

Meeting: 4th SSN / LRIT Group Meeting

Place and date: Lisbon, 23 October 2018

Agenda item: SSN Trainings Planning

Document number: SSN/LRIT 4.3.6

Submitted by EMSA

Summary	Overview of training actions in 2018 and 2019
Action to be taken	As per paragraph 2.
Related documents	n.a.

1 Background

The objective of this document is to provide background information on the planned training activities relevant to the SSN/LRIT group.

IdM Webinars for MS

In view of the major upgrade to the Identity and Access Management system ("IdM"), it was suggested at the 3rd SSN/LRIT group meeting that EMSA should arrange training webinars for national service administrators on the management of user accounts. Following this request, EMSA is planning a series of live training webinars on the new Identity Management Platform for the Maritime Applications Portal (MAP). The webinars are directed at NCA administrators responsible for SSN user management. Training webinars for other services, including LRIT user management, will be arranged at a later time.

Webinars will begin in late October 2018, and will continue until the end of the year. Each webinar will consist of a 30-45 minute training session, conducted live over the internet between the EMSA trainer and the MS participants, and will cover the following topics:

- User access rights, groups, roles, profiles, security levels
- IdM Dashboard Home Page
- Search and view a user account
- Create, update, enable and disable a user account
- Reset password and show provisioning errors

Training materials, including an IdM User Manual for National Administrators and training videos, will also be made available.

SSN-SEG training for MS

The transition of the SSN Ecosystem Graphical User Interface (SEG) to the operational phase is planned to begin in October 2018 for SSN and in 2019 for LRIT. To support the transition, training sessions on the SEG for SSN/LRIT and IMS users were held at EMSA on the 7th-8th and 14th-15th March 2018, with 32 participants from 19 countries. SSN v.4 was deployed on 21st June 2018 and the upgrade of the IdM is underway. It is proposed that training for SSN NCA's on SSN v.4 and the SEG will be organised in early 2019.

Invitations for this training event will be sent to SSN NCAs in February 2019. Training for LRIT NCA's will be organised in 2019 only after sufficient progress is made with LRIT/ SEG developments.

CHD Training for the shipping industry

During the 3rd SSN/LRIT group meeting, the Commission noted that an important aim of the CHD is for it to be widely used for consultation by those who have to provide HAZMAT notifications (in accordance with art 13 and Annex I of the VTMS Directive), and also to enable automatic checks to ensure the accuracy and quality of the data provided. To support greater uptake of the CHD as a consultation tool by the shipping industry, it was proposed that EMSA should assess the possibility of providing training on HAZMAT reporting to shipping industry stakeholders and ship data providers.

EMSA is ready to assist SSN NCA authorities in the organisation and delivery of national training sessions for industry stakeholders and ship data providers (such as ship operators, agents and masters). EMSA can further support Member State initiatives by organising a train-the-trainer session at EMSA in 2019 for interested SSN authorities.

Training materials on reporting dangerous and polluting goods information in SSN have been developed, and are available for Member States. HAZMAT Reporting Guidelines, a promotional leaflet and the e-Learning course "Reporting HAZMAT in SSN using the Central Hazmat Database" are also available from the EMSA public webpage at: <http://emsa.europa.eu/related-projects/reporting-of-hazmat-in-safeseanet.html>

2 Actions required

Member States are invited to:

- a. Schedule an IdM training webinar with EMSA (if not already done). NCA administrators responsible for SSN user management are invited to contact EMSA (Rute.FERNANDES@emsa.europa.eu; tel: +351 211 209 439) in order to schedule a convenient date/time for the webinar, and to check the technical requirements for setting it up. To enable remote access to the IdM environment for training, each administrator will also be requested to provide the relevant IP address for configuration of the EMSA firewall.
- b. Note the planned one day training session on SSN v.4 and the SEG user interface at EMSA's premises in March 2019. As usual, travel arrangements for this event should be made following the receipt of the invitation letter with confirmation of the training date.
- c. Contact EMSA (Anne-marie.HAYES@emsa.europa.eu; tel: +351 211 209 342) in order to indicate their interest in organising national training sessions for industry stakeholders and ship data providers. Member States should also indicate their level of interest in having a train-the-trainer session on HAZMAT reporting in SSN at EMSA in 2019.