

Please provide any comment by 21 September.

**Report of the 35th Session of the IALA VTS Committee**

**3 – 7 September 2012**

***Executive Summary***

* 70 members from 22 countries participated in VTS35; 8 for the first time;
* The Committee considered 48 input papers and produced 10 output papers;
* There was an assessment of two tasks (3 – IMO Resolution A.857(20) & 14 – IMO Resolution A.918(22)), leading to work being suspended on these tasks whilst guidance was sought from the Council about the process for reviewing IMO documents;
* The revision to IALA Recommendation V-128 is approaching completion;
* Draft documents submitted for Council approval:
  + VTS Strategy Paper;
  + Guideline on provision of VTS types of service, considered to be a notable success;
* Information papers for Council:
  + Request for guidance concerning IMO document review;
* Liaison notes were produced to:
  + ANM on Guideline No.1018 on Risk Management;
  + e-NAV on an AtoN Information draft Product Specification;
  + e-NAV on the Plan for AIS and VDE.
* A Seminar proposal (VTS Simulation Training), to be held in September 2013, was completed and submitted to Council for approval;
* The Committee now has rapporteur for its monitoring items on ‘Use and impact of risk and decision making tools’ and ‘Liaison between the VTS and e-NAV Committees’, the latter being the most significant previous shortfall,; (Paragraph 5)
* A final Training / Accreditation meeting will be held on 7 September 2012, after the close of VTS35; (Paragraph 6.2)
* Changes were proposed to the Committee’s Work Programme (VTS35/output/9);
* Considerable thanks are due to DGCS for hosting a most successful meeting in Istanbul.

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| VTS Committee  35th Session | 7 September, 2012 |

Report of the 35th Session of the IALA VTS Committee

# General

The 35th meeting of the **VTS Committee** was held from 3 – 7 September 2012 at the Anadoluhisari Facility of the Directorate General of Coastal Safety (DGCS) of Turkey, with Tuncay Çehreli as Chair and Neil Trainor as Vice Chair. The Secretary for the meeting was Mike Hadley.

Apologies were received from:

|  |  |  |
| --- | --- | --- |
| **NAME** | **ORGANIZATION** | **COUNTRY** |
| Reinhard Ecklord | USCG | USA |
| James Larson | USCG | USA |
| Paul Owen | World VTS Guide | UK |
| Evert Prijs | Port of Amsterdam | The Netherlands |

The Chairman opened the meeting by welcoming all participants to VTS35, particularly those attending for the first time and those returning after absence. He said that he very much appreciated the ability to hold the meeting in Istanbul and that as well as the work being undertaken he hoped that everyone would take the opportunity to explore ad enjoy the city.

The Chairman then introduced Captain Olcay Ozgurce, Head of Turkish Straits VTS and Pilotage Department of DGCS, who said that, on behalf of the Director General of DGCS (Captain Salih Orakci), he was happy to be hosting both VTS35 and VTS2012. He said that Captain Orakci is expected to join the meeting later in the week.

Captain Ozgurce said that he was very much looking forward to the 12th International VTS Symposium. He then wished everyone success in dealing with the ever expanding role of vessel monitoring for maritime safety, environmental protection and security. He remarked that as well as being situated around one of the most risky waterways in the world, Istanbul is one of the most beautiful and historical cities too and endorsed the Chairman’s hope for everyone to spend a good time in such a unique city.

The Chairman then said that the Secretary General was unable to be present but he was able to join the meeting from Thursday 6 September, 2012

## Administrative announcements

Ms Bengü Tokatlıoğlu (Interium) gave a brief on the arrangements for the week, stressing that partners were invited to the Committee dinner and cruise.

The Chairman thanked Ms Tokatlıoğlu for the information provided.

## Approval of the agenda

The agenda was reviewed and adopted (VTS35/1 rev3).

# Review of action items from VTS33

Input paper VTS34/2 refers.

