

62nd Meeting of the Administrative Board

Lisbon and Video Conference, 17 and 18 November 2021

SUMMARY OF DECISIONS

7. Welcome from the Chairman and adoption of the draft agenda

In view of the hybrid nature of the meeting a roll call was conducted to establish and confirm the presence of the quorum of 2/3 of the voting Members.

New Board Members/alternates were welcomed, as listed below.

The Agenda was adopted. No conflicts of interest were declared.

MS	New Board Member	New Alternate Board Member
Italy	Enrico Castioni Head of ICT Department Italian Coast Guard HQs, Ministry of Sustainable Infrastructure and Mobility (replacing Mr Nicola Carlone)	Claudio Manganiello (alternate) Head International Affairs Office Italian Coast Guard HQs, Ministry of Sustainable Infrastructure and Mobility (replacing Mr Piero Pelizzari)
Bulgaria	Ventsislav Ivanov Executive Director Executive Agency Maritime Administration (replacing Zhivko Petrov)	Lyuba Hristova (alternate) Head of International regulations and cooperation department International and National Maritime Shipping Regulations Directorate (replacing Peter Kirov)
Poland	Wojciech Zdanowicz Director, Maritime Officer in Szczecin (previously alternate)	Marta Grabowska Head of Shipping Safety and Port Security Ministry of Infrastructure (replacing Mr Zdanowicz)

Proxies/absences

Austria	No representation, no proxy
Slovenia	Proxy to Croatia

Admiral Nicola Carlone, former Deputy Chairman of the EMSA Administrative Board, was present for the first agenda item in order to say goodbye.

8. Minutes of the last meeting

The Administrative Board approved the draft minutes and decisions of the last meeting, which took place on 23 June 2021 by video conference.

9. Election of the Deputy Chairman of the Administrative Board

The Administrative Board elected by acclamation Mr Wojciech Zdanowicz, Board member from Poland, as Deputy Chairman of the Administrative Board.

10. Update on Agency's activities

The Administrative Board **took note** of the information provided by the Agency on:

(a) 2021 budget execution in the field of the European cooperation on coast guard functions;

- (b) Update on relevant tenders and developments in the field of anti-pollution measures, including the purchase of near shore-equipment using, as announced at the previous meeting, the financial resources made available by the North Atlantic vessel tender lot being unsuccessful;
- (c) Experience gained with RPAS activities;
- (d) Developments since the last AB meeting, including the update on MAKCs national extension.

The Agency took note of Cyprus' expression of interest in using MaKCs services for their national training system.

11. Draft EMSA Single Programming Document 2022 – 2024

The Administrative Board discussed, agreed on minor adjustments and adopted the EMSA Single Programming Document 2022 – 2024, which takes into account the Commission's formal opinion of 30 July 2021, and the associated 2022 Budget (€ 86,688,085 in both Commitment and Payment Appropriations) and 2022 Establishment plan (212 statutory staff (AD/AST), as well as 30 contract agents and 18 seconded national experts allocated to the different activities under the EU Subsidy), subject to the final decision of the budgetary authority. There were no requests for assistance.

12. Adoption of the list of "A" items

The Administrative Board **took note** of the following "A" items:

- (a) EMSA Financial Statement for 2020** – took note of the opinion of the European Court of Auditors and approved the final accounts for 2020.
- (b) Monitoring of findings and recommendations from internal and external audits and EMSA follow up (ECA, IAS)** – took note of the information provided on findings and recommendations from internal and external audits and the EMSA follow-up.
- (c) 2021 Appropriations cashed** – took note of the appropriations cashed in the current year, in addition to the EU subsidy.
- (d) EMSA 2021 Budget transfers** – took note of 2021 budget transfers.

13. Draft EMSA Single Programming Document 2023 - 2025

The Administrative Board considered the Draft Single Programming Document 2023 – 2025 and was invited to provide any further comments by Tuesday 30 November, ahead of the written procedure to be launched in mid-December for the Board's formal endorsement of the document ahead of the Agency's input to the budgetary procedure 2023 by 31 January 2022.

14. EMSA 20th Anniversary

The Administrative Board took note of the information provided by the Agency on the planning activities to mark the 20th anniversary of EMSA in 2022. Member States were invited to contact the Agency to share any suggestions for in-country events.

15. EMSA Draft Administrative Arrangements

The Administrative Board took note of the main elements of the future SAFEMED V and BC SEA II agreements with DG NEAR to be considered by the Board by written procedure in the beginning of 2022.

16. Appraisal of the Executive Director

The Administrative Board agreed on the proposed way forward and designated the Deputy Chairperson as reporting officer for the purpose of carrying out the annual appraisals of the Executive Director during her mandate.

17. Any other item upon request

The Executive Director requested Member States to promote the secondment of their staff to EMSA and to share with the Agency how it might facilitate this form of exchange for the National Administrations.

Date of the next EMSA's Administrative Board Meeting (March 2022) and planning for 2022

63rd meeting: 23rd - 24th March

64th meeting: during week 13th -17th June

65th meeting: during weeks 14th -18th or 21st - 25th November, subject to availability of the French Presidency calendar.

DETAILED MINUTES

62nd Meeting of the Administrative Board

Lisbon and Video Conference, 17 and 18 November 2021

1. Welcome from the Chairman and adoption of the draft agenda

In view of the hybrid nature of the meeting a roll call was conducted to establish the quorum of 2/3 of the voting Members.

New Members were welcomed, as listed below.

The representative of the EMSA Staff Committee was also welcomed as an observer on the invitation of the Chairman (Andreas Nordseth).

The Chairman of the Administrative Board recalled the members and alternates of their duty to sign the Declarations of Commitment and Confidentiality for 2022 and to have them sent by 30 November. The Agency would make available individual Declarations on the dedicated extranet after the meeting.

The Agenda was adopted.

No conflicts of interest were declared.

Nominations:

Italy

Board member: Enrico Castioni, Head of ICT Department, Italian Coast Guard HQs, Ministry of Sustainable Infrastructure and Mobility (replacing Nicola Carlone)

Alternate Board member: Claudio Manganiello, Head International Affairs Office, Italian Coast Guard HQs, Ministry of Sustainable Infrastructure and Mobility (replacing Piero Pelizzari)

Bulgaria

Board member: Ventsislav Ivanov, Executive Director, Executive Agency Maritime Administration (replacing Zhivko Petrov)

Alternate Board member: Lyuba Hristova, Head of International regulations and cooperation department, International and National Maritime Shipping Regulations Directorate (replacing Peter Kirov).

