EMSA

European Maritime Safety Agency

Annual Report 2012
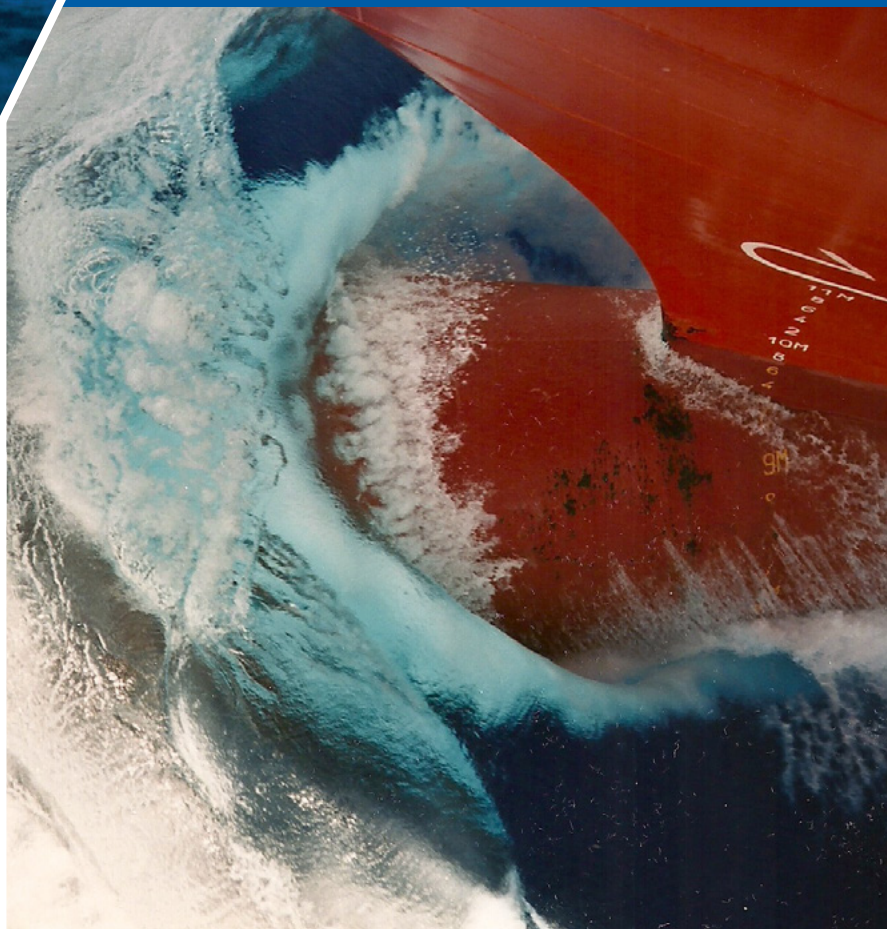
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Annual Report 2012

FOREWORD

FRANS VAN ROMPUY, CHAIRMAN OF THE ADMINISTRATIVE BOARD

The European Maritime Safety Agency is having its 10th birthday. This Annual Report 2012 is indeed the 10th report since the Agency became operational. This offers a good opportunity to recall the raison d' être of the Agency.

EMSA was created in 2002 to assist both the EU Member States and the Commission in order to help them with the development and implementation of EU maritime safety and pollution prevention rules.

Since the Agency became properly established in 2003 it has proven able to fully meet the original expectations and also to demonstrate its further potential to the extent that the 2002 Founding Regulation was amended several times. It was gradually entrusted with more maritime transport related tasks to further enhance the technical assistance, the expertise and services it can provide to the Member States and the Commission in the maritime domain.

EMSA continues to comply with its raison d'être in an excellent manner as can be appreciated from the wide range of activities documented in the Annual Report 2012.

I would like to highlight just a few of those activities so as to illustrate how valuable the Agency's support has proven to be again in the past year.

For example, the visits and inspections to monitor compliance with the relevant rules of the recognised classification societies and the systems for maritime education, training and certification of seafarers also in third countries, are good examples of how Member States can benefit from EU synergy.

The vessel traffic and maritime monitoring services provided by the Agency represent another important area of activity. These services very much enhance the joint efforts of EU Member States to ensure maritime safety, security and pollution prevention in EU waters, much of which relies heavily on the exchange of maritime traffic information.

The visits carried out by the Agency at the request of the Commission to monitor the implementation of the port State control Directive have provided the Commission with findings that help to identify potential areas in the Directive that may need to be revised. This is a good example of how the Commission benefits from EMSA support.

The reader of the report will no doubt discover many more such examples.

To round off this foreword it is most appropriate that I should express my sincere appreciation for the excellent job done in 2012 by the highly committed EMSA

team under the skilful management of Leendert Bal as Acting Executive Director and then from September on of Markku Mylly the newly appointed Executive Director. I would also like to thank all the members of the Administrative Board and in particular it's Vice Chairman Achim Wehrmann for their most helpful and constructive cooperation in the execution of the Board's responsibilities.

Frans Van Rompuy
Chairman of the Administrative Board

ACKNOWLEDGEMENTS

MARKKU MYLLY, EXECUTIVE DIRECTOR

The revision of the Agency's Founding Regulation was a major highlight of 2012. The new text was finally adopted at the beginning of 2013 and the first sketches were initiated in 2011. But the bulk of the process, the gathering of political and legislative momentum was in 2012.

This process led to a consensus. The Member States and the European Parliament agreed to consolidate and fine-tune the role and the running of the Agency and to assign new tasks to it. This can only be seen as a positive signal from the co-legislator. It indicates appreciation of past achievements and confidence in future potential. For this, the Agency and the people behind it can be proud. From staff to stakeholders, during the course of the ten years until 2012, many have contributed to make EMSA what it is today – a widely respected and solicited player in maritime safety, security and pollution prevention affairs and the maritime sector as a whole.

It was therefore an honour to be appointed as the new Executive Director of the Agency in September 2012. Arriving thus in time only for the fourth quarter, leadership for 2012 must naturally be credited to Leendert Bal, who kept the Agency well on course for the better part of a very exciting tenth year.

The pages that follow describe the activities undertaken during the year to support the Commission and the Member States. The report also accounts for the human and financial resources actually used for these activities and for the outputs and performances achieved, against the inputs and results originally planned in the work programme for 2012. As a new element, the governance, management and internal control systems in place in the Agency are also explained. I trust the reader will be convinced of the added value for maritime Europe that the Agency provided in 2012, and remains determined to provide for the years to come.

Markku Mylly
Executive Director

STRUCTURE OF THE ANNUAL REPORT

This annual report is an account of the work undertaken by EMSA in 2012 to enhance the quality of shipping, strengthen maritime safety and achieve cleaner oceans. It measures the added value of EMSA's activities and services for the EU in general and its principal stakeholders in particular - EU Member States, Iceland, Norway and the Commission.

The report is presented in three parts:

▶ Section 1: **Management report**: provides a summary narrative account of the main achievements in 2012.

▶ Section 2: **Activity report**: provides a detailed account of the implementation of Work Programme 2012. In line with Agency practice, this section offers information on planned vs. actual resources (both staff and financial) and output per activity. Performance targets and results are also provided for the Agencies external products and services. The establishment plan execution rate (recruitment) and the budgetary execution have also been included as general performance indicators.

▶ **Annexes**: technical annexes fulfilling a number of institutional reporting obligations. They reflect the successful implementation of improved financial management and internal control systems.

European Maritime Safety Agency
Management Report 2012

Chapter 1

EMSA Overview
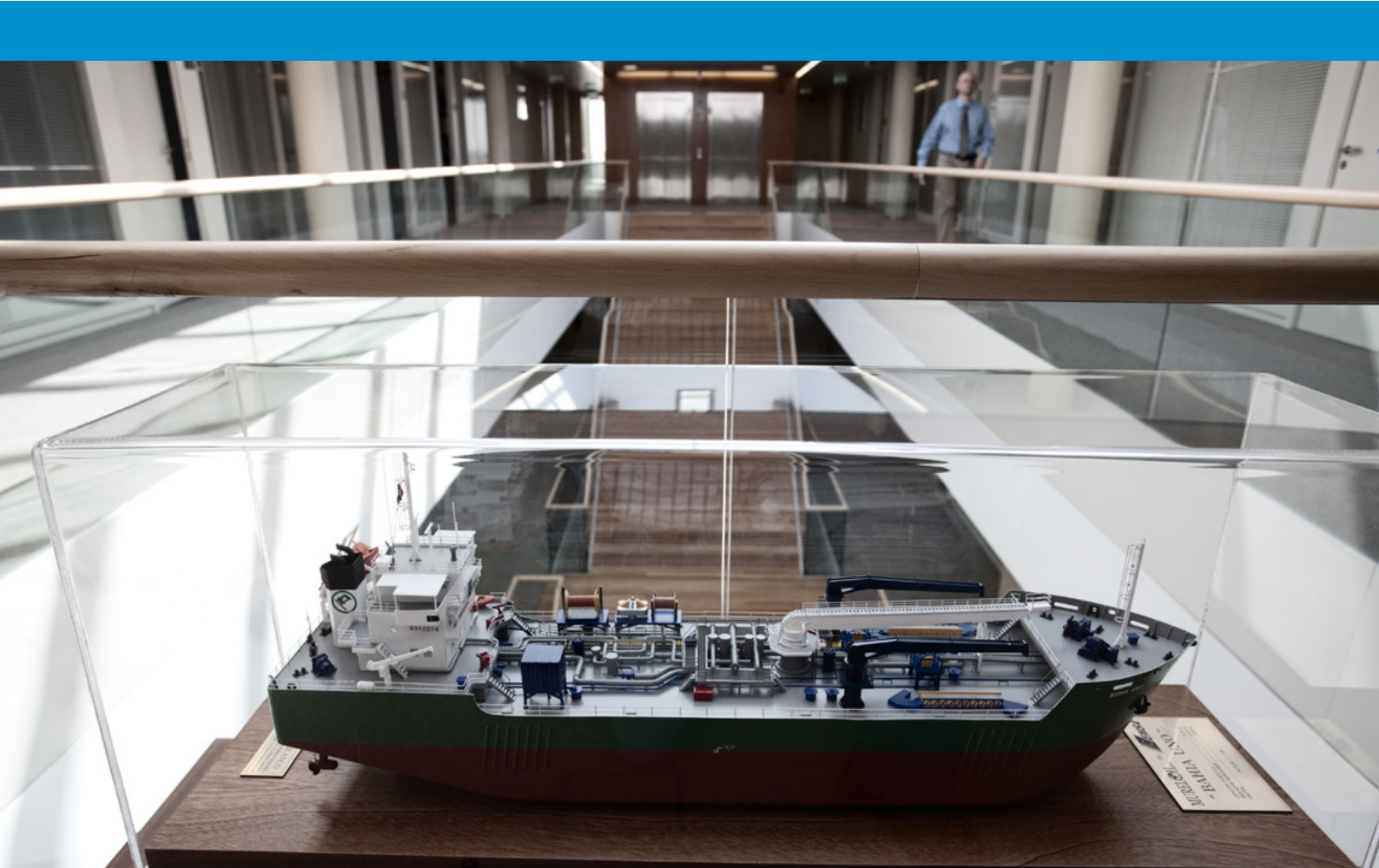
1.1 MISSION, ORIGIN AND TASKS OF THE AGENCY

Mission statement

The European Maritime Safety Agency was established for the purpose of ensuring a high, uniform and effective level of maritime safety and security, as well as prevention of and response to pollution by ships within the EU.

Objectives

The Agency provides the Member States and the Commission with the technical and scientific assistance needed and with a high level of expertise, in order to help them:

▶ Apply EU legislation properly in the field of maritime safety and prevention of pollution by ships;

▶ Monitor its implementation;

▶ Evaluate the effectiveness of the measures in place.

The Agency also provides operational means, upon request, as well as technical and scientific assistance, to help Member States and the Commission respond to marine pollution by ships within the EU[1].

[1] The mission statement and objectives reflect the status for 2012. However, the revision of the Founding Regulation has further fine-tuned the Agency's mandate, enabling EMSA to better assist the Commission and the Member States in its core tasks and make broader use of its resources to help EU Member States respond to pollution caused by ships as well as response to marine pollution caused by oil and gas installations. Moreover ancillary tasks have been introduced, with the possibility for the Agency to use its expertise and tools for other EU activities related to the Union maritime transport policy.

Origin & Tasks

The idea of a European Maritime Safety Agency (EMSA) originated in the late 1990s along with a number of other important European maritime safety initiatives. EMSA was set up as the regulatory agency that would provide a major source of support to the Commission and the Member States in the field of maritime safety and prevention of pollution from ships. The Agency was established by Regulation (EC) 1406/2002 and subsequent amendments have refined and enlarged its mandate.

The Agency's tasks are broadly divided into four key areas in line with its founding Regulation and relevant EU legislation. Firstly, the Agency assists the Commission in monitoring the implementation of EU legislation relating, among others, to ship survey and certification, the certification of marine equipment, ship security, the training of seafarers and port State control.

Secondly, the Agency develops and operates maritime information capabilities at EU level. Significant examples are SafeSeaNet, the vessel traffic monitoring system to enable EU-wide tracking of vessels and their cargoes, and accidents and incidents; the EU LRIT Cooperative Data Centre, to ensure the identification and tracking of EU flagged ships worldwide; and THETIS, the information system to support the new port State control regime.

In parallel, marine pollution preparedness, detection and response capability is provided by EMSA to coastal States. This includes a European Network of Stand-by Oil Spill Response Vessels as well as a European satellite oil spill and vessel detection service (CleanSeaNet), contributing to an effective system for protecting EU coasts and waters from pollution by ships.

Finally, the Agency provides technical and scientific advice to the Commission in the field of maritime safety and prevention of pollution by ships in the continuous process of evaluating the effectiveness of the measures in place, and in the updating and development of new legislation. It also provides support to, and facilitates co-operation between, the Member States and disseminates information on best practice.

As a body of the European Union, the Agency sits at the heart of the EU maritime safety and pollution response network and collaborates with many industry stakeholders and public bodies, in close cooperation with the Commission and the Member States.

EMSA´s work is geared towards supporting the entire EU maritime cluster.

1.2 GENERAL OVERVIEW OF PRIORITIES FOR 2012

Maritime safety and pollution response represent the core business of the Agency. The Agency's activities in 2012 were planned in line with its Founding Regulation and the needs expressed by the Commission and the Member States and outlined in Work Programme 2012. In summary, the main objectives were, as follows, to:

▶ Continue to ensure the quality and continuity of its services for the Commission and Member States.

▶ Support the Commission in pursuing activities listed in the White Paper on Transport, namely actions 4 (a maritime "Blue Belt" and market access to ports), 9 (a social agenda for maritime transport), 18 (safer shipping) and 24 to 26 (a European transport research and innovation policy).

▶ Ensure quality and continuity of the maritime information services provided by the in-house information systems: THETIS, STCW-IS, SafeSeaNet, the CleanSeaNet Data Centre, the EU LRIT Cooperative Data Centre, and the LRIT International Data Exchange. This included harmonised hosting and data security arrangements, and a more horizontal approach to data integration.

▶ Effectively manage the information made available by the various systems managed by the Agency (for example AIS and LRIT), subject to their governing service level protocols, in order to provide Member States and the Commission, as well as other EU bodies and agencies as appropriate, with maritime data services adapted to their specific needs. Present to Member States and the Commission a new operational platform, the Integrated Maritime Data Environment (IMDatE), developed for the purpose of data fusion and data dissemination towards extended User Communities.

▶ Continue to work with the Commission and the Member States to maximise the added value to be gained from the programme of Visits and Inspections.

▶ Ensure that, Technical Assistance is provided and Trainings, Workshops and meetings are held as required. In particular, provide further assistance in the implementation of the third maritime safety package.

▶ Continue efforts to maintain an efficient, state-of-the-art Network of Stand-by Oil Spill Response Vessels to combat ship-sourced pollution in European waters, as well as provide an enhanced CleanSeaNet service.

▶ Continue to work, jointly with the European Space Agency (ESA), on the establishment of a European space-based AIS data service, and to purchase a limited amount of Satellite-AIS data in order to support projects for which it is needed.

▶ Contribute to the evaluation by the Commission in conjunction with the Member States, as well as relevant stakeholders, of the results of the Blue Belt pilot project, which provides vessel related information to Customs Authorities in order to reduce administrative burdens and facilitate intra-EU trade. The evaluation would assess whether the vessel information provided has been useful, timely and relevant for customs authorities.

European Maritime Safety Agency

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Chapter 2

Visits and inspections to monitor the implementation of EU legislation

INTRODUCTION

EMSA provides technical reports on the implementation of EU maritime legislation to the Commission and the Member States. In accordance with EMSA's founding Regulation, this work covers three main areas of activity: visits to EU Member States in respect of maritime safety related EU Directives and Regulations; inspections of third countries with maritime education, training and certification systems recognised or proposed for recognition at EU level; and inspections of organisations that are recognised or proposed for recognition by the EU to carry out inspection, survey and certification tasks on behalf of EU Member States when acting as Flag States.

Visit and inspection reports are a fundamental contribution to the Commission's work to assess the implementation and effectiveness of EU legislation and ensure its correct application. They raise findings when the requirements of Union law are not being met or to add information regarding the effectiveness of the measures in place.

This on-going activity builds a solid knowledge base and extensive technical expertise that is also channelled into the legislative process, either to develop new Union legislation or to improve existing legislation.

2.1 CLASSIFICATION SOCIETIES

EU Member States rely on classification societies to perform statutory work on their behalf for ships flying their flags. To receive and maintain Recognised Organisation (RO) status, these societies must comply with quality standards and fulfil the requirements of Regulation (EC) No. 391/2009. EMSA assists the Commission by carrying out inspections of the RO's activities and reporting on their fulfilment of the obligations and recognition criteria.

In 2012 inspections focused on new building and ships-in–service activities, in particular to evaluate the effectiveness of the ROs' quality management systems, the proper implementation of the technical and statutory requirements and to verify corrective actions in response to findings from previous inspections.

All ROs took constructive measures to address findings. For example, one RO implemented measures to improve the follow-up of outstanding remarks made during plan approval. Another RO strengthened procedures to ensure the implementation of new IMO requirements in time for their international entry into force and to consult with flag States regarding interpretation of IMO requirements.

Several findings were common amongst the ROs who took co-ordinated action through submissions to IMO. The RO inspectors continue to advise the Commission on the proposals, including the requirements for tank testing and the testing of steering gear.

EMSA attended two visits to monitor the quality of the work of the Recognised Organisation on board.

In 2012 EMSA also continued verification of the legal, corporate and financial information provided by ROs using external business intelligence, and conducted the first inspection of the Quality Assessment and Certification Entity.

2.2 SYSTEMS FOR MARITIME EDUCATION, TRAINING AND CERTIFICATION OF SEAFARERS

2.2.1 INSPECTION OF MARITIME EDUCATION SYSTEMS IN THIRD COUNTRIES

Union law tasks the Commission to assess, on behalf of Member States, whether non-EU countries with systems recognised or proposed for recognition at EU level meet the requirements of the STCW Convention. EMSA inspects the maritime education, training and certification systems in place in third countries and reports on their implementation of the Convention.

In 2012, inspections were carried out in Japan, Montenegro, the Philippines, Mexico, Georgia and China. The inspection in the Philippines was the second follow-up after the 2006 inspection.

EMSA inspectors during their evaluation of China's Maritime education, training and certification systems.

EMSA evaluated the responses to the Commission's assessments from five third countries. After agreement with the Commission, EMSA now requests corrective action plans and provides opinions to the Commission on receipt. This is an extension of the assistance provided to the Commission that will reduce the time between the inspections and decisions on recognition.

Findings relate to the monitoring of the education and training institutions by the administration, inadequate or incorrectly used simulators and other training resources, outdated training programmes and unqualified assessors. Corrective actions taken by the inspected countries have led to significant improvements.

Following the adoption of the Manila amendments to the STCW Convention and Code in 2010, EMSA has supported the Commission in the preparation of Directive 2012/35/EU, which gives effect to the STCW amendments across the EU.

2.2.2 VISITS TO MONITOR THE IMPLEMENTATION OF DIRECTIVE 2008/106/EC

In 2012 EMSA completed the cycle of visits to EU and EFTA Member States to verify their maritime education, training and certification systems against Directive 2008/106/EC.

As a result of EMSA's inspections, Member States have taken corrective actions in relation to the implementation of quality standards systems, the requirements for certification, the assessment of competency and the provision of training equipment.

Five visits to monitor the correct implementation of Directive on PSC were carried out in 2012.

2.3 MONITORING THE IMPLEMENTATION OF THE PORT STATE CONTROL DIRECTIVE IN MEMBER STATES

At the request of the Commission, the Agency carried out five visits to monitor the overall functioning of the provisions of the Directive 2009/16/EC.

Data was processed with the aim of providing the Commission with findings to examine the fulfilment of commitments by the overall Community as well as by each Member State and consequently identify potential areas in the Directive that may need to be revised.

2.4 MARITIME SECURITY

EMSA assists the Commission in monitoring the implementation of Regulation (EC) No.725/2004 in respect of ships, related companies and Recognised Security Organisations (RSOs). EMSA provides similar assistance to the EFTA Surveillance Authority. In particular, EMSA analysed previous findings concerning the work of RSOs and identified a number of common findings. This lead to further RSO office inspections in 2012 as part of the second cycle of inspections of Member State administrations, which continued alongside further inspections on board ships. EMSA participated in inspections in three RSO's offices to examine how Member States fulfil their obligations to monitor the RSOs which they have authorised to carry out security-related tasks on their behalf. EMSA's reports not only highlighted the observations, but also provided recommendations and information on the implementation of the security system and suggestions for possible follow-up where deficiencies were identified.

Training on ship security was provided to IPA countries during 2012, mainly focusing on flag State responsibilities in relation to maritime security.

EMSA also assisted the MARSEC (Maritime Security) Committee chaired by the Commission, where issues relating to maritime security at both EU and international (IMO) level were discussed.

2.5 MONITORING OF THE IMPLEMENTATION OF OTHER EU MARITIME LEGISLATION

EMSA carried out visits to Member States to assist the Commission in its assessment of the convergent and effective implementation of EU maritime legislation. Visits were carried out in respect of five EU Directives as separately reported below.

EMSA's visits also provide an opportunity for the national administrations to give feedback on their experience in the operational implementation and effectiveness of the Directives.

2.5.1 VESSEL TRAFFIC MONITORING AND INFORMATION SYSTEMS (VTMIS)

In 2012, EMSA completed the first cycle of visits to the EU and EFTA Member

A programme of visits to Member States started in respect of passenger ship safety, focusing on the registration of persons sailing on board.

States and started a series of additional visits to address, where not already verified, the amendments to Directive 2002/59/EC introduced by Directive 2009/17/EC. Particular attention was given to the systems in place for providing a safe refuge for ships in need of assistance. Common findings were identified in relation to the development of plans as well as the designation and publication of the independent decision-making authority.

2.5.2 MEMBER STATES' OBLIGATIONS IN RESPECT OF RECOGNISED ORGANISATIONS

EMSA continued its visits to examine how Member States fulfil their obligations to monitor Recognised Organisations they have authorised to carry out statutory tasks on their behalf. Member States that had been included on the black and grey lists of the Paris MoU or Tokyo MoU were visited to identify the problems that led to detentions and deficiencies.

2.5.3 MARINE EQUIPMENT

EMSA continued its visits to examine how Member States monitor the notified bodies they have authorised to approve and certify marine equipment. These visits identified best practices and thereby provided additional knowledge on the need for and extent of the monitoring. An important finding was that there was little market surveillance of marine equipment even though this can be a cost-effective tool for gathering information on marine equipment and making decisions on withdrawal.

2.5.4 REGISTRATION OF PERSONS ON BOARD PASSENGER SHIPS

EMSA started a programme of visits to Member States in respect of passenger ship safety, focusing on the registration of persons sailing on board passenger ships. The visits should lead to a more harmonised and common understanding by Member States of certain important provisions of the Directive. In particular, the obligation for Member States to approve systems for the registration of passenger information was not implemented uniformly. Also, the identification of failures in the passenger information and registration systems prompted corrective action by Member States.

2.5.5 ACCIDENT INVESTIGATION

EMSA also started a programme of visits to Member States in respect of the requirements for the investigation of marine casualties and incidents, focusing in particular on the independent investigative bodies. The visits highlighted the importance of clear independence to support the authority of the new independent body.

Summary of visits and inspections in 2012:

TYPE OF INSPECTION OR VISIT	NUMBER CARRIED OUT IN 2012
Classification Societies	24[2]
Training of Seafarers (STCW)	10
Port State Control	5
Maritime Security – Assistance to Commission and EFTA Surveillance Authority inspections	51[3]
Vessel Traffic Monitoring and Information Systems	7
Monitoring of Member States' fulfilment of obligations in respect of Recognised Organisations	2
Marine Equipment	3
Registration of passengers	3
Accident investigation	4

2.6 HORIZONTAL ANALYSIS OF INSPECTION AND VISIT REPORTS

The Agency analyses interim or full cycles of visit and inspection reports, providing in each case an analysis of horizontal findings and general conclusions about the effectiveness of the measures in place, for discussion with the Commission and Member States.

In 2012, drawing from the experiences in 2011, the procedural framework for horizontal analysis was further refined. A horizontal analysis on the Vessel Traffic Monitoring and Information System (Directive 2002/59/EC) was carried out to assist the Commission's impact assessment process. The analysis also looked at SafeSeaNet requirements and performance.

The first full cycle of visits to Member States concerning the Minimum Level of Training of Seafarers (Directive 2008/106/EC) was completed in 2012 and the complete horizontal analysis of these reports was started.

[2] This figure includes "visits to ships" since they were programmed into the regular inspection cycle in 2012 and count towards the inspection performance reported in the relevant Activity Report (Section 2)

[3] This figure reflects the number of ships inspected during the course of 17 missions to Member States.

Chapter 3

Providing Member States and the European Commission with technical and scientific assistance and facilitating technical cooperation between Member States' maritime authorities and with the European Commission

INTRODUCTION

EMSA provides maritime safety and pollution prevention expertise to the Commission and the Member States, channelling technical and scientific assistance into an increasingly broad range of activities.

The Agency offers experts the opportunity to discuss the preparation of new EU legislation and contributions to IMO; for the implementation phase, EMSA provides specialised training and disseminates best practices among Member States. The knowledge gained also benefits accession, pre-accession and neighbouring countries via enlargement and neighbourhood policy programmes.

The added value of entrusting these tasks to a specialised EU Agency is evident: it guarantees a coherent and uniform approach across the EU and makes available to Member States technical information that could not be gathered by one single country.

3.1 PORT STATE CONTROL

3.1.1 TRAINING AND SUPPORTING TOOLS

In order to facilitate harmonisation and standardisation of the knowledge and proficiency of port State control officers in the Paris MoU region, EMSA continued providing PSC-focused training tools such as seminars, distance learning modules and the RuleCheck system.

In 2012, in cooperation with the Paris MoU, the Agency provided four training seminars for experienced port State control officers and two sessions for new entrant inspectors, counting 262 participants in total.

The Maritime Knowledge Centre System released in May 2011, now hosts 17 online courses after two additional modules were imported from the Paris MoU Secretariat and two new Modules on the ILO and STCW Conventions were completed. In addition, all the existing Modules were updated and new functionalities added, thereby enhancing the e-learning courses and platform and introducing taxonomy that will facilitate the classification and management of content.

In the first quarter of 2012, RuleCheck's offline and online versions were updated by incorporating new content and revising existing functionalities.

3.1.2 IMPLEMENTATION ISSUES

Since 1 January 2011, the information system THETIS supports Directive 2009/16/EC on port State control and its four Implementing Regulations, Directive 99/35/EC on ro-ro ferries and high-speed passenger craft, the amendments to Directive 2002/59/EC on vessel traffic monitoring introduced by Directive 2009/17/EC, and Directive 2009/15/EC and the related Regulation (EC) No. 319/2009 concerning recognised organisations.

Information on inspections, detentions, prevention of operation and refusal of access was available through a link to THETIS on the EMSA public website. Additionally, an annual report on the application of the banning measure was prepared for the Commission.

EMSA represented and assisted the Commission in all Paris MOU meetings, and actively contributed to the work of the various subsidiary task forces. In particular, it provided input to ensure that the implementation of the Paris MoU procedures is aligned with the provisions of Directive 2009/16/EC.

3.2 ACCIDENT INVESTIGATION

In its capacity as Secretariat to the new Permanent Co-operation Framework for Accident Investigation (PCF), set up under Regulation (EC) No. 651/2011 adopting the rules of procedure of the permanent cooperation framework, EMSA organised the first meeting in March 2012. In order to support the PCF in its initial phase, EMSA also hosted a second meeting in November that was instrumental in establishing the work programme and a modus operandi for operations. Particular focus was given to the training of European accident investigators.

EMSA continued to manage the European Maritime Casualty Information Platform (EMCIP) to allow EU Member States to report and share relevant investigative data concerning marine casualties and incidents. EMCIP is now used by 26 Member States and contains more than 2,500 reports.

