**HAZMAT Working Group HWG 1/1**

**1st Coordination Meeting Lisbon, 09 January 2014**

**25 February 2014**

**Requirements for the HAZMAT reference database**

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| *Summary* | This document proposes issues to be considered in defining the requirements for the HAZMAT reference database |
| *Action to be taken* | As per paragraph 4 |
| *Related documents* | 1. Directive 2002/59/EC as amended (Art. 13 and Annex I.3) 2. SSN 20.1.3 point 2.2 3. HLSG 9.3.2 |

**1.0 Purpose**

SafeSeaNet Workshop 19 and High Level Steering Group (HLSG) 9 have agreed that the HAZMAT Working Group, in addition to the drafting of Guidelines on Reporting HAZMAT Information should draft requirements for the development and maintenance of a central HAZMAT Reference Database for HAZMAT products that have to be notified in accordance with Directive 2002/59/EC, as amended.

The purpose of this document is to propose the issues that have to be considered by the working group in defining the requirements for the HAZMAT reference database.

**2.0 Objectives of the HAZMAT reference database**

The overall objective of the reference database is to improve the data quality of HAZMAT notifications and minimise the administrative burden for the reporting party. Moreover the reference database can support the Member States emergency response services to provide effective response to maritime incidents.

**3.0 Requirements**

**3.1 Users**

The HAZMAT reference database should serve the needs of:

1. Reporting parties (masters, agents, and operators) responsible for the completeness and accuracy of the information transmitted to the national single windows;
2. Relevant Member State authorities (such as SSN NCAs, single window, port, maritime, search and rescue, port state control) responsible for receiving, validating and processing HAZMAT information transmitted by the data providers;
3. Emergency services of the Member States responsible for providing effective response to maritime incidents to minimise loss of life, damage to property and prevention of pollution; and
4. EMSA services responsible for validating the data quality of the information exchanged between Member States through SSN.

**3.2 Functional Uses**

The objectives of the database are achieved if it is used, both at national and central level, as a reference and a verification tool during the HAZMAT reporting process:

1. As a reference:
   1. The reporting party (ship agent or ship master) can easily search for the correct HAZMAT details using specific identifiers – technical name, UN Number, IMO class – when transmitting HAZMAT notifications to the National SafeSeaNet (after 1 June 2015 HAZMAT notifications have to be transmitted through the National Single Window (NSW) in accordance with the Reporting Formalities Directive 2010/65/EU).
   2. The administrative burden of the reporting party can be minimised when completing an electronic notification. The electronic system (e.g. NSW) can automatically fill in data elements which are required by the Directive and are available in the database after a ship agent or master inputs the technical name or the UN number of a product.
   3. Competent authorities and EMSA services can download from the database information which is necessary to effectively respond to a maritime casualty involving ships carrying HAZMAT cargo.
2. For verification:
3. Competent authorities and EMSA services can cross-check and validate the correctness of the HAZMAT data submitted by the reporting party.

**3.3 Data flows and links**

The database will be hosted at central level. Member States may consider establishing a mechanism to replicate it at national level and make it available through the NSW or the national SSN.

The possible information flow between the users of the HAZMAT reference database is presented in the below Figure 1:



Figure - Information flow

**3.4 Content**

1. The database should include a comprehensive reference list of all the dangerous and polluting goods that have to be notified in accordance with Directive 2002/59/EC, as amended. This information may be procured from the IMO and/or commercial sources,
2. The relevant parts of the IMO Codes and Conventions will be used in order to form the HAZMAT reference database.
3. The database should also include a link to the associated hazards and risks of HAZMAT products required during emergency response situations.

**3.5 Access**

1. The database may be made available to the users via the SSN web interface, a system-to-system interface or both.
2. It is important to establish an access rights matrix which will include information on who shall manage the access rights and who may have access to the database.

**3.6 Installation, upgrade and maintenance issues**

1. The HAZMAT reference database will be hosted at central level. This will have the advantage that Member States do not have to invest in their own hosting environment and will have easy access to updated HAZMAT information. However, a mechanism has to be developed to make the database information available to the reporting party.
2. Alternatively, Member States may establish a national system for hosting a copy of the database which will need to be updated every time that the central database is updated. A dedicated mechanism between the central and national level will have to be developed for this purpose.
3. The database would have to be updated as soon as there are changes to the relevant IMO Codes and Conventions. Not keeping the database updated may have safety and legal implications, particularly when it is used by authorities for verification purposes and during incident response situations.
4. The options that are available to ensure effective maintenance of the central and, if established, national database have to be assessed.
5. Other issues which need to be considered include performance standards, availability requirements and system security.

**4. Action requested**

The members of the HAZMAT Working Group are invited to provide their comments to the proposed requirements of the HAZMAT Reference Database.