Poland

Board member: Wojciech Zdanowicz, Director, Maritime Officer in Szczecin (previously alternate, replacing Katarzyna Krzywda)

Alternate Board member: Marta Grabowska, Head of Shipping Safety and Port Security, Ministry of Infrastructure (replacing Wojciech Zdanowicz)

Proxies/absences:

Austria did not attend the meeting and had not provided proxies to any other Member State.

Slovenia provided proxy to Croatia.

Admiral Nicola Carlone, former Deputy Chairman of the EMSA Administrative Board, was present for the first agenda item in order to say goodbye. He conveyed his warm greetings to the EMSA Administrative Board and highlighted the impressive evolution of the Agency since its beginnings and its accomplishments.

2. Minutes of the last meeting

The Administrative Board approved the draft minutes and decisions of the last meeting, which took place on 23 June via video conference.

The draft minutes of the June Board meeting were circulated on 21 July and no comments were received.

3. Election of the Deputy Chairman of the Administrative Board

The Administrative Board elected by acclamation Wojciech Zdanowicz the Deputy Chairman of the Administrative Board.

The Chairman recalled the email sent to the Administrative Board on 11 October announcing the vacancy following the departure of Nicola Carlone from the Administrative Board and inviting them to submit their applications by 29 October.

Only one application was received – Wojciech Zdanowicz – previously alternate for Poland and subsequently appointed full member of the Administrative Board on 3 November.

It was also recalled that, in line with the provisions of the Rules of Procedure, the term of office of the newly elected Deputy Chairperson shall be valid for the remainder of the predecessor's term of office, expiring latest in December 2023, subject to remaining a member of the Administrative Board.

4. Update on Agency's activities

(a) The Administrative Board took note of the information provided by the Agency on the 2021 budget execution in the field of the European cooperation on coast guard functions

In relation to **Information sharing**, the Executive Director (Maja Markovčić Kostelac) informed the Board of the further implementation of the Historical Automated Behaviour Monitoring (H-ABM) so as to benefit from the investments made and the experience gained from the HP-IMS Long Term Storage (LTS). The new service of worldwide port calls detection was also developed, allowing for an improved monitoring capacity of the actual time of arrival (ATA) and actual time of departure (ATD) of vessels. Tenders for consultancy services supporting the definition of potential Artificial Intelligence and Machine Learning solutions in IMS were also currently being concluded.

She further emphasized that these solutions would contribute in an economical, efficient, and sustainable way to maritime safety, security, environment protection and the efficiency of maritime traffic aiming at reducing the workload of maritime administrations, maritime traffic, or maritime surveillance operators by automatizing certain analysis.

Stressing the importance of systems security, she reported on the assessment of security vulnerability of the EMSA infrastructure in support of the maritime applications, that led to the implementation of a 24/7 security monitoring system for processing security alerts and events from maritime applications.

In the domain of **RPAS**, the Executive Director informed the Board of improvements in the quality of service of the RPAS DC (Data Centre) through the implementation of an increased system capacity to support a higher number of RPAS missions in parallel and of the integration with EMSA applications to enrich the information provided to the RPAS community with oil spills and ship AIS information.

In 2021 efforts were made in procurement for the renewal and completion of the RPAS portfolio offered to Member States and Agencies, both when taking off and landing from vessels and from land. To complete these services, EMSA also contracted a new coastal service based on a small system taking off with a catapult and flying up to 15h in a row thanks to a system of antennas for radio relay.

In the area of **Capacity Building**, the assigned budget had been used to further develop the toolbox of the EMSA Academy, as well as enhance the Virtual Environment for Ship Inspections (VRESI) with the development of scenarios in support of the Agency's learning services, already used in the PSC Seminars and the Flag State online course on inspection techniques, and in the future as an essential part of the Common Core Curricula for Sulphur and Flag State Inspectors, currently under development.

MaKCs had been further enhanced becoming the platform for the delivery of courses, both presential and virtual and was going to be used in support of interested Member States for their national needs.

The Agency's eLaboratory was operational and used to enrich eLearning modules with interactive content of trainings and courses, with an extensive package of trainings that were delivered along the year, allowing staff to develop the necessary competencies.

Finally, efforts had been devoted to the establishment of the Quality Management System for the Academy and its services. A formal certification, in accordance with the relevant ISO standards, was planned for the beginning of 2023.

In terms of budget execution, the Chairman of the Administrative and Finance Committee reported a very high planned execution both in commitments and payments of available appropriations, all internal transfers considered. **The Committee could provide a positive opinion to the Administrative Board.**

Poland thanked the Agency for the information and welcomed all the developments stating that a major product using the best technologies is being made available to Member States.

The new representative from Italy, Enrico Castioni, Head of the ICG ICT Department, introduced himself stating that EMSA deserved the best possible visibility in the maritime world.

(b) The Administrative Board took note of the information provided by the Agency on relevant tenders and developments in the fields of Anti-Pollution Measures

The Executive Director informed the Board of the status of the Vessel Network, with tenders for two lots launched: Aegean Sea, which was successful with one vessel contracted and for Atlantic North (for the Irish Coast) for which the only bid received was not admissible. In line with what had been agreed with the Administrative Board last June, the backup plan was activated with those resources reserved now for the purchase of the near-shore equipment for the EAS stockpiles, while discussions were ongoing with Ireland for a better understanding of needs and of the market before retendering for this lot in 2022.

The Executive Director further detailed the RPAS improvement projects, the three newly contracted vessels that were finalising the preparation phase and the new EAS Black Sea tender expected to be finalised during November. She also informed the Board of the status of various new tenders, contracts, vessels replaced as well as the operational assistance provided to Greece, Cyprus and Bulgaria.

The Agency's toolbox was being kept ready for operations through continuous exercises: seven operational and nine notification exercises with EMSA's vessels and EAS, which represented a very positive signal towards a return to normal in terms of preparedness activities in the Member States. In addition, 1 presential regional hands-on training was provided in Rotterdam, and 1 national hands-on training in Finland. The MAR-ICE service was also used in 3 exercises and CSN provided support to 6 pollution response exercises.