## Action items – IALA Secretariat

These were noted as complete, although the action from PAP23, requesting that the Council be informed of the need to review the whole of SMCP had not met with success. Following discussion it was agreed that a revised approach would be taken, initiated by WG1.

## Action items – VTS Committee Members

The actions for members were considered complete or were due to be completed at the meeting. However it was noted that actions should be placed on the Committee and not just a specific WG, as two responses to such an action (Actions 26 and 28) had been replied to nationally.

**Action 31.** The request to consider VTS questions that could be included in the annual IALA Questionnaire gave rise to a discussion, which indicated that there may be two possible approaches; include questions in the existing questionnaire or raise a separate VTS Questionnaire. The pros and cons for the approaches were discussed; the resulting information will be taken into account by a small drafting group, consisting of Jean-Charles Cornillou, Ugur Karabay and the Chairman.

# Review of input papers

The list of input papers (VTS35/3 rev5) was reviewed, in the context of Tasks and Working Groups, and their disposition for consideration and / or action agreed. There were several complaints about the revised format for listing input papers, which breaks the connection between an input paper and its associated Task / agenda item and has made national briefings much more difficult. The Committee requested a return to the previous paper numbering system, The Secretary undertook to represent these views to the Policy Advisory Panel (PAP), which had agreed the change.

The Chairman thanked all those who had contributed to the input papers.

Action item

The Secretariat is requested to inform the PAP of the VTS Committee’s views on the revised numbering system for input papers.

# Reports from other bodies

## Report of Council 53

Paper VTS35/30 refers. The Chairman drew attention to:

* The discussion on approaches to IMO;
* The approval of the Workshop on VTS portrayal;

The Secretary gave a resume of his recent visit to Bremen and Jacobs University. On hearing that there was a proposal from the hosts to move the workshop from the week of 4-8 March to that of 6-10 May, concern was expressed that this might impact on the timetable for the development of e-Navigation. The Secretary undertook to seek advice from the Chair and Vice Chair of the e-NAV Committee. This consultation revealed that there was no such concern.

* Approval of what is now to be known as the VTS Strategy paper;
* The holding of the final Training & Accreditation meeting immediately following the end of VTS35;
* The current status of Maritime Co-operation;
* The rejection of the proposal to IMO that the training of ships’ masters in VTS be harmonised.

## PAP23

Paper VTS35/5 refers. The Chairman drew attention to the comments made about the VTS Committee.

## COMSAR16

Paper VTS35/45 refers.

The Committee noted the comments about the concern at the lack of progress made at COMSAR16 with e-Navigation.

## NAV58

Paper VTS35/31 refers.

The Committee noted the comments made regarding the VTS Committee.

## STW43

Paper VTS35/44 refers.

The rejection of the VTS training proposal and lessons that can be learned from what happened were discussed. It was said that there was little chance of STW agreeing to look at the matter again unless a new ‘vehicle’ could be found in which the matter could be included.

# Reports from rapporteurs

## Developments in e-learning, IALA World-Wide Academy (Task M1\*)

This item was deferred, until Stephen Bennett was able to be present. (see section 6.1)

## Use and impact of risk and decision making tools (Task M2\*)

Kerrie Abercrombie has volunteered to act as rapporteur for future meetings, on the understanding that she need not necessarily be present at each meeting.

The Chairman expressed his thanks for this offer and accepted it.

## Liaison with e-NAV Committee (Task M3\*)

There was no input for this item. However, Pieter Paap said that in view of the speed with which VTS and e-Navigation are proceeding he was prepared to assume the role of rapporteur for the remainder of the current Work programme.

The Chairman expressed his thanks for this offer and accepted it.

## Usage of the World VTS Guide (Task M4\*)

As Paul Owen was unable to be present nothing was reported. However it was noted that a new World VTS website is due to be unveiled during VTS2012.

