European Maritime Safety Agency

Workshop Report

SafeSeaNet Workshop 20

Held in Lisbon on
6 November 2013

Background

SSN Workshop 20 was organised as a follow up to SSN Workshop 19, which was held from 22-23 May 2013.

The meeting was opened by Mr Lazaros Aichamalotidis, Head of Unit for Vessel Traffic and Reporting Services, 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, Cyprus, Czech Republic, Denmark, Estonia, Finland, France, Germany, Greece, Hungary, Ireland, Italy, Latvia, Lithuania, the Netherlands, Norway, Poland, Portugal, Romania, Slovakia, Slovenia, 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 distributed documents is included at **Annex 2**. All SSN workshop documentation may be obtained at:

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

Workshop Programme

I. INTRODUCTION

I.1 Opening

Mr Lazaros Aichmalotidis welcomed the participants and introduced the main workshop objectives as follows:

- To validate the draft SSN version 3 technical specifications.
- To report on the progress made by the Mandatory Reporting System Working Group (MRS WG) and approve the MRS business rules and the proposed amendment to the XML Reference Guide.
- To present the report on SSN Data quality and the status of implementation at national level, including the SSN–THETIS interface.
- To present an overview of the anticipated development roadmap for SSN.

I.2 Approval of the agenda

The agenda was adopted without changes.

I.3 Minutes of previous meeting (Workshop 19) and follow-up actions

The minutes of the previous workshop (SSN 19) were approved and EMSA summarised the items outstanding from previous workshops.

With respect to action 5, **Denmark** (supported by **Norway**) requested that EMSA should further investigate the best way of reporting vessels carrying Hazmat to and from off-shore installations. **Belgium** stated that it has created specific LOCODEs for off-shore installations, and suggested that EU LOCODEs could be created for the same purpose. EMSA will further investigate the most appropriate way of managing LOCODEs for off-shore installations, bearing in mind the requirement for a harmonised approach **(Action point 1)**.

With respect to action 6, the SSN group was invited to nominate experts for the Hazmat Working Group. The following MSs expressed their interest in participating: **Estonia**, **France**, **the Netherlands**, **Poland** and **Spain**[1].

I.4 SSN 20.1.3 Actions stemming from SSN HLSG decisions

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[1] From 26th November, the participating MSs are BE, DK, EE, FR, GR, IT, NL, NO, PL, SI, ES.

EMSA presented the main actions arising from the 9th SSN High Level Steering Group meeting. With respect to point 2.6 (Coastal stations and Places of Refuge Information, paragraph b), **Sweden** and **Greece** requested that the STMID template should be provided completely empty, and **Germany** asked to receive it complete with the latest EMSA information.

Ireland noted that there was some discussion at HLSG 9 on the exchange of information relating to places of refuge, and on what was required by Directive 2002/59/EC. The Commission said that no request had been made for the exchange of information on places of refuge. The request was to publish the name of the authorities dealing with places of refuge, and also of those that had been given the responsibility for receiving and handling alerts.

Ireland also noted that no further work relating to XML enhancements was going to be carried out on the SSN receipt message. EMSA confirmed that the receipt message scope will remain unchanged (i.e. the message will provide information on message reception and on possible issues associated with the SSN rules).

The SSN group **noted** the information presented, and **agreed** that EMSA should provide the STMID template as soon as possible **(Action point 2).**

II. INPUT FROM THE COMMISSION

The Commission mentioned that all points had been addressed in the presentation of the document SSN 20.1.3 (actions stemming from SSN HLSG decisions.

III. SAFESEANET OPERATIONAL AND LEGAL ASPECTS

III.1 SSN 20.3.2 SSN Change Management Evaluation Report

EMSA presented the Change Management Evaluation Report.

The SSN group **noted** the information provided, and **agreed** that EMSA should publish the list of RFCs on its website (access protected) **(Action point 3).**

IV. SAFESEANET TECHNICAL ASPECTS

IV.1 SSN 20.4.1 MRS WG – Progress report

EMSA presented the progress achieved by the MRS WG. It included the relevant business rules for obtaining enhanced MRS data exchange via SSN, the changes to the XML messaging structure as well as a time plan proposing these changes to be done along with SSN V3 developments.