Dedicated training sessions were organised during the year with the aim of facilitating EMCIP use. The development of the process for the transfer of casualty data from EMCIP to the IMO Global Integrated Shipping Information System (GISIS) Casualty Module was concluded and the first transfers were successfully tested in December. This functionality was requested by Member States in order to reduce the workload resulting from the obligation to provide casualty data to both the EU and the IMO.

EMSA provided a five-day "Core Skills for Accident Investigators" course in 2012 to assist Member States in their training efforts. Various workshops and lectures on accident investigation were provided during the year, under the Agency's Technical Assistance programme.

The Agency actively participated in a major conference on passenger ship safety held by the Commission following the Costa Concordia accident.

3.3 STCW AND THE SOCIAL DIMENSION

The STCW Information System gathers descriptive information on maritime education, training and certification systems in the EU Member States. The latest information has been made available to the general public since August 2011. Under Union law and for the purposes of statistical analysis, from 2015 Member States will feed the system with information on certificates and endorsements issued. Through a pilot exercise, a number of EU Maritime Administrations have already provided such data, which in future will generate reliable statistics on seafarers for use by the Commission and the Member States.

3.4 SHIP SAFETY STANDARDS AND MARINE EQUIPMENT

3.4.1 SHIP SAFETY STANDARDS

In 2012, the Agency contributed actively, at both European and international levels, to work related to various ship safety technical issues such as ro-ro passenger ship stability, passenger ships in domestic services and ISM.

The Agency continued to monitor technical developments in the IMO concerning ship safety standards and marine equipment. EMSA contributed to EU activities within the IMO through technical evaluations of IMO submissions and technical assistance in the preparation of submissions to IMO especially in relation to ISM and ro-pax stability. The Agency also participated in IMO meetings on behalf or in support of the Commission and the Member States.

EMSA also provided significant support to the work of the Commission on passenger ship safety following the Costa Concordia accident including input regarding the revision of passenger ship safety legislation and notably support to the Impact Assessment study linked to the revision of Directive 2009/45/EC.

Following completion of the second study for the specific damage stability parameters of ro-ro passenger vessels according to SOLAS 2009, including water on deck calculation, EMSA disseminated the results of the study to the industry and the Member States through stakeholder workshops.

3.4.2 MARINE EQUIPMENT

As foreseen, EMSA provided technical assistance to the Commission for monitoring of the Marine Equipment Directive (MED).

Technical support for the drafting and adoption of the 8th Amendment of the MED was provided. In particular, EMSA supervised the work of the contracted technical experts and ensured the appropriate documents were submitted to the COSS expert group meeting.

The Agency also ensured the follow-up of the work of the MARED Technical Secretariat for Notified Bodies, participating in meetings and providing support to stakeholders. EMSA provided support for the issuing of the MARED "Approved Draft Recommendations" (interpretations of the applicable standards and conformity procedures produced for a uniform and safe implementation of the said MED).
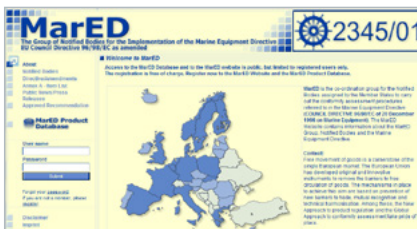
EMSA continued to ensure management of the MARED database of approved equipment.

The availability of the MARED database was maintained at 99%.

EMSA continued to ensure management of the MARED database of approved equipment and its electronic platform was used for the yearly update of the MED. At the same time, preliminary consultations were started for the upgrading of the database, in cooperation with the contractor and the notified bodies.

The Agency continued to operate the alert system for safety issues concerning marine equipment in the EU-USA Marine Equipment Mutual Recognition Agreement (MRA+).

3.5 EQUASIS, STATISTICS AND MARITIME INFORMATION

3.5.1 EQUASIS

EQUASIS is a database containing ship information such as vessel particulars, inspection history and information on the management company. The database has been freely available to the public since May 2000. EMSA began hosting the Equasis Management Unit in January 2009. A number of synergies have accrued from this hosting arrangement, with benefits for both Equasis and EMSA.

Equasis now has the possibility to publish surveys with customisable questions for targeted users.

In 2012, Equasis developed a "Mobile version" of the website that is more user-friendly when accessed through smartphones and tablets with small tactical screens. On the standard website, it is now possible to search 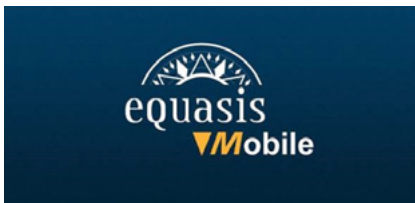ships using additional criteria than the name, call sign or IMO number of the ship. Equasis now has the possibility to publish surveys with customisable questions for targeted users. This feature will be used in the future to give Equasis stakeholders a better idea of what the users think on specific subjects.

The Equasis annual statistics were produced in May, based on the publication of the targeted lists of flag States by the various PSC regimes in their Annual Reports. This year, the layout of the statistics was significantly enhanced, with new graphs. There was also an important effort to review the content, especially the grouping by ship types and the integration of information on Recognised Organisations. These modifications have been done in liaison with the Equasis data-providers to meet their expectations better, especially on PSC data, without altering the continuity of the publication over the years. This new version of the statistics was published in September.

3.5.2 STATISTICS AND MARITIME INFORMATION

A growing range of internal requests for maritime information and statistics, for instance by inspectors preparing their missions, reflected efforts to raise awareness in-house of the information available. The Agency also responded to several requests from the Commission regarding, for example, the extraction of relevant information for the Impact Assessment on the Passenger Ships Legislative Package and a preliminary analysis on how EMSA could assist with the update of the 2nd IMO GHG Study based on its regional analyses conducted so far.

Following the agreement of the SafeSeaNet High Level Steering Group to use the SafeSeaNet AIS data from 2011 for calculating ships' air emissions in the EU sea area, the project in co-operation with the Finnish Meteorological Institute was completed, providing EMSA with highly reliable, detailed and accurate information on this field in European waters. The outcomes of the project cover the estimation of greenhouse gases and other relevant substances emissions and are reflected in its final report.

Ensuring the continuity and improvement of the internal Marinfo database, fed by commercial providers, was a major effort. For all of the six contracts signed in 2011 concerning the composition of the Marinfo database, a long testing period was required in conjunction with the data providers to ensure technical compliance with the new contracts, due to the stricter requirements on data quality. All contracts achieved the required standards and may be used over a four-year period.

3.6 PREVENTION OF POLLUTION BY SHIPS

3.6.1 PORT RECEPTION FACILITIES (PRF)
The Agency continued the preparatory work in relation to the planned revision of Directive 2000/59/EC. In this respect, EMSA analysed the waste reception facilities under Annex VI to MARPOL in the EU context and a study on the delivery of ship-generated waste and cargo residues to European ports was finalised. In addition, EMSA followed up the developments and participated in the relevant activities of the IMO, ISO and HELCOM.

3.6.2 AIR EMISSIONS
Assistance to the Commission in relation to the revised sulphur directive (Directive 1999/32/EC, as amended by 2012/33/EU) and the 2011 Commission Staff Working Paper containing the Sustainable Waterborne Transport Toolbox has largely centred on alternative compliance methods. In particular, EMSA provided assistance in relation to the use of scrubbers and the introduction of LNG as fuel for ships, through a series of technical inputs and in-house studies, and involvement in several European (TEN-T funded) projects on the use of LNG as fuel. In addition, EMSA acted as secretariat for the three ad-hoc 'LNG as shipping fuel' expert group meetings that were organised jointly by the Commission and EMSA in 2012[4]. EMSA also procured a study on 'standards and rules for bunkering of gas fuelled ships', the outcome of which will be relevant for the on-going development of a European standard/guideline for LNG bunkering. Also, in view of compliance with NO_x Tier III requirements, the usage of Selective Catalytic Reduction systems (SCRs) has also been closely monitored as part of on-going work on this issue.

EMSA was involved in several European (TEN-T funded) projects on the use of LNG as fuel.

[4] The study "Final report of the EMSA commissioned study on standards and rules for bunkering of gas-fuelled ships" is available on the EMSA website here: http://emsa.europa.eu/emsa-documents/latest.html

The Agency also contributed technical expertise to the IMO on behalf of the Commission. This included participation in several working groups during MEPC and BLG as well as in the relevant correspondence groups established afterwards; MARPOL Annex VI amendments, NO_x Technical Code and its associated guidelines, Black Carbon and the Gas-fuelled Ships Code (IGF).

In the field of greenhouse gases (GHG), EMSA has been providing technical assistance to the Commission at both the international and regional level. The Agency has continued to contribute actively to the IMO discussions, through the Energy Efficiency Working Group (EE-WG) which is developing both the Energy Efficiency Design Index (EEDI) and Ship Energy Efficiency Management Plan (SEEMP) regulatory framework (e.g. extending the EEDI scope to Ro-Ro and Ro-Pax ships). In addition, EMSA has advised the Commission on the most feasible and cost-effective options to achieve short-term emissions reduction from the existing fleet through operational and/or technical measures. EMSA has also been involved technically in the latest discussions regarding the preparatory work on the potential development of regional market based measures and the resulting proposals for a Monitoring, Reporting and Verification (MRV) scheme.

EMSA has been undertaking research on the mechanisms to estimate ships' air emissions on the basis of ships' activity and design/machinery data with a foreseen need to support, inter alia, any air quality policy reviews currently conducted by the Commission. These activities have been considered of relevance, particularly with a view to supporting the 2nd IMO GHG Study 2009 update.

3.6.3 SHIP RECYCLING

EMSA engaged actively with the Commission throughout 2012 on the proposed Regulation on Ship Recycling, which was presented by the Commission in spring 2012. Input was provided on numerous issues including: information on international safety criteria; the role of Recognised Organisations; and an auditing regime for ship recycling facilities in third countries. EMSA also participated in the IMO Correspondence Group on Ship Recycling and the working groups during MEPC.

3.6.4 BALLAST WATER

The main output in relation to ballast water management was the development of guidelines for Sampling for Enforcement, which is a key part of the EMSA Ballast Water Action Programme. On behalf of the Commission, EMSA led an IMO correspondence group on ballast water, which prepared guidelines during 2011 and presented them to IMO in early 2012. EMSA has also progressed this work, using additional research to develop a sampling protocol for gross non-compliance, which has also been submitted to the IMO.

The Agency also held a workshop on type approval of Ballast Water Management Systems to prepare Member States for the significant debate on this matter at MEPC 64.

EMSA contributed significantly to the development of the Mediterranean Ballast Water Action Plan being developed by the Barcelona Convention/REM-PEC/GloBallast Partnerships.

In addition to the above-mentioned tasks, EMSA represented the Commission in the Inter-service working group and in consultations on the development of a new legislative proposal by DG Environment on Invasive Alien Species.

3.7 LIABILITY AND COMPENSATION

In 2012 EMSA supported the Commission by participating in the meetings of the IMO Legal Committee when various liability and compensation items were raised, in particular the increase of the limits of the Convention on Limitation of Liability for Maritime Claims 1996. EMSA supported Member States in the area of implementation of the Directive on the insurance of shipowners and the Regulation on the liability of the carriers of passengers mostly by related organising workshops and trainings, as well as in the area of implementation of the Directive on ship-source pollution by hosting the drafting group for a manual on prosecuting ship-source pollution.

3.8 TRAINING AND COOPERATION

In 2012 EMSA continued to organise training activities for Member States on EU maritime legislation in order to increase knowledge and awareness of solutions found, benefiting maritime safety, security and the prevention of and response to marine pollution by ships.

Technical assistance was also provided to candidate and potential candidate countries under the Instrument for Pre-Accession (IPA) project in order to support the process of approximation of national legislation to the EU maritime safety acquis.

The training portfolio was further developed in 2012 to include a session on STCW, which focused on the Manila 2010 amendments, for both the Member States and the IPA Countries. A training on MARPOL Illegal discharges was also included with the participation of experts from the US Dept. of Justice and Interpol. An "in depth" version of the basic training session on EU Maritime Legislation was developed. Topics and training methods were revised throughout the year on the basis of feedback from the participants and advice from Member State representatives taking part in the Consultative Network on Technical Assistance (CNTA).

Support was also provided to the Commission for the implementation of the SAFEMED II project.

The "Inventory of possible training courses provided by EMSA for Member States" was issued in 2012. For each course, the catalogue indicates potential beneficiaries, approximate duration and a summary of the main content, with a view to assisting the Member State maritime administrations in defining their own training needs.

Summary of technical assistance actions:

MEMBER STATES:	**1 workshop** and **11 training actions**: 7th CNTA meeting, training on EU maritime legislation; PSC and RoPax Directive; Regional training on EU maritime legislation (2); Maritime Labour Convention; Flag State issues (quality and monitoring of ROs); Illegal discharges and MARPOL investigations; "In depth" EU maritime legislation; ISPS – Ship security (2); STCW Convention – Manila amendments. A total of **297** persons from Member States' maritime administrations were trained.
CANDIDATE AND POTENTIAL CANDIDATE COUNTRIES:	**10 training actions**: ISM and auditing techniques; Environmental issues – Zagreb, Croatia; EU maritime legislation ; LRIT and SSN – Zagreb, Croatia; PSC and RoPax Directive; Maritime Labour Convention; Environmental issues – Ankara, Turkey; Third Maritime Package – Podgorica, Montenegro; STCW Convention – Manila amendments; training on ISPS code (ship security). In total **175** persons from candidate and potential candidate (IPA) countries' maritime administrations were trained
SPECIFIC TECHNICAL ASSISTANCE TO THE COMMISSION:	- continuous monitoring of the SAFEMED project activities and cooperation with the implementing body (REMPEC); - organisation of a SAFEMED session on LRIT at the Agency's premises. A total of **29** officers from the region concerned attended the above training sessions.

European Maritime Safety Agency

Annual Report 2012

Chapter 4

Vessel Traffic and Maritime Monitoring Services
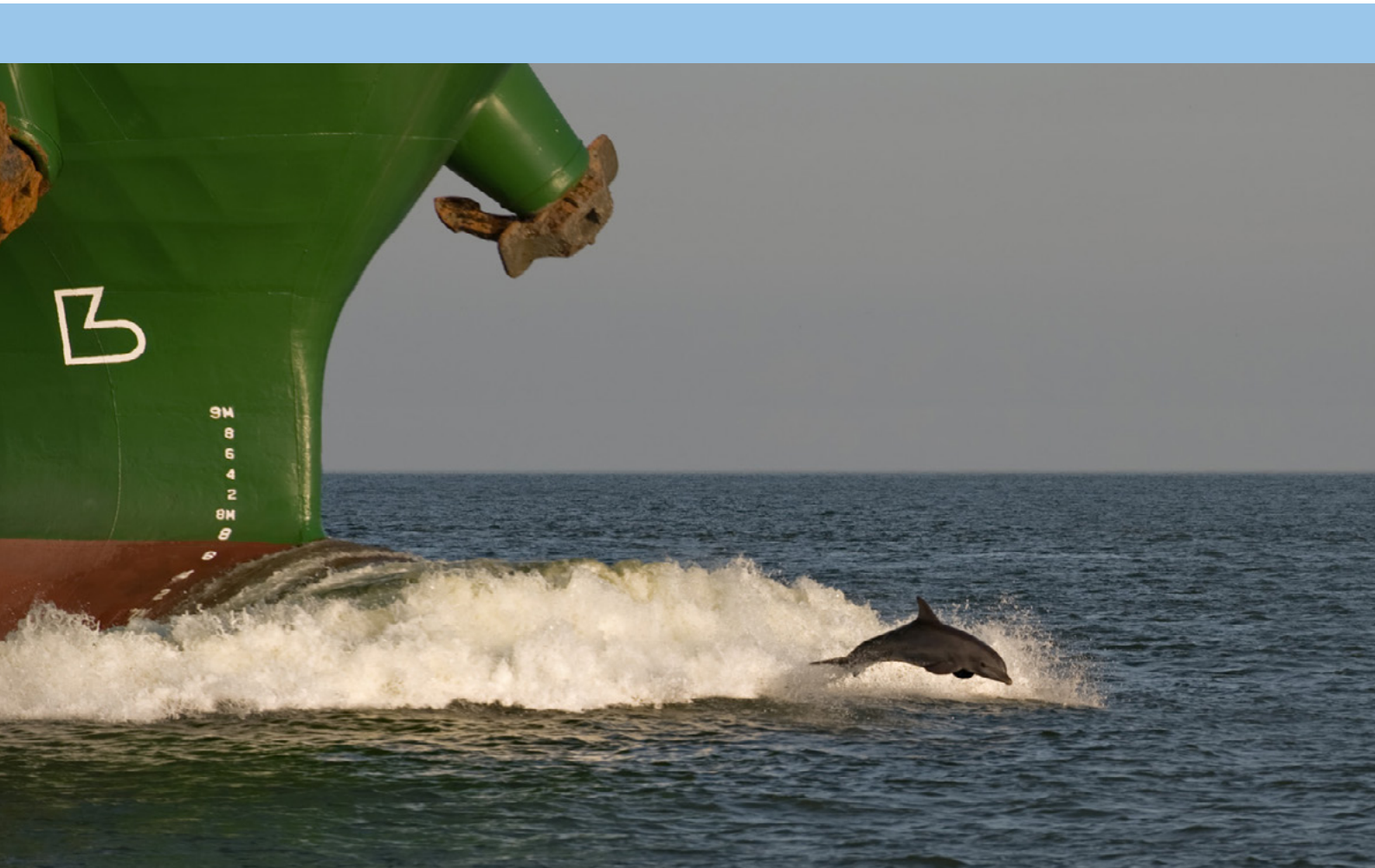
INTRODUCTION

The joint efforts of EU Member States to ensure maritime safety, security and pollution prevention in EU waters rely heavily on the exchange of maritime traffic information. Each EU Member State collects data concerning ships flying its flag, entering and leaving its ports, and transiting in front of its coastline. Ensuring that this information is shared appropriately and in an efficient manner is essential.

EMSA facilitates and supports this exchange by developing and operating efficient systems to:

▶ gather and provide information concerning ship movements and characteristics, hazardous cargo on board and incidents that might affect the safety of navigation or environment around EU waters (SafeSeaNet);

▶ monitor the position of EU ships worldwide (EU LRIT Cooperative Data Centre).

The Agency also develops the interface and links between the different systems, in order to offer maximum added value to EMSA stakeholders through:

▶ enhancing interoperability between the existing Agency monitoring and tracking systems, with a view to providing comprehensive information on ship positions, dangerous cargoes, pollution and other key data to users via a single interface (the Integrated Maritime Data Environment: IMDatE);

▶ developing pilot projects to address the need for an enhanced maritime situational awareness on the part of Member State authorities (including projects such as Blue Belt, MARSURV and VMS synergies).

The overall objective is to provide an increasingly effective network for monitoring and acquiring information on ships sailing along the European coast in order to enhance maritime safety, security and pollution prevention.

4.1 EU VESSEL TRAFFIC MONITORING

4.1.1 SAFESEANET
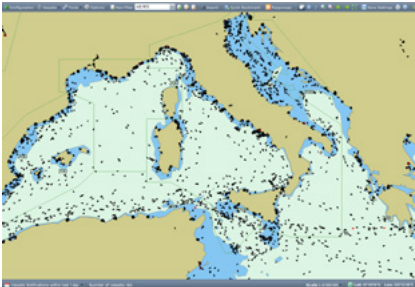
SafeSeaNet is the Community vessel traffic monitoring and information system, established through Directive 2002/59/EC. The central system is operated by EMSA and enables the exchange of data between national systems as managed by maritime authorities from across Europe.[5]

SafeSeaNet functioned very well throughout 2012 with a number of new releases and upgrades to the system tested and installed, thereby improving the performance and the usability of the central system. The system allowed the real-time tracking of the approximately 17,000 ships which transit in EU waters on a daily basis.

EMSA supported Member States and the Commission on a continual basis, through meetings, visits, training and technical tests. A technical secretariat was provided by the Agency to the Commission for the meetings of the SafeSeaNet High Level Steering Group (HLSG). The SafeSeaNet Interface Functionalities and Control Document was approved at the HLSG in December 2012. This document constitutes the high level definition of functionalities, rules for access and security, performance, and operational standards for the SafeSeaNet system.

Technical and implementation issues were addressed during an Incident Reports[6] working group, which proposed several improvements regarding the operational use of incident reporting in SafeSeaNet. In particular, the group defined new mechanisms for the exchange of incident reports; these will be implemented and tested in 2013. New incident report guidelines were approved, clarifying the types of incidents to be reported in SafeSeaNet. EMSA also began work to improve Mandatory Reporting System (MRS)[7] data exchanged through SafeSeaNet. A dedicated working group was established to define the business rules and technical requirements as well as to draft MRS guidelines.

EMSA provided technical assistance to Member States and the Commission with respect to the expert group on maritime administrative simplification and electronic information services for the implementation of the Reporting Formalities Directive 2010/65/EU (the e-MS group) and its specialised sub-groups (General Maritime, Customs, Border Control, Health, and Data Mapping). The definition of business rules and requirements for the waste and security messages were completed.

The SafeSeaNet central system was available 99.33% of the time. There were over 3,000 registered SafeSeaNet users in 2012, and more than 6 million ship position reports were exchanged per day.

EMSA provided four joint LRIT/SafeSeaNet training sessions for 46 Member State and 15 Croatian representatives.

[5] Directive 2002/59/EC adopted by the Parliament and the Council on 27 June 2002 (as amended by Directives 2009/17/EC and 2011/15/EC) established a Community vessel traffic monitoring and information system '"with a view to enhancing the safety and efficiency of maritime traffic, improving the response of authorities to incidents, accidents or potentially dangerous situations at sea, including search and rescue operations, and contributing to a better prevention and detection of pollution by ships".

[6] Incident Reports comprise Member State information submitted on accidents and incidents which occur at sea. This can include, for example, reports on pollution (POLREP) or reports on safety related incidents (SITREP).

[7] Mandatory Reporting Systems (MRS) can be established by States for defined areas. MRS messages are sent by the vessel to coastal stations. According to Directive 2002/59/EC as amended, the information received by coastal stations participating in a MRS should be exchanged through SafeSeaNet.
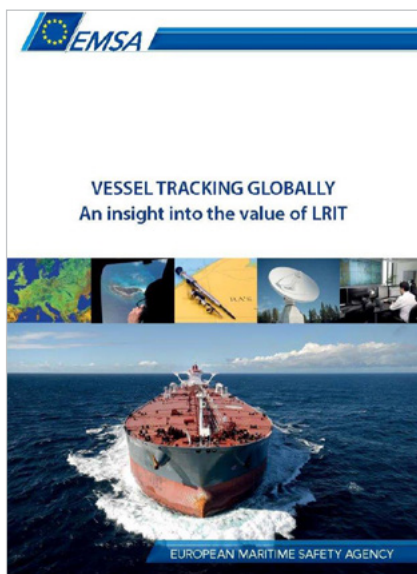
The EU LRIT Cooperative Data Center (EU LRIT CDC) receives data from over 35 participating States (EU Member States, overseas territories and other participating countries), and tracks around 8,500 vessels.

An average of 12,000 ship notifications were received daily through the THETIS/SafeSeaNet interface.

More than 17,000 inspections were carried out in 2012 within the Paris MoU region.

During its second year of operation, THETIS served 1,600 users among the 27 Paris MoU Member States.

Cooperation continued with interested parties to promote synergies regarding the AIS tracking of vessels at regional and EU levels. A service level agreement was signed with the Italian Coast Guard, for the maintenance of the AIS regional server in the Mediterranean. Responsibility for the HELCOM and North Sea regional AIS servers was transferred to the Danish Maritime Administration (DMA), which continued to host the connection between the HELCOM/North Sea servers and SafeSeaNet.

The four participating Member States requested the continuation throughout 2012 of the SafeSeaNet data streaming pilot project service, enabling them to integrate SafeSeaNet data into their national applications and undertake further testing at national level. In 2012, and based on a technical assessment by EMSA, the HLSG agreed to launch a pilot project for the exchange of SafeSeaNet information between Morocco and five volunteer Member States.

4.1.2 LONG RANGE IDENTIFICATION AND TRACKING (LRIT)
EMSA operates one of the biggest LRIT Data Centres in the international LRIT system.

The Agency took over full operation and hosting of the EU LRIT Cooperative Data Centre (EU LRIT CDC) in November 2011, with minimal impact on the system and on the quality and availability of the service. Since then, throughout 2012, proper incident and user helpdesk management have ensured the smooth operation of the Data Centre. All components of the EU LRIT CDC, including the ship database and the Invoicing and Billing system, have been continually maintained, and regularly improved and updated. Testing and implementation of XML interfaces was also undertaken in order to provide streamed LRIT data to those Member States who requested it, to enable them to integrate the data into their national applications.

EMSA also continued the hosting and operation of the LRIT International Data Exchange, after taking over from the United States Coast Guard in October 2011. The LRIT IDE is the central module of the LRIT network, connecting and ensuring exchange of information between all LRIT Data Centres worldwide.

During 2012, both the EU LRIT CDC and the LRIT IDE were successfully audited by the LRIT Coordinator, the International Mobile Satellite Organization (IMSO), which reported full conformity with all standards.

4.1.3 NEW INFORMATION SYSTEM (THETIS) FOR PORT STATE CONTROL
The Agency completed the deployment of the information system by the end of 2010, anticipating the provisions of Directive 2009/16/EC on port State control, which were effective from 1 January 2011.

THETIS has been fully operational and has supported both ship call and inspection information since its deployment on 1 January 2011 to implement the provisions of Directive 2009/16/EC on port State control. The system has provided port State control officers with the necessary targeting elements to select ships for inspection. THETIS also ensures a level playing field for ships

by attributing a ship risk profile to them, determining the respective intervals between inspections and the scope of the inspections.

THETIS has proven to be a reliable reporting tool as well as an inspection information exchange system for Member States and has become pivotal for daily PSC operations throughout the region.

The helpdesk established in 2011 continued to provide assistance to end users from a technical and functional viewpoint.

Further enhancements to the system were explored with the Paris MoU and Member States through the THETIS Expert Group meetings, notably the definition of business rules for the incorporation of the Maritime Labour Convention, 2006 into THETIS and a preliminary set of business rules to support the enforcement of Directive 2009/20/EC on the insurance of shipowners for maritime claims. In view of this proposed support function, the development of an ad-hoc module in THETIS that could facilitate the exchange and reporting of information between EU Member States of the Paris MoU was agreed and EMSA started the processes of procurement and development, with a view to completing the module by 1 July 2013.

In 2012, THETIS was complemented by a new business intelligence service. The tool, which was presented and explained to the Member States during a dedicated expert group meeting, allows the Agency and each Member State to carry out statistical analyses of the PSC, RoPax and Class data stored in the THETIS database.

The second meeting of the IMDatE user group was held on 19 October.

4.2 INTEGRATED MARITIME DATA ENVIRONMENT (IMDATE)

The objective of the Integrated Maritime Data Environment is to develop an interoperable data exchange which brings together the existing EMSA monitoring and tracking systems that are used for maritime safety, security and protection of the marine environment (SafeSeaNet, CleanSeaNet, the EU LRIT CDC and THETIS[8]), and also other external systems (e.g. satellite AIS). Through IMDatE, comprehensive information on ship positions, dangerous cargoes, pollution and other key data can potentially be made available to users via a single interface.

A first prototype of the system was developed and tested during 2012, with positive results. A pilot project service was set up and provided to the European Fisheries Control Agency (EFCA) through IMDatE, demonstrating the added value of integrating maritime traffic information with fisheries monitoring data during the BlueFin tuna fisheries control campaign.

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[8] For more information on THETIS and CleanSeaNet, see Chapters 3 and 5 respectively.

The IMDatE prototype was also presented to EMSA's maritime user community (SafeSeaNet and LRIT users), who expressed their interest in testing the integrated capabilities. A group of six volunteer Member States was established to start testing and defining IMDatE-based integrated maritime services during 2013.

4.3 INTEGRATED MARITIME SERVICES

In dialogue with various user communities, EMSA has been developing pilot projects to address the need for enhanced maritime situational awareness on the part of Member State authorities. It has been recognised that the information processed and managed by EMSA is of benefit to a wide range of actors in the maritime field. These include not only Member State authorities but also other organisations such as the European Fisheries Control Agency (EFCA), the European Union Naval Force (EUNAVFOR) and the European Agency for the Management of Operational Cooperation at the External Borders of the Member States of the European Union (FRONTEX).

The SafeSeaNet/VMS synergies pilot project was launched to test, with the participating countries, the added value of enriching VMS[9] position reports for fishing vessels with AIS data from SafeSeaNet, thereby providing a near real time tracking picture. The operational phase was executed in 2012.

The Blue Belt pilot project, initiated in May 2011, was extended throughout 2012. The purpose of the project was to demonstrate that, from a technical perspective, it is possible to monitor selected vessels travelling between EU ports so providing national customs authorities with a high degree of certainty that the vessels have remained in EU waters. The project made information on the ships participating in the project available to customs authorities. The project is a first contribution to the over-arching goal of promoting and facilitating Short Sea Shipping in the European Union by exploring ways to reduce the administrative burden for intra-Community trade. EMSA undertook an evaluation of the project in 2012 the results of which were presented to the Commission and customs authorities. Blue Belt will be further developed as part of the Single Market Act II.[10]

SafeSeaNet/VMS synergies pilot project: the final report indicates the potential benefits - increased efficiency of fishing monitoring by fishing authorities, improvements in maritime safety achievable without major technical impacts and at no cost for fishing authorities.