## IALA Dictionary

The Chairman noted that VTS information provided to the editor of the IALA Dictionary had yet to be posted (Action 17 from PAP22). The Chairman is the custodian of the VTS section of the library and he drew attention to the updating procedure, which is contained in paper PAP22/7/1.

# Presentations

There was one presentation during the meeting, on Thursday 6 September, 2012. It forms part of the output from the meeting.

## The IALA World-Wide Academy (WWA)

The presentation was made by Stephen Bennett at the beginning of the plenary on Thursday 6 September.

Stephen Bennett updated the Committee about the activities of the WWA, including the development of a close relationship with IMO through activities involving capacity building, and the imminent placing of a website contract for the WWA, which will be pilot for a revised IALA website. The WWA website is expected to be operational during December 2012 and the revised IALA website during January 2013. The accreditation process was then outlined, together with the provision of information about a register of experts. The presentation concluded with a look to the future, including the intention to hold a one-month AtoN management level 1 training course, at IALA, in January 2014.

# Establish Working Groups

The Secretary ran through the outline programme for the week.

Three working groups were then established, as outlined below:

|  |  |
| --- | --- |
| Working Group (WG) | Working Group Chair / Vice Chair |
| WG1 – VTS Operations | Barry Goldman / William Burns |
| WG2 – Technical | René Hogendoorn / Jens Christian Pedersen |
| WG3 – Personnel and Training | Terry Hughes / Niels Mygind |

It was noted that VTS35 was the last meeting for Barry Goldman. At VTS36 William Burns will assume the Chairmanship of WG1 and the WG will require a new Vice Chairman. Jens Christian Pedersen was welcomed as the Vice Chairman of WG2 and Niels Mygind has been confirmed as the Vice Chairman for WG3.

Before breaking into Working Groups there was a plenary discussion on Paper VTS35/47 (VTS Strategy). This was followed by a brief discussion on the approach to be taken with regard to the review of IMO Resolution A.857(20) and the necessity of updating SMCP. With regard to a VTS Strategy Paper, it was agreed that a drafting group, consisting of the Chairman and Vice Chairman, Jacinto de Sousa, Pieter Paap and the Secretary would produce a document for consideration at the final plenary. With regard to IMO Resolution A.857(20) and SMCP, it was agreed that until a process for submitting comments / input to IMO has been agreed, the work on Tasks 3 and 14 would be suspended. The Chairman of WG1 undertook to draft an Information Paper to Council for consideration at the closing plenary.

# Working Group 1 - Operations

## Develop criteria, guidance or general provisions, for submission to IMO, on establishing and operating a VTS beyond territorial seas, to include a clarification of the difference between a VTS Area established / extending beyond territorial seas and operated as a VTS in its own right and a ship reporting system managed / monitored by a VTS. (Task 2\*)

Noted closed by 52nd Council.

## Review/update/provide input to IMO on Resolution A.857(20) - Guidelines For Vessel Traffic Services (Task 3\*)

Work for this task has been placed in abeyance whilst VTS35/output/8 (Information Paper on Guidance for IMO Documents) is considered by Council.

Action item

The Secretariat is requested to forward the Information Paper requesting guidance concerning IMO document review (VTS35/output/8) to Council for approval.

The Secretariat is requested to forward VTS34/WG1/WP1 (Review/update/provide input to IMO on Resolution A.857(20) – Guidelines For Vessel Traffic Services (Task 3)) to VTS36.

## Update the VTS Manual (Task 4\*)

Completed. Approved at the 53rd session of the Council.

## Review VTS Recommendation on V-120 on Vessel Traffic Services in inland waters (dated 06/2001) (Task 5.a.ii\*)

The review of this recommendation is progressing for completion at VTS36. During this session draft changes were made to align this recommendation with the IALA VTS Manual 2012.