Denmark noted the work carried out by the MRS group in the development of an XML structure, but questioned the operational benefit of the optional attribute "*Report type*". EMSA said that the inclusion of this attribute may be evaluated in the future for those MSs willing to exchange additional information within the regional cooperation.

The SSN group **validated** the MRS proposal and **agreed** to remove the attribute "*Report type*" **(Action point 4).**

IV.2 SSN 20.4.2 SSN Roadmap

EMSA gave an overview of the expected planning for the development of SSN as follows:

a. SSN version 2.07 (new Incident Report framework, business rules for data quality controls on Port Plus notifications) to be deployed during weeks 48-49.
b. SSN GI version 2.2 (refurbishment with new functionalities) to be deployed during weeks 48-49.
c. SSN version 2.08 (changes to individual business rules in messages and technical upgrades) to be deployed during April 2014.

d. SSN version 3 (compliance with the reporting formalities Directive 2010/65/EU, new MRS messages and additional changes agreed by the SSN group) to be deployed in March 2015, with a transition phase until 1 June 2015.

The changes covered by each release are listed in the Change Management Evaluation Report (agenda item SSN 20.3.2).

The SSN group **noted** the information presented.

IV.3 SSN 20.4.3 SSN Interface – Progress report

EMSA presented the results of the SSN interface sub-group that was established at SSN 19 (22-23 May 2013). The sub-group was tasked with defining the technical specifications for the SSN interface in order to implement the changes that derive from the requirements of Directive 2010/65/EU.

The proposed changes were presented to the SSN group in the draft XML Reference Guide (in track changes), and were distributed on 5th September in order to allow SSN group representatives to review and provide comments prior to the meeting.

Following the comments received, a second revised version of the document was distributed on 4th October, including some of the proposals.

EMSA presented the proposed changes with the objective of achieving general agreement at the SSN workshop, although it was noted that additional adjustments to the proposal would still be possible following the meeting.

The Netherlands asked whether all the data elements included in the Security element group were mandatory. EMSA clarified that a similar question had already been forwarded to the Commission services by the eMS group, and that the response was that the elements in the security form included in the Appendix to Directive 201/65/EU should be implemented in the NSW and exchanged via SSN. EMSA suggested that the Netherlands should contact the Commission services if a confirmation was needed.

Slovenia requested that the "*POB*" attribute should be added to the "*DepartureNotificationDetails*" element, as it had detected that, in the case of passenger vessels, the "POB" on departure is relevant information that should be provided. EMSA replied that, from a legal point of view, the "*POB*" on departure is only required when there is Hazmat on board. A proposal for change was presented by EMSA, including the "*POB*" on departure to be reported in the "*DepartureNotificationDetails*" and removed from the "*HazmatNotificationInfoEUDepartures*". A business rule was proposed stating that the notification of "*POB*" information should be mandatory whenever there is Hazmat on board at the time of departure.

Ireland stated that it already has this implemented as mandatory in its national system. Other MSs confirmed that this information was relevant from an operational perspective, and the proposal related to "POB" on departure was accepted.

Germany asked about the timing for the phasing out of the URL option for the provision of Hazmat details (as additional time might be needed to move from URL to XML details), and also about the possibility of including additional elements as optional in the Hazmat details.

Lithuania stated that they will need more time (after 1st June 2015[2]) to update their information systems to comply with SSN V3 Requirements.

EMSA said that the URL option will be phased out with the implementation of SSN V3, and that proposals for additional elements might be considered for less significant changes. **EMSA** also confirmed that backward compatibility between SSN V2 and V3 will be implemented in order to support the transition period. Any request to delay the phasing out of the URL option should be addressed to the Commission.

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[2] Lithuania should address their issue to the Commission.

The UK questioned whether the URL phase-out (especially the use of PDF) was a requirement of the RF Directive. EMSA pointed out the results of the discussions within the eMS group, which concluded that the PDF format is not a revisable structured format which can be used directly for storage and processing by computers (as defined in Article 2.f of the RF Directive). The Commission added that this was a legal question that should be discussed within the Commission.

