



European Maritime Safety Agency

## **1<sup>st</sup> Meeting Report**

### **SSN IFCD drafting Working Group**

Held in Lisbon on  
15 December 2010

## Background

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The decision for setting up the IFCD drafting Working Group (IFCD WG) was taken at the SSN Workshop 14 with the objective to draft a new IFCD taking into account the existing specifications (as outlined in the ICD version of 2006) and the further developments of SSN. The draft document should be submitted to the SSN Group and the SSN HLSG.

The meeting was attended by delegations from: **Finland, France, Germany, Ireland, Latvia, Norway, Poland, Portugal, Sweden, the Netherlands and the UK.**

Mr. Jean-Bernard Erhardt represented the European Commission (DG MOVE). The meeting was opened and chaired by Ms Marta Lima, EMSA/C2. Ms Helena Ramon-Jarraud and Mr Yann Le Moan of Unit C2 also attended on behalf of EMSA.

The meeting agenda is indicated in **Annex 1** and the list of participants is attached as **Annex 2**.

Note: the workshop documentation may be obtained from:

[https://extranet.emsa.europa.eu/index.php?option=com\\_joomdoc&task=cat\\_view&gid=267&Itemid=121](https://extranet.emsa.europa.eu/index.php?option=com_joomdoc&task=cat_view&gid=267&Itemid=121)

## Meeting Programme

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### 1. Opening / Introduction (EMSA and COM-DG MOVE)

EMSA welcomed the participants, clarifying the background of the IFCD and the specific objectives of the meeting.

The new IFCD drafting is a task assigned by the HLSG to the SSN group (which approved the setting up of the IFCD WG). The IFCD will replace the current ICD, which remains unchanged since 2006 and is now out-dated.

To support the discussion of the working group task, EMSA has prepared the IFCD draft 'zero'. Comments have been received from France, the Netherlands, Sweden and the UK.

The objective of this first meeting was to review the document and the comments received as well as to identify the areas that require further work and improvements.

The Commission recognised the effort/commitment of the participants and provided guidance/clarification on the drafting methodology of the IFCD and in particular regarding the level of information detail that should be included in the IFCD. The IFCD should not "absorb" all the other SSN documents but should be an intermediate step between the Directive and the detailed specifications in the SSN documentation.

The UK raised concern about those areas of the current ICD that are not going to be covered by the IFCD but transferred into technical documents would leave a confused situation until those technical documents are updated accordingly. It was agreed that the update of technical documents will have to be carried out in parallel to the IFCD to ensure that when the IFCD replaces the ICD the SSN document set still provides complete coverage.

### 2. Approval of the agenda

The agenda was approved.

### 3. Work plan

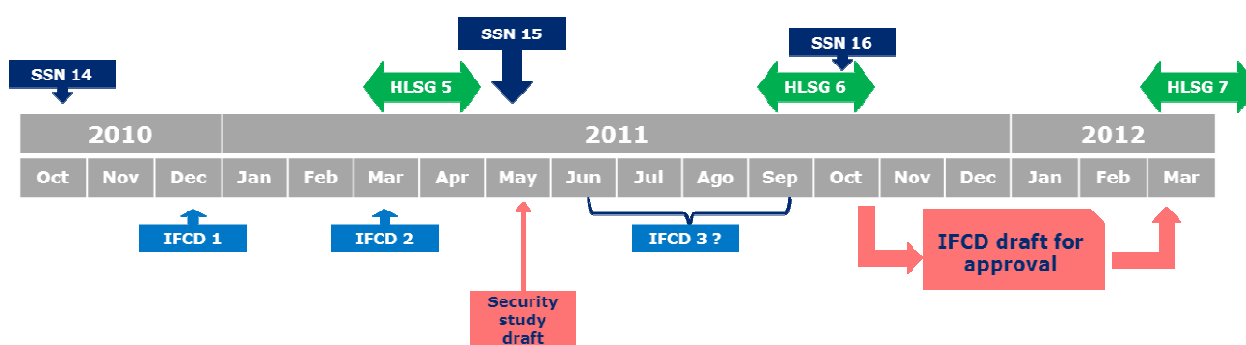
EMSA presented the Work Plan highlighting tasks and deadlines. The group agreed on the proposed plan.

According to the proposed plan the IFCD draft should be first presented at the SSN workshop 15 (May 2011) for discussion and collection of further comments. The SSN group is expected to finalise its work at SSN WS 16 (October 2011).

The 2<sup>nd</sup> IFCD WG meeting is scheduled for the 2<sup>nd</sup> of March to work further on the comments received and prepare the IFCD draft to present at SSN WS 15. At the HLSG 5 (April 2011 to be confirmed), the revised time table and the status of the work performed should be introduced. A 3<sup>rd</sup> IFCD WG meeting might be scheduled (if necessary) in June or September 2011 to review further comments and finalise the draft to be submitted to SSN WS 16 (October 2011).