Action item

The Secretariat is requested to forward VTS35/WG1/WP8 (Review VTS Recommendation on V-120 on vessel traffic services in inland waters (dated 06/2001) (Task 5.a.ii\*)) to VTS36.

## Review VTS Recommendation on V-125 on the use and presentation of symbology (dated 12/2004) (Task 5.a.iii\*)

Completed. Approved at the 53rd session of the Council.

## Review VTS Recommendation on V-127 on VTS operating procedures (dated 06/2004) (Task 5.a.iv\*)

Completed. Approved at the 51st session of the Council.

## Produce a Recommendation on standard nomenclature (i.e. radio call signs) for use when referring to a VTS Centre (Task 8\*)

Completed. Approved at the 51st session of the Council.

## Produce Guidelines on the provision of VTS Types of Service (Task 10\*)

Good progress was made with this task as a result of the inter-sessional correspondence group and valuable input from members of the VTS Committee. The draft Guideline was finalised at this session (VTS35/output/5).

Action item

The Secretariat is requested to forward VTS35/output/5 (Draft IALA Guideline on the Provision of Vessel Traffic Services (INS, NAS & TOS)) to Council for approval.

## Produce a Guideline on VTS support and interaction with allied services in emergency situations, SAR, disaster management, law enforcement and regulatory compliance. (Task 11\*)

Work continues to progress well with two sessions remaining. It is noted that a complete restructure of this working paper has been made. Further development of this task would benefit from Committee members reviewing the working paper and providing guidance on whether this task is developing as envisioned.

Action item

The Secretariat is requested to forward VTS35/WG1/WP6 (Guideline on VTS support and interaction with allied services in emergency situations, SAR, disaster management, law enforcement and regulatory compliance (Task 11)) to VTS36.

The VTS Committee is requested to review VTS35/WG1/WP6 and provide further input to VTS36.

## Produce a Guideline on the use of decision support tools in VTS. (Task 12\*)

Work on this task commenced at this session with the scope and framework for the guideline being defined. The purpose of this Guideline is to provide guidance in the:

* utilisation of decision support tools in VTS; and
* provision of a list of example decision support tools a VTS authority may consider.

Action item

The Secretariat is requested to forward VTS35/WG1/WP9 (Guideline on the use of decision support tools in VTS (Task 12)) to VTS36.

## Produce a Guideline on assessing and auditing the overall performance of VTS Centres with respect to their effectiveness in mitigating risk and as described in Chapter 18, Quality Management, in the VTS Manual (Task 13\*)

This task continues to progress. This task has ties to all the working groups within the Committee because it touches on quality and safety management systems, selection and recruitment, training, equipment, and procedural matters. Discussion included assessing performance, possible external auditing, and the need for example audit checklists.

Action item

The Secretariat is requested to forward VTS35/WG1/WP3 (Guideline on Auditing of VTS Centres (Task 13)) to VTS36 as a work item for WG2 and WG3 and for continued development by WG1.

VTS Committee members are requested to submit example audit checklists used by authorities to assess VTS centres as input papers to VTS36.

## Review SMCP as it relates to VTS and communicate suggested changes to IMO (Task 14\*)

Work for this task has been placed in abeyance whilst VTS35/output/8 (Information Paper on Guidance for IMO Documents) is considered by Council.

Action item

The Secretariat is requested to forward VTS34/WG1/WP5 (Review SMCP as it relates to VTS and communicate suggested changes to IMO (Task 14)) to VTS36.

## Co-ordinate work required to update the NAVGUIDE (Task 19\*)

VTS35/39 captured the work from VTS34, as well as inter-sessional work, that verified this paper’s contents against the final version of the VTS Manual, edition 5. It was noted during discussions that the paper needed further review and, in particular, need to take into account the new draft Guideline on VTS Types of Service (VTS35/output/5) that is being forwarded to Council for approval. This will be addressed at VTS36.

Action item

The Secretariat is requested to forward VTS35/WG1/WP7 (VTS section of the IALA NAVGUIDE (Task 19)) to VTS36.