Ireland stated that the PDF format (available over URL) had been included as an option for providing Hazmat details in SSN, because there was no stabilised structure/format for the XML message.

The SSN group **agreed** to validate the main structure of the draft XML proposal, and that comments which did not introduce significant changes to the structure would still be accepted until 14 November (**Action point 5**).

Following the discussions, EMSA was to prepare a new draft XML incorporating the additional comments received, and to distribute it to the SSN group for validation. The document is to be presented at the next HLSG for final approval.

IV.4 SSN 20.4.4 SSN performance and data archiving

EMSA introduced a proposal aimed at improving the performance of SSN by applying a procedure for the archiving of SSN data, and also at introducing a rejection rule for PortPlus messages based on the "*ETA*" value.

The Netherlands asked whether the archived calls could be easily searched by the MSS. EMSA replied positively[3].

Sweden asked how the detection of a ship departure from a port was going to be implemented, and whether it would still be possible to see the ship on the SSN Graphical Interface (GI). EMSA replied that the detection of ship departures is based on AIS information and pre-defined port areas. With respect to the second question, once a call has been archived, it will no longer be visible on the SSN GI.

The Netherlands asked what the response would be to requests made for archived data. EMSA said that "no data found" would probably be the response message, but MSs were invited to provide alternative suggestions.

Slovenia noted that, from an operational point of view, it would be important to know which data had been archived.

Ireland requested information on the port limits defined in SSN for its ports.

Germany asked whether there were any special procedures for accessing the relevant information at the time of an accident or incident. EMSA said that, in the majority of cases, the archived data would no longer be relevant, as the Hazmat information would have already changed.

Sweden stated that the rejection rule proposed (i.e. PortPlus notifications sent with an "*ETA*" more than 365 days after the "*SentAt*") would create a lot of problems, as cruise ships provide "*ETA*" with more than 365 days.

The SSN group **validated** the proposal, based on the following principles **(Action 6)**:

a. The rejection rule based on "*ETA* more than 365 days" should not be implemented.
b. The archiving procedure should be implemented as follows:
   - Ship call records to be archived 60 days after the "*ATD*".
   - Ship call records with no "*ATA*" to be archived 30 days after the "*ETA*" (this timing is a modifiable parameter).

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[3] Post meeting note: According to the SSN Common Operational Procedures applies, the requests should be addressed to the MSS using preferably the template proposed page 28 of the document. Although not specified, MSS should provide the requested information within 3 consecutive days (this only applies to information stored at SSN Central level).

- Archiving to be executed by SSN every day at 3:00 a.m.

c. The efficiency of the procedure should be assessed, and amended if necessary (e.g. with respect to the number of days in point b above)

EMSA will **provide** the port limits (polygon) defined in SSN to Ireland **(Action point 7).**

EMSA will also **investigate** the feasibility of including a status message that shows that data has been archived **(Action point 8).**

IV.5 SSN 19.4.5 SSN User Naming Convention – update status

The aim of the document was: to review the required harmonisation actions related to the common naming convention; to propose further changes to the XML protocol in order to remove inconsistencies in attribute definitions related to user identification and; to further facilitate SSN integration with other systems (CSN, LRIT, THETIS) in EMSA's Identity Management System (IdM).

Finland asked whether users that have been deactivated in SSN would still appear after exporting users to IdM. They also noted that fax numbers are sometimes not really available, and that this field should therefore be optional in both SSN and IdM. EMSA replied that only active users will be migrated to IdM. With respect to the fax number, EMSA will contact the IdM team in order to investigate the possibility of having this field set as optional for all maritime applications.

The SSN group **approved** the proposal presented, and **agreed** that EMSA would investigate the possibility of including the fax field as optional **(Action point 9)**.

V. SAFESEANET STATUS

V.1 SSN 20.5.1 Maritime Incident Reports – best practices

As an outcome of SSN WS 16, Member States were invited to make annual presentations on Maritime Incident Report best practices to the SSN Group (on a voluntary basis).

EMSA gave a presentation on the quality of Incident Reports in the SSN system, based on an analysis conducted by the MSS one year after the approval of latest version of the IR Guidelines. EMSA also highlighted the fact that the new IR protocol (XML messaging) will improve the distribution and exchange of incidents between MSs, and reported that Denmark and Lithuania have already commenced the Commissioning Tests.

