Workshop Report

SafeSeaNet Workshop 18

Held in Lisbon on
18 October 2012

Background

SSN Workshop 18 was organised as a follow up to SSN Workshop 17, which was held on 23/24 May 2012).

The meeting was opened and chaired by Mr Yann Le Moan, Senior Project Officer for SafeSeaNet. Mr Michele Avino represented the **European Commission** (DG MOVE).

Delegations from **Belgium, Bulgaria, Croatia, Czech Republic, Denmark, Estonia, Finland, France, Germany, Greece, Hungary, Ireland, Italy, Latvia, Lithuania, Malta, the Netherlands, Norway, Poland, Portugal, Romania, Slovakia, Spain, Sweden and the United Kingdom** attended the meeting**.** A representative of ESPO participated as observer.

The list of participants is attached at **Annex 1** and a list of documents distributed to participants is included at **Annex 2**. All SSN workshop documentation may be obtained from:

http://www.emsa.europa.eu/documents/workshop-presentations-a-reports.html

Workshop Programme

I. INTRODUCTION

I.1 Opening

Mr Le Moan welcomed the participants and introduced the main workshop objectives as follows:

- To validate the draft XML RG v2.07.
- To report on the progress made by the IFCD Working Group and validate the final IFCD draft (v0.16) to be submitted to the HLSG.
- To present an overview of the implementation of the MRS notifications in SSN, their operational use and propose a way forward by setting up a dedicated working group on MRS if agreed by the HLSG.
- To present the LOCODEs guidelines for approval.
- To introduce Incident Report best practices with the purpose of sharing and benefitting from the experiences of MSs.

I.2 Approval of the agenda

The agenda was adopted with a change in the document order proposed by the chair.

I.3 Minutes of previous meeting Workshop 17 and follow-up actions

The minutes/report of the previous workshop (SSN 17) were approved and EMSA summarised the items outstanding from previous workshops. With respect to action 12 from SSN 17, EMSA said that the possibility of having s-TESTA in the Business Continuity Facility was still being evaluated.

II. INPUT FROM THE COMMISSION

Mr Avino thanked the SSN group members for their participation and congratulated them on the achievements of the group in 2012. He said that in the view to look at the future evolution of SafeSeaNet in accordance with the relevant EU legislation a road map for revising the VTMIS Directive has been set up, and that an impact assessment will be carried out as a next step.

The increased interest in SSN by international organisations and non-governmental agencies was also mentioned (e.g. the **World Wildlife Fund (**WWF) is interested in AIS

positioning for fishing vessels as monitoring for the Irregular Unofficial Unregulated (IUU) fishing).

At the last HLSG, it was proposed that a pilot project should be launched with Morocco, and several MSs agreed to participate. A letter has been sent to the EU delegation in Morocco and a kick off meeting could be organised by EMSA with the concerned parties. With respect to the BlueBelt pilot project, the Commission will present a proposal to amend the code of custom which would allow the continuation of Blue Belt on a permanent basis. The Commission said that the DG-MARE CISE project is on-going, and that an impact assessment has been launched and DG MOVE is working closely with DG MARE in order to evaluate the impact on SafeSeaNet. The Commission also informed that the next HLSG will most likely take place on 13th of December, and that the agenda will include important items such the approval of the IFCD.

The Commission informed the participants of the following significant events in the near future:

- 6 November: Meeting of the Electronic Customs sub-group (ECG) with the Trade Contact group (TCG) for the reporting formalities directive.
- 16 November: COSS meeting.
- 22-23 November: E-Maritime conference.
- 13 December: HLSG 8 (subject to confirmation).

III. SAFESEANET OPERATIONAL AND LEGAL ASPECTS

III.1 SSN 18.3.1 Incident Report guidelines v1.91

EMSA presented the revised Incident Report Guidelines. The aim of the document is to provide information and advice to SSN users on the way to report incidents in SSN. The document included the changes agreed by the group at SSN 17.

Sweden requested that the Waste Incident Report (Annex 2.2, page 21) should mention the VTMIS Directive instead of Directive 2000/59/EC on port reception facilities for ship-generated waste and cargo residues. EMSA explained that the distinction made was to avoid confusion with the POLREP, which refers to the VTMIS Directive. The Commission also stated that the reference to Directive 2000/59/EC reflected the views of the experts on Port Reception Facilities.