## Develop an IALA VTS Strategy Paper on the ‘Needs for the future delivery of VTS’ (Task 21)

It was noted that the Council had modified the title of the Task. The initial step was assigned to a drafting group (see section 7), asked to draft an Information Paper about the approach to be taken in preparing an IALA VTS Strategy Paper. This resulted in VTS35/output/2.

Noting that the document is a first draft for the information of Council, the Committee was requested to review the document and provide input for further development at VTS36.

Action

The Secretariat is requested to forward the Information Paper on an IALA VTS Strategy Paper (VTS35/output2) to the Council for approval.

The VTS Committee is requested to review VTS35/output/2 and provide further input to VTS36.

## Guideline 1018 - Risk Management (Review requested through ANM liaison note)

A review of IALA Guideline No. 1018 was completed during this session with recommended changes contained in VTS35/output/3.

Action

The Secretariat is requested to forward the Liaison Note on Review of Guideline 1018 - Risk Management (VTS35/output/3) to ANM.

## IALA Annual Questionnaire

In response to the ANM enquiry (PAP23 Action 15) a review was undertaken of the VTS questions currently asked in the IALA Annual Questionnaire. A draft output paper was prepared but in plenary it was decided that further work was required and the document (VTS35/WG1/WP10) was to be reviewed at VTS36.

Action item

The Secretariat is requested to forward the draft Liaison Note on the Annual Questionnaire (VTS35/WG1/WP10) to VTS36.

## IALA VTS Portrayal Workshop

The Secretary reported that he had recently made a visit to Jacobs University and, as a result, the planning process is now underway. A first meeting of the Steering Group will be held on Tuesday 11 September.

## Fond farewells

The Committee wished to record their thanks for the contribution of Michel Desparois and the departing WG1 Chairman, Barry Goldman, to the IALA VTS Committee.

# Working Group 2 – Technical

## Work Items

The working group reviewed the task list and the list of input papers. Significant progress was made in revising the IALA Recommendation V.128. The review of this document is almost complete and, as a large body of text was added to the draft V-128 document, it is now in a state that it needs editorial review and update to make the document structure and language consistent. Therefore, it is proposed to organise an editorial meeting at the Terma premises in Denmark. The working group agreed with this proposal. A tentative date is in week 5 of 2013. The members of the working group are requested to send input to Jens-Christian Pedersen ([jcp@terma.com](mailto:jcp@terma.com)) before the editorial meeting (preferably no later than week 3 of 2013). It was noted that the Secretary-General would need a formal request to hold this meeting. Approval was given by the Secretary-General before the end of the meeting.

At VTS 36, the draft revision to V-128 will be reviewed by the working group. The members of the working group are requested to send their comments 2 weeks in advance of VTS 36, to allow for an efficient review of the document.

Action item

The members of Working Group 2 are requested to provide their comments on the revision of V-128 (VTS35/WG2/WP1) in advance of the inter-sessional meeting to Jens-Christian Pedersen ([jcp@terma.com](mailto:jcp@terma.com)).

The input papers VTS35/17 Observations IVEF Product Specification’, VTS35/19 ‘Liaison Note from e-NAV to all committees on draft GSMD guideline’, VTS35/20 ‘Liaison Note from e-NAV - AtoN Information - draft PS’ and VTS35/21 ‘Liaison Note to PAP & Committees Plan for AIS and VDE 2’ were briefly considered.

Input papers VTS35/20 and VTS35/21 were reviewed and resulted in 2 liaison notes to the e-Navigation committee.

Finally, work items for the next period of the VTS committee were discussed and amended.