The draft IFCD should be submitted to the HLSG meeting of Oct/Nov 2011 or Mar 2012 for a first reading. The final approval of the HLSG is expected in its session of October 2012.

The following diagram illustrates the proposed time plan (Figure 1).



**Figure 1 – Work plan**

**Finland** raised questions regarding the Chapter 3 of the IFCD on the "Access Rights". Several MS agreed that it is a difficult exercise to draft the IFCD without having a text on the Access rights issue.

**EMSA and COM** clarified that the access rights of the current categories of users will remain unchanged and should be transferred from the ICD. Furthermore, Chapter 3 is not included in the Terms of Reference for the IFCD drafting WG. Regarding the new categories of users the access rights policy has already been defined by the HLSG at its 3<sup>rd</sup> session in June 2010.

**Sweden** asked if the access rights of the SSN current users will be revised. **COM** clarified that this question should be addressed to the HLSG together with a justification about the need to change the access rights of the current users. **Sweden** also asked when Chapter 3 will be implemented in IFCD for a complete overview. **COM** replied that this is not yet decided.

EMSA further clarified that the chapter on Security will be also reviewed/agreed by the HLSG. At the request of the COM, EMSA has launched a study on the security that will provide the necessary material. EMSA is going consult MSs on the findings of the security study (a security focus group is scheduled to meet in February 2011).

**The UK** requested clarification on the dates of the HLSG meetings to allow proper planning. **COM** explained the logistical difficulties (room availability, translation, etc.) for defining in advance the exact date.

The work plan **was agreed**. A revised time plan must be presented at the next SSN and HLSG meetings in line with the agreed proposal.

#### 4. Drafting methodology

EMSA presented the drafting methodology<sup>1</sup> and explained that the main objective is to provide the functional framework and high level definitions of the system. The IFCD should include high level technical and operational requirements, with references to the SSN documentation described therein.

**Sweden** raised concerns that the IFCD doesn't reflect the description of Annex III in the Directive concerning what is considered being technical or operational documentation and that these interpretations should be made at an early stage. **EMSA** replied that some technical documentation should be included in the IFCD and some operational procedures, such as the Incident Report Messages Guidelines, should be a document on its own.

The **COM** clarified that it is important to bear in mind that:

- the Directive content can be amended by co-decision between Council and EP;
- the annexes of the Directive by comitology;
- the IFCD by the HLSG; and
- the SSN documentation by the SSN group.

**Norway** and **Portugal** indicated that relevant directives other than the Directive 2002/59 (as amended) should be referred to in the IFCD. COM agreed that all relevant directives must be included in the IFCD (FAL Directive, PSC Directive). **Sweden** added that Annex III of the Directive already refers to "relevant Community legislation".

**Germany** and **Norway** mentioned the need to include the Functionalities/Business rules/drivers in the IFCD document. This proposal was discussed at the HLSG and these countries were invited to make a proposal to be included at the end of Chapter 1.

The IFCD drafting methodology **was agreed**.

#### 5. IFCD draft 'zero' review

The IFCD draft 'zero' with the comments received from the IFCD WG participants was reviewed during the meeting. Due to the meeting time limitation only the Background, Chapter 1, Chapter 2 and beginning of Chapter 4 were reviewed by the group.

The outcome of the review with the approved changes is presented in **Annex 3**. The open issues are also identified in the annex as action points.

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#### Workshop Conclusions / Follow-up Actions

The group agreed to continue to work on the remaining sections of the IFCD by correspondence until mid-February in order to prepare a new draft for the next WG that will take place in March.

EMSA will provide the secretariat of the group and will act as the focal point to track changes. Some MSs requested to create a dedicated space at the EMSA website to share the last versions of the document. EMSA will investigate current possibilities and come back on this issue.

The group agreed as a tentative date for next meeting 2<sup>nd</sup> March 2011.