The members of the SSN group **approved** the IR guidelines, and these will be published on the EMSA website. **(Action point 1)**

III.2 SSN 18.3.2 Presentation of the draft IFCD

On behalf of the IFCD Working Group, **EMSA** presented the latest draft IFCD (v0.16) for validation of the definition of AIS Regional Servers.

Italy requested that the word "*SSN*" be deleted from the sentence "…system and to use to relay AIS data from their national SSN systems …." EMSA suggested that, as the national system which provides AIS information through the regional servers is considered as part of the national SSN system, the word "SSN" should be retained. **Italy** proposed a modification to the sentence "… monitoring the availability and filtering for quality of the data …" and the introduction of a new sentence at the end of the definition stating: "It may also provide additional services to the participating Countries." These proposals were not validated by the group in order to ensure that the definition remains focussed on the essential functionality of the regional SSN server, which is to provide AIS information.

Germany and **Malta** expressed concerns about the statement that a group of MSs have agreed to maintain the regional servers. EMSA invited the group to reach an agreement, while recalling that budgetary issues are not a mandate of the group. After consultation with some MSs, a redrafted version was proposed for the AIS regional servers. **Germany** requested to footnote the text in brackets after the word "maintain."

Ireland questioned whether the definition proposed in the IFCD for the SSN Graphical interface was consistent with what had been agreed at the last HLSG. The Commission responded that the minutes of the HLSG clearly concluded that the SSN GI should be kept as defined in the IFCD.

Ireland also questioned whether the SSN GI was going to be used as a means for providing messages. EMSA said that (section 2.5.2) there was a table in the IFCD that listed the mechanisms available for exchanging information, and that the SSN GI was only available for data requesting.

The SSN group **validated** the draft IFCD with the following changes **(Action point 2)**:

a. Amend the definition of AIS regional servers.
b. Include "under any agreement made between the MSs" as a footnote to clarify the definition of "maintain."

The validated IFCD draft will be submitted at HLSG 8 (December 2012) for approval.

The SSN group noted that, following the approval of the draft IFCD, the mandate of the IFCD WG will expire.

III.3 SSN 18.3.4 SSN Group Rules of procedure

EMSA presented the revised SSN Group Rules of procedure, including changes proposed by the SSN group and the Commission.

The Netherlands suggested that a reference should be included to holding a two day meeting (rule 4). EMSA responded that the duration of the meeting is not mentioned as it depends on the matters being presented at each workshop.

Sweden questioned whether it was sufficient to register the members of the delegation attending the workshop (rule 2A) via EMSA events. EMSA confirmed that web registration was enough.

Sweden noted that, in rule 2B, SSN representation should speak under the authority of MSs instead of NCAs. EMSA responded that all representatives speak on behalf of MSs, and in order to avoid misinterpretations, proposed the deletion of the second part of the sentence. Sweden also questioned the use of the term "specialised" working groups, stating that no other SSN document mentions it, and requested that it should be removed. EMSA noted the information and confirmed that the term has not been included in the draft IFCD.

Malta and **the Netherlands** requested clarifications regarding the voting process (rule 9). EMSA said that each MS has one vote, and that EMSA cannot vote.

Several members of the SSN group questioned the content of rule 14, which states that MSs should not disseminate press releases or take other public initiatives without the approval of EMSA. The group agreed to delete rule 14.

The SSN group **agreed** to do the following in the rules of procedure **(Action point 3)**:

a. Delete the second part of the sentence in rule 2B.
b. Mention in rule 9 that all members of the SSN group have one vote, except EMSA.
c. Delete the wording "specialised" in rule 13.
d. Delete rule 14 – Public Relations.

The updated SSN Rules of Procedure will be sent to the SSN Group for final review, and will enter into force after 1 month if no comments are received.

III.4 SSN 18.3.6 LOCODEs Guidelines

EMSA presented the LOCODES Guidelines, which provide information to SSN NCAs on how to manage LOCODEs and harmonise the procedures between users, the EMSA MSS and the IFCD.