## Review V-128 – Operational and Technical Performance Requirements for VTS Equipment (Annexes 2 and 9) (Task 6\*)

Work continued on the different annexes; the status of the work is indicated in the table below:

| **Section** | **Task** | **Responsible** |
| --- | --- | --- |
| General | Completed  Overall structure and majority of content completed  To be done   * Update list of abbreviations as annexes are completed * Update lists of tables and figures as annexes are completed | Editorial group headed by Jens-Christian Pedersen |
| Annex 1 – | **Core Operational requirements**  Completed   * Overall structure and majority of content completed * Climatic categories defined * List of international standards   To be done   * Complete paragraph on environmental monitoring, incl. Oil Spill Detection (OSD). * Complete sections on safety and security precautions, lightning protection, warning lights, site access and power supply * Add list of regional standards * Clarify the key objectives of a VTS system | Peter Eade  Andrew Donald  Editorial group headed by Jens-Christian Pedersen |
| Annex 2 – | **Radar**  Completed   * Draft annex was completed at VTS 32 + 33 and updated during VTS 35   To be done   * Add recommendation details to the tables, for the use of radar for local port services. * add section on OSD * Add specific design requirements (addition to information in Annex 1) * complete S-band table * Should Ku band be covered (IS) | *Inoue Shuichi*  *Jens-Erik Lolck* |
| Annex 3 – | **Automatic Identification System (AIS)**  Completed   * Ready for review |  |
| Annex 4 – | **Environmental Monitoring**  Completed   * Ready for review |  |
| Annex 5 – | **Electro-Optical Equipment**  Completed   * Ready for review, except for table and laser standards   To be done   * Add tables * Laser standard information | Andrew Donald will submit table and laser standard information by e-mail |
| Annex 6 – | **Radio Direction Finders**  Completed   * Structure and body text completed   To be done   * Add specific detection performance recommendations, * Add recommendations about calibration | Dmitri Oblizanov |
| Annex 7 – | **Long Range sensors**  Completed   * Ready for review |  |
| Annex 8 – | **Radio Communications**  Completed   * Structure and body text completed   To be done   * Add references to DSC standard documents | Richard Aase |
| Annex 9 – | **Data Processing**  To be done   * Text to be extended wrt. Tracking, Tactical situation * Review of the annex | Rene Hogendoorn  Jens-Erik Lolck  Romain Gallen |
| Annex 10 – | **Human/Machine Interfaces**  Completed   * Nearly ready for review   To be done   * Minor clarifications (references etc.) * Integration of Electro-Optical Systems | Andrew Donald  Dmitri Oblizanov |
| Annex 11 – | **Decision Support**  Completed   * Nearly ready for review   To be done   * Minor clarifications * Graphics to be improved * Material from WG 1 recommendation | Dirk Eckhoff  Peter Eade |
| Annex 12 – | **External Information Exchange**  To be done   * Text to be checked for completeness | Rene Hogendoorn |
| Annex 13 – | **Verification and Validation**  Completed   * Structure and most of content complete   To be done   * Move referenced to international and regional standards to Annex 1 * Complete paragraph on verification using controlled targets * Recommendations for acceptance testing to be reviewed for completeness in particular with reference to standards and software V&V * Consider whether the annex needs to be renamed | Jens-Christian Pedersen  Rainer Strenge  Loic Gourmelen |

After the proposed editorial meeting, the draft V.128 needs to be reviewed by

1. Working Group 2 (VTS 36).
2. The VTS Committee (VTS 36).

Action item

On completion of the inter-sessional meeting the Chairman of WG2 is requested to forward a revised draft V-128 to the Secretariat for posting on the ftp server.

When received, the Secretariat is requested to post the revised V-128 on the ftp server and advise the VTS Committee that it is available for review.

## Produce a Recommendation on harmonized functional VTS/VTM requirements for networking and information exchange (Task 7\*)

This task was already considered completed at VTS 34. Within the scope of this task, IALA Recommendation on the Inter-VTS Exchange Format Service (IVEF) V.145 was completed and, subsequently, approved by Council.