In the area of Earth Observation, the Executive Director also informed the Board of new capabilities initiatives: the integration of a new SAR mission (Synthetic Aperture Radar), concretely the Spanish PAZ satellite that will increase EMSA's portfolio of satellites, as well as two new antennas in Canada and in Greece, expected to expand the capabilities of the service in the areas of the Atlantic Ocean and the East Mediterranean Sea.

In terms of developments and modernisation of the service, the Agency launched a proof of concept to estimate the spill volumes with as main objectives the inclusion of the assessment of timeliness of the service and quality of deliverables in support of emergencies and large accidental spills.

In the area of Artificial Intelligence for Earth Observation, while in the initial phase the idea was to develop automatic vessel recognition and recognition of other features (life rafts, fish nets/cages), as a long-term perspective the focus was the development of other AI models such as predictive intelligence, to be gradually phased in.

The Executive Director further detailed the three deployments under the RPAS emissions monitoring services budget: in Lithuania, France and Spain.

The estimated total execution, considering all internal transfers, was very positive in both Commitments and in Payments of available appropriations.

Ventsislav Ivanov (Bulgaria) thanked the Agency for the timely support provided to Bulgaria for the removal of the grounded vessel VERA SU, stating that this was the confirmation of the added value of antipollution assets of EMSA and that a lot had been learned from the incident.

Thomas Kazakos, representative from the professional sector, also took this opportunity to express, in his personal capacity, his gratitude for the EMSA stand-by vessel that had been made available to Cyprus to face oil pollution which was threatening the island's coastline for days. He further stated that, although it had not actually been used, it was reassuring to know that the response system works.

(c) The Administrative Board took note of the information provided by the Agency on the experience gained with RPAS activities

The Executive Director recalled the start of RPAS services by the Agency in 2017, with since, operations in 14 different Member States / EFTA countries, and a systematic growth in number of days flown and flights hours and resulting this year in over 1500 deployment days for general surveillance until October 2021.

With such a strong volume of operations, a significant user uptake and an extended operational experience, it was important to reflect on lessons learned for an increased efficiency and efficacy of services provided.

The Head of Department 2 (Leendert Bal) highlighted that as the biggest civilian provider of RPAS services in the maritime domain, EMSA created real value for users, a major economy of scale and significant synergies and complementarities between RPAS services and other maritime services.

Since 2017 EMSA's RPAS activities showed a clear operational added value to a wide range of maritime surveillance functions at sea, with deployments in multiple Member States and on EMSA OPRVs and EFCA vessels that demonstrated strong capabilities in terms of environmental and pollution monitoring, maritime surveillance in general as well as support to maritime safety and search and rescue activities. Moreover, the multipurpose character of RPAS operations enabled significant synergies across various activities and fostered cooperation between different Coastguard Authorities resulting in significant economies of scale, in particular with the implementation of multiannual procurements used in multiple operations.

The Agency's growing knowledge in the design and validation of technical specifications based on collected user requirements and the experience gained also brought substantial benefits to the deployed services, consolidating the role of the Agency as a knowledge hub and a promotor of exchange of best practices. Several dimensions of the efficiency of the operational model for RPAS services established by EMSA emerged:

- end to end service delivery, with different RPAS addressing variety of needs while maximizing the number of deployments to serve more Member States
- fostering cooperation between national authorities and data sharing, facilitating real time communication at national level

- financial aspects supported and monitored by the Agency
- strong operational synergies.

Optimizations such as reducing impact of weather conditions by preferably organising operations from March to October and establishing longer term operations are also put in place to increase the operational return to end-users.

Despite some technological limitations, the Agency's role in defining requirements, procedures and supporting operational coordination and monitoring quality control of deliverables creates significant added value for a wide range of use cases linked to maritime surveillance in its. Moreover, the Agency brings to the table accumulated knowledge and experience in managing multiple operations in diverse geographies, facilitating the uptake of RPAS services among its users.

Vincent Denamur (France) considered that the benefits of the service for Search and Rescue operations, which were unpredictable in nature, were more limited and - beyond the context of migrants - required a more established and clearly defined operational protocol.

The Chairman went on to enquire about the possibility of moving from an exploratory towards a more standardised phase for the use of RPAS in general. Leendert Bal explained the budgetary limitations and recalled the initial intention of allowing Member States to benefit from operations within the existing legislative framework. In this context and for the time being, deployments would continue to be tailored in reaction to specific Member States' requests, based on the region and purpose in question.

The Executive Director recalled that while assets for pollution response and emissions monitoring services were in place and on stand-by for Member State requests, the Agency did not have the capacity to supply continuous maritime surveillance for Search and Rescue services.

Echoing the Agency's response, Magda Kopczynska (European Commission) recalled that two types of activities were in hand: the ones with an allocated budget in the context of the migrant crisis, where EMSA was expected to act, and the ad hoc deployments for various purposes. The question of a permanent activity was not only a budgetary issue and required discussions at policy level.

The Chairman thanked the Agency for the report on the experience gained with RPAS operational service, which was becoming increasingly popular amongst Member States.

(d) The Administrative Board took note of the information provided by the Agency on the developments since the last meeting

The Executive Director presented some of the major products and services delivered since the June Board meeting, underlining that work had continued at an even more intense pace despite the difficulties created by the pandemic.

The EMTER (European Maritime Transport Environmental Report) was launched in September together with the EEA, providing an overview of the environmental footprint of maritime transport, with the next edition planned for 2024.

Also in the area of Sustainability, after the successful conclusion of the relevant procurement for studies, work had started with a focus on biofuels and ammonia in support of the shift towards alternative sources of energy, including a review of the risks associated with their use for shipping, an analysis of the regulatory gaps, as well as an economic appraisal of the costs for retrofitting existing ships or building new ones adapted to these new sources of energy.

In October a study on underwater radiated noise (URN) from shipping was published, consolidating available information but also putting forward recommendations for a potential future multi-stakeholder strategy.

In the area of Safety, the final phase for the EMSA Guidance on Shore-Side Electricity was being completed for publication by end of 2021, as well as the 2020 Equasis World Fleet Report.