[9] EU fishing vessels above 12 mt LOA are already equipped with Vessel Monitoring System (VMS) transmitters which send transmissions enabling vessels to be monitored by Fisheries Monitoring Centres (FMCs) of Member States.

[10] The Single Market Act II (Communication COM(2012) 573) states that: "In order to establish a true internal market for goods carried by ships, within its wider efforts to boost marine and maritime growth, the Commission will table a "Blue Belt" package with legislative and non-legislative initiatives to reduce the administrative burden for intra-EU maritime transport to a level that is comparable to that of other transport modes (air, rail, road). This will be supported by modern ICT technologies, which permit the reliable tracking of ships and cargo with a sufficient level of certainty when shipping operates within the Single Market."

Blue Belt pilot project: Information made available to customs authorities included ship identification details, ship voyage information (e.g details of previous and next port of call), and the track of the ship´s movements.

The MSS was available as the first point of contact for all Member States and the Commission to request information or assistance from EMSA in case of major maritime emergencies.

The MSS provided comprehensive information on 22 maritime emergencies and incidents during 2012. The Agency´s pollution response capacities were activated through the MSS on five of these occasions.

A monitoring service for the BlueFin tuna campaign was successfully provided through IMDatE. EFCA, the Commission and the participating Member States recognised the benefits resulting from this data exchange and from inter-Agency cooperation during the campaign. They have requested that such cooperation continue and that services be made available during other future fisheries control campaigns and operations.

The MARSURV-1 integrated maritime data service, based upon the operational requirements of the EU Naval Forces (EUNAVFOR), was also extended to cover the full year. The service assists EUNAVFOR in its counter-piracy mission, Operation ATALANTA, off the coast of Somalia. Various maritime information data streams (LRIT, satellite AIS and reporting data) are combined with other vessel-related and risk information provided by EUNAVFOR intelligence sources to produce an enhanced maritime 'white picture', enabling EUNAVFOR to monitor the area and to protect vessels associated with the World Food Programme (WFP).

With regard to satellite AIS, EMSA and the European Space Agency (ESA) continued to cooperate during 2012 to explore the possibility of establishing a European space-based AIS system with global coverage. The result of the cooperation was that the ESA Ministerial Conference has approved and allocated a budget for developing a commercial EU satellite AIS system over the next years, with possibilities to support EMSA applications. In addition, EMSA has concluded a contract with a commercial data supplier for satellite AIS information and is able to provide satellite AIS as an additional data layer for integrated maritime services (Blue Belt, EUNAVFOR and EFCA).

4.4 MARITIME SUPPORT SERVICES

Through the Maritime Support Services (MSS), users of the vessel traffic monitoring and surveillance systems hosted by EMSA benefitted from a 24 hours a day, 7 days a week helpdesk to support the exchange of maritime information.

Helpdesk requests were primarily for assistance on technical issues related to the applications, but also included a variety of other requests such as updating contact information or advice on how to find particular information in ship databases.

The MSS also monitored the maritime applications hosted by EMSA, thereby facilitating early incident management and consequently ensuring high availability and performance standards.
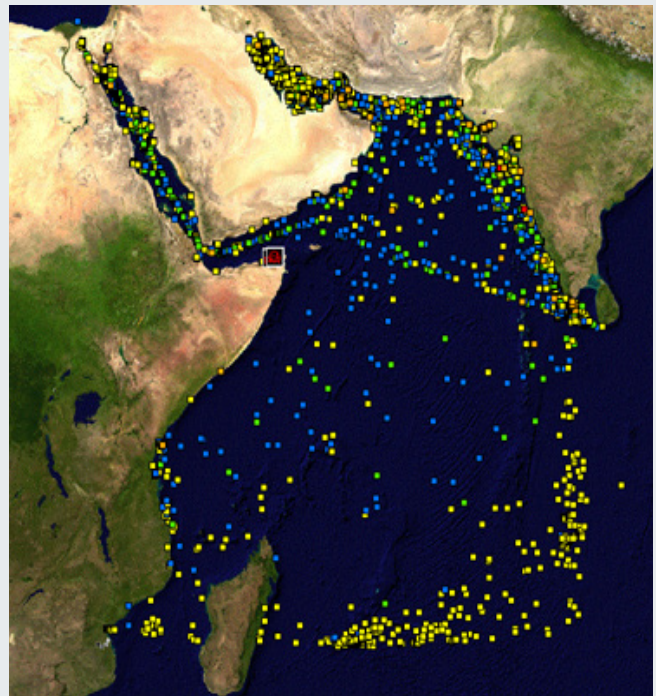
Screenshots of the EU LRIT CDC and MARSURV interfaces, showing combined data in the monitoring area.

LRIT SERVICE EXAMPLES

EUROPEAN UNION NAVAL FORCES (EUNAVFOR) MONITORING OF SHIPS IN AREA OF INTEREST.

Description of situation:

Since 2011, EMSA and EUNAVFOR have been cooperating to provide a permanent integrated maritime monitoring service to monitor and protect merchant shipping in the high risk area for pirate attacks off the coast of Somalia. The service integrates and fuses multiple sources of data in a real time environment. Data includes LRIT information from the EU LRIT CDC, the LRIT data of other Flag States, and satellite AIS data, as well as ship-specific risk information and Maritime Security Centre – Horn of Africa (MSCHOA) vessel transit registration data supplied by EUNAVFOR.

Action:

The EUNAVFOR Operations Watchkeepers at the MSCHOA receive the positions for all identified ships travelling in the selected area.

Result:

The LRIT data is combined with other data to provide an integrated picture which can be viewed on a dedicated interface, shown above. This provides an excellent example of civilian-military cooperation in developing Maritime Situational Awareness. It has facilitated the close monitoring of identified merchant vessels in the area, and the deployment of relevant EUNAVFOR assets to assist in the prevention and deterrence of piracy.

Naval Counter Piracy Forces conducting deterrent and disruption operations in the Indian Ocean.
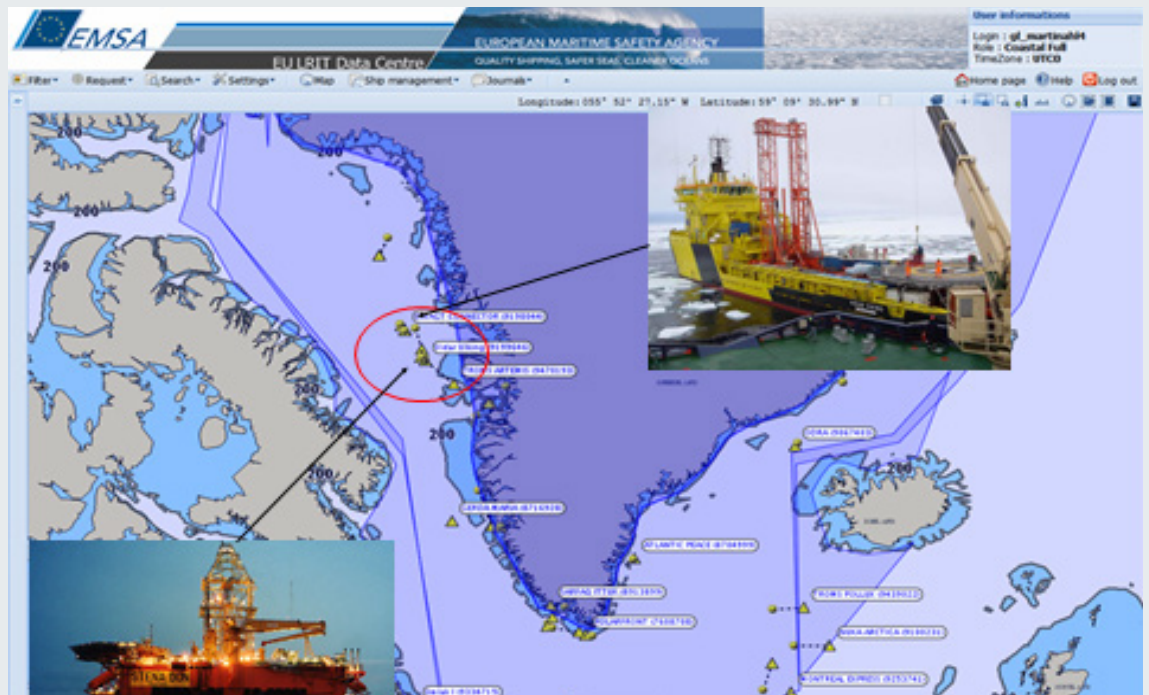
EU LRIT CDC screenshot including the custom coastal standing order which is activated in the DDP and showing vessels in the area of the offshore installation.

GREENLAND: COASTAL STANDING ORDER USED TO MONITOR VESSEL TRAFFIC

Description of situation:

LRIT is currently the only surveillance system which can give an overview of maritime traffic in the Arctic Area. Greenland, an overseas territory of Denmark, is, independently, a Participating State of the EU LRIT CDC. Greenland has established a permanent area with a custom coastal standing order in the Data Distribution Plan (DDP), within Greenland's exclusive economic zone (EEZ).

Action:

Through this standing order, Greenland is able to monitor all ships entering the area, and continue monitoring as long as the ships remain in the area or until the Greenland operator deactivates the standing order. This is useful to track support and supply vessels giving assistance to offshore drilling operations and to monitor other vessels nearby. Greenland uses the LRIT to create a clear picture of traffic in the area, and has a particular interest in monitoring cruise ships and ships which can pose a potential environmental danger, such as loaded tankers.

Result:

The EU LRIT CDC allows regular monitoring of the vessel traffic in the area in order to reduce the likelihood of incidents and to facilitate successful drilling operations. LRIT is therefore a very valuable and cost effective tool to improve surveillance in the remote Arctic region, and allows Greenland to have a complete maritime picture of vessel activity in its waters.
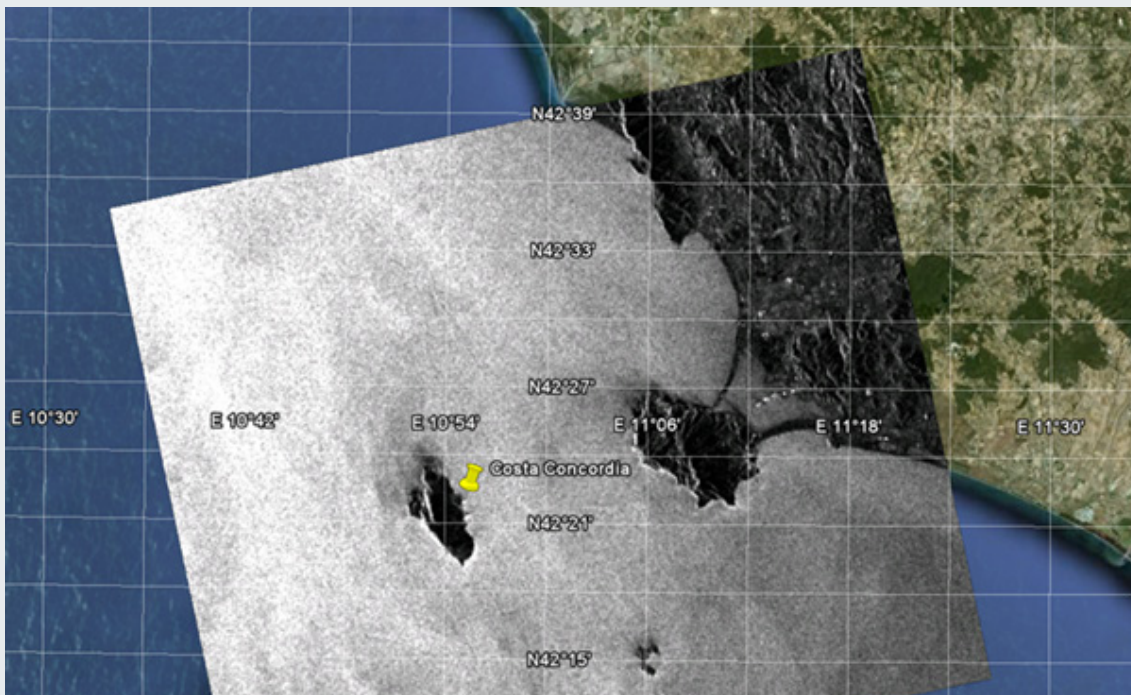
Detailed zoom, the Costa Concordia position is highlighted by the yellow place marker.

COSTA CONCORDIA ACCIDENT

On 13 January 2012 the cruise ship Costa Concordia struck a rock near Isola del Giglio, Italy, about 100 km northwest of Rome. The ship subsequently ran aground and partially sank in shallow water, requiring the evacuation of the 4,252 people on board. 30 people are known to have died. The vessel contained a total of 2,300 m3 of bunkers (HFO) and grounded in an environmentally sensitive area, within one of the largest marine reserves in the Mediterranean Sea.

Following the grounding of the Costa Concordia, the Italian Coast Guard contacted EMSA via the Maritime Support Services (MSS) to request operational support. Approximately 40 CleanSeaNet satellite images were delivered to the Italian Coast Guard between 31 January and 14 March 2012, to monitor for potential oil leaks from the damaged ship. The GEST mechanism[*] was activated and a high resolution optical image was also delivered by EMSA.

On 20 January, as part of the pollution response plan presented to the Italian authorities, the contractor Tankship was authorised by the Agency to enter into a contract to assist the lightering operations for off-loading the bunkers of the Costa Concordia. Due to the pollution threat posed by the bunkers on board the Costa Concordia, the EMSA contracted oil response vessel Salina Bay, along with EMSA expertise was sent to the incident to assist SMIT salvage, the company authorised by the Italian authorities to perform the operation.

EMSA's pollution response vessel Salina Bay on site during the Costa Concordia incident.

[*] GEST is the GMES Emergency Satellite Tasking mechanism. Through GEST, EMSA has access to a wide range of satellite missions that can be used in case of oil spill related emergencies.

Chapter 5

Pollution preparedness, detection and response
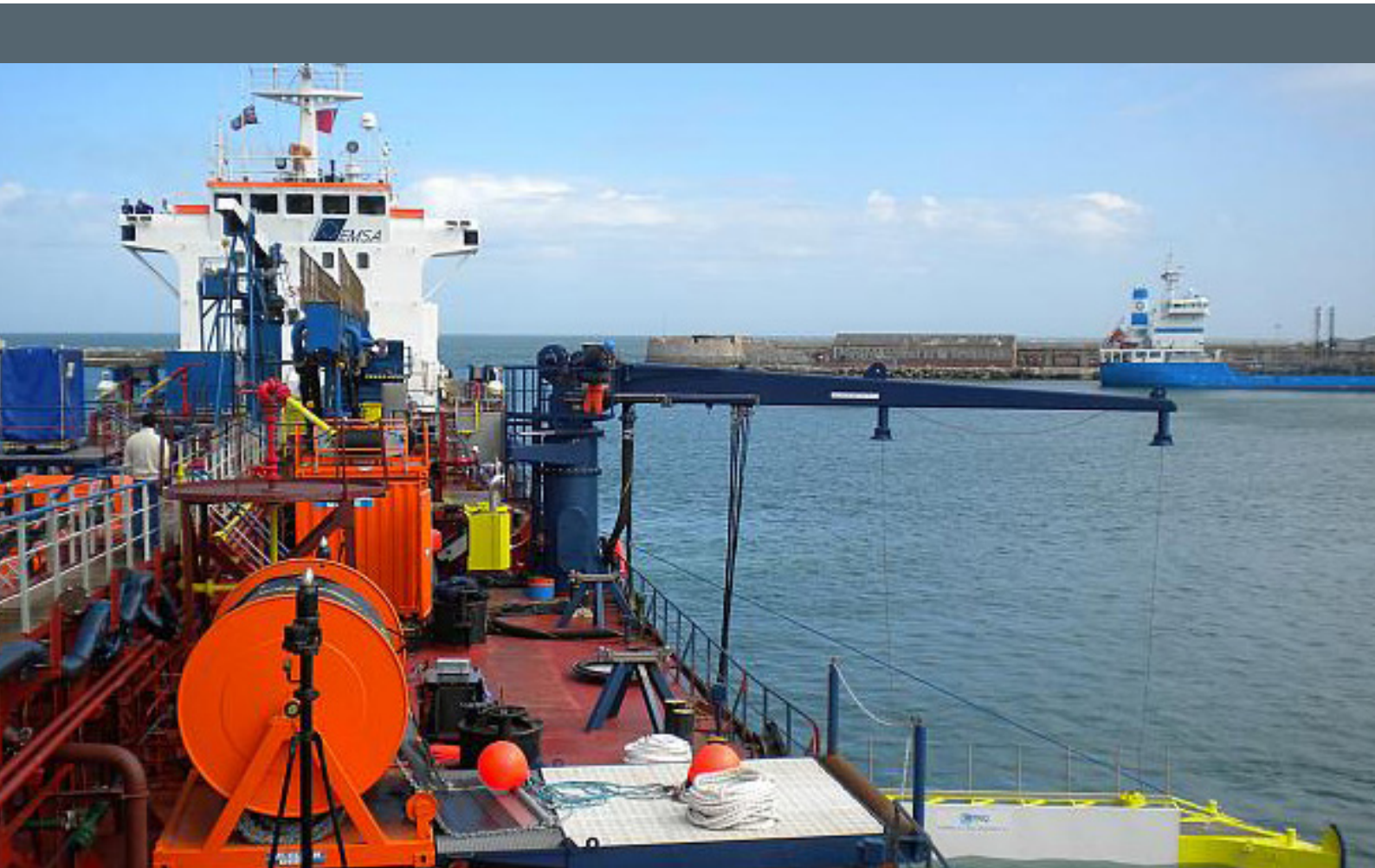
INTRODUCTION

The activities of the Agency in the field of marine pollution preparedness and response are focussed on providing operational assistance and information to Member States. The main service pillars are:

▶ The Network of Stand-by Oil Spill Response Vessels distributed along the European coastline;

▶ CleanSeaNet; the satellite-based oil spill and vessel detection and monitoring service covering European waters;

▶ The MAR-ICE (Marine-Intervention in Chemical Emergencies) Information Service in case of chemical spills at sea;

▶ Cooperation and coordination with the EU Commission, EU Member States, EFTA/EEA Coastal Countries, Candidate Countries, Acceding Countries, Regional Agreements and other relevant international organizations such as the International Maritime Organization (IMO);

▶ The provision of information through publications and workshops.

More detailed information on these activities during 2012 is available in EMSA's annual Pollution Preparedness and Response Activities report.[11]

5.1 NETWORK OF STAND-BY OIL SPILL RESPONSE VESSELS

The Network of Stand-by Oil Spill Response Vessels has been built up and maintained through annual procurement procedures since 2005. In 2012 activities included:

▶ Bringing into operation the four vessels contracted at the end of 2011 to establish new capacity for the West Mediterranean and Black Sea areas and replacement of existing capacity in the Southern Baltic and Central Mediterranean;

▶ Securing replacement capacity for expiring contracts in the Southern Atlantic coast and Central Mediterranean and establishing new capacity for the Bay of Biscay area through a public procurement procedure; Associated activities included maintaining the service level for operational contracts primarily through quarterly drills and operational at-sea exercises, and through implementing technical improvements to the Network.

The Algeciras-based Monte Anaga joined the EMSA fleet in August.

[11] EMSA's 2012 Report to the European Commission and the Administrative Board regarding Regulation (EC) No 2038/2006 on the multi-annual funding of the Agency's pollution preparedness and response activities. Available for download form EMSA's website: http://www.emsa.europa.eu/opr-documents.html

Associated activities included maintaining the service level for operational contracts primarily through quarterly drills and operational at-sea exercises, and through implementing technical improvements to the Network.

Mindful of the principle of 'subsidiarity', this operational service should 'top-up' national response capacity. Member States have the prime responsibility regarding response to pollution incidents in their waters; the State requesting assistance has the EMSA resources under its operational control. The Network of pollution response vessels is channelled to requesting states through the Monitoring and Information Centre (MIC) of the European Commission in Brussels.

The service is cost efficient, and is based on ensuring the availability of commercial vessels (for example bunker and product tankers) to carry out at-sea oil recovery services following a request for assistance from a coastal State. The Network utilises 'state of the art' large scale at-sea oil recovery technology. Vessels are 'pre-fitted' and certified for oil recovery operations by an appropriate Classification Society. Following a spill, and a request for assistance from an affected State, a vessel ceases its normal commercial activities and is transformed rapidly into a fully operational spill response vessel.

At the end of 2012, EMSA was maintaining contracts for 17 fully equipped Stand-by Oil Spill Response Vessels. One additional contracted vessel entered the Preparatory Phase and is expected to be operational by mid-2013.

5.1.1 GEOGRAPHICAL DISTRIBUTION OF THE NETWORK

The current Network provides at-sea oil recovery services from vessels based in all the regional seas of Europe. It should be noted that all vessels are at the disposal of all Member States regardless of their actual area of operation. The map overleaf shows the distribution of vessels and equipment stockpiles around Europe. More technical and operational specifications of all the contracted services are available on the Agency website www.emsa.europa.eu.

Within the framework of the Agency's annual Work Programme, 2012 saw a further procurement procedure to maintain the service network. A 'Negotiated Procedure following publication of a Contract Notice in the Official Journal of the European Union (OJEU) was launched covering the following geographical areas:

▶ Bay of Biscay;
▶ Southern Atlantic coast; and
▶ Central Mediterranean Sea.

The EMSA Network of Stand-by Oil Spill Response Vessels and Member States vessel at beginning of 2013. This map only shows Member State vessels with a storage capacity of over 1,000 m3. For a full inventory of spill response capacity at national level see the "Inventory of EU Member States Oil Pollution Response Vessels (2012)" published on the EMSA website.
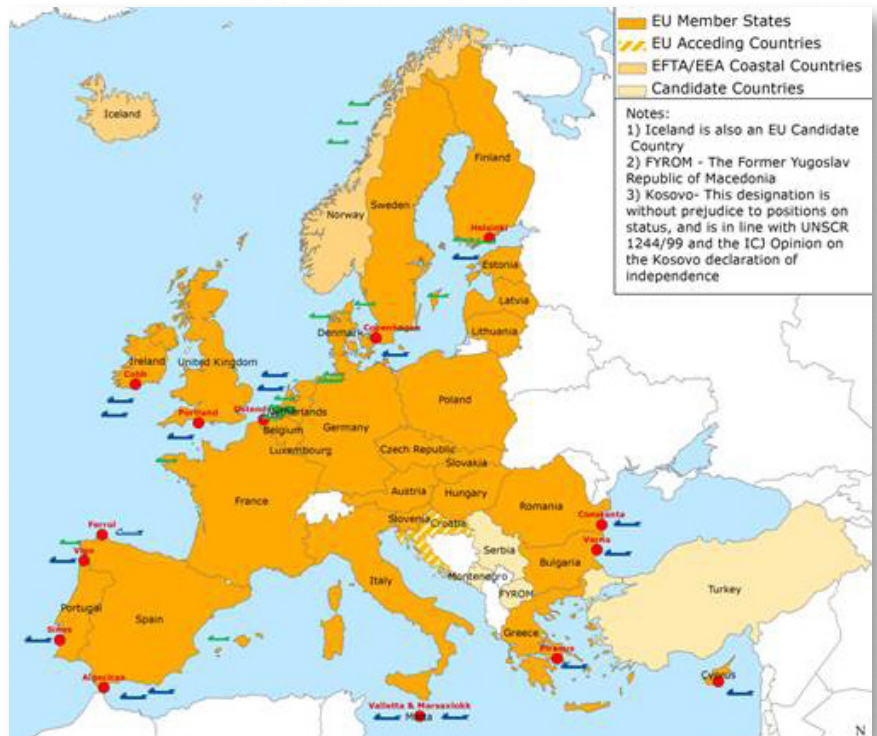
In parallel, four vessels contracted at the end of 2011 successfully completed the Preparatory Phase - the vessels were modified, equipped and the crew trained for their pollution response task - and became fully operational in 2012:

▶ The tanker *Monte Anaga,* based in Algeciras, Spain, providing new capacity in the Western Mediterranean;
▶ The supply vessel *Enterprise*, based in Varna, Bulgaria, providing new capacity in the Black Sea;
▶ The tanker *OW Copenhagen*, based in Copenhagen, Denmark, providing replacement capacity in the Southern Baltic;
▶ The tanker *Balluta Bay*, based in Malta, providing replacement capacity in the Central Mediterranean.

Finally, a new procurement procedure for the replacement of the vessel Salina Bay for the area of the north-western Mediterranean Sea was launched at the end of 2012.

Baltic Sea

At the end of 2011, a new contract was signed for the bunker vessel *OW Copenhagen*, which entered into the Stand-by Phase of the contract in mid-2012.

The Baltic Sea is also served by the ice-breaker *Kontio*. During the ice-breaking season the vessel operates in the Gulf of Bothnia with the equipment stockpile based in the port of Oulu, Finland. For the remaining part of the year the equipment and vessel are located in Helsinki, Finland.

Kontio

Interballast III

Sara

Santa Maria

GSP Orion

North Sea

During 2012 the existing 3-year contract for two hopper dredgers trading sand along the Belgian and Dutch coastlines, the Interballast III and DC Vlaanderen 3000, was renewed following a performance assessment.

Atlantic Coast

The Western Approach of the English Channel is served by the *Sara,* based in Portland, UK, and the arrangement based in Cobh, Ireland, composed of three vessels (two product tankers and an oil tanker). Further south, the supply ship *Ria de Vigo,* which operates out of Vigo, Spain, had her contract renewed for three years from 1 January 2012. Finally, the *Bahia Tres* is based in Sines, Portugal.

Mediterranean Sea

The tanker *Santa Maria,* already providing response capacity in the Central Mediterranean Sea, will be re-contracted under a new 4-year contract following a successful procurement procedure. During the Preparation Phase, the vessel's on board systems and oil pollution response equipment will undergo substantial improvements. The Stand-by Phase is expected to begin in mid-2013.

With regard to this regional sea basin, the following arrangements are also in place: *Monte Anaga*, and *Bahia Uno*, both based in Algeciras, Spain; *Balluta Bay,* based in la Valletta, Malta; *Aktea OSRV,* supported by the back-up vessel *Aegis I*, based in Piraeus, Greece; and *Alexandria*, based in Limassol, Cyprus.

Black Sea

The offshore supply vessel *Enterprise*, which services the Varna oilfield area, completed the Preparation Phase in 2012. The vessel *GSP Orion*, operating out of Constanta, Romania, is also under contract with the Agency for the Black Sea area.

Approximate recovered oil storage capacity by geographical area:

GEOGRAPHICAL AREAS	RECOVERED OIL STORAGE CAPACITY (APPROXIMATE)
Baltic Sea	Almost 6,500 m^3
North Sea	More than 4,500 m^3
Atlantic coast (from the English Channel to Europa Point)	More than 20,000 m^3
Mediterranean Sea	26,000 m^3 by mid 2013
Black Sea	More than 2,700 m^3

57 Quarterly Drills were performed by vessels already under contract to the Agency. 4 Acceptance Drills were conducted for two newly contracted vessels (Monte Anaga and Enterprise), and two re-contracted vessels (OW Copenhagen and Balluta Bay).

5.1.2 MAINTAINING THE SERVICE

Drills

In order to maintain the appropriate level of readiness during the Stand-by Phase of the contracts, the companies and vessels concerned carry out different types of activities. The primary activity is the vessel/crew drills, which take place on a quarterly basis. Each drill verifies that the capability of the vessel and specialised equipment, and the skill of the crew, is at an appropriate level.

The vessel Acceptance Drills are of particular importance as they are the major milestone for vessels to enter into the Stand-by Phase of a contract. Acceptance Drills are also conducted to verify vessels and technical improvement projects.

Exercises

Exercises are a useful method of maintaining pollution response skills and an important tool for identifying potential areas for improvement. At-sea operational exercises assist the integration of EMSA's resources within the response mechanisms of Member States. Operational exercises usually involve the release of simulated oil (often popcorn), the deployment of pollution response vessels, and the establishment of a unified command structure and lines of communication.

In the course of 2012, 13 EMSA Stand-by Oil Spill Response Vessels participated in 12 at-sea operational exercises, organised in cooperation with EU Member States and/or Regional Agreements.

The "EMSA Network of Stand-by Oil Spill Response Vessels – User Guide" was used during the Notification Exercises.