The table below indicates the tasks and the associated leaders/participants responsible to carry out each task as well as the deadlines agreed:

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<sup>1</sup> No document on this issue was distributed; the presentation was made orally

| Action point                           | Item  | Task leader | Associated | Deadline  |
|--|---|-------------|------------|-----------|
| <b>Background</b>                      |   |             |            |           |
| 1                                      | Include legal framework and details in chapter 2  | EMSA        |            | 01.Feb.11 |
| <b>Chapter 1 - Introduction</b>        |   |             |            |           |
| 2                                      | Add in an annex of the IFCD the document SSN 3/6/1 related to the SSN group rules and procedures (revised if necessary)   | EMSA        | All MS     | Done      |
| 3                                      | Review the objectives of the SSN Group  | ALL MS      | EMSA       | 15.Feb.11 |
| 4                                      | Consider the inclusion of an additional document with guidelines for other messages (separate from Incident Report guidelines?)   | FR          | DE, NO, SE | SSN 15    |
| 5                                      | Propose new definition for Central and National SSN systems   | UK          |            | 15.Feb.11 |
| 6                                      | Propose new definition for Regional servers   | EMSA        |            | 01.Feb.11 |
| 7                                      | Include the definition of Operational and Technical requirements  | EMSA        |            | 01.Feb.11 |
| 8                                      | Include a new paragraph on business drivers   | NO/DE       |            | 15.Feb.11 |
| <b>Chapter 2 – SafeSeaNet Overview</b> |   |             |            |           |
| 9                                      | Include requirements regarding Security and Confidentiality, Reliability and Integrity  | FR          |            | 15.Feb.11 |
| 10                                     | Include a reference to the optional/alternative means of data transmission to SSN in chapter 2.2  | EMSA        |            | Done      |
| 11                                     | Move the "information to be exchanged" under chapter 2.3  | EMSA        |            | Done      |
| 12                                     | Include a reference to the quality of the information and performance in chapter 2.3  | EMSA        |            | Done      |
| 13                                     | Review Figure 1 to include 'Other systems' that interact with SSN   | EMSA        |            | 01.Feb.11 |
| 14                                     | Include a clarification regarding the data storage in chapter 2.5.1   | EMSA        |            | 01.Feb.11 |
| 15                                     | Review the drafting of the chapter 2.5.2 "Interfaces".<br>FR to provide a diagram and a description in support of chapter 2.5.2: interfaces between SSN-central with other systems. | DE          | EMSA, FR   | 15.Feb.11 |
| 16                                     | Clarify further in the IFCD the conditions to access SSN GI (and more important its AIS tracking information). Explore the relationship between the IFCD and                        | EMSA        |            | 01.Feb.11 |

| Action point   | Item  | Task leader | Associated | Deadline      |
|----------------|---|-------------|------------|---------------|
|                | the CoUs  |             |            |               |
| 17             | Review Figure 2 and move it to chapter 2.5.2                                  | EMSA        |            | 01.Feb.11     |
| 18             | Simplify Figure 3 for having a more simple description of SSN                 | FR          | EMSA       | 15.Feb.11     |
| 19             | Review Figure 4   | EMSA        |            | 01.Feb.11     |
| 20             | Review Chapter 2.6  | EMSA        |            | 01.Feb.11     |
| <b>General</b> |   |             |            |               |
| 21             | Review SSN documents in parallel with IFCD. Present a work plan for SSN WS 15 | EMSA        |            | SSN 15        |
| 22             | Confirm the dates of the next HLSG  | COM         |            | For next HLSG |









## Annexes

Annex 1 – List of participants

Annex 2 – Workshop Agenda

Annex 3 – IFCD draft with outcome of the meeting review

## Annex 1 – Attendance List

| Country         | Name         | First Name   | Organisation                                     | E-mail   | Attendance on 15.12.10  |
|-----------------|--------------|--------------|--|--|---|
| Finland         | Arkima       | Antti        | Finnish Transport Agency                         | antti.arkima@liikennevirasto.fi                  |    |
| France          | Duchesne     | Philippe     | Ministry of Ecology - Maritime Affairs           | philippe.duchesne1@developpement-durable.gouv.fr |    |
| Germany         | Brunet       | Werner       | Traffic Technologies Centre                      | werner.brunet@wsv.bunb.de                        |    |
| Ireland         | Greg         | Houlihan     | Marine Survey Office                             | greghoulihan@transport.ie                        |    |
| Latvia          | Deniss       | Bickovs      | Coast Guard Service                              | denis@mrcc.lv                                    |    |
| Norway          | Ervik        | Jon Leon     | NCA  |  |    |
| Norway          | Hauge        | Jarle        | NCA  | jarle.hauge@kystverket.no                        |    |
| Poland          | Kurpinski    | Konrad       | Maritime office in Gdynia                        | konrad.kurpinski@umgdy.gov.pl                    |    |
| Portugal        | Nelson       | Marques      | IPTM   | nelson.marques@imarpor.pt                        |    |
| Portugal        | Jacinto      | Sousa        | IPTM   | jacinto.sousa@imarpor.pt                         |    |
| Sweden          | Sundkvist    | Monica       | Swedish Transport Agency                         | monica.sundkvist@transportstyrelsen.se           |    |
| The Netherlands | van Splunder | Jos          | Rijkswaterstaat vessel traffic management centre | jos.van.splunder@rws.nl                          |    |
| The Netherlands | Kortekaas    | Joram        | Rijkswaterstaat Vessel traffic management centre | joram.kortekaas@rws.nl                           |    |
| United Kingdom  | Gwilym       | Stone        | Maritime and Coastguard Agency                   | Gwilym.stone@mcga.gov.uk                         |   |
| EC              | Erhardt      | Jean-Bernard | EU Commission (DG Move)                          | jean-bernard.erhardt@ec.europa.eu                |  |
|                 |              |              |  |  |   |