The Annual Overview of Marine Casualties and Incidents would be concluded early 2022 and a new feature in EMCIP allowing non-registered users to notify information on casualty and incidents was developed.

In the area of Security, the guidelines for the Member States' Competent authorities had been developed in support of the practical implementation of the ISPS Code in Europe.

For Surveillance, the summer of 2021 had seen the highest ever number of concurrent RPAS operations and the provision of Earth Observation images continued with 11604 products delivered up until now.

The Copernicus Contribution Agreement with DG-DEFIS was signed in September with a value of 73 Million Euros for the MFF period of 7 years and the setup phase has just been initiated (recruitments launched, specific contracts signed) and service delivery re-started on 9 of November.

The EMSA's Maritime Digital Service Catalogue - accessible directly on EMSA's webpage - providing centralised source of comprehensive and up-to-date information on the digital services delivered by the Agency had been made available to the users for the first time ever in June. The Agency was looking forward to users' reactions and feedback on the catalogue to further enhance the content and adapt it to the end-users' needs.

The concentrated campaign on remote surveys by Recognised Organisations had been concluded with preliminary conclusions shared with experts from the Member States during the last COSS meeting. The final report would be available in the first part of 2022 and it will feed into the discussions planned on the subject at IMO.

Since 1 September 2021 the following visits and inspections took place: 8 Member States for follow-up fieldwork, 7 Member States for normal full visits, 1 STCW inspection in UK for its recognition as a third country, and 4 RO inspections.

In October the Agency launched the EU Maritime profile with a detailed profile of EU Shipping available to the general public and relevant stakeholders in an easily accessible and user-friendly way with relevant and up-to-date statistics, infographics and interactive charts. The Agency counted on the Member States' feedback for continuous improvement and enhancement of the tool.

In response to Christos Kontorouchas (Greece) on the scope and follow-up of the studies on alternative sources of power, the Head of Department 1 (Manuela Tomassini) recalled the Agency's role as a facilitator of the Member States' discussions and decision-making processes in the appropriate fora. Given the high expectations and the complexity of the subject the Agency would be monitoring outcomes and interest very closely in order to shape and align its work to Member State and Commission's priorities.

The Executive Director reassured Poland that the substance of visits and inspections was not changed by their presentation under the heading of Technical Assistance.

Ivan Sammut (Malta) stressed that studies on alternative sources of power were very important as were the Agency's trainings, especially for newly recruited officers and the development of their knowledge and competences.

Finally, Costas Costaras (Cyprus) also stated that training for their staff was a priority and expressed an interest in using the MaKCs national extension and would contact the Agency accordingly.

5. Draft EMSA Single Programming Document 2022 – 2024

The Administrative Board discussed, agreed on minor adjustments and adopted the EMSA Single Programming Document 2022 – 2024, which takes into account the Commission's formal opinion of 30 July 2021, and the associated 2022 Budget (€ 86,688,085 in both Commitment and Payment Appropriations) and 2022 Establishment plan (212 statutory staff (AD/AST), as well as 30 contract agents and 18 seconded national experts allocated to the different activities under the EU Subsidy), subject to the final decision of the budgetary authority. There were no requests for assistance.

The Executive Director first recalled that this was the end of the SPD 2022-2024 cycle which started in November 2020 ending now with the final version of the SPD 2022-2024, submitted for adoption by the Board, without prejudice to the outcome of the budgetary procedure, with a possibility of a written procedure before the year end in case of adjustments to its outcome.

She further highlighted the Agency's planned activities for 2022 in all priority areas:

Under **Sustainability**, the Agency will continue engagement with studies on alternative sources of power for ships. The two studies on biofuels and ammonia will be concluded in 2022. Work will start on developing the capacity to produce underwater noise maps, with first deliverables already expected in 2022. The different EAS stockpiles along the EU coastline will be equipped with near shore pollution response equipment which will offer a new operational support tool for coastal states in their effort to respond to pollution.

In the area of **Surveillance**, there target will be to achieve longer deployments within a regional or sea basin approach for the Multipurpose Regional RPAS services, in line with the 5-year Strategy. This will ensure better overall surveillance coverage, establishment of a more permanent capacity in certain regions with further integration of this surveillance capability in the surveillance operational procedures of the coastal member states. The Agency will also work on the development of operational procedures for the use of these RPAS services in emergency response in case of pollution response or search and rescue operations. The new RPAS Data Center SurvSeaNet will allow for integration of RPAS data from individual missions with data from the EMSA IMS, aiming at a full operational and very performant view around the actual RPAS location during deployment.

In 2022 new Earth Observation services contracts for licenses and ground stations will be signed to ensure continuity of service as well as to integrate new satellite constellations, where possible. Moreover, improved oil spill classification and quantification services based on medium resolution optical sensors (e.g. Sentinel-2), to further support Member States activities will be made available.

Under **Safety and Security**, by mid-2022 the Agency will deliver its first EU Maritime Safety Report: EMSAFE. In the same year the delivery of the CARGOSAFE study - a formal risk assessment of fire onboard container vessels – is also expected. A study in support of the development of standards for shore-based personnel responsible for the operation of MASS will be commissioned and the development of the Risk Based Assessment Tool for the evaluation of new MASS projects will continue. Looking at new challenges, EMSA will also continue developing guidance on the carriage of AFVs (alternatively fuelled vehicles) on board ships, and together with the stakeholders, the work on safety issues related to the use of battery systems in maritime applications will start. In the area of Accident investigation, in addition to the support to the Commission for any initiative related to the improvement of the relevant legislative framework and its implementation as concerns Accident Investigation, the Agency may engage in designing, developing and providing a new service to AI Bodies consisting of underwater monitoring/surveying, leading to collection of more evidence in case of a sunken vessel, based on the very positive first feedback by Member States (AIB's).

Under **Simplification**, the Agency will facilitate implementation of e-certification in the maritime sector supporting the transition to a paperless environment leading to efficiency gains, economies of scale and modernised Administrations. Work will be carried out in preparation of a platform in support of Member States for issuing seafarers' eCertificates, with different functionalities available in support of the national competent authorities. The Agency will also continue to explore with Member States and the industry the use of VDES technology for the further development and deployment of the Integrated Reporting Distribution service (IRD) for Mandatory Reporting Systems (MRS) as well as for other use cases where this new technology can be of added value.