Belgium informed that it was currently testing the new IR protocol at national level, and that it plans to begin the commissioning tests by January 2014. It also asked whether THETIS would ever receive any information on incidents. EMSA said that this exchange had never been agreed at policy level.

Denmark said that it plans to go operational with the new IR protocol by mid-January 2014 and noted that the new protocol greatly improved the possibilities for the reporting and distribution of incident reports.

The SSN group **noted** the information provided.

V.1 SSN 20.5.2 SSN Data Quality Report

EMSA presented the SSN Data Quality Report, including the interface with THETIS, and also summarised the status of SSN implementation by MSs, while highlighting the data quality issues. EMSA informed the group that Croatia is developing its national SSN system, and that it expects to join SSN by mid-2014.

Denmark said that, due to an error in its national system, it has resumed using automatic Shipcall requests for the full Hazmat details. This situation will be rectified in the next release of the national SSN system, at which time it will revert to only automatically requesting the Hazmat summary.

The SSN group **validated** the proposals/requested actions presented **(Action point 10)**.

VI. ANY OTHER BUSINESS

VI.1 SSN 20.6.1 Evolution of SSN under IMP - update

EMSA gave an update on the IMP project and the links with the evolution of SSN, and presented a demo version of the Single Window prototype that was being tested in collaboration with Bulgaria, Greece, Italy, Malta, Norway and Romania. The design of the prototype was based on the work of the eMS group, and on the ISO 28005 standard for Electronic Port Clearance. It offers both a web user interface and an XML interface for the submission of reporting formalities information.

Germany asked how data access rights were enforced. EMSA replied that all data providers can have access to the data in the system at this stage of development. Access right controls will subsequently be defined in collaboration with the participating MSs.

Finland said that Finnish cruise companies might be interested in testing the prototype, and asked how crew and passenger lists could be provided. EMSA replied that this can be done manually or by uploading a CSV file at the present time. In addition, shipping companies may develop an XML interface to introduce the data, using the XML format derived from the ISO 28005 standard.

Slovenia asked whether there were any minimum requirements relating to the data to be submitted. EMSA said that the Single Window does not control the completeness of the data reported, and that this control has to be performed by the authorities receiving the data.

The Netherlands asked for clarification regarding the hosting arrangement with participating MSs. EMSA said that it is hosting the prototype at present, as it is in continuous development, but that it is foreseen that participating MSs will host it once it has been stabilised.

Finland and **Slovenia** expressed their interest in having access to the system, and EMSA offered to provide access to any interested MS.

The SSN group **noted** the information provided, and **EMSA** will provide login access to the prototype for Finland, Slovenia and any other interested MS **(Action point 11)**.

VII. INFORMATION PAPERS

Document SSN 20.3.1 (List of SSN technical and operational documentation) was not presented, but it was distributed for information.

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 21 is 6 May 2014 back to back with LRIT (7 May) and IMDatE meeting (8 May).The final dates will be confirmed in the invitation letters.

Annexes

Annex 1 – List of participants

Annex 2 – List of documents

Annex 3 – Workshop agenda

Annex 4 – Action items

Annex 1 – Attendance List

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Annex 2 – List of SSN 20 documents

I. Introduction

SSN 20.1.1: Detailed Agenda (EMSA)
SSN 20.1.2: SSN 19 minutes (EMSA)
SSN 20.1.3: Actions stemming from SSN HLSG decisions (EMSA)

II. Input from the Commission

III. SafeSeaNet Operational and legal Aspects

SSN 20.3.1: List of SSN technical and operational documentation (EMSA) **
SSN 20.3.2: SSN Change Management Evaluation Report (EMSA)

IV. SafeSeaNet technical aspects

SSN 20.4.1: MRS WG - Progress report (EMSA)
SSN 20.4.2: SSN Roadmap (EMSA)
SSN 20.4.3: SSN Interface – Progress report (EMSA)
SSN 20.4.4: SSN performance and data archiving (EMSA)
SSN 20.4.5: SSN User Naming Convention - update status (EMSA)