Norway raised the issue that off-shore installations are defined in UNECE as function 7, whereas in chapter 3.1, only UNECE LOCODEs with function 1 are downloaded and inserted in the SSN system. EMSA explained that these specific locations could be created by the MSs (or the MSS) as SSN specific.

Italy asked whether it was possible to have information on the percentage of subsidiary locations in SSN. EMSA said that there are not yet any subsidiary locations in SSN.

Sweden noted that only the NCA is responsible for the management of SSN LOCODEs at national level (section 2.1).

Greece mentioned that the waypoints in the SSN specific LOCODEs (section 2.1.1) should be explained in terms of definition and use.

Estonia asked whether any action was going to be taken to implement an automatic interface for the LOCODEs. EMSA responded that there is no plan at the present time, and that the issue should be further analysed.

The SSN group **approved** the LOCODEs guidelines with the following changes **(Action point 4)**:
a. Clarify that only the NCA is responsible for the management of SSN LOCODEs.
b. Include a definition in section 2.1.2 for waypoints and their use.
c. Add the remarks received from Germany before the WS.
d. Change the wording "Capitania Cadiz" by "Cadiz" in section 4, as requested by the Spanish NCA.

The SSN group also **agreed** that EMSA should evaluate the impact and cost associated with implementing an automatic interface for LOCODEs. The outcome should be reported at the next SSN workshop. **(Action point 5)**

IV. SAFESEANET TECHNICAL ASPECTS

IV.1 SSN 18.4.1 Improving Ship MRS Reporting in SSN

EMSA proposed establishing a working group to improve the usability of MRS related information in SSN, and to reduce the administrative burden and process duplication. The terms of reference were also proposed. Some of the objectives of the new group would be to:
a. draft the business rules related to MRS reporting, taking into account the Data Quality WG proposal;
b. draft dedicated guidelines for MRS notifications;
c. develop a new notification, based on the outcomes of the agreed business rules, and;
d. set-up an XML request/response mechanism which is able to distinguish between AIS and MRS details.

It was also proposed that, by 2015, the technical solution should be implemented on a voluntary basis, along with the developments foreseen under Directive 2010/65/EU.

Denmark and **Sweden** suggested that the working group should not only be focussed on how to get more data into SSN, but more on improving the information and reducing the burden for reporting authorities. EMSA said that the ToRs were quite broad, with the aim of defining business rules to both support technical developments and reduce the administrative burden. Sweden requested that the map in Annex 1 should be amended.

Italy asked until when comments could be provided on the ToRs. EMSA said that they could only be provided within 2 weeks, as the document will be submitted to the Commission and the HLSG.

Poland stated that the changes in the SSN business rules in terms of request/response should be proactive.

The **Commission** welcomed the initiative to establish an MRS working group in order to improve the usability and reduce the administrative burden.

The SSN group **noted** the information and **agreed (Action point 6)**:

a.   to set up a specific working group on MRS (if approved by the HLSG).
b.   that MSs should submit their comments on the ToRs presented within 10 days of SSN WS 18.
c.   that EMSA should amend the MRS map presented in Annex 1.

It was noted that Denmark, Italy, Poland and Sweden had already expressed their intention to participate in the group.

IV.2 SSN 18.4.2 XML Reference Guide v2.07

EMSA presented the draft XML Reference Guide (v2.07) for approval of the group. The main changes presented related to:

•   the phasing out of SSN version 1 (Port and Hazmat notifications).

•   the improvement of incident reporting messaging.

•   voyage correlation rules.

Italy asked whether the SSN web-based textual interface would remain available for providing IR if in the future. EMSA confirmed that it will be available, and that it will be amended in line with the new protocol.

Ireland requested that the GI and THETIS reference on page 9 should be reviewed, and that the business rule on cargo manifest "*When HazmatOnBoardYorN = "Y" the CargoManifest is mandatory")* on page 97, and the words under the paragraph "important note" on page 201, should be deleted. EMSA confirmed that the schema for page 9 reflects the current implementation.

These amendments will be included in the final version of the XML RG 2.07.

The SSN group **approved** the draft XML RF v2.07 with the following changes **(Action point 7)**:

•   Include the BR agreed in the Data Quality document and the subsidiary LOCODEs.

•   Delete the BR in page 97 "*When HazmatOnBoardYorN = "Y" the CargoManifest is mandatory."*

•   Delete the paragraph "*Important Notes*" on page 201.