Under **Digitalisation**, The Agency will explore enhancements of IMS Services in order to facilitate cross-referencing of ship movements data with other vessel and voyage related data as well as external situational data (e.g. weather conditions, non-SOLAS maritime traffic, etc.) for the provision of real-life interpretation of maritime operations. The application of innovative Artificial Intelligence (AI) technology for Integrated Maritime Services (IMS) will be further investigated.

Developments will continue for THETIS-MED, MED DB and Marinfo. THETIS-EU and THETIS-MRV will also be subject to enhancements to better support the enforcement of relevant EU Legislation, as well as to cater for the outcome of the discussions on the FuelEU Maritime Initiative and the development of a potential supporting tool, as well as for adaptations to THETIS-MRV linked to the proposed extension of the Emissions Trading Scheme to maritime transport.

Under **Technical Assistance**, Visits & inspections will continue, subject to the situation with the pandemic, three visit cycles on the minimum level of training of seafarers, port State control and sulphur Directives to be concluded in 2021 or 2022, end-of-cycle workshops will provide a clear opportunity in this regard. Visits on the minimum level of training of seafarers will, however, continue in 2022 with the start of a 3rd cycle of visits, which will pay particular attention to the latest amendments to Directive 2008/106/EC as well as at the closure of the findings of the previous cycle.

The Executive Director further informed that under the EMSA Academy, the Agency will implement the professional development and training programs with focus in 2022 on Sulphur Inspectors and Flag State Inspectors.

Cooperation will continue with the Paris MoU for the scheme for Port State Control Officers and a potential revision of the Paris MoU training policy.

In 2022, the 1st phase of DONA will be operational with two of its three specific functionalities going live, namely the public profile and the reporting gate. Moreover, two new projects with ENP countries as beneficiaries (one for the Mediterranean Sea and one for the Black and Caspian Seas) will be entrusted to the Agency following an approach that will link the different functions covered by a maritime administration (as defined by IMO in the III Code) with the strategic priorities of the European Commission and those defined in the EMSA 5-year strategy.

In terms of resources, the budget proposed for 2022 was in line the Multiannual Financial Framework 2021-2027. For financial resources beyond 2022, an annual increase of roughly 2% was foreseen. The EFTA contribution as usual was calculated on the basis of the data known today and would be reviewed once the new parameter will be known in spring 2022. In terms of human resources, stability was maintained since 2019.

Of course, the revision of the EMSA founding Regulation, as announced by the Commission, could have an impact for the years to come.

The Chairman opened the floor for general comments on the Draft EMSA Single Programming Document 2022-2024 followed by comments per section.

In response to Poland on the impact assessment study on the revision of the Agency's mandate, Magda Kopczynska (European Commission) informed the Board that the study had just been launched and that the

proposal was expected to be available in the 1st half of 2023. She nevertheless reassured the Board that the matter would be discussed in the framework of the Maritime Directors' meetings and that Member States would not only be informed of the process but also involved.

For Veronica Manfredi (European Commission) the programming document fully matched the Commission political priorities. She welcomed in particular in its Sustainability Chapter, which struck a good balance between prevention and response. With respect to decarbonisation and prevention of pollution from ships aspects such as ammonia, she stressed the importance of being united and finding alternative fuels that also make economic sense. She praised the cooperation of the two agencies (EMSA and EEA) in the context of the EMTER and welcomed the 2nd edition for 2024, stating that the timing was perfect for the bi-yearly zero-pollution monitoring report.

In response to Poland on the ice breaking capabilities for the vessel foreseen for the Baltic Sea in 2022, the Executive Director recalled the multi-annual angle of the relevant section (II) of the document with this development being planned only for 2024. The Head of Department 1 added that this was a response to the mapping of the Member States' needs exercise. She also evoked the multi-annual perspective for tendering but stated that there was no certainty on how the market would respond.

In relation to the EMSA Cloud Strategy adopted in 2021 and still in response to Poland, the Executive Director explained that the Agency was now working on the road map that will define the concerned areas, subject to availability of funds. She also stated that, although an internal document, it could be shared with the Administrative Board in case of interest.

Henrik Ringbom, representative from the professional sector, seconded by Christos Kontorouchas (Greece), praised the potential activities listed under the new tasks section related to the European Green Deal priorities, with references to assistance to the Commission and Member States. For them those activities represented a massive effort with a possible impact on existing tasks and both human and financial resources. Magda Kopczynska (European Commission) stated that the Agency's wording was accurate and was signalling the relevant legislation with a possible future impact on resources, not known at this stage. It was difficult to be more specific as relevant legislative proposals were under discussion and not confirmed yet.

Addressing concerns from several Member States (Denmark, Belgium, Sweden) regarding the lack of legal basis for the Agency's involvement in pleasure craft safety, the Executive Director underlined that the Agency's intention in this proposed initial phase was merely to conduct an analysis of national measures without engaging many resources, as a possible starting point for further measures or not. She recalled the discussions held in the framework of the EMSA 5-year Strategy but agreed to adapt the text to the current view from Member States and delete this task from relevant parts of the document.

In the area of Digitalisation, Henrik Ringbom congratulated the Agency for linking Artificial Intelligence and VTMS for observing abnormal activities. For him this was an excellent use of Artificial Intelligence in the interests and for the needs of Member States.

The Head of Department 3 clarified for Poland the start in 2022 of the e-certification platform for statutory certificates providing the ability for information exchange between organisations and Member States to support PSC activities.

Under Technical Assistance Magda Kopczynska (European Commission) confirmed, as already discussed with the Agency, that it would not request the desk analysis of agreements between the Member States and the ROs and asked that the relevant output be deleted.

In relation to the Draft Budget 2022, Anne Montagnon (European Commission) intervened to inform the Board of the recent formal agreement on the 2022 draft budget, which had occurred very early this year despite very divergent initial positions between the European Parliament and the Council. In principle there were no changes to the figures for EMSA and no written procedure would be needed.