V. Status at National Level

SSN 20.5.1: Maritime Incident Reports - best practices (MS) *
SSN 20.5.2: SSN Data Quality Report (EMSA)

VI. Any Other Business

SSN 20.6.1: Evolution of SSN under IMP: update (EMSA) *

Documents distributed in PowerPoint format.
*** Other information papers distributed but not discussed during the meeting*

Annex 3 –Workshop Agenda

Wednesday, 6 November 2013		
Time	**Agenda Item**	**For**
09:00 – 09:30	**Registration and coffee**	
09:30 – 10:00	**I. Introduction** Opening / Introduction (EMSA) SSN 20.1.1 Approval of the agenda *(*EMSA) SSN 20.1.2 Approval of SSN 19 minutes (EMSA) SSN 20.1.3 Actions stemming from SSN HLSG decisions (EMSA)	 Approval Approval Information
10:00 – 10:15	**II. Input from the Commission**	
	IV. SafeSeaNet technical aspects	
10:15 – 10:45	SSN 20.4.2 SSN Roadmap (EMSA)	Information
10:45 – 11:00	**Coffee break**	
11:00 – 12:00	SSN 20.4.3 SSN Interface – Progress report (EMSA)	Approval
12:00 – 12:45	SSN 20.4.1 MRS WG - Progress report (EMSA)	Approval
12:45 – 14:00	**Lunch break**	
14:00 – 14:30	SSN 20.4.4 SSN performance and data archiving (EMSA)	Approval
14:30 - 15:00	SSN 20.4.5 SSN User Naming Convention - update status (EMSA)	Approval
	III.SafeSeaNet Operational and legal Aspects	
15:00 – 15:30	SSN 20.3.2 SSN Change Management Evaluation Report (EMSA)	Information
15:30 – 15:45	**Coffee break**	
15:45 – 16:15	**V. Status at National Level** SSN 20.5.2 SSN Data Quality Report (EMSA)	 Approval
16:15 – 16:45	SSN 20.5.1 Maritime Incident Reports - best practices (MS) **VI. Any Other Business**	Information
16:45 – 17:15	SSN 20.6.1 Evolution of SSN under IMP: update (EMSA)	Information
17:15 – 17:45	**Discussion and summary of the follow up actions**	

Annex 4 – List of action items from the SSN 20 Workshop

Action point	Topic and Action	Resp.
1	**Minutes of previous meetings (Workshop 19) and follow-up actions:** Investigate the most appropriate way of managing LOCODEs for off-shore installations.	EMSA
2	**Actions stemming from SSN HLSG decisions:** STMID template to be provided as soon as possible to MSs. The template should be provided empty to Greece and Sweden.	EMSA
3	**SSN Change Management Evaluation Report:** Publish the list of RFCs on EMSA's website (access protected).	EMSA
4	**MRS WG – Progress report:** Remove the attribute "*Report type*" from the BRs.	EMSA
5	**SSN Interface – Progress report:** Comments to the new draft XML will be accepted until 14 November. The updated document will be sent to the SSN group for validation and presented for approval to the HLSG10.	MS EMSA
6	**SSN performance and data archiving:** The SSN group validated the proposal, based on the following principles: a. The rejection rule based on "ETA more than 365 days" should not be implemented. b. The archiving procedure should be implemented as follows: • Ship call records to be archived 60 days after the "*ATD*". • Ship call records with no "*ATA*" to be archived 30 days after the "*ETA*" (this timing is a modifiable parameter). • Archiving to be executed by SSN every day at 3:00 a.m. c. The efficiency of the procedure should be assessed, and amended if necessary (e.g. with respect to the number of days in point b above).	EMSA
7	**SSN performance and data archiving:** Provide to Ireland the port limits (polygons).	EMSA
8	**SSN performance and data archiving:** Investigate the feasibility of including a status message that shows that data has been archived.	EMSA
9	**SSN User Naming Convention – update status:** Investigate the possibility of including the fax field as optional in IdM.	EMSA
10	**SSN Data Quality Report:** Continuous actions aiming to improve the quality of data provided by MS.	MS EMSA
11	**Evolution of SSN under IMP:** Provide access to the IMP prototype for Finland, Slovenia and any other interested MS.	EMSA