EMSA will manage the agreed changes and publish the new XML RG v2.07 and the due XSD document.

IV.3 Presentation on the SSN Deployment Plan

EMSA presented the road map for the planned evolution of SSN, taking into account the decisions made at SSN meetings, the current legal framework, the IR WG proposal and the implementation of the waste and security messages (Directive 2010/65/EU). The document presents the deployment plan up to 2015.

Ireland questioned the new name given to the XML document. EMSA explained that this change had been agreed in the SSN documentation road map, as this document will merge the current XML RG and Web Services requirements. **Post meeting note**: At SSN WS 15, the group agreed to rename it "SSN system interface guide" and not "messaging reference guide," as included in the presentation.

V. SAFESEANET STATUS

V.1 SSN 18.5.1 Presentation on Incident Reports best practices

As an outcome of SSN WS 16, **Poland**, **Sweden** and **EMSA** provided a presentation on Incident Reports best practices. The purpose of the presentations was to share and benefit from the experience of MSs and EMSA.

Poland presented the MARDEMO exercise that was carried out in September 2011 within the MARSUNO Pilot project. The purpose of the exercise was to confirm that all Baltic countries were prepared to exchange safety information via SSN, and to share insights and observations. **Poland** also noted that one of the outcomes of the exercise was the proposal to open access to SSN for the Russian Federation.

Sweden presented the incident reporting from a MSs perspective, showing the different authorities dealing with IRs, the national procedures in place, responsibilities for initiating IRs, methods of providing IRs, etc. **Denmark** agreed with the Swedish findings, and stated that XML should be more used to provide IRs, as this would reduce inconsistencies.

EMSA presented the timeline of the accident with the container ship *MSC Flaminia*.

The SSN group **noted** the information, and **agreed** that, at the next workshop, EMSA should propose a technical solution for Hazmat information to be available after the cancellation of a call. **(Action point 8)**

V.2 SSN 18.5.2 SSN Data Quality Report including interface with THETIS

EMSA presented the SSN Data Quality Report, including the interface with THETIS, summarising the status of SSN implementation by MSs and highlighting the data quality issues.

Belgium and **the Netherlands** underlined that the distribution of SSN reports should continue to be done via email. **Belgium** said that port-related data quality checks were being implemented at national level.

Belgium questioned the advantage of implementing a new message for monitoring the availability of the national SSN system, as this was already being done using a specific request/response message at national level. **The Netherlands** and **the UK** stated that, if a system is providing notifications, this should confirm the availability system. EMSA said that it would investigate the test message mentioned by Belgium and report the outcome at the next SSN workshop.

The SSN group **noted** the information provided, and **approved** the proposals made with the following changes **(Action point 9)**:

a. On proposal 3, bullet point 2, the information will be distributed by email instead of being made available on the EMSA SSN page.
b. On proposal 6, EMSA will reassess the proposed system monitoring by analysing the possibility of an automatic request/response message, as used by Belgium, and will provide a proposal at SSN WS 19.
c. BR related to THETIS to be included in the XML RG v2.07.

VI. ANY OTHER BUSINESS

VI.1 SSN 18.6.1 UK proposal on access rights

The UK presented a proposal to review the current access rights of port authorities.

The Netherlands supported the proposal presented by the UK since as, in the Netherlands, private and public ports are separated.

Germany noted that the access should reflect the tasks associated with individual ports, and said that, if a port deals with safety, it should have access to Hazmat information for vessels passing in the area of the port. EMSA reminded the group that such a change would affect the approval of the IFCD by the HLSG, as the matrix on access rights is defined in that document.

EMSA **invited** MSs to send their comments on the proposal submitted by the UK. The comments received will be consolidated, and the view of the group will be presented at the next SSN workshop. **(Action point 10)**

VI.2 SSN 18.6.2 Presentation on the implementation of the Reporting Formalities Directive

EMSA gave an update on the status of the implementation of the Reporting Formalities Directive. The key involvement of the SSN group for the setting up of the technical requirements during 2013 was noted.