In terms of resources, the Chairman of the Administrative and Finance Committee reported that the resource related aspects of the SPD 2022-2024 had been discussed. **The Committee could provide a positive opinion to the Administrative Board.**

The Chairman concluded, subject to the agreed minor adjustments, the Administrative Board's adoption of the EMSA SPD 2022-2024, the draft budget 2022 and the draft establishment plan for 2022.

6. Adoption of the list of "A" items

The Administrative Board approved and took note, as appropriate, of the following "A" items, examined in detail by the Administrative and Finance Committee, on the basis of the recommendation by the Chairman of the Committee.

Benito Nunez Quintanilla, Chairman of the Administrative and Finance Committee reported that the necessary quorum for the meeting had been in place with the participation in the meeting of the representatives from Belgium, Germany, Poland, Spain, Sweden and the Commission.

Relevant EMSA staff were also present. The Committee had reviewed all the "A" points and could recommend that the Administrative Board approve or take note of them, as appropriate, "en bloc".

(a) EMSA Financial Statement for 2020 – took note of the final opinion of the European Court of Auditors and approved the final accounts for 2020.

The European Court of Auditors' final opinion was received on 29 October confirming the reliability of the accounts 2020 and the legality and regularity of revenue and payments underlying the accounts in all material respects.

At the Administrative and Finance Committee, Cristina Cuadra Garcia (European Commission) congratulated the Agency on the budgetary execution in 2020.

(b) Monitoring of findings and recommendations from internal and external audits and EMSA follow up (ECA, IAS) – took note of the information provided on findings and recommendations from internal and external audits and the EMSA follow-up.

The Administrative and Finance Committee was presented as usual with a summary table outlining the recommendations/findings and the EMSA actions planned or undertaken.

As regards the Annual Report of the Court of Auditors on the Accounts for 2020 which was received on 29 October, the Committee took note of the three recommendations and the actions the Agency already implemented to address these recommendations as well as of the fact that the Agency expects these recommendations to be closed.

At the Administrative and Finance Committee, Cristina Cuadra Garcia (European Commission) welcomed the swift follow up and good implementation of recommendations.

(c) 2021 Appropriations cashed – took note of the appropriations cashed in the current year.

The Committee was informed by the Head of the Executive Office of cash payments of earmarked revenues, which until receipt are recorded as “p.m.” in the budget, amounting to a total of € 8,940,638.84 received since June, consisting of pre-financings for COPERNICUS, for the SLA with EFCA and THETIS EU Animal Protection, final payment for THETIS-EU, Equasis contributions from Japan, Brazil, the UK and the USA), and of recovery of charges from EMCDDA for the use of the Conference Centre. The Board was being informed throughout the year of cash received in the bank account in the interest of transparency.

Once cashed, such revenues are automatically loaded into the Agency’s budget. The Agency duly informs the Administrative Board of such amounts, which would be taken into account at the end of the calendar year in the usual final budget amendment submitted for adoption by the Administrative Board.

(d) EMSA 2021 Budget transfers – *took note of the 2021 budget transfers.*

This standing agenda item at November meetings, stemming from the Financial Regulation, was presented to the Board by the Head of the Executive Office in the interest of transparency. None of the transfers made needed approval by the Board.

After the year end, a note will be sent to the Board informing of possible additional transfers that may occur until the end of the year.

7. Draft EMSA Single Programming Document 2023 - 2025

The Administrative Board considered the Draft Single Programming Document 2023 – 2025 and was invited to provide any further comments by Tuesday 30 November, ahead of the written procedure to be launched in mid-December for the Board’s formal endorsement of the document ahead of the Agency’s input to the budgetary procedure 2023 by 31 January 2022.

The Executive Director recalled the various future opportunities for the Administrative Board to comment on the document throughout its evolution process.

Under **Sustainability**, the Agency will start the preparation of the second EMTER with the European Environment Agency for its publication in 2024. Under the ongoing heading of studies on alternative sources of power, the study initiated in 2022 on hydrogen will be completed and published in 2023. Following the work in 2022 to develop the capacity to produce underwater noise maps, the work towards development of a modelling simulation tool to support preparedness at national and EU level will begin in 2023.

Under **Safety & Security**, 2023 will mark the beginning of the development of the second EMSAFE report, scheduled for publication in 2024. On the human element in particular, the study on competences for the operation of MASS commissioned in 2022 will be concluded.

Under **Surveillance**, the second CISE grant agreement will come to an end in December 2023, bringing the so-called transitional phase to a close. Relevant actors will have to start shaping the future CISE setting during 2023, as a new arrangement is needed to confirm EMSA’s continued involvement for the operational phase starting in 2024.

Under **Simplification**, the Agency will start the deployment of the EU seafarers’ eCertificates platform, allowing Member States to modernise Administrations without the burden of creating their own system. The EU seafarers’ eCertificates platform will provide the means to facilitating secure, accredited and transparent means of issuing electronic documents attesting to seafarers’ certification.

Under **Digitalisation**, the deployment of the new Earth Observation Data Center (EODC) will begin in 2023, to gradually replace the existing earth observation data processing system, further improving its performance and

adding new Satellite data sources to the EMSA EO product portfolio. Moreover, new functionality with targeted statistics in **DONA** will be available for the use of the Member States.

Under **Technical Assistance**, for the first time - and as follow up to the proposal made in the context of the CG cooperation with EFCA and Frontex - EMSA will organise a Multipurpose Maritime Operation (MMO) in cooperation with identified Member States with a primary focus on the coast guard functions falling under its remit. The modalities, duration and assets deployed will be discussed and agreed with the relevant authorities co-organising the MMO.

By 2023 and for the first time, the EMSA Academy will be fully certified for the delivery of learning services outside formal education. In addition, the Agency will conclude the development of a common core curriculum (CCC) for Port State Control Officers and start its delivery and focus on the development of a CCC for personnel involved in SAR operations.

In terms of resources, the budget proposed for 2023 was in line the Multiannual Financial Framework 2021-2027. For the resources beyond 2023, an annual increase of roughly 2% was foreseen. The EFTA contribution as usual was calculated on the basis of the coefficient known today and would be reviewed once the new parameter will be known in spring 2022. In terms of human resources, stability was maintained since 2019.

The revision of the EMSA founding Regulation, as announced by the Commission, could have an impact for the years to come.

