** | Session number:  45 46 47 48 49 50 51 | | |
| **Committee notes** | **Origins** | Proposed during 2014-18 Work Programme | |
|  | **Agreed by session** | **TD#** | **Comments** |
|  |  |  |
|  | **Approved by Council** | *(Council Session)* | *(Date)* |
|  | **Revision Notes:** |  | |

# TASK 3.3.1 Review, Modernise and Reformat Recommendation V-103 on the Standards for Training and Certification of VTS Personnel and associated Model Courses.

| **VTS Committee Work Programme 2018-2022** | | | |
| --- | --- | --- | --- |
| **Standard** | Vessel Traffic Services | | |
| **Topic Area** | Competency Certification and revalidation | | |
| **Task** | Review, modernise and reformat Recommendation V-103 on The Standards for Training and Certification of VTS Personnel and Associated Model Courses. | | |
| **Objectives of the task** | * To split the existing IALA Recommendation R0103 into a new Recommendation and an associated Guideline. * The Guideline will provide a framework for the recruitment, training and certification of VTS personnel taking into account advances in modern best practices in education, training and certification. * The Model Courses will focus on the provision of output focussed harmonised training standards for VTS Operators, Supervisors, VTS On-the-Job Training and On-the-Job Training Instructors in addition to the process of revalidation of VTS qualifications and certification.   *(Describe the objective/s of the task)* | | |
| **Expected outcome** | Revised Recommendation, Guideline and a series of Model Courses  *(Describe the expected outcome: e.g. Recommendation, Guideline or Other)* | | |
| **Compelling need** | * Recommendation R0103 has remained broadly unchanged since 2009 and there have been significant advances in education, training and certification best practice since the Recommendation was last revised. * The Model Courses require review and updating to ensure that they reflect current practices in VTS delivery and provide a framework to ensure consistency in training outcomes taking account of the international and cross-cultural nature of the profession. * The changes in the IALA document structure, and progression towards a basis for mandatory training, also influence the requirement for a review to ensure all training and certification related documents are consistent and harmonised with the new IALA Standard on Training and Certification and the IALA Strategic Vision.   *(Describe briefly why this task should be included in the Work Programme)* | | |
| **Strategic Alignment**  *(See IALA Strategic Vision)* | **Goal**  G1 – Marine Aids to Navigation are developed and harmonised through international cooperation and the provision of standards.  **Strategy**  S1 - Develop standards suitable for direct citation by States, in areas deemed important by the General Assembly, and the related Recommendations and Guidelines. | | |
| **Scope** | **In Scope:**   * Review Recommendation R0103 to provide an international framework for the training and certification of VTS personnel. * Review, update and transfer the existing Recommendation R0103 into a new Guideline to include the recruitment, education, training and certification of VTS personnel. * The content and structure of Model Courses V-103/1,2,3 and 4. * The implications of Model Course V-103/5 to the above elements.   **Out of scope:**   * The content and structure of Model Course V-103/5.   *(Describe key items that are in scope/out of scope)* | | |
| **Brief and concise description of the work to be undertaken and programme mile­stones** (where appropriate). |  | | |
| **Expected numbers of sessions for completion** | Session number:  45 46 47 48 49 50 51 | | |
| **Committee notes** | **Origins** | Proposed during 2014-18 Work Programme | |
|  | **Agreed by session** | **TD#** | **Comments** |
|  |  |  |
|  | **Approved by Council** | *(Council Session)* | *(Date)* |
|  | **Revision Notes:** |  | |

# 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

| **VTS Committee Work Programme 2018-2022** | | | |
| --- | --- | --- | --- |
| **Standard** | Vessel Traffic Services | | |
| **Topic Area** | VTS Training and Certification | | |
| **Task** | Review and update Guideline 1017 on Assessment of Training Requirements for Existing VTS Personnel, Candidate VTS Operators, Revalidation of VTS Operator Certificates | | |
| **Objectives of the task** | *(Describe the objective/s of the task)* | | |
| **Expected outcome** | Revised Recommendation and Guideline  *(Describe the expected outcome: e.g. Recommendation, Guideline or Other)* | | |
| **Compelling need** | *(Describe briefly why this task should be included in the Work Programme)* | | |
| **Strategic Alignment**  *(See IALA Strategic Vision)* | **Goal**    **Strategy** | | |
| **Scope** | **In Scope:**  **Out of scope:**  *(Describe key items that are in scope/out of scope)* | | |
| **Brief and concise description of the work to be undertaken and programme mile­stones** (where appropriate). |  | | |
| **Expected numbers of sessions for completion** | Session number:  45 46 47 48 49 50 51 | | |
| **Committee notes** | **Origins** | Proposed during 2014-18 Work Programme | |
|  | **Agreed by session** | **TD#** | **Comments** |
|  |  |  |
|  | **Approved by Council** | *(Council Session)* | *(Date)* |
|  | **Revision Notes:** |  | |