**EMSA staff**

| <b>S/N</b> | <b>Name</b>   | <b>First Name</b> | <b>E-mail</b>  |
|------------|---------------|-------------------|--|
| 1          | LIMA GALVAO   | Marta             | <a href="mailto:Marta.LIMA-GALVAO@emsa.europa.eu">Marta.LIMA-GALVAO@emsa.europa.eu</a>       |
| 2          | RAMON JARRAUD | Helena            | <a href="mailto:Helena.RAMON-JARRAUD@emsa.europa.eu">Helena.RAMON-JARRAUD@emsa.europa.eu</a> |
| 3          | LE MOAN       | Yann              | <a href="mailto:Yann.LE-MOAN@emsa.europa.eu">Yann.LE-MOAN@emsa.europa.eu</a>                 |



## Annex 2 – Workshop Agenda

### SSN IFCD DRAFTING WORKING GROUP 1<sup>st</sup> Meeting Lisbon, 15 December 2010 (09:00 – 17:30)

| Item |   | Speaker             | Objective   |
|------|---|---------------------|---|
| I    | <b>9:00 – 09:30 Welcome and approval of the agenda</b>  | EMSA                | Recall :<br><br>- ToR of the Group<br>- Working procedures<br>- Distribution list of members of the group (EMSA)<br><br>- List of documents submitted for the meeting                               |
| II   | <b>09:30 – 10:30 Approval of the Work Plan of the Group</b><br><br>Ref. Doc.: IFCD WG 1/1 Action plan 1.0 | EMSA                | Agreement on the specific topics and programme for the WG (meetings, deliverables, etc.)  |
| III  | <b>10:30 – 11:00 IFCD: Drafting methodology</b><br><br>Ref. Doc.: IFCD WG 1/2 Drafting methodology        | EMSA                | Presentation of background information, defining the drafting methodology and key issues to be reflected in the document.   |
|      | <b>11:00 – 11:15 Coffee break</b>   |                     |   |
| IV   | <b>11:15– 12:30 Presentation of the IFCD draft 'zero'</b><br><br>Ref. doc.: IFCD WG 1/3 IFCD draft 'zero' | EMSA                | General overview of the document in order to:<br><br>1. Align the IFCD with the current/expected system developments ;<br><br>2. Identify the major areas of the document that need to be reviewed. |
|      | <b>12:30-14:00 Lunch break</b>  |                     |   |
| V    | <b>14:00 – 14:45 IFCD Chapter 1 &amp; 2</b><br><br>Ref. Doc.: IFCD WG 1/3 IFCD draft 'zero'               | EMSA / Participants | Define the main principals regarding:<br><ul style="list-style-type: none"><li>• Chapter 1 – Introduction</li><li>• Chapter 2 – SafeSeaNet Overview</li></ul>                                       |
|      | <b>14:45 – 15:30 IFCD Chapter 4</b><br><br>Ref. Doc.: IFCD WG 1/3 IFCD draft 'zero'                       | EMSA / Participants | Define the main principles regarding:<br><ul style="list-style-type: none"><li>• Chapter 4 – SafeSeaNet Performance</li></ul>   |
|      | <b>15:30 – 15:45 Coffee break</b>   |                     |   |

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| Item     |   | Speaker      | Objective   |
|----------|---|--------------|---|
| VI       | <b>15:45 – 16:30 IFCD Chapter 5 &amp; 6</b><br><br>Ref. Doc.: IFCD WG 1/3 IFCD draft 'zero' | EMSA         | Define the main principles regarding: <ul style="list-style-type: none"><li>• Chapter 5 – Operational Services and Procedures</li><li>• Chapter 6 – System management and Tests</li></ul> |
| VII      | <b>16:30 – 17:00 Distribution of the follow-up work and definition of deliverables</b>      | Participants | Agree task distribution and intermediate deliverable dates.<br><br>Define the method for exchange of information within the drafting WG.  |
| VII<br>I | <b>17:00 – 17:30 Closure + Date and place of the next meeting</b>                           | Participants | Objective of next meeting and<br><br>Invite attendees to offer next location.   |

## Annex 3 – IFCD draft with outcome of the meeting review