The Chairman opened the floor for general comments on the Draft EMSA Single Programming Document 2023-2025 followed by comments per section.

Following reservations expressed by Denmark, Belgium and Sweden in the framework of discussions on the SPD 2022-2024, the Executive Director confirmed that references to work on pleasure craft safety would also be deleted for 2023.

For the representative from Iceland, the impact of the COVID-19 pandemic extended beyond the context of digitalisation to safety and security issues on board ships, for instance relating to different roles and responsibilities, and should be mentioned in the document. The Executive Director recalled the regular reports published since the beginning of the pandemic but agreed to add references under all Ss in multi-annual section.

In response to Greece on more specific information about the Agency's work on the typology of fuels and support regarding the implementation of new legislation on emissions trading and Fuel EU Maritime, the Executive Director also agreed to develop the wording in future iterations of the document depending on the outcome of the relevant studies.

France highlighted the importance of the Permanent Co-operation Framework in the context of the Agency's work on the analysis of casualty data and reports from safety investigations.

He further stated that France had big expectations in relation to the possibility of using underwater drones. Finally, France expressed satisfaction on behalf of the Bureau d'Enquêtes sur les événements de mer for the accident investigation training sessions provided by the Agency.

Poland welcomed the work on e-certification in the STCW context, which would reduce the burden on administrations while maintaining their mandate in this respect. The Commission in turn welcomed Member States' enthusiasm for EMSA's initiative in this area.

Magda Kopczynska (European Commission) warned of the difficulty facing this particular planning document of needing to anticipate possible future changes to the mandate of the Agency that are as yet undefined and not expected before 2025. While EMSA had proved its ability to bring Member States together, it was important to remain cautious and to manage expectations in relation to resources, as even with additional tasks, the budget may not follow.

On behalf of the Chairman of the Administrative and Finance Committee who could not attend the second day of the meeting, the Head of Executive Office reported that the Committee reviewed the resource related aspects of SPD 2023-2025 in particular an Establishment Plan 2023 of 212 statutory posts and a proposed revenue for 2023 of € 88,430,290. **The Committee could provide a positive opinion to the Administrative Board.**

The Chairman concluded the agenda item and recalled the Board of the deadline of 30 November for written comments in time for the written procedure to be launched mid-December.

8. EMSA 20th Anniversary

The Administrative Board took note of the information provided by the Agency on the planning activities to mark the 20th anniversary of EMSA in 2022.

The Executive Director announced a celebratory year 2022, with a series of activities dedicated not only to memories from previous years but also the future 20 years.

The anniversary was an opportunity to promote maritime careers and to communicate on the importance of maritime transport, green policies, etc. Member States were invited to contact the Agency to share any suggestions for in-country events.

She further informed the Board of the centrepiece 20-year anniversary thematic conference to be held in Lisbon, with, hopefully, an active participation of the Commissioner for Transport Ms Adina-loana Vălean. The EMSAFE report will also be a key moment in this conference. The June Board meeting would be scheduled in the margins of this Conference.

The Communication Officer Ruth McDonald presented the actions and events planned for the celebration. She revealed the special logo designed for the occasion and the common visual identity across all activities establishing the anniversary brand and the communication products.

In terms of digital communication as a key part of the Agency's 20th anniversary year of celebration: a new web hub taking online visitors on an interactive journey through EMSA's history and work in all 24 EU languages; social media campaigns with videos, archive photos and testimonials from stakeholders and staff; Europe Day 2022 with particular focus on young people with a children's art competition in collaboration with the Portuguese Ministry of the Sea aiming at an increased awareness among young people of the wider EU environmental and maritime transport goals.

Enrico Castioni (Italy) confirmed the readiness of the Italian Coast Guard to host an event in Naples, probably in September 2022, to offer maximum visibility to this important celebration.

The Chairman thanked the Agency for the presentation and suggested the Executive Director circulate a concrete call for Member States' proposals and ideas.

9. EMSA Draft Administrative Arrangements

No draft administrative arrangements were tabled for consideration by the Administrative Board as per Article 10(2)(cc) of the Founding Regulation.

The Administrative Board took note of the information provided by the Agency on the main elements of the future agreements for SAFEMED V and BC SEA II Projects, including the plan to launch a written procedure for their consideration by the Administrative Board, as requested by Article 10(2)(cc) of the EMSA Founding Regulation at the beginning of 2022.

The Head of Department 1 briefly explained to the Board both the extension until March 2022 of the current agreements and the changes introduced to the future agreements by the Commission services. New agreements would be signed as from April 2022 and would have longer durations (72 months for the new SAFEMED V and 48 months for the new BC Sea II project) and higher overall budgets (8 and 3.5 MEUR respectively). A written procedure would be launched at the beginning of 2022 as required by the EMSA Founding Regulation.

Within the framework of the Commission priorities and the 5S as pillars of the Agency's 5-year strategy, the projects will be improving maritime safety, maritime security, prevention of and response to marine pollution as well as supporting the beneficiary countries to discharge their responsibilities as Contracting Governments, Flag States, Coastal States and Port States stemming from the international maritime conventions.

Magda Kopczynska (European Commission) congratulated the Agency on these projects stating that the cooperation with EMSA was most appreciated and praised by representatives from beneficiary countries, irrespective of areas of activities.

The Chairman concluded that the Administrative Board took note of the plan to launch a written procedure for their consideration by the Administrative Board, as requested by Article 10(2)(cc) of the EMSA Founding Regulation at the beginning of 2022.

10. Appraisal of the Executive Director

The Administrative Board agreed on the proposed way forward and designated the new Deputy Chairperson, Mr Wojciech Zdanowicz, as reporting officer for the purpose of carrying out the annual appraisals of the Executive Director during her mandate.

The Head of the Executive Office recalled that, in line with the relevant Decision, the Administrative Board designated in November 2019 two reporting officers (appraisers) from among its members: Director General DG MOVE Henrik Hololei and the Deputy Chairperson, Nicola Carlone (Italy). Following Nicola Carlone's departure from the Administrative Board, the new Deputy Chairperson was designated as reporting officer for the annual appraisals of the Executive Director.