At-sea operational exercises in chronological order in 2012:

Exercise Name	Date, Location	Participating Parties	EMSA Vessels
XAVEGA 2012	09/05/12 Sesimbra, Portugal	Portugal, EMSA	*Bahia Tres*
SAR-POL 2012	24/05/12 Constanta, Romania	Romania, EMSA	*GSP Orion*
BONNEX 2012	31/05/12 Helgoland, Germany	Germany, France, Denmark, Netherlands, Sweden, EMSA	*Sara*
ORSEC 44 Biscay Bay	20/06/12 Saint Nazaire, France	France, EMSA	*Mersey Fisher*
NIREAS 2012	06/07/12 Athens, Greece	Greece, EMSA	*Aktea OSRV and Aegis I*
POLEX	28/07/12 Ostend, Belgium	Belgium, Netherlands, EMSA	*DC Vlaanderen and Interballast III*
BALEX DELTA 2012	29/08/12 Gulf of Finland	Finland, Denmark, Estonia, Germany, Latvia, Lithuania, Sweden, EMSA	*Kontio*
COPENHAGEN AGREEMENT	12/09/12 Frederikshavn, Denmark	Denmark, Norway, Sweden, EMSA	*OW Copenhagen*
MALTEX 2012	14/09/12 La Valetta, Malta	Malta, EMSA	*Santa Maria Balluta Bay*
POLGER	20/09/12 Swinoujscie, Poland	Germany, Poland, EMSA	*OW Copenhagen*
NIRIIS	25/09/12 Limassol, Cyprus	Cyprus, EMSA	*Aktea OSRV Alexandria*
ORSEC LNG	18/10/12 Cherbourg, France	France, EMSA	*Sara*
12 Operational Exercises	**16 Vessel Days**	**17 EMSA Counterparts**	13 Different EMSA Vessels

In connection with the operational exercises, 13 Notification Exercises involving 15 different EMSA contracted vessels, aiming to evaluate the agreed emergency and notification procedures between EMSA, Member States, EMSA contractors and the MIC[12], were organised by the Agency. A user guide including step-by-step procedures on the mobilisation of EMSA contracted vessels by the Member States was developed in 2012.

More details can be found in the Drills and Exercises Annual Report available on EMSA's website http://www.emsa.europa.eu

[12] The Monitoring and Information Centre (MIC) is the heart of the Community Mechanism for Civil Protection. It is operated by DG Humanitarian Aid & Civil Protection (DG ECHO) of the European Commission and acessible 24 hours a day. It plays key coordination role during emergencies.
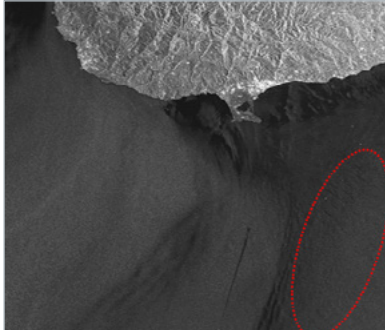
The CleanSeaNet service activated the emergency mechanism and provided additional images for monitoring specific spills on four occasions during 2012.

Improvements to the vessel service

Two technical improvement projects launched in 2011 were successfully completed in 2012:

▶ Improvement of the pollution response capacity of the *Aktea OSRV* for the Aegean Sea. A high capacity skimmer was added to the equipment.
▶ Upgrade of the existing pollution response capacity of the pool of the 3 vessels contracted for the Atlantic Coast. One set of 15 m rigid sweeping arms was added to the stockpile arrangement in Cobh, Ireland.

Following a technical assessment on operational needs and opportunities to upgrade the response capacity of the Network, four new improvement projects were launched in 2012:

▶ *Sara* (Atlantic and Channel): following an Acceptance Test, a high-capacity skimmer (HCS) was added to the equipment arrangement.
▶ *Kontio* (Northern Baltic): following an Acceptance Test, an ice (brush) skimmer was added to the equipment arrangement.
▶ *Alexandria* (East Mediterranean): a HCS will be added to the equipment arrangement; the Acceptance Test will take place in mid-2013.
▶ *Monte Anaga* (West Mediterranean): a HCS will be added to the equipment arrangement; the Acceptance Test will take place in mid-2013.

The Vessel User Group provides a platform to discuss operational issues related to at-sea oil response using vessels from either the EMSA Network or Member States. The 2012 meeting addressed technical issues related to oil recovery equipment, requirements of Classification Societies regarding the "Oil Recovery Vessel" notation and onshore discharging facilities for oil recovered at sea.

5.2 CLEANSEANET: EU SATELLITE OIL SPILL MONITORING SERVICE AND ILLEGAL DISCHARGES

CleanSeaNet, the European satellite based oil spill monitoring and vessel detection service, was set up to support Member States' actions to combat deliberate or accidental pollution in the marine environment in the framework of Directive 2005/35/EC, as amended, "on ship-source pollution and on the introduction of penalties, including criminal penalties, for pollution offences" and in particular Article 10[13].
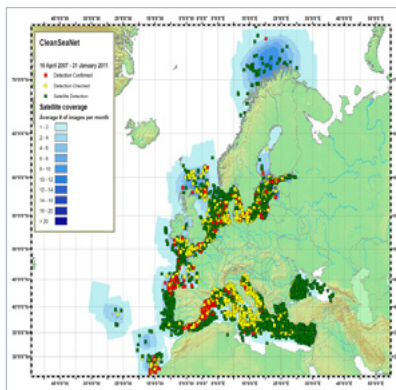
In 2012, out of the 2,234 images delivered, a total of 2,069 possible oil spills were detected, with an average rate of confirmation of 30%.

[13] Article 10 tasked EMSA to 'work with the Member States in developing technical solutions and providing technical assistance in relation to the implementation of this Directive, in actions such as tracing discharges by satellite monitoring and surveillance.'

The service is available to all European Union coastal States, Croatia, Turkey, Iceland, and Norway. The service is based on the near real time[14] analysis of Synthetic Aperture Radar (SAR) satellite images for oil pollution and vessel detection. On a daily basis, the service is used to detect illegal (operational) ship-source pollution. As soon as satellite images are received, the CleanSeaNet data centre automatically generates alerts. The alert report contains all the necessary information for coastal States to instigate follow-up action (e.g. sending aerial surveillance to confirm possible spills reported).

In cases of accidental pollution, coastal States can request support from the service in the form of additional images and monitoring of major spills over time.

In 2012, the Agency provided satellite monitoring support during two Coordinated Extended Pollution Control Operations (CEPCO)[15]: over the north-eastern part of the Baltic Sea proper and the western part of the Gulf of Finland; and over the Gulf of Biscay. Bonn Agreement Member States also conduct "Tour d'Horizon" aerial surveillance operations to monitor oil and gas platforms in the North Sea. EMSA supported four of these operations with 30 images.

During 2012, EMSA coordinated a working group to draft a European manual to support enforcement efforts in combatting illegal discharges in the marine environment. In conjunction with Interpol, EMSA also organised a training course on "Illegal discharges and MARPOL violations" for the benefit of European Member States.

The CleanSeaNet User Group met once in 2012 and regular training in the use of CleanSeaNet was offered, with six training sessions held at EMSA's premises, and three regional training sessions (Sweden, Denmark, France).

5.3 COORDINATION, COOPERATION AND INFORMATION RELATING TO POLLUTION PREPAREDNESS AND RESPONSE

5.3.1 SUPPORTING HAZARDOUS AND NOXIOUS SUBSTANCES (HNS) MARINE POLLUTION PREPAREDNESS AND RESPONSE

EMSA, in close cooperation with the European Chemical Industry Council (CEFIC) and the Centre of Documentation, Research, and Experimentation on Accidental Water Pollution (Cedre), established the MAR-ICE network (MARine Intervention in Chemical Emergencies) in 2008. The MAR-ICE service provides rapid information regarding chemical substances involved in marine pollution emergencies.

The "EU States Claims Management Guidelines" were revised and updated in 2012 and have been published on EMSA's website.

[14] For satellite images covering 400 km by 400 km, the analysis is provided in maximum of 30 minutes. For images of different dimensions the time varies slightly. CleanSeaNet data centre has the capacity to acquire satellite images of up to 1,400 km long.

[15] CEPCO are multilateral joint operations organised to monitor ship-source marine pollution in high-density traffic areas

EMSA continued the development of datasheets, which provide substance-specific, concise, and relevant information on commonly shipped chemical substances, and on the behaviour of chemical substances once released to the sea.

In 2012 EMSA tendered the provision of modelling software that calculates the potential trajectory and fate of the oil or chemicals spilled in the marine environment. The software is intended to support the European Commission upon request, for specific information on fate and dispersion of oil and chemical spills at sea.

5.3.2 COOPERATION AND COORDINATION
Consultative Technical Group for Marine Pollution Preparedness and Response

The Consultative Technical Group for Marine Pollution Preparedness and Response (CTG MPPR) provides an EU level platform for Member States to contribute to the improvement of preparedness and response to accidental and deliberate pollution from ships. The status of on-going priority actions and planned activities was reviewed by the Group held on 24 October 2012, including updates on the revision of the "EU States Claims Management Guidelines" and on the progress of the Technical Correspondence Group on Dispersants, established in 2012. This Group identified and compiled a list of 50 *Deepwater Horizon* related studies relevant to dispersant usage and reviewed the studies on the basis of eight specific areas of interest. Preliminary conclusions of this review were presented at the EMSA Dispersants workshop.

Cooperation with Regional Agreements and the IMO

The Agency participated, as part of the European Commission delegation, in the work and meetings of the IMO's MEPC OPRC/HNS Technical Group meetings. EMSA also took part in the Correspondence Group for developing Guidelines for International Offers of Assistance in case of catastrophic oil spills.

With respect to the Regional Agreements, the Agency also provides technical support to the European Commission, as part of the European Union delegation, during relevant meetings. EMSA hosted the 8th Inter-Secretariat meeting in 2012, attended by representatives of the Regional Agreements. Areas of common interest identified included the use of dispersants, risk assessment methodologies, oiled wildlife response, places of refuge, and research and development (R&D). An update on R&D projects undertaken within the various Regional Agreements in the field of marine pollution preparedness and response was compiled and made available on the CTG-MPPR extranet.

5.3.3 INFORMATION AND DISSEMINATION
Activities with regard to dispersants

The explosion and subsequent blowout of the *Deepwater Horizon* (DWH) offshore drilling rig in the Gulf of Mexico in 2010 resulted in the largest oil spill in United States history, and unprecedented use of dispersants during the response operations. Following this incident, EU Member States expressed their interest and concerns with regard to dispersant use.

Attendees of the oil spill dispersants workshop on 26 and 27 November.

EMSA held a 'Workshop addressing the Use of Oil Spill Dispersants following the *Deepwater Horizon* incident'. The workshop enabled exchange of experience between EU, US and industry experts, concluding that dispersant usage (and sub-sea dispersant application) is an important oil spill response tool, which should be properly regulated, and considered in national contingency plans.

The DUET (Dispersant Usage Evaluation Tool) software programme, developed for EMSA in 2008, is a numeric model that simulates oil spills and dispersant applications. In 2012, EMSA launched a procurement procedure for the update of the DUET software programme. The tender includes training for users of the decision support tool.

Study on discharge facilities for oil recovered at sea

The discharge of oil recovered at sea can be a bottleneck in response operations following a large marine oil spill. EMSA contracted a study on discharge facilities for oil recovered at sea, which analysed the geographical distribution and technical challenges related to the discharge of oil recovered at sea following a large oil spill in Europe.

INTERSPILL Conference and Exhibition

The Agency continues to support the major marine pollution conference and exhibition event in Europe, INTERSPILL[16]. EMSA had an active role in the Steering Committee of the 2012 INTERSPILL Conference and Exhibition. In addition to providing information on the Agency's activities at an exhibition stand, the Agency presented two papers, contributed two presentations, and chaired one session.

Multi-annual Funding Regulation 2014-2020

During 2012, the Agency provided extensive support to the Commission with respect to developing a proposal to renew the Multi-annual Funding Regulation for EMSA's pollution response activities. The current Regulation expires at the end of 2013.

[16] Since 2007, EMSA has been a party to the Memorandum of Understanding between the event's Steering Committee members to organise the conference and exhibition on a "not-for-profit" basis.

Elgin offshore platform incident: RADAR-SAT 2 image acquired 27 March 2012 at 17:27:57 UTC.

MSC Flaminia

INCIDENT REPORTS

ELGIN PLATFORM, UK

On 25 March 2012, Total S.A. lost control of a gas/condensate well when it's platform "Elgin" began to leak, releasing methane gas into the environment. Approximately 400 tonnes of condensate and 10 tonnes of drilling fluids were released to the sea, forming a sheen on the sea surface which measured approximately 6 nautical miles in length. During April 2012 operations were undertaken to stop the leak, and on 16 May 2012 Total announced that the leak had been stopped.

A routine CleanSeaNet image acquired over the area on 27 March at 17:27 shows the condensate spreading from the platform, providing valuable information on the extent of the spill and the direction of spread. On 1 April another image taken over the same area showed that there was no longer a sheen coming from the platform; the condensate had evaporated and/or dispersed and apparently no more condensate was being released.

Events such as the Elgin platform incident highlighted the risks of offshore oil and gas exploration and production activities to maritime transport and the marine environment. The Agency's response capabilities, including the CleanSeaNet service, can now be used to cover response to pollution originating from such activities, at the request of an affected state. Since early 2013 the Agency has been explicitly mandated to use the CleanSeaNet service to detect and report oil spills from offshore oil and gas exploration and production activities.

MSC FLAMINIA

EMSA, in close cooperation with the European Chemical Industry Council (CEFIC) and the Centre of Documentation, Research, and Experimentation on Accidental Water Pollution (Cedre), established the MAR-ICE network (MARine Intervention in Chemical Emergencies) in 2008.

Since its inception, the MAR-ICE service has been utilised in seven real incidents and six exercises. The most comprehensive Risk Assessment was prepared in August 2012 following the fire and explosions on the fully cellular containership MSC Flaminia. At the time, the vessel was en route from Savannah, USA to Antwerp, Belgium. Belgium, as the destination of the vessel, activated MAR-ICE on 31 July. On 1 August, the first Risk Assessment on the dangerous goods on board was delivered to the Belgian authorities. This was followed by additional assessments on the heat and smoke affected containers and the risk to the environment. The risk assessments were also provided to France, UK, the Netherlands and later to Germany, where the vessel was eventually taken and offloaded.

Chapter 6

Horizontal tasks

Three Administrative Board meetings were held in 2012.

6.1 HUMAN RESOURCES

Implementation of staff development policy

EMSA continued in 2012 to offer training for its staff in the following areas: professional ICT training, finance and procurement training, languages, management and leadership skills, maritime institutional and legislative framework, audit and quality assurance, IT end user courses, personal development, LRIT training and oil spill and HNS preparedness and response. Moreover, the Agency also offered more internal training to staff on maritime and procurement issues.

In addition, a Service Level Agreement (SLA) for learning and development with the Commission services gives EMSA staff access to the training made available to Commission staff. A similar agreement is in place with the European Administrative School for management training.

The average number of training days per staff member in 2012 was 4.37, compared to 5.62 in 2011.

SPECIALISED COURSES 20011 -2012			
Year	Courses offered	Participants	Training days
2011	237	976	1298
2012	184	889	1010

EMSA continued its language programme in 2012, offering courses in other EU languages (English, French and German) at much the same level as in 2011 except for English. In addition, Portuguese courses continued to be offered to EMSA staff and their partners in order to facilitate integration in Portugal.

LANGUAGE CLASSES 2011 – 2012		
LANGUAGE	2011	2012
Portuguese	58	58
English	27	16
French	36	36
German	13	12

Traineeship and Professional Training schemes

In 2012 the traineeship scheme went into its fifth year. A total of eleven trainees from six different countries were successfully integrated into various sectors. A new call has been launched for the 2013 sessions with a large number of candidates applying.

In addition, three national experts carried out professional training at EMSA during 2012.

E-HR Management

The new mission management module was fully implemented and in use from 2012. The e-recruitment module, which will be operational from 2013, and user guides for candidates and for staff who will manage the tool were also completed in 2012. A reporting tool for HR statistics was developed and implemented in 2012. This tool will be used from the beginning of 2013. Data for protocol was merged into the Human Resources database. Following the automatisation of procedures and the fact that information can now be extracted extremely quickly from the applications, HR services are more efficient. User guides and video tutorials were provided for managers and staff members.

Internal Mobility/Redeployment

Given EMSA's budgetary constraints, the Agency has used redeployment when and as much as possible in 2012. 12 calls for application were published internally to allow for and encourage the internal mobility of staff.

Task forces were created to undertake various projects: one to discuss a human capital database as a future internal management support tool for mobility within the Agency and one to identify and define job families within the Agency.

6.2 LEGAL AND FINANCIAL AFFAIRS AND ACCOUNTING

The Legal and Financial Affairs unit carries out the mandatory ex-ante verification of all budgetary and legal commitments and payments. The unit provides assistance and advice in legal and financial issues. It maintains and regularly updates the EMSA Finance Manual and the EMSA Procurement Manual, guidelines and templates. A major update was necessary in 2012 due to the revision of the General Financial Regulation, entering into force January 2013.

In addition, the unit operates a Legal and Financial Affairs helpdesk and provides in-house training for staff. All newly appointed Authorising Officers by delegation receive initial finance and procurement training. In 2012, 8281 verification files (down from almost 11500 in 2011) were handled; the reduction is a result of improved contract management leading to a lower number of invoices and payments and a lower number of rejections for correction.

Further, 974 LF helpdesk calls (over 850 in 2011) were handled in 2012, reflecting the effects of rationalising financial initiation of mission and expert reimbursements. A total of 49 procurement procedures were supported in 2012. Details concerning negotiated procedures are provided separately in annex 2D. There were no a posteriori commitments in 2012.

Budget execution of the Agency remained high at 94% in commitment appropriations (95% in 2011 and 98% in 2010) and 89% in payment appropriations (86% in 2011 and 89% in 2010).

Regarding cash management, EMSA has been extremely conservative by limiting its cash in hands to 3.5 million EUR at year end (versus 6 million EUR in 2011), reducing its cash position by more than 40%.

6.3 INFORMATION AND COMMUNICATION TECHNOLOGY
Maritime Applications

Maritime applications are the cornerstone of some of the key services EMSA provides to its stakeholders. Providing ICT technical expertise in the design and implementation of new projects and maintaining and enhancing existing applications is a permanent task. The Steering Group for ICT and Maritime Applications (SGIM) worked to develop and ensure a coordinated approach to hosting, development, monitoring, incident detection and recovery procedures, and between all the various in-house services and external providers involved, representing a key success factor for meeting agreed application service levels and performance targets.

The move to host the main maritime applications in-house represented a major task in 2010 and 2011. 2011 saw EMSA transition from the 'build & migrate' phase to the 'securely operate & enhance' phase and 2012 was the first full year of the 'securely operate & enhance' phase with 14 maritime applications in production throughout the year. Of the 14 maritime applications, 7 have demanding 24/7 Service Level Agreements (SLAs) and all 14 applications fully met their SLAs in 2012.

As well as operations, 2012 also saw a lot of 'enhancements'. The most critical EMSA maritime applications have about a 6 week production update cycle where they pass through a stability and test phase in their 'pre-production' environment before being upgraded in the production environment. The sum of this for all maritime applications results in over 20 updates per month to production and pre-production maritime application environments. In addition to enhancements to existing maritime applications there was one major new application which entered production in 2012 – IMDatE.

The growing portfolio of applications and related services requires an increasingly robust ICT infrastructure and, as in previous years, regular upgrading was undertaken throughout the year, focused on ensuring high availability, scalability and resilience; enhancing server virtualisation; performing firmware and operating system upgrades; procuring and installing more disk space and servers to sustain growth in the Maritime Applications' environments; and upgrading the backup platform.

Corporate ICT services

Important advances were made in the Corporate ICT Services area to support the growth of the Agency as a whole. This included the enhancement of several components of the e-HR application, rollout of the e-recruitment application at EMSA, enhancement of the Electronic Document Management System, and continuous security patching of all EMSA PCs, laptops and Corporate Services servers.

To support demanding 24/7 application SLAs the ICT hosting infrastructure needs to provide an even higher 24/7 SLA and, in 2012, this was once again in excess of 99.6% - implying a total unavailability of less than 35 hours out of the 8,760 hours in a year.

Business Continuity Facility (BCF)

EMSA's state-of-the-art back-up capability in Porto, Portugal was used continuously throughout 2012. Most critical maritime applications have an online copy of their databases and code continuously refreshed to the BCF, providing a 'disaster recovery' option. In addition LRIT EU CDC and LRIT IDE are 'BCF Certified', meaning that, in case of a failure, they can be switched over on a 24/7 basis from EMSA to BCF in about an hour. The process of 'BCF Certification' for other applications was initiated and will finish in early 2013.

ICT Security

Given the large number of maritime applications hosted at EMSA and the demanding SLAs of most of the applications, ICT and Information Security are critical aspects of EMSA's 'securely operate and enhance' phase. 2012 saw a continued expansion of ICT Security at EMSA with the further development of EMSA's custom-built Intrusion Detection System (IDS) and the installation of a new Intrusion Prevention System (IPS) which actively blocks / drops incoming traffic based on IPS 'rules' that determine if the traffic constitutes an 'intrusion attempt'.

6.4 COMMUNICATION, EVENTS AND PROTOCOL
Communication

EMSA's communication activities involve a variety of tasks aimed at informing stakeholders about the Agency's tasks, role and services. The day-to-day communication activities include: updating the website, extranets and intranet; answering external enquiries; supporting EMSA workshops and events; media relations and, where relevant, issuing press releases.

The two main publications providing transparent and detailed information on the practical aspects of EMSA's work are the Work Programme, which explains the tasks of the upcoming year, and the Annual Report, which reports on the actual tasks carried out during the previous year.

Besides these two documents, numerous cyclical and one-off publications provide accessible information to a specialised or wider public. In 2012, these included: *Inventory of possible training courses provided by EMSA for Member States*; *EU States Claims Management Guidelines*; *Network of Stand-by Oil Spill Response Vessels and Equipment*; new leaflets (*MAR ICE Network: Marine Chemical Emergency Information Service*; *Integrated Maritime Services: Supporting maritime monitoring*); and the EMSA Newsletter, a monthly one-pager.

The website continues to be an important source of information on EMSA for both its primary stakeholders and for the general public. In 2012 efforts were centred on consolidating the features added during the launch of the website in 2011. This has resulted in an even more effective vehicle for disseminating the above-mentioned publications. The communication team continues to focus on balancing continuity with the flexibility to add new features including in 2012 an e-recruitment tool and a new extranet platform with online survey and test functions.

Journalists are regularly invited to the EMSA premises or on board stand-by vessels, to familiarize themselfs with the Agency.

On a regular basis, EMSA invites interested journalists across Europe to take part in drills to help raise awareness of the valuable precautionary measures provided by the fleet of stand-by oil spill response vessels. In 2012, two journalists were on board the Sines-based *Bahia III* during a quarterly drill.

Communication within the Agency is supported by a number of tools, foremost among them the Agency intranet which disseminates key information and documents to all staff, such as minutes of management meetings, Executive Director's decisions and quarterly performance indicator reports. The intranet is also the repository for internal guidelines relating to procurement and other legal and financial procedures, and is the link to the online HR services.

In 2012, the intranet was further developed to meet the Agency's evolving needs. Since September, the intranet contains a new section dedicated to the Executive Director's activities as well as a revamped communications section. Both of these changes serve to increase transparency and awareness among staff. The Executive Director now covers the key points of each Administrative Board in a short video which is posted on the intranet. The communication team's services and tools are now clearly listed on the intranet. These include: audiovisual services; publication layout and promotion; website and news management; online surveys; and an online library.

Events

Events are a useful means of introducing EMSA to the wider public. From 13 to 15 March, EMSA attended the InterSpill 2012 exhibition in London with its own stand. Communication staff was on hand to present the Agency's oil spill response network and CleanSeaNet. The exhibition organised once every three years is an opportunity for stakeholders (1,300 professionals from over 70 countries) at all levels to get together.

Meetings, workshops and training events organised by EMSA for a broad range of stakeholders also have a spin-off effect in terms of building EMSA's profile and cementing relationships with stakeholders. The majority of the meetings listed below took place on the Agency's premises, giving participants the opportunity to experience EMSA's headquarters and interact with its staff.

MEETINGS ORGANISED BY THE AGENCY IN 2012		
NUMBER:	ACTIVITY:	PARTICIPANTS/ EXPERTS:
28 participants (incl. 6 for port State control officers)	Training	734 participants (incl. 262 port State control officers)
50	Workshops, Working Groups and Hosting	1166
3	Administrative Board meetings	134

Protocol

The Protocol between the Government of the Portuguese Republic and the European Maritime Safety Agency covers the relations between the Agency and Portugal (Seat Agreement). Management of the rights, privileges and immunities under the Protocol allows for the proper functioning of the Agency, in particular with regard to the recovery and exemption of direct and indirect taxes, and implies ongoing support to EMSA's administrative and operational units as well as its staff.

6.5 FACILITIES AND LOGISTICS

The Facilities and Logistics team is responsible for maintenance, security and cleaning of the premises, for internal and external mail handling, transport and print services. A FM helpdesk is operated to handle user requests as regards maintenance and cleaning.

In addition to its routine tasks the team continued to focus on steps to reduce the energy consumption of the headquarter building. Measures included installation of heat protection films on windows and the installation of sliding doors to reduce loss of HVAC energy.

Monthly electricity consumption (in KwH) 2010 – 2012.

Between 2010 and 2012 the annual electricity consumption was reduced by close to 30% whilst at the same time the number of occupants of the building increased. Further measures will be taken in 2013.
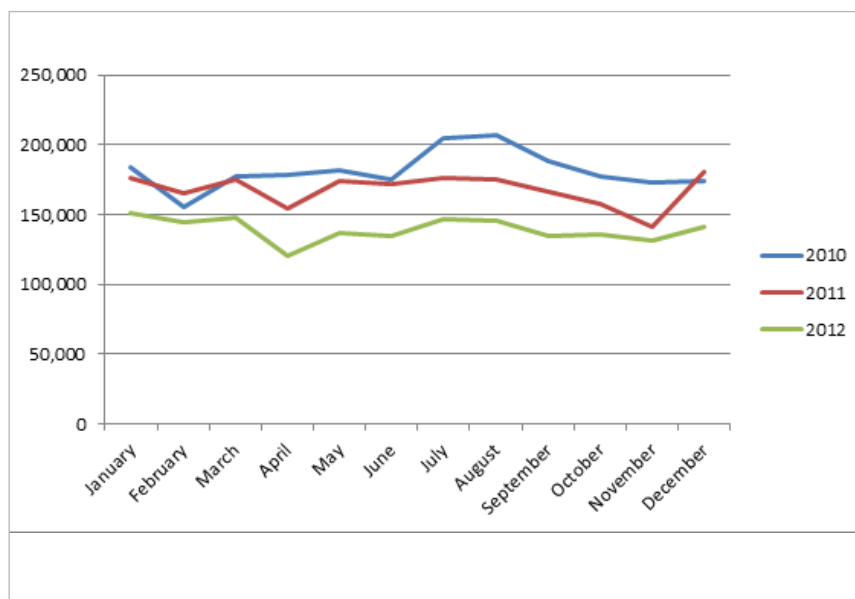
As regards maintenance of the building some measures to increase safety and security were carried out, such as installation of handrails. Internal kitchenettes and the cafeteria were renovated. Sound isolation doors were installed to reduce noise emissions from the datacentre.

European Maritime Safety Agency

Annual Report 2012

European Maritime Safety Agency
Activity Report 2012
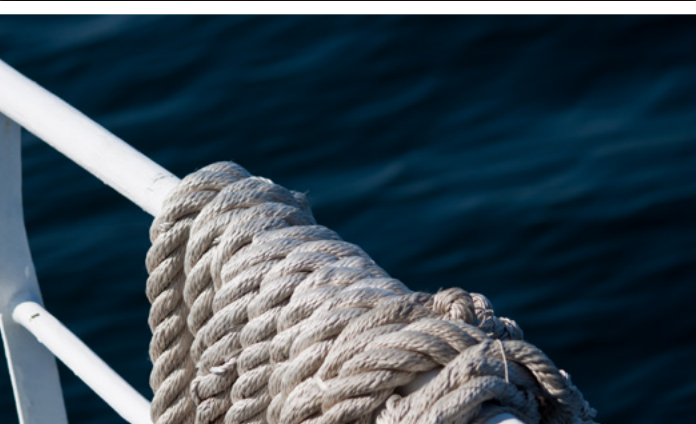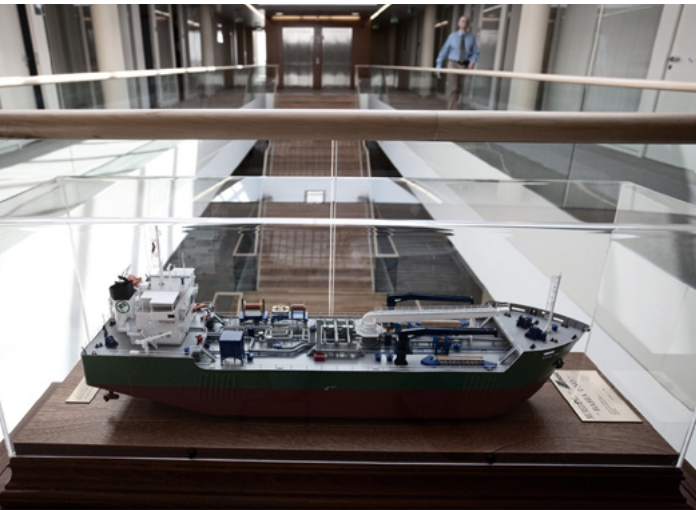
This section reports in detail on the activities that were carried out in 2012, pursuant to the Work Programme for the same year.

