

SafeSeaNet Group meeting no. 22
Agenda item III
29 October 2014

SSN 22/3/5 (v.1.00)
Lisbon, 15 September 2014

SAFESEANET OPERATIONAL AND LEGAL ASPECTS

Incident Report Guidelines v2.0

Submitted by EMSA

<i>Summary</i>	The paper introduces the revised version of the Incident Report Guidelines (v2.0)
<i>Action to be taken</i>	As per paragraph 3
<i>Related documents</i>	a. HLSG 11 (agenda item 3.3) b. HLSG 10 (agenda item 7.2) c. SSN 21 (item 21/4/8)

1. BACKGROUND INFORMATION

The "Incident Report Guidelines" v1.91 was approved by the MSs at SSN 18 (31 October 2012).

The current version of the "Incident Reporting guidelines" needs to be updated to cope with the following requirements:

- a. To reflect the agreement at HLSG 10 (January 2014) and HLSG 11 (May 2014) concerning the provision of POLREPs in SSN. In accordance with this agreement, SSN will be used for reporting POLWARN and POLINF messages whereas CECIS will remain the only system for requesting international assistance (POLFAC).
- b. To provide additional guidance to improve the operational use of SSN following the introduction of the enhanced Incident Report framework (10th December 2013).

2. PROPOSAL

The proposed modifications have been marked in track changes in the attached document.

The main changes relate to the following:

- Amendments in the POLREP notification to reflect the phasing out of POLFAC to request for international assistance;
- Description of the operational benefits offered by the new incident report framework, including the feedback provision;

- Inclusion of further examples and guidance on the new functionalities available in the enhanced incident reporting module for reporting and sharing incident reports via SSN;
- Provision of additional clarification on incident type "others";
- Improvement of IR-related forms.

3. ACTION REQUIRED

The Member States are invited to take note of the information included and to provide feedback by correspondence by end-December 2014. The goal is to validate the revised document at SSN 23.

Annex: "Incident report Guidelines" v2.00 (draft)