In order to facilitate matters for the future, it was further agreed to appoint the reporting officers on the basis of their role within the Administrative Board, namely the Commission representative at the level of Directorate General of DG MOVE and the Deputy Chairperson of the Administrative Board. In this way, should there be any changes at individual level, the replacement of the person concerned will also take up the role of reporting officer in an automatic manner, without the need for any further intervention on the part of the Administrative Board.

The Chairman congratulated Wojciech Zdanowicz on this additional function.

11. Any other item upon request

The Executive Director urged Member States to promote the secondment of their staff to EMSA and to share with the Agency how it might facilitate the exchange for the National Administrations.

The Executive Director took the opportunity to stress the importance of the Seconded National Expert programme that enables the Agency to benefit from their high level professional knowledge and experience and

fosters exchange of professional experience in the maritime network. She further informed the Board that EMSA currently has SNEs from Spain, Italy, Belgium, France and Romania.

In 2021 16 SNE calls for applications had been launched but only 2 were successful. 7 calls for application have been unsuccessful and 7 calls were currently ongoing. Unfortunately, no applications were received which led to the extension of the deadline for applications until December.

The decrease in the number of applications to the Seconded National Expert programme at EMSA was certainly due to the pandemic. The Executive Director highlighted the benefits of the SNE programme as a significant part of the workforce of EMSA and she urged the Administrative Board to identify and motivate their staff to apply to these positions.

Achim Wehrmann (Germany) informed the Board that there was strong interest in this programme amongst the younger staff of his Administration and he hoped to get back to the Agency in this regard.

Dates of the next EMSA's Administrative Board Meeting (March 2022) and planning for 2022:

63rd meeting: 23rd - 24th March

64th meeting: 13th -17th June

65th meeting: week 14th -18th or 21st - 25th November, subject to availability of the French Presidency calendar

The Administrative Board meeting was followed by group visits of the Virtual Reality room.

Signed

A handwritten signature in blue ink, appearing to read 'A. Nordseth', is written over a light blue rectangular background.

Andreas Nordseth
Chairman of the Administrative Board

Lisbon, 23 March 2022

EUROPEAN MARITIME SAFETY AGENCY (EMSA)

62nd Meeting of the Administrative Board, Lisbon, Lisbon and Video Conference, 17-18 November 2021

LIST OF ATTENDANCE

MEMBER STATES	
BELGIUM	
Peter Claeysens	Alternate Member
BULGARIA	
Ventsislav Ivanov	Board member
CROATIA	
Siniša Orlić	Board member
Czech Republic	
Evzen Vydra	Board member
CYPRUS	
Costas Costaras	Alternate Member (online attendance)
DENMARK	
Andreas Nordseth	Board Member - Chairman of the Board
Niels Peter Fredslund	Alternate Member
Julie Gjedsig Grauslund	Expert
ESTONIA	
Marek Rauk	Board Member
FINLAND	
Juha-Matti Korsi	Board Member
FRANCE	
Vincent Denamur	Alternate Member
GERMANY	
Achim Wehrmann	Board Member
Marc Müller	Expert (online attendance)
GREECE	
Christos Kontorouchas	Board Member
HUNGARY	
Csaba Bellyei	Board Member
IRELAND	
Deirdre O'Keefe	Board Member (online attendance)

ITALY	
Enrico Castioni	Board Member
LATVIA	
Janis Krastins	Board Member
LITHUANIA	
Linas Kasparavicius	Board Member (online attendance)
LUXEMBOURG	
Robert Biwer	Board Member
MALTA	
Ivan Sammut	Board Member (online attendance)
THE NETHERLANDS	
Paul van Gurp	Board Member
POLAND	
Wojciech Zdanowicz	Board Member
PORTUGAL	
Paolo Pamplona	Alternate Member (online attendance)
ROMANIA	
Constantin Dorel Onaca	Board Member (online attendance)
SLOVAKIA	
Josef Mrkva	Board Member
SPAIN	
Benito Núñez Quintanilla	Board Member – Chairman of the Administrative and Finance Committee (online attendance)
Fernández Abad Luis Javier	Alternate Member (online attendance)
SWEDEN	
Pernilla Wallin	Board Member
EUROPEAN COMMISSION	
Magda Kopczynska	Board Member
Fotini Ioannidou	Alternate Member
Barbara Sellier	Alternate Member
Veronica Manfredi	Alternate Member (online attendance)

Anne Montagnon	Board Member
Cristina Cuadra Garcia	Alternate Member
Isabel Baez	Expert
Adriano Addis	Expert (online attendance)
EFTA STATES	
NORWAY	
Lars Alvestad	Alternate Member (online attendance)
ICELAND	
Jon Gunnar	Board Member
PROFESSIONAL SECTOR	
Thomas Kazakos	Board Member
Henrik Ringbom	Board Member (online attendance)
Dorotea Zec	Board Member
EMSA	
Maja Markovčić Kostelac	Executive Director
Manuela Tomassini	Head of Department 1 Sustainability
Leendert Bal	Head of Department 2 Safety, Security & Surveillance
Peter Kirov	Head of Department 3 Digital Services & Simplification
Dominika Lempicka-Fichter	Head of Department 4 Corporate Services
Andrea Tassoni	Head of Unit Executive Office, Board Secretariat
Radina Russeva	Policy Adviser
Frédéric Hebert	Head of Unit 1.1
Mario Mifsud	Head of Unit 1.2
Georgios Christofi	Head of Unit 1.3
Ioannis Mispinas	Head of Unit 2.1
Pedro Lourenço	Acting Head of Unit 2.2
Olaf Trieschmann	Senior Project Officer, Unit 2.2
Lukša Čičovački	Head of Unit 3.1
Ivo Kupsky	Head of Unit 3.2
Fionn Molloy	Deputy Head of Unit, Unit 3.3
Cristina Romay Lopez	Head of Unit 4.1
Davide Mola	Accounting Officer

Lorenzo Fiamma	Chairman, EMSA Staff Committee
Brian Elliott	EMSA Staff Committee
Henning Stelter	Senior Budget Officer – Planning and Monitoring
Marco Ingrosso	Senior Financial and Procurement Assistant, Department 2
Soraya Obura	Senior Assistant for Planning and Reporting – Planning and Monitoring
Selena Matic	Senior Administrative Assistant – Planning and Monitoring