Each entry covers a distinct activity and states the actual input, output and outcome of the activity. For comparison, each entry also provides the planed input and output, i.e. the objectives and the associated human and financial resource allocations, as stated in Work Programme 2012. Resource allocations which are planned at the start of year N-1 as part of the Agency's input to the budgetary procedure are subject to adjustments in view of the outcome of the budgetary procedure, as well as developments within the Agency and with respect to the needs of the Commission and the Member States.

Most entries also provide information on performance indicators, stating the annual targets that were set in Work Programme 2012 and the result at the end of the year. Performance indicators exist for all external products and services provided by the Agency. Projects under development and internal activities are not included in this exercise. All indicators were monitored on a quarterly basis and the final annual results are published herewith.

It should be noted however that, for some of the outputs and indicators planned in the Work Programme 2012, the Agency is not the only actor involved. The Commission often plays an essential role in the preparation or in the follow-up of these outputs, or both (for instance in the case of visits and inspections). As a consequence, there may be instances in which the planned target does not coincide with the final output, for reasons that are external to the Agency.

2. TRAFFIC MONITORING AND INFORMATION ON SHIPS AND CARGOES

2.1 EU VESSEL TRAFFIC MONITORING[17]

Financial and Human Resources	Planned Input	Actual Input
Commitment appropriations in EUR	5,173,596	6,131,615
Payment appropriations in EUR	5,367,683	6,408,022
Staff[18 & 19]	13 AD, 3 AST, 2 SNE, 2 CA	20 AD, 8 AST, 1 SNE, 1 CA

OUTCOME

SafeSeaNet is fully operational, covering the whole EU coastline and providing information as defined in Directive 2002/59/EC as amended by Directive 2009/17/EC. The information in the system covers four key areas: 1) ship position (e.g. AIS, LRIT); 2) ship pre-arrival, arrival and departure information (e.g. estimated time of arrival); 3) cargo (including whether the vessel is carrying dangerous or polluting goods); and 4) any accident or incident posing a potential hazard to shipping, threat to maritime safety, the safety of individuals or the environment.

This information system assists search and rescue bodies, pollution response centres and vessel traffic services in accessing information on the cargo (dangerous or polluting goods), facilitates port logistics and provides overall information on vessel traffic to public authorities, representing a fundamental tool to assist tracking the position of ships as well as hazardous or polluting goods along EU coasts.

Progress on the Integrated Maritime Data Environment (IMDatE) will facilitate improved data integration (the exchange of data between information systems) and data fusion (combining data from different sources) and will be a tool for serving other user communities. Assistance to the Commission for the implementation of Directive 2009/17/EC.

Objectives	Output
1. Assistance to the Commission for the monitoring of implementation of Directive 2009/17/EC amending Directive 2002/59/EC.	1. Seven inspection visits were undertaken to report to COM on the implementation at national level of the full Directive (Germany, Iceland Ireland, Norway) and to complete previous inspections by addressing elements of amendment 2009/17/EC (UK, Portugal and Spain). 19 annual Member State reports and two EU semestrial reports on data quality and status of implementation in SafeSeaNet were completed.

[17] This section covers SafeSeaNet, Maritime Surveillance, Satellite AIS and IMDATE.

[18] The variation between planned and actual staff reflects i.a. redeployment of expertise, in this case from mature activities (LRIT Data Centre and LRIT-IDE, Activity 2.2) to priority areas undergoing substantial development (EU Vessel Traffic Monitoring, Activity 2.1).

[19] Types of post: Temporary Agent (AD and AST), National Seconded Expert (END) and Contract Agent (CA).

Objectives (continued)	Output (continued)

2. SafeSeaNet V.2 fully operational, including the Geographical Interface and interface with THETIS, and all Member States fulfilling reporting obligations of Directive 2009/17/EC amending Directive 2002/59/EC as amended.

3. Development of the Integrated Maritime Data Environment, which includes i.a. integrated ship position information, a common interface and common user management, a satellite-AIS data processing centre and new value added services.

4. At least two workshops and two training initiatives for SafeSeaNet users.

5. Support to all Member States participating in SafeSeaNet: adapting their national information systems to the new SafeSeaNet V.2 and actively exchanging, through the system, information on vessel traffic movements, cargoes, and incidents.

6. Coordinate the drafting of the technical specifications for the Security and Waste messages in SafeSeaNet.

7. Development of requirements for a future upgrade of the application agreed with Member States and the Commission, in particular in relation to Incident Reports.

8. SafeSeaNet Data Warehouse operational.

9. Reception, storage and distribution of satellite AIS data.

10. Technical pilot projects in the fields of Customs support (Blue Belt) and maritime surveillance (e.g. MarSurv, EUROSUR).

11. Provide initial operations and image related data for the Agency's maritime surveillance activities.

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2. Central SafeSeaNet version 2 was operational throughout 2012. Over 3,000 users were connected to the system, and more than 4.6 million queries were made for information about positions, vessel identification, voyages and dangerous goods on board. The Central system was available 99.33% of the time during 2012. A new release of SafeSeaNet was developed with integrated functionalities and improved ergonomics and querying capacities.

3. The Integrated Maritime Data Environment was developed and used in several pilot projects, in preparation for full operational use from early 2013. Validation with EUNAVFOR of the new version of MARSURV took place within IMDatE.

4. EMSA facilitated two SafeSeaNet workshops, one meeting of the sub-group for drafting the IFCD, and one for the sub-group on the rules for Incident Reports in SafeSeaNet. Four training sessions to 61 SafeSeaNet users were provided (including 15 Croatian future users).

5. EMSA performed several commissioning tests and updated the SafeSeaNet documentation to facilitate the use of the system by all the SafeSeaNet community. The Interface and Functionalities Control document) was completed and approved as main reference document of the system, and the Incident Report Guidelines were upgraded.

6. Technical support was provided at nine e-MS meetings or subgroups in the context of Reporting Formalities Directive 2010/65/EU. The definition of the business rules for the waste and security messages was concluded and agreed with Member States.

7. The SafeSeaNet community agreed on specific requirements for the upgrade of the incident reports notification (allowing for a clearer distinction of the type of incident, for the immediate distribution of the information to predefined authorities, its acknowledgement and update and for the register of feedback from recipients).

8. A SafeSeaNet data warehouse application was developed enabling the faster extraction of statistics related to data exchange via SSN and maritime statistics.

9. EMSA has concluded a contract for commercial satellite AIS data, which is provided as an additional data layer for integrated maritime services (Blue Belt, EUNAVFOR and EFCA).

10. The Blue Belt pilot service was maintained at the request of participants, and an evaluation report was presented to COM and custom authorities. Services were provided to EFCA in the context of the BlueFin tuna campaign. The MarSurv service for EUNAVFOR continued to be provided throughout the year.

11. EMSA signed a contract for the provision of Cosmo Skymed images, and the CleanSeaNet data centre was upgraded to enable it to process these products.

Key Performance Indicators (2.1)		Target 2012	Result 2012
SafeSeaNet	percentage per year availability of central SSN system	99	99.33
	hours maximum continuous downtime of central SSN system	12	13h:32min[20]
	reports per year (AIS)	1000 million	2,318,435,575
	notifications per year (HAZMAT, Port, Port +, Incident reports, MRS)	2 million	4,375,608
SafeSeaNet system reporting performance	Percentage of Member States´requests to SSN delivered on time according to SSN system requirements	99	98.24[21]
SafeSeaNet client satisfaction	number of requests for information to SSN	3.5 million	4,687,750

[20] Due to a power outage on 22-23 November 2012, this Key Performance Indicator, relating to downtime of the system/percentage availability, is not on target for 2012.

[21] The drop in the SSN reporting performance was identified in a specific SSN request in Q2. Although the problem has been resolved, the final results are affected as remain slightly below the annual target.

2.2 LRIT DATA CENTRE AND LRIT IDE

Financial and Human Resources	Planned Input	Actual Input
Commitment appropriations in EUR	5,376,368	3,928,502
Payment appropriations in EUR	6,548,727	4,405,827
Staff[22]	13 AD, 12 AST	8 AD, 5 AST

OUTCOME

The Agency will deliver, as part of its operational service, LRIT information to EU Member States and requesting third parties in accordance with the amended SOLAS Convention, Chapter V. The system will allow the tracking of ships directed to EU ports, ships flying the EU flag as well as ships moving along EU coasts.

In addition, the Agency will operate the IDE providing data exchange between all LRIT DCs in accordance with IMO requirements.

Objectives

1. EU LRIT Data Centre operational in-house, including an appropriate hosting environment.
2. Upgrading of the ship database.
3. Support to Member States.
4. Quality of the service maintained.
5. Preparation for integration of LRIT data with other data streams.
6. LRIT IDE operational by the date set out at IMO level.

Output

1. EU LRIT CDC and LRIT IDE operation fully met all performance KPIs. Annual audits were successfully completed without any non-conformity.
2. Ship database was properly maintained and updated.
3. User Helpdesk and Incident Management was properly managed, without any reduction in the quality of the service. Two meetings with Member State National Competent Authorities and three training sessions for end-users were organised.
4. Two upgrades of the system functionalities were successfully performed as requested by the end-users, ensuring end-user satisfaction.
5. Implementation of the Single Sign On was successfully completed, allowing distribution of LRIT data as part of the integrated services.
6. IMO has accepted the EU/EMSA proposal for further operation of the IDE during 2013.

Key Performance Indicators (2.2)		Target 2012	Result 2012
EU LRIT DATA CENTER			
System operational	percentage per month availability	99	99.26
	hours maximum continuous downtime	12	14h[23]
EU DC Reporting performance	percentage position reports delivered according to IMO requirement (periodic reports: 15 min.; polls: 30 min.)	99	99.33
Invoice and billing system	percentage of invoices issued within one month of threshold	95	100
Web user interface	percentage per year of availability to users	95	99.42
LRIT IDE			
System operational	percentage per year availability	99	99.9
	hours maximum continuous downtime	12	4.5h

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[22] The variation between planned and actual staff reflects i.a. redeployment of expertise, in this case from mature activities (LRIT Data Centre and LRIT-IDE, Activity 2.2) to priority areas undergoing substantial development (EU Vessel Traffic Monitoring, Activity 2.1).

[23] Due to a power outage on 22-23 November 2012, this Key Performance Indicator, relating to downtime of the system/percentage availability, is not on target for 2012

2.3 THETIS

Financial and Human Resources	Planned Input	Actual Input
Commitment appropriations in EUR	2,134,544	2,219,406
Payment appropriations in EUR	2,487,166	2,484,660
Staff	5 AD, 2 AST, 1 SNE	6 AD, 1 AST, 1 SNE

OUTCOME

The Agency operates the new Port State Control information system in line with Directive 2009/16/EC, 1999/35/EC and the Paris MoU text, introducing a new inspection regime supported by a new information system. Operations are supported technically and operationally by a helpdesk. Data import from external systems such as the databases of the Recognised Organisations is ensured.

Objectives

1. New database 'New Information System' (THETIS): operational.
2. Interface with SafeSeaNet: operational.
3. Cooperation with Paris MoU and Member States to supervise, verify and validate the operation and further enhancement of the system.
4. Training to Member States of the Paris MoU.

Output

1. THETIS became fully operational during 2012, supporting the reporting, archiving and processing of data on more than 17,000 inspections.

   The dedicated helpdesk continued to respond to THETIS-related questions from users. This support service provided answers and feedback for the 1,904 requests which were received in 2012.
2. The interface between THETIS and SafeSeaNet provided data on ship' actual calls for 2012, allowing the THETIS to support Member States operations and determine the inspection commitment for each one.
3. Two Expert Group meetings were organised (in April and September) for the Paris MoU member States, which agreed on the elements to include in the enhancement of the system.
4. In 2012, a new service (Jasper) was developed and made available for the Member States in November.

Key Performance Indicators (2.3)		Target 2012	Result 2012
System operational	percentage per year availability	94	99.23
	hours maximum continuous downtime	6	7hr:26min[24]
Helpdesk	average time in working hours for feedback on requests for user support	3	1h:21min
	average time in working hours for feedback on requests from the public and other unregistered users	4	1h:39min
Links with third party systems	percentage per year availability for data imports at the THETIS side	90	97.03

[24] Due to a power outage on 22-23 November 2012, this Key Performance Indicator, relating to downtime of the system/percentage availability, is not on target for 2012.

2.4 MARITIME SUPPORT SERVICES

Financial and Human Resources	Planned Input	Actual Input
Commitment appropriations in EUR	2,319,774	2,250,253
Payment appropriations in EUR	2,320,414	2,146,591
Staff	10 AD, 4 AST, 3 SNE	12 AD, 3 AST, 2 SNE

OUTCOME

Users of EMSA's vessel traffic monitoring and surveillance systems (SafeSeaNet, LRIT and CleanSeaNet) and pollution response capacities (stand-by oil spill response vessels, satellite images and expertise) benefit from timely and appropriate helpdesk and monitoring services.

Objectives	Output
1. Availability of the Maritime Support Services 24/7 (helpdesk, monitoring and contact point in case of emergencies). 2. Permanent data quality improvement and compliance with vessel reporting requirements in SafeSeaNet, LRIT and CleanSeaNet. 3. Extending support to maritime surveillance pilot projects, and the LRIT IDE service to other Data Centres.	1. Helpdesk for vessel traffic monitoring and surveillance systems was made available on a 24/7 basis and received more than 4,000 requests in 2012, with a first response time of less than 30 minutes in the urgent cases. Timely mobilisation of EMSA pollution response capacities was provided in the case of 5 incidents at sea (including response vessels, satellite imagery and expertise), and information and monitoring in the case of 17 other incidents. 2. A permanent monitoring service facilitated early incident management and the maintenance of availability and performance standards for all critical applications. Quality of the data and services in SafeSeaNet, LRIT and CleanSeaNet improved throughout the year through regular checks on the input from contractors and Member States. The quality of the reference lists (e.g. vessels in SafeSeaNet, banned vessels, LOCODES) was maintained with continuous validation and verification. Monitoring of specific vessels of interest or statistics on traffic was provided at the request COM (e.g. Report on Banned vessels, Single Hull Tankers, 14 reports on entries in EU Ports for ISPS visits). 3. Tasks of Maritime Support Services were expanded to include new projects (monitoring the interface of SafeSeaNet with THETIS). The tools for monitoring were improved and adapted to the new EMSA infrastructure and versions of applications to become more independent and effective in application incident management and failover to the business continuity facilities in Porto.

Key Performance Indicators (2.4)		Target 2012	Result 2012
24/7 availability	average time in hours for feedback or resolution of issues relating to emergencies, incidents in maritime applications or urgent help-desk requests	<2	0h:27min
	average time in hours for feedback or resolution of issues relating to non-urgent helpdesk requests or scheduled interventions	<8	0h:51min

3. VISITS AND INSPECTIONS TO MONITOR THE IMPLEMENTATION OF EU LEGISLATION

3.1 CLASSIFICATION SOCIETIES

Financial and Human Resources	Planned Input	Actual Input
Commitment appropriations in EUR	2,075,941	2,167,125
Payment appropriations in EUR	2,077,941	2,056,260
Staff	10 AD, 1 AST, 2 SNE	11 AD, 2 AST, 2 SNE

OUTCOME

Based on the reports submitted by the Agency, the Commission should be able to make the relevant assessment and as a result take policy decisions and/or request corrective measures of Recognised Organisations or Member States controlling them, in order to improve the overall quality of the certification work undertaken by those companies.

Objectives	Output
1. On behalf of the Commission, 20-22 inspections of Recognised Organisations, both offices and visits to ships. 2. Upon request of the Commission, initial inspections of classification societies following any new request for EU recognition. 3. Start work in relation to the assessment of the Quality Assessment and Certification Entity being set up by the Recognised Organisations in accordance with Regulation (EC) No. 391/2009. 4. Support to the Commission in the implementation of Regulation (EC) No. 391/2009.	1. 22 office inspections of Recognised Organisations inspections were carried out worldwide, plus two visits to ships. 19 reports of office inspections were sent to the Commission, plus 3 concerning legal, corporate and financial information and 1 visit to ship. Corrective Action Plans submitted by ROs were evaluated and followed up. 2. No new requests for inspections of classification societies were received in 2012. Reports of 3 inspections in 2011, relating to new requests for two organisations, were sent to the Commission in 2012. 3. Work in relation to QACE consisted of an inspection and attendance of a workshop and the annual meeting. 4. Three draft Assessments were prepared for the Commission.

Key Performance Indicators (3.1)		Target 2012	Result 2012
Inspections	number of all types of inspections per year[25]	20-22	24
	percentage of planned inspections completed	100	120
Reports	number of reports per year	20	26
Historical Indicator[26]	number of findings per year	n/a	371

[25] Visits to ships are included in this figure for the first time.

[26] This is not an indicator of the Agency's performance. The intention is to monitor its evolution over the years, as an indicator of the performance of the inspected entities and of the need for the particular type of inspection.

3.2 STCW

Financial and Human Resources	Planned Input	Actual Input
Commitment appropriations in EUR	1,767,202	1,410,648
Payment appropriations in EUR	1,769,102	1,394,251
Staff	8 AD, 1 AST, 1 SNE, 1 CA	7 AD, 1 AST, 1 SNE

OUTCOME

Based on the reports submitted by the Agency, the Commission should be able to take policy decisions and/or request corrective measures of third countries or Member States, in order to improve the overall quality of seafarers and the correctness of their certification in line with the STCW Convention or Directive 2008/106/EC respectively.

Objectives	Output
1. 8-10 inspections of third countries. 2. 4 visits to EU and EFTA Member States. 3. Maintain the STCW Information System.	1. Following cancellations by the Commission mid-year, 6 inspections in third countries; 9 inspection reports were sent to the Commission. 3 requests for Corrective Action Plans were sent to third countries towards the end of 2012. 2. 4 visits to EU and EFTA Member States; 5 inspection reports sent to the Commission. 3. All deliverables required by the maintenance contract were accepted by EMSA. The system reached a 99.62% average indicator for availability.

Key Performance Indicators (3.2)		Target 2012	Result 2012
Inspections	number of inspections per year	12-14	10
	percentage of planned inspections completed*	100	83.3
Reports	number of reports per year	12-14	14
STCW Information System	percentage per year availability	95	99.62
*Historical Indicator***	*number of findings per year*	*n/a*	*378*

* The completion rate is calculated against the bottom of the target range.

** This is not an indicator of the Agency's performance. The intention is to monitor its evolution over the years, as an indicator of the performance of the inspected entities and of the need for the particular type of inspection.

3.3 IMPLEMENTATION OF PSC DIRECTIVES IN MEMBER STATES

Financial and Human Resources	Planned Input	Actual Input
Commitment appropriations in EUR	338,618	332,568
Payment appropriations in EUR	338,618	310,111
Staff	2 AD	2 AD

OUTCOME

Provide information to the Commission on the implementation of the PSC Directive 2009/16/EC by Member States, enabling the Commission to assess Member States' compliance with the legislation and undertake actions where necessary. This information will be provided to the EFTA Surveillance Authority in respect of the visits to Norway and Iceland. The desktop analysis will provide an early indication of the level of implementation among the Member States.

Objectives	Output
1. Upon request by the Commission, 4-6 visits to Member States. 2. Upon request of the EFTA Surveillance Authority, visits to Norway and Iceland. 3. Desktop analysis of implementation of Directive 2009/16/EC at the request of the Commission.	1. Statistical information was gathered and a desk study was completed to support the programme of visits requested by the Commission for the implementation of the revised port State control Directive 2009/16/EC. In accordance with the plan agreed with the Commission, EMSA carried out 5 visits to Member States.

Key Performance Indicators (3.3)		Target 2012	Result 2012
Inspections visits	percentage of visits requested by the Commission completed	100	100
Historical Indicator*	number of findings per year	n/a	31

*This is not an indicator of the Agency's performance. The intention is to monitor its evolution over the years, as an indicator of the performance of the inspected entities and of the need for the particular type of inspection.

3.4 MARITIME SECURITY

Financial and Human Resources	Planned Input	Actual Input
Commitment appropriations in EUR	640,490	586,964
Payment appropriations in EUR	640,490	557,053
Staff	3 AD, 1 AST	3 AD, 1 AST

OUTCOME

Provide the Commission and the EFTA Surveillance Authority with objective, reliable and comparable information and data based on the outcome of the inspections, to enable them to evaluate the effectiveness of existing measures and to take appropriate action in relation to the Member States' implementation of the relevant maritime security legislation.

Objectives	Output
1. Upon request of the Commission, provide assistance, including, where appropriate, inspection of RSOs, maritime administrations, statistics and vertical reviews of national security systems. 2. Upon request of the EFTA Surveillance Authority, provide assistance for 2-4 inspections of Norway and Iceland.	1. EMSA provided assistance in 17 missions, during which 46 individual inspections were carried out including 34 ships, 9 Member State administrations and 3 RSOs. In support of the administration inspections, six country reviews were sent to the Commission for planning the respective inspections. Reports of all inspections were sent to the Commission. 2. EMSA provided assistance for four ship inspections and one administration office and sent three inspection reports to the EFTA Surveillance Authority.

Key Performance Indicators (3.4)		**Target 2012**	**Result 2012**
Inspections	number of inspections per year	32-44	51[27]
	percentage of planned inspections completed*	100	159.3
Reports	number of reports per year**	32-44	31
*Historical Indicator***	*number of findings per year*	*n/a*	*139*

* The completion rate is calculated against the bottom of the target range.

** All reports issued during the relevant year. Some reports may cover inspections conducted the previous year.

*** This is not an indicator of the Agency's performance. The intention is to monitor its evolution over the years, as an indicator of the performance of the inspected entities and of the need for the particular type of inspection.

[27] The outturn for this KPI is the number of individual maritime security inspections, which were undertaken over 17 separate missions to Member States. This figure reflects the number of ships inspected during the course of the 17 missions.

3.5 MONITORING IMPLEMENTATION OF EU MARITIME LEGISLATION

Financial and Human Resources	Planned Input	Actual Input
Commitment appropriations in EUR	930,363	916,868
Payment appropriations in EUR	930,363	886,355
Staff	4 AD, 2 AST	4 AD, 2 AST

OUTCOME

Provide advice to enable the Commission and the EFTA surveillance Authority to assess and verify the implementation of EU maritime legislation. The overall objective is to assess and improve the level of maritime safety and the prevention of pollution by ships in the EU.

Objectives

1. 4 visits to EU Member States and EFTA States in respect of Directive 2002/59/EC, as amended by Directive 2009/17/EC, on Vessel Traffic Monitoring and Information Systems.

2. Possible additional VTMIS visits to EU Member States concerning issues not addressed in the visits already undertaken.

3. 2 visits to EU Member States to monitor how they fulfil their duties in accordance with Directive 2009/15/EC on common rules and standards for ship inspection and survey organisations and relevant activities of maritime administrations.

4. 3 visits to EU Member States to monitor the implementation of the MED mechanisms.

5. 4 visits to EU Member States to monitor the implementation of Directive 2009/18/EC on the investigation of accidents in the maritime transport sector.

6. Participation as an observer in the voluntary IMO Member State audit scheme carried out by IMO in EU Member States.

7. Upon request of the EFTA Surveillance Authority, assistance for inspections in the field of Port Reception Facilities in Norway and Iceland.

8. Possible inspection visits to EU Member States focussing on particular aspects of Directives 2009/45/EC and 1999/35/EC as regards the safety of passenger ships.[28]

9. Upon request of the Commission, assistance to verify the implementation of any other EU legislative acts in the field of maritime safety or ship-sourced pollution.

Output

1. 4 visits were undertaken of 2 EU Member States and 2 EFTA States.
   3 reports were sent to the Commission and 1 to the EFTA Surveillance Authority.

2. 3 additional visits to EU Member States were undertaken and one report was sent to the Commission.

3. 2 visits to EU Member States were undertaken and both were reported to the Commission.

4. 3 visits to EU Member States were undertaken and 3 reports were sent to the Commission.

5. 4 visits to EU Member States were undertaken and 2 reports were sent to the Commission.

6. No requests to participate were received.

7. No requests for additional visits were requested by the EFTA Surveillance Authority.

8. 3 visits to EU Member States were undertaken in respect of Directive 98/41/EC and the registration of persons on board passenger ships. All 3 were reported to the Commission.

9. No requests for assistance to verify the implementation of other EU legislative acts were received.

[28] The KPI was drafted on the expectation of visits related to Directives 2009/45/EC and 1999/35/EC. The Commission subsequently confirmed that the visits were in relation to the registration of passengers under Directive 98/41/EC, as recorded in the Output, point 8.

Key Performance Indicators (3.5)		Target 2012	Result 2012
Inspections	number of inspections per year	13	19
	percentage of planned inspections completed	100	146.2
Reports	number of reports per year	13	15
Historical Indicator*	number of findings per year	n/a	63

*This is not an indicator of the Agency's performance. The intention is to monitor its evolution over the years, as an indicator of the performance of the inspected entities and of the need for the particular type of inspection.

3.6 HORIZONTAL ANALYSIS

Financial and Human Resources	Planned Input	Actual Input[29]
Commitment appropriations in EUR	447,927	293,276
Payment appropriations in EUR	447,927	286,947
Staff	3 AD	2 AD

OUTCOME

Provide advice to enable the Commission and the EFTA surveillance Authority to assess and verify the implementation of EU maritime legislation. The overall objective is to assess and improve the level of maritime safety and the prevention of pollution by ships in the EU.

Objectives	Output
1. Carry out 2-3 Horizontal Assessments and report to the Commission with indications of possible improvement actions. 2. Support the Commission in its assessment of inspection visit follow-up to individual Member States and, when required, in any follow-up actions (e.g. consultations with MS, Workshops on best practice etc). 3. Conduct analyses of research projects to assist the Commission, upon request, with preparatory work for updating/developing legislation.	1. 2 horizontal assessments were completed, concerning the full cycle of visits under the VTMIS Directive 2002/59/EC and an interim analysis on the training of seafarers under Directive 2008/106/EC. 2. A workshop was hosted on VTMIS. A compilation of safety issues found during an inspection campaign on fire protection on RoPax vessels was completed. Presentations on the horizontal assessment task to Member States' officials and to a classification society. 3. No requests were received from the Commission to analyse research projects.

Key Performance Indicators (3.6)		Target 2012	Result 2012
Analysis on the basis of full or interim inspection cycles	number of analyses per year	2 - 3	2
	percentage of planned horizontal analyses completed	100	100
Reports	number of reports per year	2 - 3	2

[29]Input halved due to staff departure.

4. PROVIDING MEMBER STATES AND THE COMMISSION WITH TECHNICAL AND SCIENTIFIC ASSISTANCE AND FACILITATING TECHNICAL COOPERATION BETWEEN MEMBER STATES´ MARITIME AUTHORITIES AND WITH THE COMMISSION

4.1 PORT STATE CONTROL

Financial and Human Resources	Planned Input	Actual Input
Commitment appropriations in EUR	1,844,200	1,369,156
Payment appropriations in EUR	1,768,200	1,271,596
Staff	3 AD, 1 AST, 2 SNE, 1 CA	3 AD, 2 SNE

OUTCOME

The Agency is contributing to the setting-up of the new Port State Control system in line with Directive 2009/16/EC, introducing a new inspection regime based upon a new information system.

The Agency is working towards harmonising Port State Control in and by Member States, by developing and organising common training and common PSC tools. This will contribute to a more harmonized level of PSC in the European Union, establishing a more unified level of maritime safety.

Objectives

1. Management and enhancement of harmonised training tools for Port State Control Officers.
2. Deliver training: New Entrants Seminars and Refresher Seminars.
3. Provide training on Directive 2009/16/EC.
4. Management and elaboration of 'RuleCheck'.
5. Keeping up-to-date official list of banned vessels and company performance.
6. Providing statistics upon request.
7. Supporting the Commission in the implementation of Directive 2009/16/EC on Port State Control.
8. Participation in all technical meetings and working groups of the Paris MoU, and certain policy meetings, on behalf of the Commission.

Output

1. Two new modules have been developed and two on line courses were imported from the Paris MoU Secretariat and made available through the EMSA electronic platform (MaCKs). This increased the number of training modules to 17. The system now accounts for 1,172 users from most Paris MoU member States. Around 3,000 courses have been undertaken by users at a rate of 30 courses a day during the last three months of 2012.
2. Six training sessions were organised (Two New Entrant and four Refresher seminars).
3. Training on Directive 2009/16/EC was provided under the Agency's Technical Assistance programme.
4. A new version of RuleCheck was released in January 2012, incorporating new contents and revising existing functionalities. Therefore, following the specific contact signed in 2012, all the technical preparatory works to launch a new version of RuleCheck have been completed. The consequent release will take effect early in 2013.
5. Live updates of the information on inspections, detentions, prevention of operation and refusal of access within the Paris MoU region was available through a dedicated portal linked in the EMSA website.
6. Ad-hoc statistics were generated at the request of the Commission and Member States of the Paris MoU to verify the factual status of the implementation of the PSC regime after 1 January 2012.