VII. INFORMATION PAPERS

The following documents were not presented, but were distributed in advance for information:

- SSN 18.3.3 Documentation Correspondence Group (DCG) – status report.
- SSN 18.3.5 List of SSN technical and operational documentation.
- SSN 18.4.3 Working Group for Reference Vessel Registry (RVR) database – status report.
- SSN 18.6.3 Service Level Agreement with the Regional AIS Servers.

Workshop Conclusions/Follow-up Actions

The workshop conclusions and follow-up actions have been noted in the relevant paragraphs of the minutes. The follow-up actions are indicated in Annex 4.

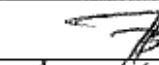The provisional date for SSN 19 is 22/23 May 2013.

Annexes
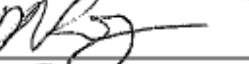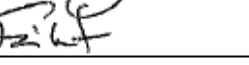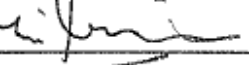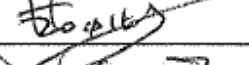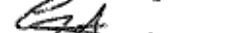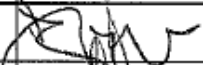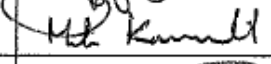
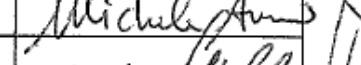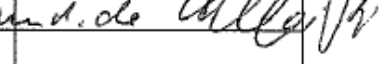Annex 1 – List of participants

Annex 2 – List of documents

Annex 3 – Workshop Agenda

Annex 4 – Action items

Annex 1 – Attendance List

Country	Name	First Name	Organisation	E-mail	Attendance on 18.10.12
Belgium	Deman	Johan	Agency for Maritime Services & coast, shipping assistance division	johan.deman@schelderadar.net	
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Annex 2 – List of SSN 18 documents

I. Introduction

SSN 18/1/1: Detailed Agenda (EMSA)
SSN 18/1/2: SSN 17 minutes (EMSA)

II. Input from the Commission

III. SafeSeaNet Operational and legal Aspects

SSN 18/3/1: Incident Reports Guidelines v1.91 (EMSA)
SSN 18/3/2: IFCD draft – status report (EMSA)
SSN 18/3/4: SSN Group – Rules of procedure (COM/EMSA)
SSN 18/3/6: LOCODE Guidelines (EMSA/DCG)

IV. SafeSeaNet technical aspects

SSN 18/4/1: Improving Ship MRS reporting in SSN (EMSA)
SSN 18/4/2: XML Reference Guide v2.07 and Deployment Plan (EMSA)

V. Status at National Level

SSN 18/5/1: Incident Reports - best practices *presentation* (MS)
SSN 18/5/2: SSN Data Quality report including interface with THETIS (EMSA)

VI. Any Other Business

SSN 18/6/1: UK proposal on access rights (UK)
SSN 18/6/2: Update on the implementation of the Reporting Formalities Directive – *presentation* (COM/EMSA)

For information
SSN 18/3/3: Documentation Correspondence Group (DCG) - status report (DCG)
SSN 18/3/5: List of SSN technical and operational documentation (EMSA)
SSN 18/4/3: Working Group for Reference Vessel Registry (RVR) database – status report (EMSA)
SSN 18/6/3: Service Level Agreement with the Regional AIS Servers (EMSA)

Annex 3 –Workshop Agenda

Time	Agenda Item	For
Thursday, 18 October 2012		
09:00 – 09:30	**Registration and coffee**	
09:30 – 09:45	Opening / Introduction (EMSA)	
	SSN 18.1.1 Approval of the agenda (EMSA)	Approval
	SSN 18.1.2 Approval of the SSN 17 minutes (EMSA)	Approval
09:45 – 10:00	**Input from the Commission**	
10:00 – 10:30	SSN 18.4.2 XML Reference Guide v2.07 (EMSA)	Approval
	SSN Deployment Plan – *presentation* (EMSA)	Information
10:30 – 11:00	SSN 18.3.2 IFCD draft – status report	Validation
11:00 – 11:15	**Coffee break**	
11:15 – 11:45	SSN 18.3.4 SSN Group – Rules of procedure (COM/EMSA)	Approval
11:45 – 12:30	SSN 18.3.6 LOCODE Guidelines (EMSA/DCG)	Approval
12:30 – 14:00	**Lunch break**	
14:00 – 14:30	SSN 18.4.1 Improving Ship MRS reporting in SSN (EMSA)	Information
14:30 – 15:00	SSN 18.3.1 Incident Reports Guidelines v1.91 (EMSA)	Approval
15:00 – 15:45	SSN 18.5.1 Incident Reports - best practices *presentation* (MS)	Information
15:45 – 16:00	**Coffee break**	
16:00 – 16:15	SSN 18.6.1 UK proposal on access rights (UK)	Information
16:15 – 16:45	SSN 18.5.2 SSN Data Quality report including interface with THETIS (EMSA)	Information & Approval
16:45 – 17:00	SSN 18.6.2 Update on the implementation of the Reporting Formalities Directive – *presentation* (COM/EMSA)	Information
17:00 – 17:30	**Discussion and summary of the follow up actions - End of meeting**	