# TASK 3.3.3 Produce a VTS Training Manual to complement the V-103 and its model courses

# TASK 3.4.1 Review and Update IALA Guideline 1014 on the Accreditation and Approval Process for VTS Training

| **VTS Committee Work Programme 2018-2022** | | | |
| --- | --- | --- | --- |
| **Standard** | Vessel Traffic Services | | |
| **Topic Area** | VTS Training and Certification | | |
| **Task** | Review and update IALA Guideline 1014 on the Accreditation and Approval Process for VTS Training | | |
| **Objectives of the task** | * To review the role of IALA in facilitating and overseeing the accreditation and approval process of VTS training. * To split the existing IALA Guideline 1014 into a new Recommendation and an associated Guideline. * To provide guidance to Competent Authorities who may not have the technical capacity, resource or regulatory framework to conduct accreditation and approval of VTS training. * To provide guidance on the appointment of third parties (to include ‘IALA approved organisation(s)’ and ‘IALA approved Classification Societies (IALA-ACS)’) to conduct the accreditation and approval process of VTS training.   *(Describe the objective/s of the task)* | | |
| **Expected outcome** | Revised Recommendation and Guideline  *(Describe the expected outcome: e.g. Recommendation, Guideline or Other)* | | |
| **Compelling need** | * The role of the Competent Authority, IALA and third parties in the accreditation and approval process is unclear and open to interpretation. This can cause problems for IALA members seeking to operate VTS training organisations. * The changes in the IALA document structure, and progression towards a basis for mandatory training, also influence the requirement for a review to ensure all training and certification related documents are consistent and harmonised with the new IALA Standard on Training and Certification and the IALA Strategic Vision.   *(Describe briefly why this task should be included in the Work Programme)* | | |
| **Strategic Alignment**  *(See IALA Strategic Vision)* | **Goal**  G1 – Marine Aids to Navigation are developed and harmonised through international cooperation and the provision of standards.  **Strategy**  S1 - Develop standards suitable for direct citation by States, in areas deemed important by the General Assembly, and the related Recommendations and Guidelines. | | |
| **Scope** | **In Scope:**   * Review the existing IALA Guideline 1014 with a focus on the role of IALA and third parties in the accreditation and approval process. * Consider whether Model Course V-103/3 and the adaptation and updating elements of Model Course V-103/5 should be within the scope of this guideline.   **Out of scope:**   * Judgement/opinion on the identification of possible third parties that may be involved in the accreditation and approval process. * The general process described in IALA Guideline 1014 for the performance of the accreditation and approval process.   *(Describe key items that are in scope/out of scope)* | | |
| **Brief and concise description of the work to be undertaken and programme mile­stones** (where appropriate). | * Obtain direction from IALA Council on the role of IALA in the accreditation and approval process. * Split the existing Guideline into a Recommendation and supporting Guideline. * Provide enhanced guidance to Competent Authorities with respect to third party organisations who may conduct or assist in the accreditation and approval process. | | |
| **Expected numbers of sessions for completion** | Session number:  45 46 47 48 49 50 51 | | |
| **Committee notes** | **Origins** | Proposed during 2014-18 Work Programme | |
|  | **Agreed by session** | **TD#** | **Comments** |
|  |  |  |
|  | **Approved by Council** | *(Council Session)* | *(Date)* |
|  | **Revision Notes:** |  | |

# TASK 3.5.1 VTS Awareness for Navigating Officers

| **VTS Committee Work Programme 2018-2022** | | | |
| --- | --- | --- | --- |
| **Standard** | Vessel Traffic Services | | |
| **Topic Area** | Training and Certification | | |
| **Task** | VTS awareness for navigating officers | | |
| **Objectives of the task** | Develop a Guideline on VTS Awareness for Navigating Officers suitable for use by a range of bodies including National Competent Authorities, STCW Training Organisations and shipping owners/organisations.  The Guideline should be prepared with a view to influencing further revisions of the STCW Code.  *(Describe the objective/s of the task)* | | |
| **Expected outcome** | Guideline  *(Describe the expected outcome: e.g. Recommendation, Guideline or Other)* | | |
| **Compelling need** | There is currently minimal guidance available for navigating officers with respect to VTS knowledge and understanding as it is not covered to any great extent in the current STCW courses.  *(Describe briefly why this task should be included in the Work Programme)* | | |
| **Strategic Alignment**  *(See IALA Strategic Vision)* | **Goal**    **Strategy** | | |
| **Scope** | **In Scope:**  **Out of scope:**  *(Describe key items that are in scope/out of scope)* | | |
| **Brief and concise description of the work to be undertaken and programme mile­stones** (where appropriate). |  | | |
| **Expected numbers of sessions for completion** | Session number:  45 46 47 48 49 50 51 | | |
| **Committee notes** | **Origins** | * Carried over from 2014-18 Work programme * Task was not commenced during 2014-18 Work programme. | |
|  | **Agreed by session** | **TD#** | **Comments** |
|  |  |  |
|  | **Approved by Council** | *(Council Session)* | *(Date)* |
|  | **Revision Notes:** |  | |