   A new tool (Jasper) allowing statistical analysis of the data stored in the THETIS database has been created and made available to the Member States.
7. EMSA assisted the Commission by providing text proposals and suggestions on impact assessment to be carried out for the amendment of Directive 2009/16/EC to include the provisions of the Maritime Labour Convention, 2006.
8. EMSA represented and assisted the Commission in the Paris MoU Advisory Board (MAB), Technical Evaluation Group and Port State Control Committee meetings and actively contributed to the work of their subsidiary task forces.
9. As requested by COSS 25 the Commission tasked EMSA to convene an expert meeting in September 2012 to explore a preliminary set of THETIS Business Rules to support the enforcement of the Directive 2009/20/EC on the insurance of shipowners for maritime claims. The meeting led to agreement on the development of an ad-hoc module in THETIS that could facilitate the exchange and reporting of information between EU Member States of the Paris MoU.

Key Performance Indicators (4.1)		Target 2012	Result 2012
Training	number of training sessions per year	5	6
Attendance	number of experts attending per year	250	262
Client satisfaction	result of customer survey	positive	positive
Rulecheck user response	number of system errors per year	<10	2

4.2 ACCIDENT INVESTIGATION

OUTCOME

Activities are aimed at further developing the accident investigation capabilities of Member States and the ability to collect and compare investigation data at EU level.

Financial/Human Resources	Planned Input	Actual Input
Commitment appropriations in EUR	907,634	775,443
Payment appropriations in EUR	1,110,134	910,914
Staff	3 AD, 1 AST, 1 SNE	3 AD, 1 AST

Objectives	Output
1. Running and enhancing the Marine Casualty Information Platform (EMCIP). 2. Managing access to the EMCIP database. 3. Checking EMCIP data quality through acceptance procedure. 4. Analysis of marine casualty data. 5. Supporting the setting up and functioning of a permanent cooperation framework as foreseen by Directive 2009/18/EC. 6. Supporting the Commission in the implementation of Directive 2009/18/EC. 7. Supporting Member States with processing VDR information. 8. Supporting Member States through development and promotion of training activities.	1. 1,987 marine casualties and incidents were reported in the EMCIP. An EMCIP User Group meeting was organised to discuss data sharing and established the conversion rules to link EMCIP to GISIS, the IMO database. Extra functionalities were developed and implemented in the system in June and November, including a "Query by example" or the updated list of entitled authorities (as in the 2nd Service Level Agreement for maintenance and enhancement of the platform). 2. 26 Member States were connected to EMCIP. Permanent access to the EMCIP database, Administration tool and Portal was granted to existing and new organisations and users from Member States. 3. Data populated in the database (notifications and investigations) were checked in order to verify its quality. 4. A methodology was developed to analyse casualty investigation reports. 5. Two PCF meetings were organised (in March and November). Secretariat of the PCF was provided by the Agency. First collection of PCF resources was arranged to support the development of a training plan by PCF. 6. Participation in four inspection visits to Member States to assess the implementation of Directive 2009/18/EC. Methodology for inspection visits to the Member State updated in September. 7. Contract with MAIB signed in July to organise training sessions on VDR and other electronic evidence. First course delivered in November at MAIB premises and attended by 23 investigators. 8. "Core skills for Accident Investigators" course delivered. Two EMCIP training sessions organised (June & Nov). An introduction to the AI Directive was included in the Maritime Legislation Course. A seminar on Accident Investigation in Azerbaijan was chaired on behalf the Commission (TAEIX). A one day course on the AI Directive was given to the Greek Maritime Authorities.

Key Performance Indicators (4.2)		Target 2012	Result 2012
EMCIP meetings	number of meetings per year	2	3
Accident database	number of reports in system	1000[30]	1,987

[30] This target is based on experience of the previous years and is not, strictly speaking, a measure of the performance of the Agency

4.3 TECHNICAL ASSISTANCE[31]

Financial and Human Resources	Planned Input	Actual Input
Commitment appropriations in EUR	1,117,325	908,936
Payment appropriations in EUR	1,120,325	828,890
Staff	2 AD, 1 AST, 1 SNE	2 AD, 1 AST, 1 SNE

OUTCOME

To promote best practices between EU Member States and increase knowledge and awareness of solutions found, benefiting maritime safety, ship security and prevention of and response to marine pollution by ships.

To support the process of approximation to EU maritime safety "acquis" for candidate and potential candidates.

Objectives	Output
1. Up to 10 training sessions for Member States. 2. 6 sessions for training/technical assistance for officials from Croatia, Turkey and the Western Balkans related to EU-legislation and EMSA activities. 3. Support the Commission in implementing the SAFEMED II Project.	1. Eleven training sessions and one workshop for the benefit of the Member States. 2. Ten sessions for training/technical assistance for officials from the Candidate and Potential candidate countries, related to EU-Legislation and EMSA's activities. 3. Support to the Commission for the implementation of the SAFEMED II Project was also provided.

Key Performance Indicators (4.3)		Target 2012	Result 2012
Training for Member States	number of MS training sessions per year	8	12
	number of MS experts attending per year	140	297
Training for accession countries	number of AC training sessions per year	6	10
	number of AC experts attending per year	80	175
Client satisfaction	result of customer survey	positive	positive

[31] Training on PSC is not included here because it constitutes a different activity. It is referred to in section 3.1 - Port State Control.

4.4 MARINE EQUIPMENT AND SHIP SAFETY STANDARDS

OUTCOME

Financial and Human Resources	Planned Input	Actual Input
Commitment appropriations in EUR	1,170,855	1,153,621
Payment appropriations in EUR	1,178,855	1,114,508
Staff	6 AD	6 AD

The Agency contributes to the safety of ships and marine equipment at European level by closely monitoring the standards development. It also ensures the functioning of the internal market by assessing safety problems and/or market distortions.

Objectives	Output
1. Monitoring of the work at IMO in the field of Maritime Safety Standards and technical support to the Commission. 2. Technical support regarding passenger ship stability, ISM code and Goal Based Standards developments. 3. Assistance for the revision of Directive 98/18/EC on safety rules and standards for passenger ships. 4. Assistance to the update of the technical annexes of the Marine Equipment Directive (yearly basis) and to the revision of the Directive. 5. Examination of submissions under article 13 of the Marine Equipment Directive. 6. Upgrade of the MARED database. 7. Management of the alert system foreseen by the MRA signed between EU and USA.	1. Support provided to the Commission and Member States and participation in IMO/MSC, SLF and DE meetings. 2. Technical papers were provided on various subjects as requested by the Commission, such as passenger ship safety (a passenger ships safety legislative review) and ISM (a submission to IMO). 3. Support provided to the Commission on the revision of the Directive and on the Impact Assessment study. 4. Assistance in the finalisation of the 8th amendment of the Marine Equipment Directive and commencement of the 9th amendment. 5. Support provided for three new cases under Article 13 of the Marine Equipment Directive and one new case under Article 14. 6. The MARED database upgrading work was started, with a view to completion in 2013. 7. Managed the alert system foreseen by the MRA signed between the EU and the USA. No alerts were transmitted.

Key Performance Indicators (4.4)		Target 2012	Result 2012
MARED Database	percentage per year availability	97	100

4.5 MARITIME INFORMATION, EQUASIS AND STATISTICS

Financial and Human Resources	Planned Input	Actual Input
Commitment appropriations in EUR	1,259,325	1,470,254
Payment appropriations in EUR	1,239,325	1,310,101
Staff	2 AD, 1 AST, 1 SNE	2 AD, 1 AST, 1 SNE, 1 CA

OUTCOME

Reliable and compatible data support the Agency's tasks in preparing and making use of up-to-date and validated information on maritime safety.

Objectives	Output

Objectives

1. Management of Equasis.
2. Publishing the sixth annual statistical report on the world merchant fleet in Equasis.
3. Production of statistical products (regular or ad hoc), as well as analyses, services and publications, for internal and external use, as appropriate.
4. Enhancement of the MARINFO database through a new framework contract for data services entering into force from 1 January 2012.
5. Supporting projects related to calculation of air emissions from ships based on AIS data.

Output

1. Activities in 2012 were the organisation of the annual meetings of Equasis (Editorial Board, Supervisory Committee), set-up and monitoring of the 2012 budget, monitoring of technical developments, relations with providers and the Technical Unit and answering over 10,000 incoming emails from users and providers.
2. The annual statistics were published in September with updated content, additional information and enhanced layout.
3. Statistical analyses were conducted, based on internal and external requests for information, the latter coming essentially from the Commission or Member States, and have registered an increase facing last year (from 23 to 40 answered requests).
4. The implementation of the six new MARINFO contracts resulted in an enhanced MARINFO database (including online services and magazines). Additions to the database included ship's engine data, oil cargo voyage data, newbuildings/demolitions and offshore installations data. As such, the MARINFO database as it stands today has evolved to an information system, an environment more sophisticated and controlled where data quality and consistency checks are performed for the first time in MARINFO, before accepting the contractors deliverables.
5. The project, undertaken in co-operation with the Finnish Meteorological Institute, to estimate ships' air emissions in EU sea areas in 2011 was successfully concluded. A final report was delivered summarising the findings and the methodology/assumptions employed.

Key Performance Indicators (4.5)		Target 2012	Result 2012
Availability of the system	percentage per year availability of Equasis	99.5	99.89
Users	number of users per month	30 000	34,247
Contributors	number of contributing members	8	9

4.6 PREVENTION OF POLLUTION BY SHIPS

Financial and Human Resources	Planned Input	Actual Input
Commitment appropriations in EUR	1,609,730	1,062,187
Payment appropriations in EUR	1,621,730	1,063,234
Staff	7 AD, 1 SNE, 1 CA	5 AD, 1 SNE, 1 CA

OUTCOME

The Agency's expertise in matters related to environmental protection assists the Commission and Member States to better tackle a variety of ship-sourced pollution and emission problems, with regard to implementation as well as new legal developments.

Objectives

1. Port reception facilities:

- Preparing reports for the Commission on various technical aspects of Directive 2000/59/EC.

- Provide assistance to the Commission in matters related to the review of Directive 2000/59/EC.

- Analysing international instruments aiming to clarify legal and technical aspects for the delivery and reception of ship-generated waste and cargo residues, including a close monitoring of on-going discussions at IMO and other international fora (e.g. ISO standards on port reception facilities and on the segregation of waste on board ships).

2. Air emissions:

- Providing technical assistance to the Commission in the field of air emissions, following the recent adoption of the revised MARPOL Annex VI and on the review of Directive 2005/33/EC.

- Assisting the Commission in reviewing and assessing various voluntary and mandatory technical and market-based measures to reduce greenhouse gases from ships, depending on the regulatory choices made at international or EU level.

- Providing assistance to the Commission in following the international developments, notably on the Energy Efficiency Design Index.

3. Ship recycling:

- Assisting the Commission in developing an EU wide strategy for ship dismantling as requested.

- Assisting the Commission with negotiations at the IMO regarding the development of relevant guidelines and other international developments.

4. Ballast water:

- Contributing to the implementation of the IMO Convention by the following and contributing to the development on various issues, notably sampling for compliance and risk assessment, ensuring consistency between regional approaches in Europe and helping Member States ratify the Convention.

5. Anti-Fouling systems:

- Providing technical assistance to the Commission and the Member States, as appropriate.

6. Other:

- Monitoring and advice on international and EU developments related to other environmental issues.

Output

1. Port Reception Facilities:

i) EMSA assisted the Commission in the preparatory work related to the revision of Directive 2000/59/EC, including:

- providing an opinion on the draft interim and final report of the procured impact assessment study;

- two informal expert-level meetings with the Commission covering different aspects such as the future common monitoring and information system and coverage of MARPOL Annexes etc.;

- assessment of the waste and reception facilities under Annex VI to MARPOL in the EU context.

ii) A study on the 'delivery of ship-generated waste and cargo residues to port reception facilities in EU ports' that EMSA had procured in 2011, was delivered.

iii) Monitoring of and participation in on-going discussions related to PRF matters at the international level (IMO, HELCOM, ISO and others) including active participation (via correspondence) in the technical ISO group working on the draft PRF standard.

iv) Representing the Commission in HELCOM's PRF Cooperation Platform (preparing guidance on operational and technical aspects of sewage delivery to port reception facilities).

v) Participation, including a presentation, in five events (by IMO, HELCOM, ESPO, Euroshore, Green Tech) on ships' waste and cargo residue management.

2. Air Emissions:

i) Sulphur Directive:

- Various notes and background papers were provided in the context of the discussions during the co-decision procedure prior to adoption of Directive 2012/33 (amending Directive 1999/32).

- EMSA acted as technical secretariat for the three Commission/EMSA ad-hoc expert groups on LNG as a shipping fuel.

- EMSA procured a study on 'standards and rules for bunkering gas fuelled ships'.

ii) GHG:

- EMSA actively participated in the on-going discussions at IMO within Energy Efficiency Working Groups (Intersessional Meetings on the EEDI, working/correspondence groups).

- Technical advising DG MOVE on the extension of the EEDI regulatory framework to both Ro-Ro and Ro Pax fleet.

- Technical Report to DG MOVE - Provisional assessment of cost effective options to achieve short-term reduction of CO_2 emissions from existing ships.

- EMSA developed, together with DG MOVE, a technical & operational CO_2 reduction concept for the existing fleet.

- Participating and delivering presentations in several international workshops/meetings.

- EMSA has also been involved technically in the preparatory work regarding the potential development of regional market based measures and the resulting proposals for a Monitoring, Reporting and Verification (MRV) scheme.

	Output (continued)
	3. Ship Recycling: - EMSA provided input to DG ENV and DG MOVE during the on-going co-decision procedure regarding the Commission proposal for a Regulation on Ship Recycling. - EMSA participated - on behalf of DG MOVE - in an expert group meeting organised by the Danish Presidency on the proposal for Regulation on Ship Recycling. - EMSA participated in the two MEPC Ship Recycling working group meetings and provided input to the IMO Correspondence Group on ship recycling. **4. Ballast water:** - EMSA completed the report of the IMO Correspondence Group on Ballast Water Sampling for submission to the IMO. - Research was undertaken to develop a sampling protocol for gross non-compliance testing of the Ballast Water Management Convention. - EMSA assisted with the development and implementation of a training course for the Mediterranean States on the implementation and enforcement of the BWM Convention. - A workshop was organised on the type approval of Ballast Water Management Systems to prepare Member States for the significant debate on this matter at IMO's MEPC 64 meeting. - Supported the EC and the Member States at the IMO during the significant discussions on ballast water enforcement. - Represented DG MOVE during the development of a new legislative proposal on Invasive Alien Species by DG ENV. **5. Anti-fouling systems:** - There were no requests for technical assistance.

4.7 LIABILITY AND COMPENSATION

Financial and Human Resources	Planned Input	Actual Input
Commitment appropriations in EUR	202,309	150,638
Payment appropriations in EUR	205,309	140,393
Staff	1 AD	1 AD

OUTCOME

Through its activities the Agency contributes to a better understanding of the regulatory system regarding maritime liability and compensation and better implementation of EU rules in this field.

Objectives	Output
1. Support the Commission and Member States in matters regarding maritime liability and compensation. 2. Increase knowledge on the implementation and effects of international conventions and relevant EU legal instruments in this field, including the Directive on ship-source pollution.	1. EMSA supported the Commission and the Member States by participating in the meetings of the IMO Legal Committee when various liability and compensation items were raised, in particular the increase of the limits of the Convention on Limitation of Liability for Maritime Claims 1996. 2. EMSA organised workshops and trainings to support the Member States in their implementation of the Directive on the insurance of shipowners and the Regulation on the liability of the carriers of passengers. 3. EMSA supported Member States in the implementation of the Directive on ship-source pollution by hosting the drafting group on the Guidelines for prosecuting ship-source pollution.

5. POLLUTION PREPAREDNESS, DETECTION AND RESPONSE

5.1 NETWORK OF STAND-BY OIL SPILL RECOVERY VESSELS

Financial and Human Resources	Planned Input	Actual Input
Commitment appropriations in EUR	18,383,547	17,522,221
Payment appropriations in EUR	18,555,410	16,900,845
Staff	11 AD, 3 AST	11 AD, 5 AST

OUTCOME

The Network of Stand-by Oil Spill Response Vessels offers a European tier of pollution response resources to top-up the response capacities of EU Member States when protecting their coastlines from marine pollution.

Objectives	Output
1. Renewing the existing stand-by oil recovery contract for the North Sea, signed in 2008, for an additional period of 3 years. 2. Retendering the lots of the Atlantic Sea and the Central Mediterranean for the expiring and not renewable stand-by oil recovery contracts. 3. Reinforcing the Network in the Bay of Biscay and the Western Mediterranean Sea. 4. Organising the participation of EMSA contracted oil recovery vessels in regional and/or national at-sea response exercises. 5. Supervising vessel and equipment maintenance as well as crew capacity to implement the contractual service. 6. Providing expertise to Member States or the Commission in case of an incident. 7. Implementing improvement projects to upgrade the pollution response capacity of the Network.	1. The contract covering two dredgers in the North Sea was renewed for an additional 3 year period. 2. Replacement response capacity for the (Southern European) Atlantic Sea and Central Mediterranean areas was established through the award of two Vessel Availability Contracts. 3. Additional response capacity was established for the Bay of Biscay whilst the procurement procedure for the West Mediterranean is expected to be completed in Spring 2013. 4. 13 EMSA Stand-by Oil Spill Response Vessels participated in 12 at-sea operational exercises organised in cooperation with EU Member States and/or Regional Agreements in the Baltic Sea, North Sea, Bay of Biscay, Atlantic Coast, Mediterranean Sea, Aegean Sea and Black Sea. In parallel, 13 notification exercises were conducted with Member States. 5. A total of 57 Quarterly Drills were performed by the vessels under contract to the Agency. Additionally, 8 Acceptance Drills were conducted in 2012. These included bringing into operation the four vessels contracted at the end of 2011 for the West Mediterranean and Black Sea areas as well as, replacing existing capacity, in the Southern Baltic and Central Mediterranean. 6. As part of the pollution response plan presented to Italian authorities and due to the pollution threat posed, one EMSA vessel was authorised by the Agency to enter into a contract to assist the lightering operations for the off-loading the bunkers of the Costa Concordia. 7. Four improvement projects were launched with two completed. The other two projects are expected to be completed on schedule in mid-2013.

Key Performance Indicators (5.1)		Target 2012	Result 2012
Stand-by vessel network	number of contracts	16	16
	geographical coverage	All regional sea basins of Member States	All regional sea basins of Member States
Pre-fitting	number of newly contracted vessels pre-fitted	4	4
Drills and exercises	number of drills per year	65	65
	number of operational exercises per year	8	16
	number of notification exercises per year	12	17
Response to requests	mobilisation time in hours	24	24

5.2 CLEANSEANET AND ILLEGAL DISCHARGES

Financial and Human Resources	Planned Input	Actual Input
Commitment appropriations in EUR	4,953,669	5,080,791
Payment appropriations in EUR	5,300,332	4,730,319
Staff	7 AD, 1 AST, 1 CA	5 AD, 2 AST, 1 CA

OUTCOME

The Agency provides a satellite image based service to support coastal States, the Commission and selected non-EU countries in their efforts to identify, trace and track illegal discharges and polluters, and in support of maritime surveillance. The CleanSeaNet service provides a sustainable and extensive basis upon which users can extend their activities targeting illegal discharges in European waters.

Objectives

1. Provide CleanSeaNet satellite images and alerts to EU Member States on a regular basis for the monitoring of seas and detection of illegal discharges and polluting vessels.
2. Provide assistance to EU Member States and the Commission in case of accidental spills.
3. Enhance the CleanSeaNet service with models and oceanographic information.
4. Provide training to EU Member States on CleanSeaNet.
5. Organise biannual meetings of the EMSA CleanSeaNet User Group.
6. Develop activities with enforcement authorities to stimulate an effective follow-up to CleanSeaNet detections.

Output

1. The CleanSeaNet service has met the expected performance KPIs. The unexpected cease of ENVISAT service was compensated by immediate re-planning of RadarSat images, with minimum impact (one month only) on the level of service.
2. All requests for emergency assistance were immediately supported.
3. A new satellite network (CosmoSky), modelling and alerting capabilities were added.
4. Nine Member State training sessions were delivered.
5. User group meetings were properly organised.
6. Work on the EU guidelines for enforcement of prosecution measures has advanced as planned (final version will be delivered in 2013).

Key Performance Indicators (5.2)		Target 2012	Result 2012
Satellite images	number of images ordered and analysed per year	2,000	2,234
Assistance for accidental spills	percentage response rate to assistance requests	100	100
CSN-DC performance	percentage per year availability of CSN	97.5	98.13

5.3 COORDINATION, COOPERATION AND INFORMATION

Financial and Human Resources	Planned Input	Actual Input
Commitment appropriations in EUR	1,180,454	1,063,625
Payment appropriations in EUR	1,174,928	923,217
Staff	5 AD	5 AD

OUTCOME

Activities of the Agency in this field are aimed at supporting the preparedness structures and response capabilities of Member States with regard to marine pollution incidents, as well as to disseminating best practice and exchanging information between Member States, their Regional Agreements, IMO and other relevant international bodies.

The Agency aims to disclose as much relevant information as possible regarding chemicals and their treatment in the marine environment in order to assist Member States dealing with spills involving hazardous and noxious substances.

Objectives

1. Coordinating CTG MPPR meeting/workshops/ EMPOLLEX and implementing the CTG MPPR Rolling Work Programme.
2. Developing and updating marine pollution preparedness and response related information, studies, reports and inventories.
3. Maintain the network of specialised chemical experts (MAR-ICE Network).
4. Develop datasheets of chemical substances for marine pollution response.
5. Supporting activities of Regional Agreements, the IMO and other relevant bodies/organisations where appropriate.

Output

1. In addition to the 7th CTG MPPR meeting held in October, EMSA organised a special workshop on "Claims Management", continued to support the rolling work programme and the EMPOLLEX marine pollution expert exchange programme.
2. Material which was developed or updated, and published, includes: the "Inventory of Member States Pollution Response Vessels", the "Inventory of EU Member States Policies and Operational Response Capacities for HNS Marine Pollution", the technical report on "Discharge facilities for oil recovered at sea", and the revised EMSA "Claims Management Guidelines". A framework contract to update and upgrade EMSA software tool DUET (Dispersant Usage Evaluation Tool) was signed.
3. The MAR-ICE Network continued and was activated for two HNS spills as well as for a drill.
4. The MAR-CIS project (MARine Chemical Information Sheets) continued and 54 new datasheets were produced.
5. The Agency participated in, and contributed to, two IMO OPRC/HNS Technical Group meetings in 2012. Furthermore, the Agency contributed to the work of the operational meetings of the Bonn Agreement and HELCOM. EMSA also participated in the INTERSPILL Conference with an exhibition stand and presentations.
6. In addition, EMSA held a 'Workshop addressing the Use of Oil Spill Dispersants following the Deepwater Horizon incident' in November.

Key Performance Indicators (5.3)		Target 2012	Result 2012
Cooperation, coordination and information			
Coordination of the CTG MPPR	Number of CTG MPPR meetings and workshops	2	3
Development of studies/ reports	Number of studies/reports/decision support tools	2	3
HNS operational support			
Response to requests for assistance to MAR-ICE	percentage of responses within 2 hrs.	>75	100
	percentage of responses within 4 hrs.	<25	0
Developing datasheets	number of datasheets produced	50	54

6. HORIZONTAL ACTIVITIES

6.1 - 6.4 OVERHEAD/HORIZONTAL TASKS

HR Planned Input[32]	Actual Input
Management Team/Bureau of the Executive Director:[33] 13 AD, 6 AST, 2 CA Human Resources: 1 AD, 7 AST, 5[34] CA Legal and Financial Affairs, Facilities and Logistics: 5 AD, 3 AST, 8 CA Operations Support (ICT): 5 AD, 13 AST, 4 CA	Management team/Bureau of the Executive Director: 9 AD, 7 AST, 2 CA Human resources: 1 AD, 7 AST, 4 CA Legal and financial affairs, Facilities and Logistics: 5 AD, 3 AST, 8 CA Operations Support (ICT): 2 AD, 11 AST, 2 CA

The functions mentioned should further structure and facilitate the working practices and projects of the Agency to enable staff with the allocated resources to work towards meeting the objectives in an efficient and cost-effective manner in line with the Financial and Staff Regulations.

Functions

Management team/Bureau of the Executive Director
- Work programme, including staff and budget planning.
- Action Plan for Pollution Preparedness and Response
- 5 year Strategy implementation.
- Annual report and accounts.
- Multi Annual Staff Policy Plan.
- Budget preparation and follow-up.
- Preparation of meetings of the Administrative Board, decisions, minutes.
- Regular monitoring of ongoing projects.

Human resources
- Management of the establishment plan (new recruits, turnover, etc.).
- Administration and Management of the payroll.
- Development and Implementation of a traineeship policy.
- Implementation of rights and obligations arising from the Staff Regulations.
- Further development of training policy (in particular regarding the implementation of individual Training Plans).
- Introduction of electronic HR tools.
- Implementation and improvement of existing HR policies related to career development.

Legal and financial affairs, Facilities and Logistics
- Verification of commitment and payments files.
- Organising and executing transfers.
- Providing budget overviews.
- Advising on and verifying contracts and procurement procedures.
- Providing legal advice to the Executive Director and the units.
- Managing facilities and support services of the Agency.

Operations support (ICT)
- Maintaining and enhancing a state-of-the-art Data Centre to host maritime applications.
- Providing advanced business continuity and ICT security services.
- Providing 24/7 ICT Operations for hosting of maritime applications.
- Providing technical expertise to support operational maritime applications.
- Providing technical support to the development and rollout of new maritime applications and major upgrades to existing ones.
- Providing Horizontal ICT Service Platforms for Maritime Applications.
- Providing EMSA's Corporate Services Platforms (email, EDMS, file & print, etc.).
- Providing advanced ICT desktop and mobile services to staff.

Key Performance Indicators (6.1-6.4)		Target 2012	Result 2012
Establishment plan	execution rate establishment plan	→100% min 94%	94.8%
Budget - commitment appropriations	execution rate commitment appropriations	→100%	94%
Budget - payment appropriations	execution rate payment appropriations	→100%	89%

[32] Financial resources not applicable here as already distributed across the activities.

[33] This number includes the Executive Director and his staff, Heads of Department and their staff, Heads of Horizontal Units as well as the data protection, audit and accountancy functions.

[34] 1 CA temporarily assigned to cover a maternity leave.

6.5 EXTERNAL COMMUNICATION, PROTOCOL AND EVENTS SUPPORT

Financial and Human Resources	Planned Input	Actual Input
Commitment appropriations in EUR	1,545,179	1,634,745
Payment appropriations in EUR	1,545,179	1,549,164
Staff	4 AD, 4 AST, 4 CA	4 AD, 4 AST, 5 CA

OUTCOME

Activities should aim at giving public and interested parties objective, reliable and easily understandable information with regard to the Agency's work (Reg. 1406/2002/EC, Art. 4.2).

Objectives

1. Preparing regular publications and completing/updating brochures and leaflets.
2. Improving internal communication tools.
3. Creating/updating electronic information tools (e.g. website and videos).
4. Presenting at meetings, exhibitions and conferences.
5. Dealing with protocol related issues.
6. Supporting the organisation of events/meetings in the Agency.

Output

1. Publications
   - Work Programme 2013 and Annual Report 2011
   - Inventory of possible training courses provided by EMSA for Member States
   - Network of Stand-by Oil Spill Response Vessels and Equipment
   - EU States Claims Management Guidelines
   - MAR ICE Network: Marine Chemical Emergency Information Service
   - Integrated Maritime Services: Supporting maritime monitoring
   - Quarterly training and cooperation newsletters
   - 12 monthly newsletters
2. Internal communication: further development of new intranet including new e-recruitment tool and online survey and test functions
3. Electronic & audiovisual material: continuous information feeds through EMSA twitter account
4. Participation at InterSpill 2012 event in London and press visits on board EMSA contracted vessels (Portuguese journalist on Bahia Tres off Sines)
5. Protocol: management of rights and obligations under the protocol agreement for EMSA staff and their families e.g. registration with Portuguese authorities and VAT recovery from relevant Member States.
6. Events and meetings: 50 workshops/working groups for 1166 participants; 3 Administrative Board meetings, amounting to 134 participants. Training organised throughout the year for a total of 734 participants.

Key Performance Indicators (6.5)		Target 2012	Result 2012
Publications	number of publications/leaflets/brochures produced per year	14	17
	number of events organised by EMSA per year	40	53
Events and meetings	number of participants at EMSA events per year	1,250	1300

European Maritime Safety Agency
Annexes
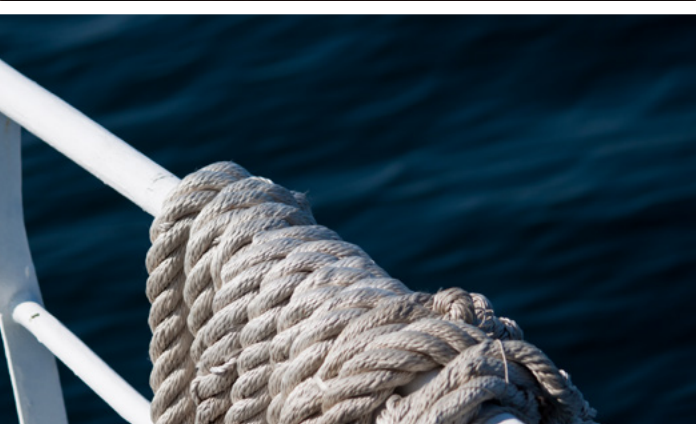
ANNEX 1: GOVERNANCE, MANAGEMENT AND INTERNAL CONTROL SYSTEMS

1. MANAGEMENT AND CONTROL SYSTEMS

1.1 ADMINISTRATIVE BOARD

The Administrative Board plays a fundamental role in steering the work of the Agency through the adoption of the Multi-Annual Staff Policy Plan and 5-year Strategy, as well as the annual Work Programme and associated Draft Budget and Establishment Plan. With the revision of the Founding Regulation, published in January 2013, this role has been reinforced with additional and strengthened oversight powers and responsibilities. In parallel the practices and procedures of the EMSA Administrative Board have evolved to ensure effective involvement in the planning and priority setting processes and guarantee the most optimal use of the resources of the Agency.