Other Information paper (distributed not discussed during the meeting)	SSN 18.3.3: Documentation Correspondence Group (DCG) - status report (DCG) SSN 18.3.5: List of SSN technical and operational documentation (EMSA) SSN 18.4.3: Working Group for Reference Vessel Registry (RVR) database – status report (EMSA) SSN 18.6.3: Service Level Agreement with the Regional AIS Servers (EMSA)

Annex 4 – List of action items from the SSN 18 Workshop

Action point	Topic and Action	Resp.
1	**Incident Report Guidelines:** Publish the IR Guidelines version 1.91 at the EMSA website.	EMSA
2	**IFCD draft:** Document validated after the redrafting of the AIS Regional Server definition (section 1.4, page 9) and the inclusion in footnote of "under any agreement made between the MSs". The IFCD draft will be submitted to the HLSG 8 for approval.	EMSA HLSG
3	**Rules of Procedures:** Document approved with the following changes: • Delete in rule 2B the second part of the sentence. • Include in rule 9 that all members of the SSN group have one vote, except EMSA. • Delete in rule 13 the wording "Specialised". • Delete rule 14 – Public Relations. The updated SSN Rules of Procedure will be sent to the SSN Group for final review and will enter into force after 1 month.	EMSA
4	**LOCODEs Guidelines**: The following changes were requested: • Clarify that the NCA is responsible only for the management of SSN LOCODEs Better define in section 2.1.2 the waypoints and its use. • Include the comments received from DE before the WS. • Change "*Capitania Cadiz*" by "*Cadiz*" section 4. EMSA to publish the document after incorporating the comments received.	EMSA
5	**LOCODEs Guidelines:** Further evaluate the impact of an automatic interface for LOCODEs. To be presented at SSN WS 19.	EMSA
6	**Improving MRS reporting in SSN:** If agreed by the HLSG, a SSN Working Group on "*MRS reporting improvements"* will be set-up. MS to provide comments on the ToRs presented, within 2 weeks after SSN WS18 and to propose their participation in the WG. EMSA to ammend the map presented in the Annex 1.	HLSG MS EMSA
7	**XML Reference Guide v2.07:** Document approved with the following changes: • Include the Business Rules (BR) agreed in the Data Quality document and the subsidiary LOCODEs. • Delete the BR for cargo manifest "*the rule "When HazmatOnBoardYorN = "Y" the CargoManifest is mandatory."* in page 97. • Delete in page 201 the paragraph "*Important Notes*" EMSA to publish the new XML RG v2.07 and the XSD.	EMSA

Action point	Topic and Action	Resp.
8	**Incident Report best practices:** Propose and present at SSN WS 19 a technical solution for Hazmat information to be available after the cancellation of a call.	EMSA
9	**Data Quality:** Proposals approved with the following changes: • Proposal 3 – the information will be distributed by email instead of available on the EMSA SSN page. • Proposal 6 – EMSA to reassess the proposed system monitoring by analysing the possibility of an automatic request/response as used by BE and come back with a proposal at SSN WS 18. • BR related to THETIS to be included in the XML RG v2.07 (same as action point 7).	EMSA
10	**UK proposal on review of access rights for Port authorities:** MS to provide EMSA their comments/opinions on the proposal to open HAZMAT information to port authorities presented by the UK. EMSA will consolidate the feedback received and present the view of the group at the next SSN WS.	MS EMSA