EMSA's Administrative Board met three times in 2012. The Budgetary and Finance committee met twice prior to the first (March 2012) and last (November 2012) meetings, to review financial and technical agenda items in detail. At the last Administrative Board meeting of the year, a new mandate for this committee was adopted, reinforcing its advisory function. In order to further increase the efficiency of the decision-making process of the Board, agenda items have been divided into "A items" – items of a more 'technical' nature, for possible adoption by the Board 'en bloc following detailed examination by the committee and its subsequent recommendation to the Administrative Board;', and "B items" – items of a more 'substantive' nature, which tend to require substantial input and guidance from the Administrative Board. Analysis of these latter substantive points by the Committee remains welcome if deemed useful to prepare discussions at the main meeting. Likewise, any of the former technical items may be raised and discussed at the main meeting should any of the Board Member so wish. Taking into consideration this "enriched" role of the Committee, now referred to as Administrative and Finance Committee, its composition was enlarged from five to eight members, of which two are representatives of the Commission. It was also agreed that the mandate of this Committee would be reviewed annually.

Furthermore, at the request of the Chairman, the Agency developed the Administrative Board Handbook that compiles all relevant information about the important tasks of the Administrative Board, their legal sources and the overview of different processes and the actors involved in each phase. This single and user-friendly document constitutes a significant tool for the Administrative Board and is distributed to newly appointed members and alternates, along with the rules of procedure of the Administrative Board that were also reviewed during 2012 in order to better reflect the provisions of the revised Founding Regulation.

2012 was also an important year for the Agency, as at its June meeting, the Administrative Board appointed the new Executive Director of the Agency, Mr Markku Mylly.

Finally, at its meeting on 20 November 2012, the EMSA Administrative Board nominated a new Steering Group to update the 5 year Strategy that was adopted in March 2010, composed of three representatives from Member States, one representative from the European Commission and one representative from EMSA. The revised strategy will be adopted by the Administrative Board by the end of 2013.

A summary of Administrative Board decisions in 2012 is provided in Annex 3c.

1.2 MANAGEMENT

The Executive Director is directly supported by three Heads of Department, a Policy Advisor, the Accounting Officer and the Internal Audit Capability.

The Executive Director and the Heads of Department (Senior Management Meeting) meet every week to discuss the upcoming issues that concern strategic planning and documents, including short oral briefings of the most relevant technical developments.

The Executive Director, the Heads of Department and the Heads of Unit (Management Meeting) meet every month to monitor progress of the ongoing projects and to discuss any outstanding issue of an administrative or technical nature of horizontal interest.

The outcomes of the Management Meetings are published on the intranet. Unit meetings are generally held subsequently in order to transmit in more detail the outcome throughout the Agency.

Besides regular management meetings, the Agency's management team has at its disposal a series of well-established tools to monitoring work programme and project implementation closely: monthly budget execution reports, regular planned procurement updates, key performance indicator scoreboards produced on a quarterly basis covering the Agency's external services, etc. Within the Departments and also at Unit level, a number of planning and monitoring tools are also in place, such as the planning of visits and inspections, the EMSA's training plan for maritime administrations, the planning of publications to be produced, etc.

Occasionally, when the need arises, all staff meetings are convened to present the most important administrative and technical novelties to the entire EMSA manpower.

1.3 EX-ANTE CONTROLS

Agency verifiers perform regular and systematic ex-ante verifications of financial and legal transactions to check whether operations are legal, regular and compliant with the principle of sound financial management. In 2012, detailed financial verification checklists were refined and additional ones were introduced. The whole verification (legal and financial) system is reviewed every six months. The Charter of Authorising Officers was also updated. In this context,

the training scheme was enhanced and additional training modules have been delivered both to Authorising Officers as well as to staff involved in financial and legal transactions.

1.4 RISK MANAGEMENT

At EMSA, as in other EU Institutions and bodies, risk management is progressively being implemented since the introduction of the Internal Control Standards[35].

During the course of 2012, EMSA adopted a Risk Management Policy which aims to provide clear guidance on how to analyse and evaluate risks (i.e. identify and assess risks), decide on actions and controls to terminate or mitigate the risks, assign ownership and finally to implement these actions and controls and monitor and review the risk management process.

As a result, the Agency has developed a risk register, which covers all identified internal and external risks related to all EMSA's activities, and an action plan to reduce the level of each identified risk to an acceptable level.

The Risk Management Policy is reviewed whenever necessary and at least annually.

1.5 STATUS OF INTERNAL CONTROL STANDARDS

Since the start of its activities, and in pace with the growth of the Agency, EMSA has progressively developed and implemented a series of internal measures to ensure that its activities are subject to control and to provide reasonable assurance to management of the achievement of the Agency's objectives.

These internal control measures help to ensure that EMSA's operational activities are effective and efficient while also certifying that all legal and regulatory requirements are met, that financial and management reporting is reliable and that assets and information are safeguarded.

In order to formalise the internal control system, the Agency has implemented a full set of Internal Control Standards (ICS) and minimum requirements which were also adopted by the Administrative Board (November 2009). These Internal Control Standards are based on, and fully in line with, equivalent standards established by the European Commission for its own departments.

Examples of measures already in place are: implementation of organisational structures; development of several staff policies and operational procedures; provision of training in various areas; setting of clear objectives and monitoring them through well-developed management reporting and monitoring tools including performance indicators. Taken together, these measures constitute the internal control system of the Agency.

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[35] The EMSA Internal Control Standards (ICS) were adopted by its Administrative Board in its 23rd meeting of 20-21 November 2009. ICS #6 states: "A risk management process that is in line with applicable provisions and guidelines is integrated into the annual activity planning."

The effectiveness of the Agency's internal control system is subject to an annual assessment by management.

During 2012 the Agency made special efforts to further develop and implement following internal controls:

Implementation of the Risk Management Policy (related to ICS no. 6)

The Agency adopted its Risk Management Policy in 2012. At the same time, an action plan to reduce the level or each identified risk to an acceptable level was defined and the necessary actions were taken.

Annual assessment of the internal control system (related to ICS no. 15)

Following a recommendation from the IAS to review the Agency's internal control system to assess whether controls in place are effective, and taking into consideration the requirement that "Management should assess the effectiveness of the Agency's key internal control systems, including the processes carried out by implementing bodies, at least once a year", the Agency implemented a procedure in order to comply with the requirement.

As part of this formal procedure, the Head of Corporate Services was appointed Internal Control Coordinator.

Following the adoption of this procedure, the Agency's internal control system will be formally assessed on a yearly basis.

Sensitive functions Policy (related to ICS no. 7)

The Agency's Internal Control Standard dealing with sensitive functions states "The Agency's operational structure supports effective decision-making by suitable delegation of powers. Risks associated with the sensitive functions are managed through mitigating controls. Adequate IT governance structures are in place".

The overall purpose for defining sensitive functions is to prevent fraud and corruption within the EU Institutions and bodies.

The identification of sensitive functions serves as a management tool to raise the awareness of staff and management concerning the potential risks involved and the need for risk control activities.

In order to ensure that sensitive functions are clearly defined, recorded and kept up to date, a policy for sensitive functions was developed and adopted in 2012. The purpose of this document is to define the EMSA policy regarding the identification and management of sensitive functions.

Following adoption of this policy, a risk assessment for each sensitive function was carried out and relevant mitigating controls are implemented. The overall process shall be subject to a regular review once every three years and when a new sensitive area of activity is created or identified.

Business Continuity (related to ICS no. 10)

In the course of 2012, EMSA adopted formal Business Continuity Plans (BCP) for both its operational activities and corporate services. As part of this process, a Business Continuity Facility in Porto, Portugal, became operational.

The BCPs aim to ensure that EMSA will remain able to perform its critical and essential support and operational functions in the event of crisis, disasters and disruptions to its activities. The BCPs should also help to return to a state of "business as usual" within pre-defined time frames should any of these events occur.

The Internal Audit Service (IAS) of the Commission conducted an audit of Business Continuity Management at the Agency in 2012. The results of this IAS audit were very positive (see details under 2.2). EMSA will continue to fine-tune its BCPs during the next years and will continue to ensure that all critical processes are covered by them.

1.6 DATA PROTECTION

EMSA complies with the provisions of the Regulation (EC) No 45/2001 on the protection of individuals with regard to the processing of personal data by the Community institutions and bodies and on the free movement of such data. The Data Protection Officer (DPO) in EMSA is appointed by Decision of the Director for a period of 3 years, renewable once. The DPO runs the register of notifications of the operations that involve processing or storing personal data. Operations of a sensitive nature are notified to the European Data Protection Supervisor. The latter issued a report in December 2012 on the compliance of EU institutions and bodies with Article 24 of Reg. 45/2001 and in particular on the DPO Status. The evaluation of EMSA was positive.

2. AUDIT FOLLOW-UP AND RESERVATIONS

2.1 REGISTER OF EXCEPTIONS

EMSA adopted a procedure for registration and authorisation of exceptions in January 2011. The objective of the procedure is to ensure that the exceptions and deviations from established policies and procedures are properly justified and documented.

In 2012, three exceptions were registered in the register of exceptions, none involving any financial risk and none considered to have a negative impact on giving reasonable assurance.

2.2 RESULTS AND FOLLOW-UP OF AUDITS

The Agency has developed its own action plan where all recommendations issued by Internal Audit Capability (IAC), the Internal Audit Service (IAS) and the European Court of Auditors (ECA) are recorded.

The Agency considers the follow-up on the progress of the action plan on audit recommendations as an important element of its internal control system. A quarterly indicator is discussed at the senior management meeting and reported to the Commission.

At the end of 2012, 23 out of 28 audit recommendations had been implemented[36]. The total number of 28 audit recommendations includes recommendations made by the IAC, the IAS and the ECA.

2.2.1 INTERNAL AUDIT CAPABILITY

In accordance with article 38§4 of the Agency's Financial Regulation, the Agency set up an Internal Audit function (Internal Audit Capability or IAC) that is fully dedicated to providing support and advice to the Executive Director and management on internal controls, risk assessment and internal audit.

The IAC helps the Agency achieve its objectives by bringing a systematic and disciplined approach to building and applying mechanisms to evaluate and improve the effectiveness of risk management and control.

The IAC also plays a key role in coordinating the various audits carried out each year at the Agency and providing the follow up of the formulated recommendations.

During 2012 the IAC concentrated on providing assistance to the further development of internal controls and procedures as well as to coordination of the various audits at the Agency.

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[36] Audit recommendations issued during the last two years – earlier recommendations have been implemented.

The audit performed by the IAC related to the management of missions for EMSA staff. Following the recommendations made by the IAC the Agency has taken the necessary actions for corrective measures. The IAC also initiated the audit of the assets inventory that was performed in 2012.

Internal consultancy was provided regarding several internal control issues such as:

▶ the development of the Business Continuity Plan for Support Activities (now implemented);

▶ the assessment of Sensitive Posts;

▶ optimisation of the controls over the events budget management;

▶ and review of the Internal Control System.

The IAC also provided training to EMSA staff on "Ethics and Integrity" (Compulsory training for all EMSA staff members in line with ICS N°2).

2.2.2 INTERNAL AUDIT SERVICE

The Internal Audit Service (IAS) of the Commission conducted an audit in early 2012 to assess and provide independent assurance on the adequacy and effective application of the internal control system related to Business Continuity Management at the Agency.

The IAS concluded that the internal control system EMSA has put in place provides reasonable assurance regarding the achievement of the business objectives set up for the Business Continuity Management System.

In the second half of 2012, the IAS performed a follow-up audit, the objective of which was to assess the status of the recommendations reported by the Agency as ready for review regarding six previous IAS audit engagements as follows:

▶ Audit on Internal Control Standards (2006)

▶ Audit on Human Resources (2008)

▶ Audit on Pollution preparedness, detection and response (2009)

▶ Follow-up audit on open recommendations from past audits (2009)

▶ Audit on Legal & financial decision-making process (2010)

▶ Audit on Inspections (2011)

As a result of the follow-up, IAS assessed that 17 of the 20 recommendations

reviewed in the context of this follow-up engagement had been adequately implemented. For the three recommendations not yet fully implemented, the remaining actions have started (or are completed) as follows:

Adopt missing Implementing Rules (IR) for Staff Regulation

With the exception of the IR for the procedure dealing with professional incompetence, for which a model decision is expected from the Commission in the future, all remaining IRs and related measures or provisions are underway and at various stages of completion: under development for planned submission to the Commission (administrative inquiries and disciplinary proceedings; transfer of pension rights); awaiting Commission agreement (promotion of Officials and reclassification of Temporary Agents; mission guide); or completed (the temporary occupation of management posts, prepared in 2012 and adopted by the Administrative Board in March 2013).

Independence of Selection Board Members

For recruitment of new staff, the Agency needs to pay more attention to selection and nomination of members of the Selection Committee, the composition of which has to correspond more closely to the provisions of the IRs. Any exceptions in that respect need to be clearly motivated and explained and, if necessary, included in the exceptions reporting that the Agency has to maintain to capture transactions and developments which differ from standard procedures.

The Agency's interpretation of the IR ensures that all of the selection board members are not from the same unit; however EMSA will pay more attention to the selection and nomination of members to the Selection Committee.

Register of Exceptions

A new procedure for authorisation and registration of exceptions, either financial or other, was implemented in EMSA on 1st January 2011. However, at the time of the IAS follow-up in September 2012, only one list of exceptions was available (exceptions reported by the Financial Verifying Agents of Unit A.2.). No register of exceptions existed.

In consideration of the above, the Agency has taken the necessary measures; new instructions have been given to make sure all exceptions are now duly recorded in the register of exceptions.

2.2.3 EUROPEAN COURT OF AUDITORS

Following four observations from the Court in 2011, EMSA implemented measures in 2012 to further strengthen end-of-year procedures related in particular to timely de-commitments; asset management; and the transparency of recruitment procedures.

At the time of publication, the ECA's observations on the 2012 accounts have not been published. However, the ECA's draft final report has been received and the observations therein have been presented to the Administrative

Board. Furthermore, in accordance with the established process, the provisional accounts 2012 were adopted by the Administrative Board subject to certification without reserve by the European Court of Auditors. Formal approval by the Court of Auditors certifying that the 2012 Accounts are regular, conform and legal is expected in early autumn. The follow-up to the observations in the final document will be reported on in Annual Report 2013.

2.2.4 DISCHARGE

In reply to observations and comments made by the European Parliament in its discharge of 2010 and 2011, the Agency confirmed that it has implemented all the necessary actions to address previously identified weaknesses.

Asset management

In particular, the Agency has addressed all the issues concerning its asset management. In the course of 2012 detailed rules and procedures as regards asset management were developed and implemented. The correctness of the inventory was verified and, as foreseen, a full inventory of physical assets was completed in the second half of 2012. In addition, ABAC Assets, the Agency's tool to keep track of all its assets, has been fully updated.

In the area of the management of its marine pollution response assets, the Agency has established a number of guidelines and procedures. These have been consolidated, in a consistent manner, in a Compendium. This Compendium includes a chapter on the public sale procedure and a detailed procedure for the establishment of the relevant depreciated book value.

Budget and Financial management

The Agency has developed a monthly detailed reporting tool for budget execution and procurement progress. The budgetary execution rates for 2010 increased both for commitment and payment appropriations. The part of the operational budget spent by the Agency in the last quarter of the year is mainly related to the contracts for anti-pollution measures, more in particular to the vessel mobilisation contracts.

Procurement procedures

In line with the Financial Regulation the Agency included a specific Annex clearly indicating an overview of the negotiated procedures in its Annual Report.

Performance

The Agency has implemented an Activity Based Budgeting and Management system. One of the key elements of this system is to programme in detail all activities and allocate to each activity the necessary resources. Moreover, project implementation plans are developed for all main projects; these plans include all key milestones and delivery dates.

2.4 CROSSED SUB-DELEGATIONS

EMSA has no cross sub-delegations with other entities.

2.5 RESERVATIONS AND THE IMPACT ON THE DECLARATION

There were no reservations in 2012.

2.6 STATEMENT FROM THE INTERNAL CONTROL COORDINATOR

I declare that in accordance with the Commission's communication on clarification of the responsibilities of the key actors in the domain of internal audit and internal control in the Commission, I have reported my advice and recommendations to the Executive Director on the overall state of internal control at EMSA.

I hereby certify that the information provided in Annex 1 of the present AR is, to the best of my knowledge, accurate and exhaustive.

signed by the Internal Control Coordinator

3. DECLARATION OF ASSURANCE

I, undersigned, Markku Mylly, Executive Director of the European Maritime Safety Agency, in my capacity as authorising officer,

Declare that the information contained in this report gives a true and fair view;

State that I have reasonable assurance that the resources assigned to the activities described in this report have been used for their intended purpose in accordance with the principles of sound financial management, and that the control procedures put in place give the necessary guarantees concerning the legality and regularity of the underlying transactions;

This reasonable assurance is based on my own judgement and on the information at my disposal, such as the results of assessment of internal controls, the work of the Internal Audit Capability, the observations of the Internal Audit Service and the Court of Auditors and the recommendations from the European Parliament's Committee for Budgets for years prior to the year of this declaration;

Confirm that I am not aware of anything not reported here which could harm the interests of the Agency and the institutions in general.

signed by the Executive Director

ANNEX 2: FINANCIAL REPORTING

ANNEX 2A: IMPLEMENTATION OF THE BUDGET FOR THE FINANCIAL YEAR 2012:
(in EURO)

BUDGET TITLE	FUND SOURCE	COMMITMENT			PAYMENT		
		CREDIT AVAILABLE	COMMITMENT	COMMITTED %	CREDIT AVAILABLE	PAYMENT REQUEST	PAID %
1	C1	20,569,841	19,442,722	95%	20,569,841	19,284,022	94%
2	C1	4,723,930	4,323,577	92%	4,723,930	3,385,294	72%
3	C1	29,833,735	27,934,934	94%	32,202,844	28,451,773	88%
TOTAL		55,127,505	51,701,233	94%	57,496,614	51,121,088	89%

BUDGET TITLE	FUND SOURCE	COMMITMENT			PAYMENT		
		CREDIT AVAILABLE (1)	COMMITMENT (2)	COMMITTED %	CREDIT AVAILABLE (3)	PAYMENT REQUEST (4)	PAID %
1	C8	305,307	166,786	55%	0	166,786	55%
2	C8	786,842	709,525	90%	0	709,525	90%
3	C8	35,367,532	16,606,048	47%	0	16,606,048	47%
TOTAL		36,459,681	17,482,359	48%	0	2,287,441	89%

1 commitments that have been unused or partially unused (that means, with existing outstanding payments) in the previous year/s (i.e. 2011) and have been carried forward to the following year (i.e.2012)

2 Out of the total amount carried forward from 2011 into 2012 (36,459,681 €), 17,482,359 have been consumed

3 No C8 for PA

4 Payment consumed out of C8 commitments

Budget titles: 1=Staff; 2=Administrative expenditure; 3=Operating expenditure

Fund source: C1=credits of the year

Summary of data provided by the Agency in its annual financial statement.

These accounts are drawn up on an accrual basis and are rounded.

ANNEX 2B: ECONOMIC OUTTURN ACCOUNT
(in EURO)

	2012	2011
Revenues from administrative operations	642,014	634,641
Other operating revenue	52,424,090	50,222,650
TOTAL OPERATING REVENUE	53,066,104	50,857,290
Administrative expenses	-35,270,589	-30,801,554
All Staff expenses	-18,271,643	-16,683,040
Fixed asset related expenses	-7,443,913	-6,196,439
Other administrative expenses	-9,555,034	-7,922,076
Operational expenses	-16,942,548	-16,900,323
TOTAL OPERATING EXPENSES	-52,213,138	-47,701,877
SURPLUS/(DEFICIT) FROM OPERATING ACTIVITIES	852,966	3,155,414
Financial revenues	0	0
Financial expenses	-260	-2,042
SURPLUS/ (DEFICIT) FROM NON OPERATING ACTIVITIES	-260	-2,042
ECONOMIC RESULT OF THE YEAR	852,706	3,153,372

Summary of data provided by the Agency in its annual financial statement.

These accounts are drawn up on an accrual basis and are rounded.

ANNEX 2C: BALANCE SHEET
(in EURO)

	2012	2011
NON CURRENT ASSETS	27,882,291	27,200,774
Intangible fixed assets	4,039,251	3,342,203
Tangible fixed assets	23,552,904	23,568,435
Long-term pre-financing	290,136	290,136
CURRENT ASSETS	12,530,411	13,784,494
Short-term pre-financing	7,625,881	6,841,933
Short-term receivables	1,324,963	948,746
Cash and cash equivalents	3,579,567	5,993,814
TOTAL ASSETS	40,212,702	40,985,268
NON-CURRENT LIABILITIES	86,774	84,649
Provisions for risks and charges	0	0
Other long-term liabilities	86,774	84,649
CURRENT LIABILITIES	3,375,517	4,802,913
Provisions for risks and charges	387,266	110,000
Accounts payable	2,988,251	4,692,913
TOTAL LIABILITIES	3,462,291	4,887,563
TOTAL NET ASSETS/LIABILITIES	36,950,411	36,097,705

Summary of data provided by the Agency in its annual financial statement.

These accounts are drawn up on an accrual basis and are rounded.

ANNEX 2D: INFORMATION ON NEGOTIATED PROCEDURES

1. Legal basis

Article 30 of the EMSA Implementing Rules defines the obligation to report on negotiated procedures without publication of a Contract Notice (articles 126(1) (a) to (g) COM IR) and with publication of a Contract Notice (Articles 127(1) (a) to (d) COM IR). The Agency shall send a report on negotiated procedures to the budgetary authority, preferably as an annex to the annual activity report.

Art.30

"*Report on negotiated procedures*

Authorising officers by delegation shall record, for each financial year, contracts concluded under negotiated procedures referred to in Articles 126(1) (a) to (g), 127(1) (a) to (d) of the Commission Regulation (EC, Euratom) No 2342/2002 of 23 December 2002 laying down detailed rules for the implementation of Council Regulation (EC, Euratom) No 1605/2002 on the Financial Regulation applicable to the general budget of the European Communities, as amended. If the proportion of negotiated procedures in relation to the number of contracts awarded by the same authorising officer by delegation increases appreciably in relation to earlier years or if that proportion is distinctly higher than the average recorded for the Agency, the authorising officer responsible shall report to the Administrative Board setting out any measures taken to reverse that trend. The Agency shall send a report on negotiated procedures to the budgetary authority, preferably as an annex to the annual activity report."

2. Negotiated procedures 2012

In 2012 the following negotiated procedures based on articles 126(1) (a) to (g), 127(1) (a) to (d) of COM IR were launched:

REFERENCE NUMBER	PROJECT	STATUS
NEGOTIATED PROCEDURE WITH PUBLICATION OF CONTRACT NOTICE: ART. 127(1)(A)-(D)		
NEG/37/2012	Provision of catering Services to EMSA and EMCDDA	Awarded
NEGOTIATED PROCEDURE WITHOUT PUBLICATION OF CONTRACT NOTICE: ART. 126(1)(A)-(G)		
NEG/03/2012	Installation of High Capacity Multiskimmer	Awarded
NEG/06/2012	Improvement of the capacity of the vessel 'Kontio'	Awarded
NEG/07/2012	VDR Training Seminars	Awarded
NEG/11/2012	Purchase of corporate and financial information on companies and legal entities worldwide	Awarded
NEG/24/2012	Improvement Project for Petronav	Awarded
NEG/25/2012	Update and improvement for DUET	Awarded
NEG/26/2012	Presentation of the Study of the stability of Ro-Ro vessels	Cancelled
NEG/30/2012	Improvement Project for Monte Anaga	Awarded
NEG/31/2012	Interface with a research Institute	Launched
NEG/32/2012	Provision of SSN Related Quality Assurance Services	Awarded

3. Contracts awarded following special negotiated procedures

The table below illustrates the number of contracts awarded following completion of special negotiated procedures (within the scope of articles 126(1) (a) to (g) and 127(1) (a) to (d) of COM IR) in 2012.

For the purpose of comparison, cancelled and on-going procedures were not taken into account. Contracts awarded in 2012 following special negotiated procedures launched in 2011 are taken into account.

TYPE OF PROCEDURE*	2012
NEG based on art 127 IR	1
NEG based on art 126 IR	10
Total Special NEG	11

4. Contracts awarded following open, restricted and low value negotiated procedures

For the purpose of comparison, cancelled and on-going procedures were not taken into account. Contracts awarded in 2012 following open, restricted and low value negotiated procedures launched in 2011 are taken into account.

TYPE OF PROCEDURE*	2012
Open (O)	15
Restricted (RES)	1
Low value negotiated (LV-N)	16
Total OP + RES+ LV-N	32

5. Comparison of contracts awarded following special negotiated procedures with the number of contracts awarded following open, restricted and low value negotiated procedures for low value above 5000 Euro

The table below illustrates the comparison between the number of contracts following special negotiated procedures and the number of contracts following open, restricted and low value negotiated procedures for above 5000 Euro launched in 2012.

TYPE OF PROCEDURE*	2012
Total Special NEG	11
Total OP + RES+ LV-N	32

Ratio between contracts awarded following special negotiated procedures with the number of contracts awarded following open, restricted and low value negotiated procedures for low value above 5000 Euro is demonstrated in the graph below.

2012

- Total Special NEG (26%)
- Total OP, RES and LV-N (74%)
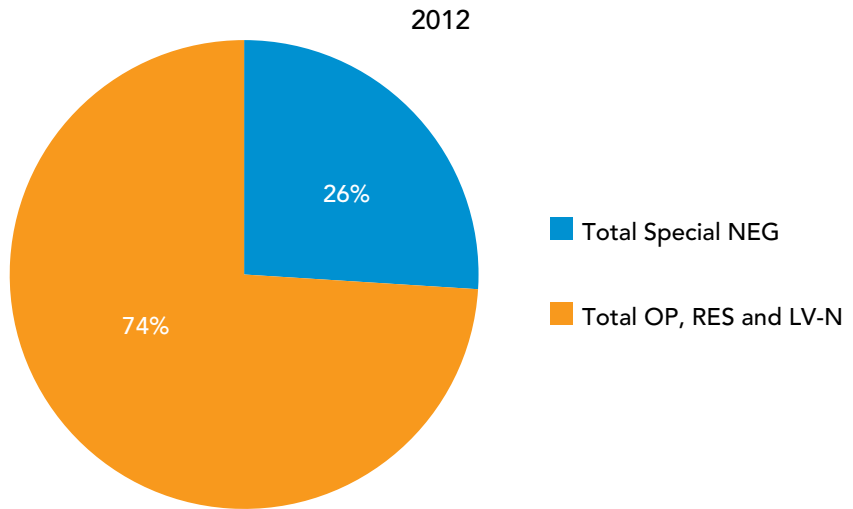
ANNEX 2E: INFORMATION ON A POSTERIORI COMMITMENTS

A commitment a posteriori is a budget commitment made after entering into a legal obligation with a third party and constitutes an infringement of the Financial Regulation. According to Article 62 (1) of the Financial Regulation the Authorising Officer must first make a budget commitment before entering into a legal obligation with third parties. The purpose of this rule is to ensure that no legal commitment is made without ensuring in advance that the related funds are reserved. The budget commitment must be made in the electronic system ABAC to be valid.

In the past a high number of commitments a posteriori occurred in the Agency. From beginning 2008 corrective measures and strengthened procedures were introduced having reduced the number of commitments a posteriori in 2012 to zero.

The following graph shows the number of commitments a posteriori during the period 2007 – 2012:

Number of Commitments a Posteriori
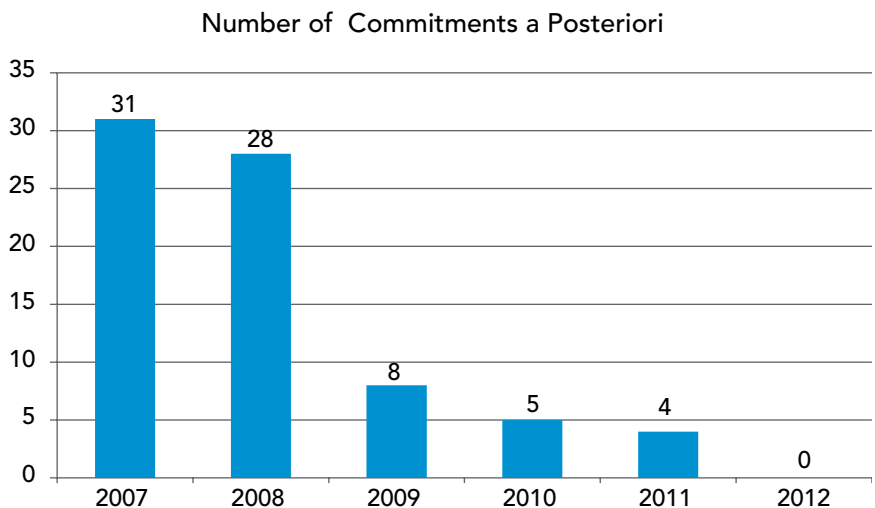
ANNEX 2F: INFORMATION ON COMPLIANCE WITH TIME LIMITS AND SUSPENSION OF TIME LIMITS

As in the period 2009-2011, the compliance with time limits has improved, with the percentage of late payments decreasing from 2011 to 2012 alongside a decreasing number of total payments, the latter being due to streamlining of agreemen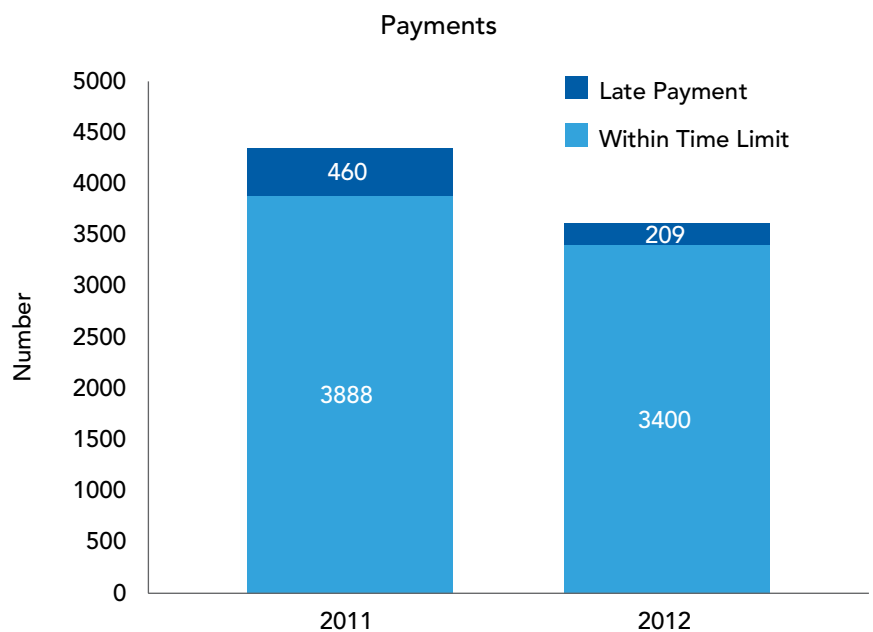ts with vendors in the administrative area. From 2011 to 2012, the number of payments carried out within the time limit improved to 94%. The total number of payments dropped from 4 348 in 2011 to 3 609 in 2012, equalling a reduction of 17%, compared with a 7% decrease from 2010 to 2011.

Payments

The formal suspension of time limits, whereby the Authorising Officer informs the beneficiary in writing that payment will be late for specific justified reasons, is necessary in order not to incur interest on late payments (in the case of interest above EUR 200). As a result of fine-tuned invoicing procedures, the total number of suspensions dropped by 33% from 2011 to 2012, while the share of payments dropped to 3%. The average suspension period increased from 35 to 40 days.

SUSPENSIONS	2010	2011	2012
Total Number	196	174	117
Average Suspension Period (days)	51	35	40
Share of Payments	4%	4%	3%

ANNEX 2G: ADDITIONAL FINANCIAL REPORTING: EVOLUTION OF BUDGET EXECUTION

Budget execution of the Agency remained high at 94% and 89% in commitment and payment appropriations respectively

Commitments

	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012
Authorised CA	2.650	13.300	35.360	44.738	48.249	50.203	48.335	54.352	56.445	55.030
Committed	1.043	7.503	29.714	34.287	43.280	46.467	45.427	53.203	53.718	51.701
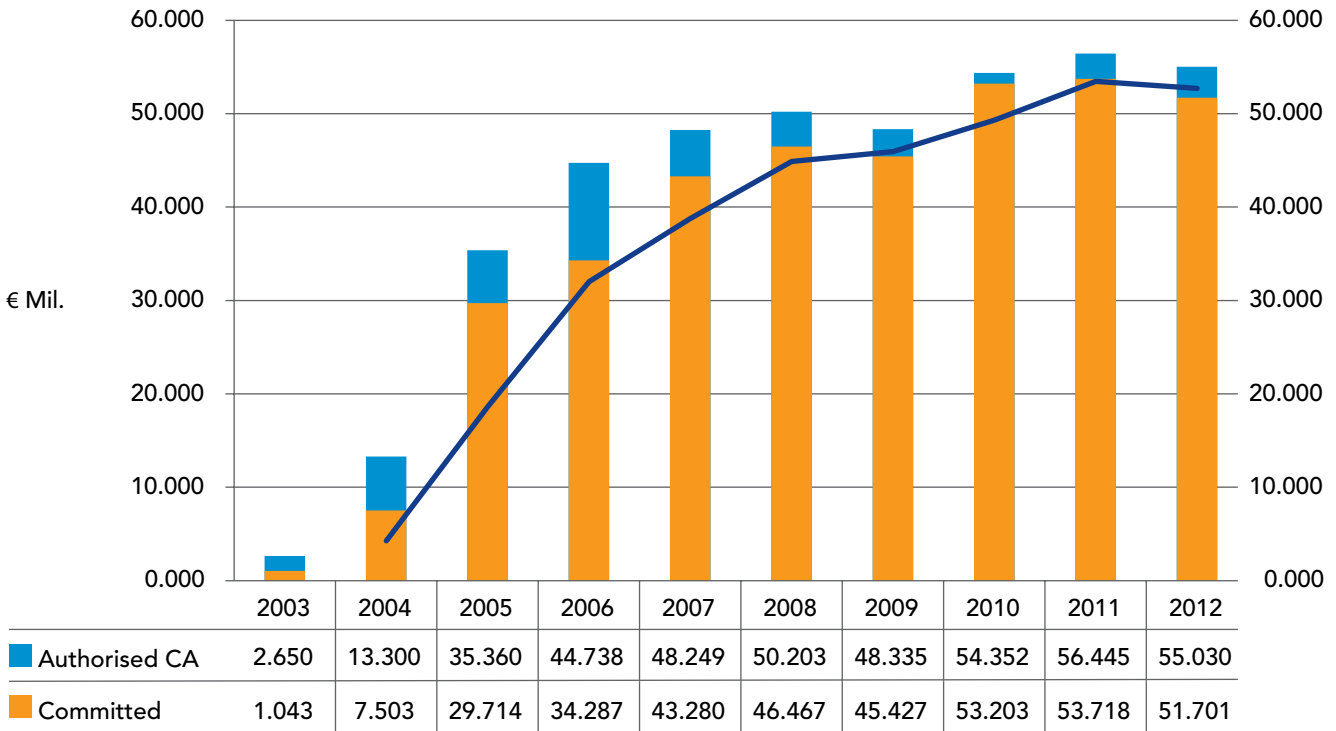
Budget execution, Commitment Appropriations, 2003-2012

Payments

	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012
Authorised PA	2.650	13.340	35.360	44.738	48.249	50.228	53.300	50.575	56.445	57.399
Paid	0.507	4.666	15.175	23.969	32.982	37.213	43.040	44.883	48.364	51.121
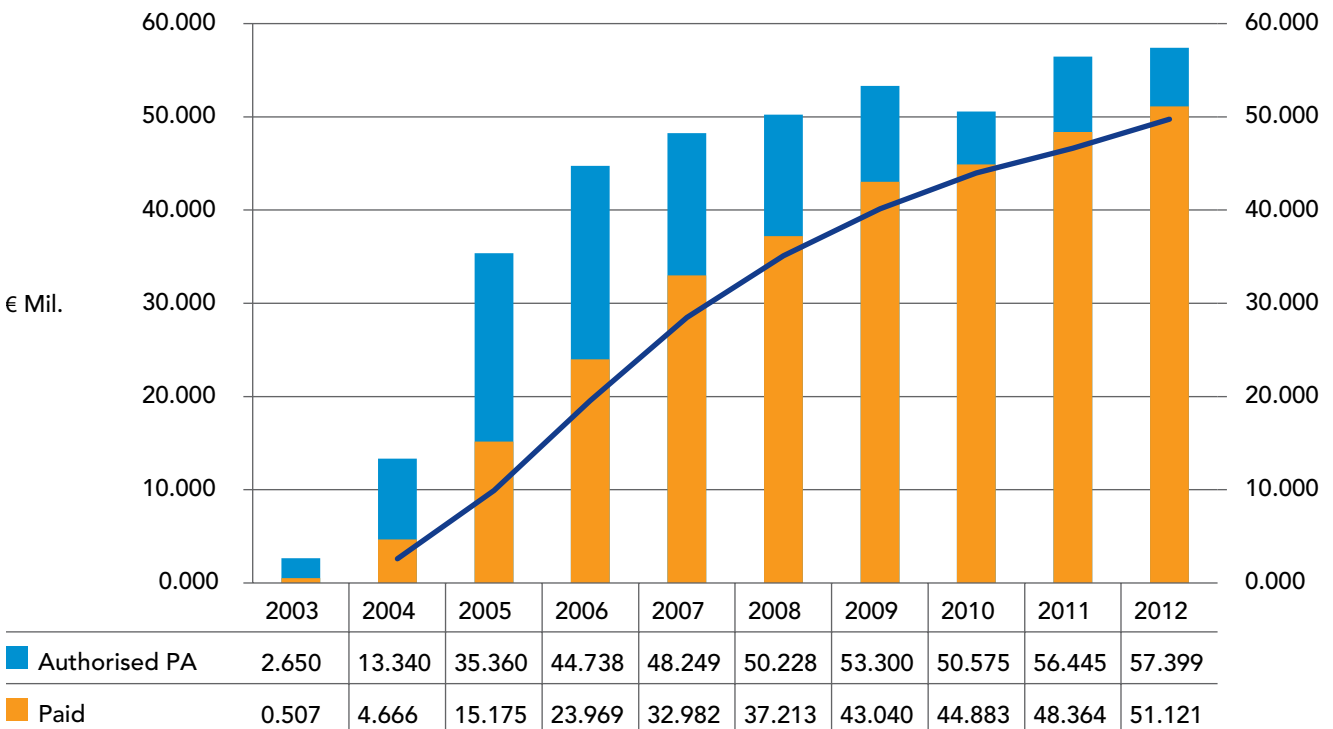
Budget execution, Payment Appropriations, 2003-2012

ANNEX 3: ORGANISATION, STAFF AND ADMINISTRATIVE BOARD DECISIONS

ANNEX 3A: ORGANISATION CHART AS PER 31.12.2012

Executive Director

- Bureau of the Executive Director
  Policy Advisor, incl. Communications
- Internal Audit
- Accountant

Head of Corporate Services Department A
- Budget Planning & Monitoring
- Finance, Procurement & Contracts

  - **Unit A.1. Human Resources**
    - A.1.1. Human Resources
    - A.1.2. Events & Missions Support
  - **Unit A.2. Legal & Financial Affairs**
    - A.2.1. Legal Affairs
    - A.2.2. Budget & Financial Affairs
    - A.2.3. Facilities & Logistics
  - **Unit A.3. Operations Support**
    - A.3.1. ICT Operations
    - A.3.2. Project Delivery

Head of Implementation Department B
- Financial Support
- Horizontal Analysis
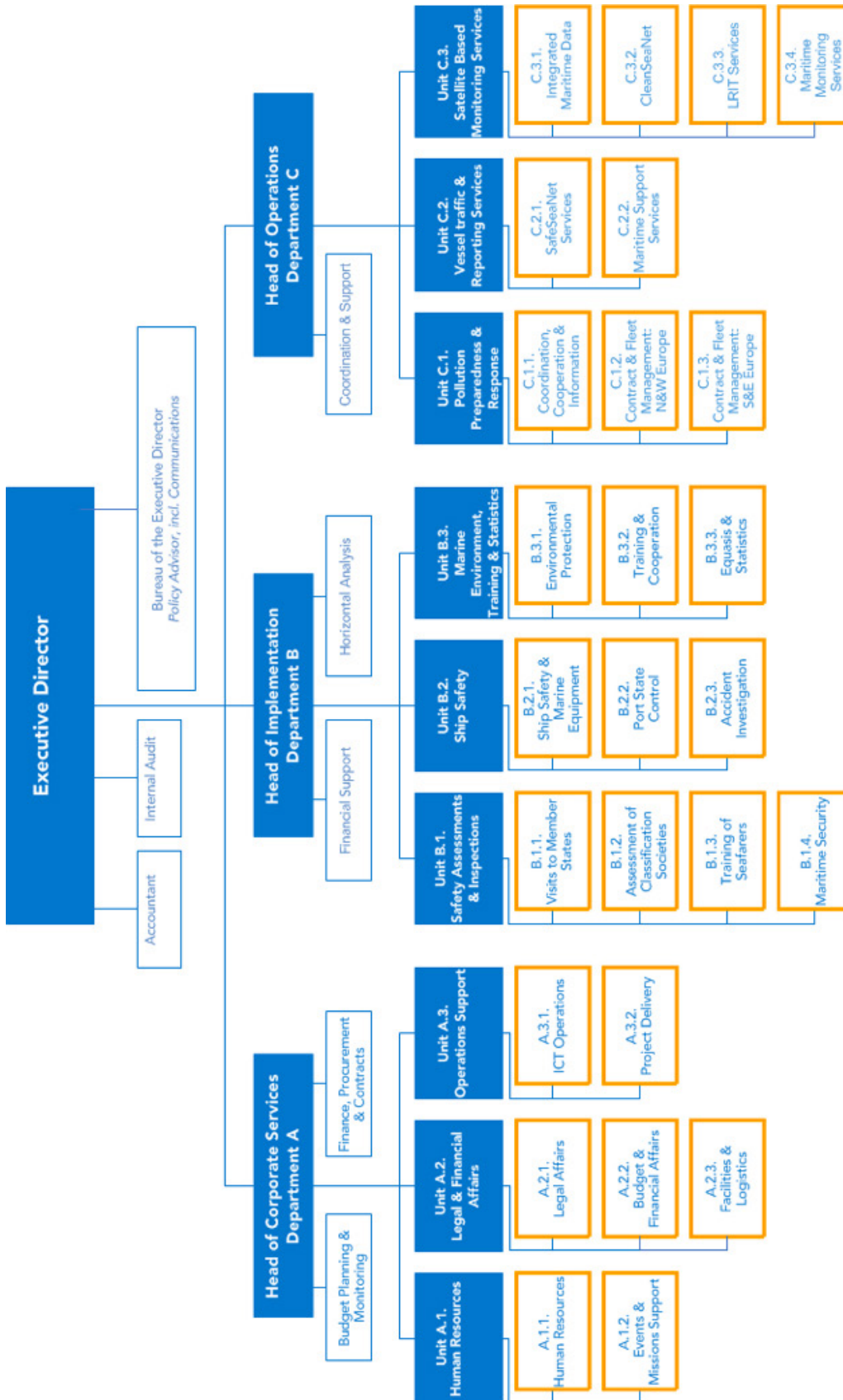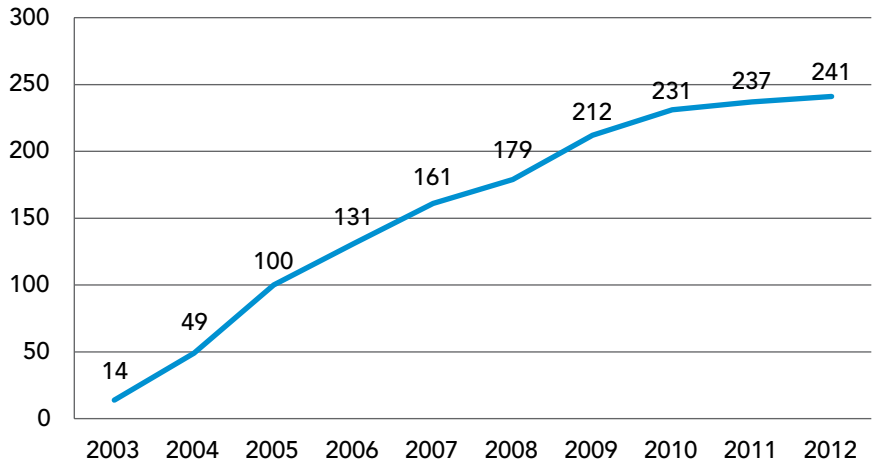
  - **Unit B.1. Safety Assessments & Inspections**
    - B.1.1. Visits to Member States
    - B.1.2. Assessment of Classification Societies
    - B.1.3. Training of Seafarers
    - B.1.4. Maritime Security
  - **Unit B.2. Ship Safety**
    - B.2.1. Ship Safety & Marine Equipment
    - B.2.2. Port State Control
    - B.2.3. Accident Investigation
  - **Unit B.3. Marine Environment, Training & Statistics**
    - B.3.1. Environmental Protection
    - B.3.2. Training & Cooperation
    - B.3.3. Equasis & Statistics

Head of Operations Department C
- Coordination & Support

  - **Unit C.1. Pollution Preparedness & Response**
    - C.1.1. Coordination, Cooperation & Information
    - C.1.2. Contract & Fleet Management: N&W Europe
    - C.1.3. Contract & Fleet Management: S&E Europe
  - **Unit C.2. Vessel traffic & Reporting Services**
    - C.2.1. SafeSeaNet Services
    - C.2.2. Maritime Support Services
  - **Unit C.3. Satellite Based Monitoring Services**
    - C.3.1. Integrated Maritime Data
    - C.3.2. CleanSeaNet
    - C.3.3. LRIT Services
    - C.3.4. Maritime Monitoring Services
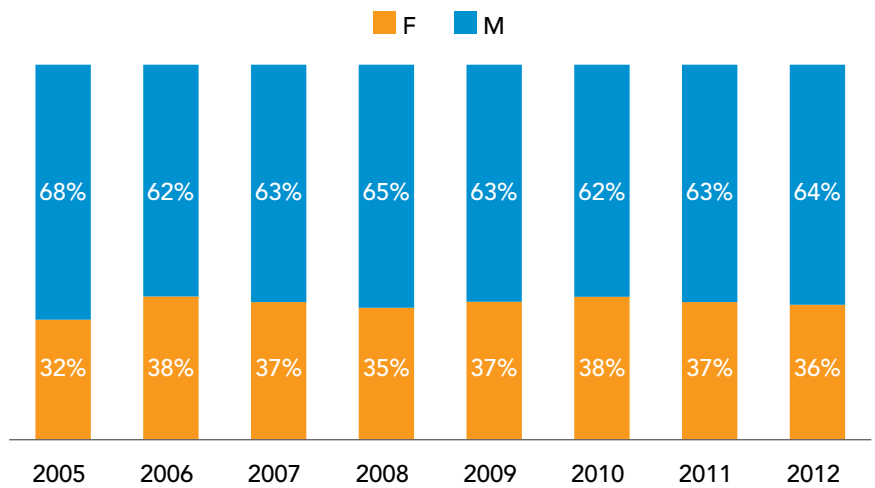
ANNEX 3B: STAFF STATISTICS

The statistics provided cover all EMSA staff, not only Statutory Staff.[37]

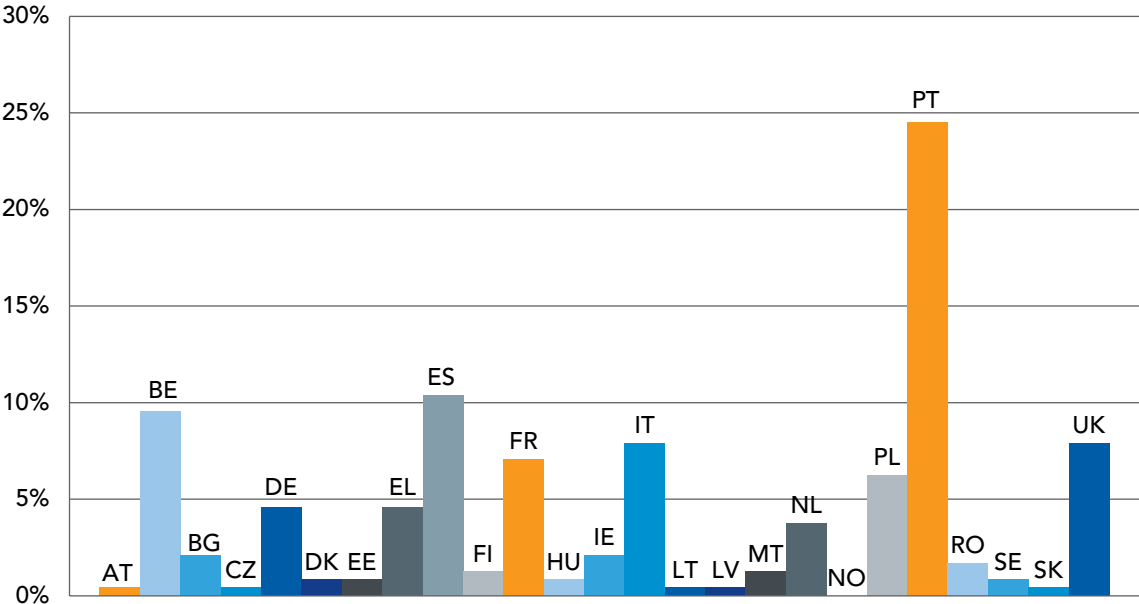## EMSA staff evolution 2003 - 2012

[37] Statistics cover Statutory Staff, Auxiliary Staff (2003 to 2006), Contract Agents (from 09/2006), and Seconded National Experts.
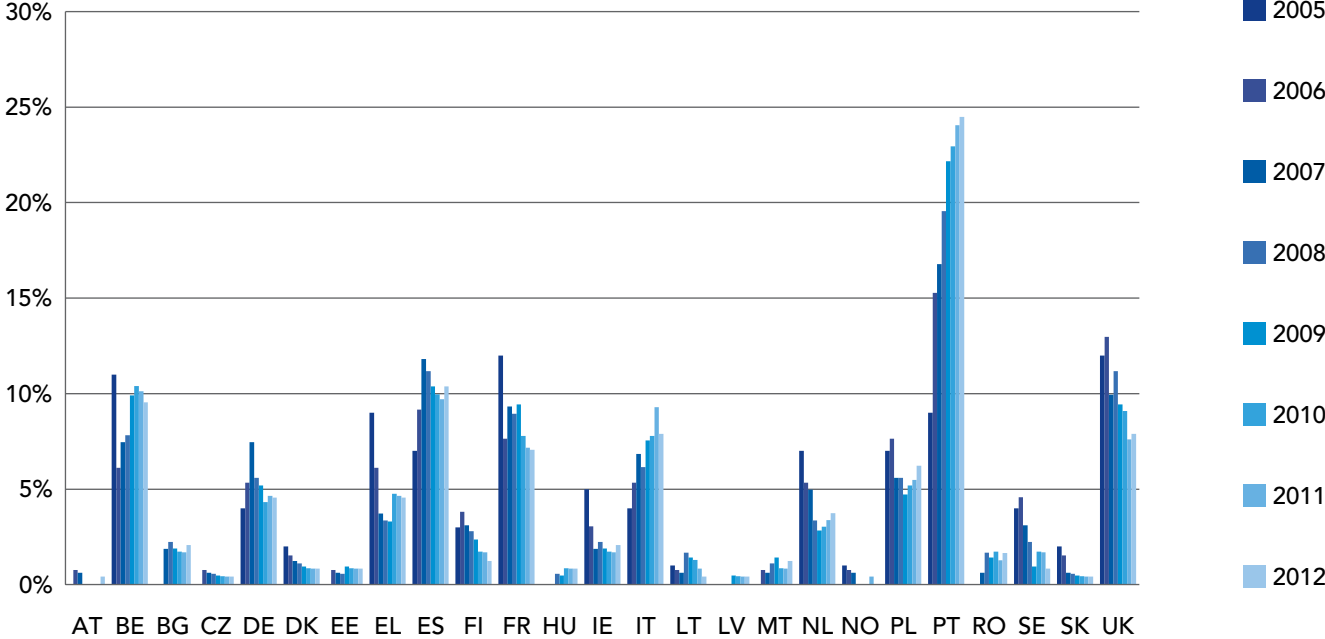
EMSA gender balance

EMSA staff by nationality 2012

	2012
AT	0.4%
BE	9.5%
BG	2.1%
CZ	0.4%
DE	4.6%
DK	0.8%
EE	0.8%
EL	4.6%
ES	10.4%
FI	1.2%
FR	7.1%
HU	0.8%
IE	2.1%
IT	7.9%
LT	0.4%
LV	0.4%
MT	1.2%
NL	3.7%
NO	0.0%
PL	6.2%
PT	24.5%
RO	1.7%
SE	0.8%
SK	0.4%
UK	7.9%
Grand Total	100%

EMSA staff by nationality 2005 - 2012

ANNEX 3C: SUMMARY OF BOARD DECISIONS

32nd Administrative Board meeting, 15-16 March 2012 held in Lisbon, Portugal.

The Administrative Board:

▶ Took note of the overview provided on the budgetary procedure and the role of the Administrative Board in that context.

▶ Adopted the Preliminary Work Programme 2013, inviting Administrative Board members to provide written comments to be compiled for the June meeting.

▶ Adopted the Draft Budget and Establishment Plan for 2013.

▶ Adopted the Multi-annual Staff Policy Plan 2013-2015.

▶ Took note of the information provided by the former Executive Director on its envisaged activities without objection.

▶ Took note of the information provided on the EMSA Financial Statement 2011 (including budget execution, balance sheet, profit and loss accounts).

▶ Took note of the Annual Report for 2011 School Arrangements in Lisbon.

▶ Took note of the overview on possible training courses for Member States provided by EMSA.

33rd Administrative Board meeting, 7-8 June 2012 held in Lisbon, Portugal.

The Administrative Board:

▶ Took note of the information provided on the EMSA Financial Statement 2011 (including budget execution, balance sheet, profit and loss accounts).

▶ Adopted the EMSA 2011 Annual Activity Report and the EMSA 2011 Accounts, subject to certification without reserve by the European Court of Auditors.

▶ Took note of the update provided by the Commission on the follow-up to EMSA's inspections and visits.

▶ Took note of the additional comments by Member States on the Preliminary Work Programme 2013 that was adopted at the March meeting.

▶ Took note of the Annual Report by the EMSA Internal Auditor.

▶ Adopted a decision amending Budget 2012.

▶ Took note of the information provided on the Administrative Board Handbook.

▶ Took note of the proposal by the Deputy Chairman on behalf of the Chairman for the revision of the mandate of the existing Sub-Committee on financial/budgetary issues, inviting Board Members to submit written comments to the draft decision within 4 to 6 weeks in order to include them in the revised decision for the November meeting, along with the revised Rules of Procedure of the Administrative Board in the light of the expected adoption of the revised Founding Regulation.

▶ Took note of the information provided on the draft service level agreement with FRONTEX and EFCA.

▶ Took note of the update by the Commission on the process regarding the revision of the EMSA Founding Regulation.

▶ Took note of the information provided by the Commission on the forthcoming proposal for the multiannual funding for the action of EMSA in the field of response to pollution at sea (2014-2020).

▶ Took note of the Member States' concerns regarding the impact of the publication of "company performance lists" in line with Commission Regulation (EU) n° 802/2010 implementing Article 10(3) and Article 27 of Directive 2009/16/EC.

▶ Appointed Mr Markku Mylly as Executive Director of EMSA in line with article 16 of the EMSA Founding Regulation.

34th Administrative Board meeting, 20 November 2012 held in Lisbon, Portugal.

The Administrative Board:

▶ Adopted, subject to the availability of the Commission's formal opinion and subject to the decision of the budgetary authority, the Work Programme 2013 and the associated budget and establishment plan for 2013.

▶ Took note of the update on the tenders for oil recovery vessels in 2012.

▶ Took note of the Court of Auditors' opinion and adopted the final accounts for the year 2011.

▶ Adopted a decision amending Budget 2012 (second amendment).

▶ Adopted a decision revising the mandate of the former Sub-Committee on financial/budgetary issues, now referred to as the Administrative and Finance Committee and appointed its members.

▶ Appointed two reporting officers among its members for the probationary period and the management probationary period of the Executive Director.

▶ Welcomed the setting-up of a Steering Group to produce an updated EMSA 5-year strategy for adoption in November 2013.

▶ Adopted a revision of its Rules of Procedures that will enter into force following the entry into force of the amendment to the EMSA Founding Regulation.

▶ Agreed to the proposed procedure for the implementation of Art. 10 (c) of the revised EMSA Founding Regulation, as interim guidelines for dealing with requests for assistance.

▶ Took note of 2012 budget transfers.

▶ Took note of the information provided on the EMSA Administrative Board Handbook.

▶ Took note of the information provided by the Commission on the new term of office for the EMSA Administrative Board, starting on 4 December 2012, lasting 4 years and renewable according to the revised Founding Regulation and referred to in a note on this subject addressed to the Permanent Representations to the EU in Brussels.

By written procedure, on 3 February 2012, the Administrative Board:

▶ Adopted a decision amending Budget 2011 (third amendment).

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