The revised IALA Recommendation V-128 will contain an annex, specifically addressing data exchange. Rather than creating a separate recommendation, the working group considered this to be more appropriate, since the annex addresses precisely the harmonised functional requirements.

## Specify VTS and other VTM related user needs in relation to the allocation of the radio frequency spectrum, for further delivery to the IMO and ITU (Task 17\*)

This task was completed at VTS 34.

## Review of input paper VTS35/17 ‘Observations IVEF Product Specification’

This input paper contains comments that were raised while drafting an IVEF Product Specification within the S-100 framework. The comments refer to incompatibilities and minor inconsistencies within the present version of V.145 as detailed below. The consensus of the WG was that V.145 needs an update with respect to these issues.

1. V-145 to be amended with respect to the definition of polygons.
2. V-145 further clarify the definition of a polygon.
3. V-145 revision of the text to clearly identify meta data and object data definitions.
4. V-145 correct multiplicity.

Action item

The Secretariat is requested to forward the observations about the IVEF product Specification (VTS35/17), to VTS36.

## Response to input paper VTS35/19 ‘Liaison Note from e-NAV to all committees on draft GSMD guideline’

The remarks of the e-Navigation Committee were noted. No further actions are needed.

## Response to input paper VTS35/20 ‘Liaison Note from e-NAV - AtoN Information - draft PS’

Following an informal request of the e-Navigation Committee, VTS35/20 was reviewed and a liaison note, with some comments, was prepared in response. The WG considered the draft Product Specification to serve its intended purpose.

Action item

The Secretariat is requested to forward the liaison note from on AtoN Information draft Product Specification (VTS35/output/6) to the e-Navigation Committee

## Response to input paper VTS35/21 ‘Liaison Note to PAP & Committees Plan for AIS and VDE 2’

The WG reviewed VTS35/21 and prepared a liaison note with a small number of comments (VTS35/output/7).

Action item

Secretariat is requested to forward the liaison note on the Plan for AIS and VDE (VTS35/output/7) to the e-Navigation Committee

# Working Group 3 – Personnel & Training

## Review/update/provide input to IMO on Resolution A.857(20) - Guidelines for Vessel Traffic Services, taking into account the development and implementation of the VTM concept. Pass Results to WG1 (Task 3\*)

Work for this task has been placed in abeyance whilst VTS35/output/8 (Information Paper on guidance for IMO documents) is considered by Council.

## Review Recommendations & Guidelines (Tasks 5a ii and 5a iii\*)

This task was not progressed during this session.

## Review VTS Recommendations and Guidelines to ensure consistency with the VTS Manual including: 1027 Simulation in VTS Training (dated 06/2002) (Task 5b iii\*)

In view of the proposed workshop on Simulation it is proposed that this Task be postponed until after the workshop when it will be clear as to what the requirements are. The proposal was included in the proposed Work Programme submission to Council (VTS35/output/9).

## Review VTS Recommendations and Guidelines to ensure consistency with the VTS Manual including Guidelines 1045 Staffing Levels at VTS Centres (Task 5b iv\*)

This task was not progressed during this session.

## Develop Model Course (V-103) on 'Train the Trainer' (Task 9\*)

Work was continued on this Guideline.

Action item

The Secretariat is requested to forward VTS35/WG3/WP1 to VTS36.

## Review Guidelines on the provision of VTS Types of Service (Task 10\*)

This Task was completed and feedback passed to WG1.

## Review SMCP, as it relates to VTS and pass feedback to WG1 (Task14\*)

Work for this task has been placed in abeyance whilst VTS35/output/8 (Information Paper on guidance for IMO documents) is considered by Council.

## Consider developing a separate and distinct VTS Training Manual to complement the V-103 Model courses (Task 18\*)

This task was not progressed during this session.

## Produce a Guideline on Refresher Training and Revalidation (Task 20\*)

In view of the high demand for Refresher Training it was proposed that instead of producing a Guideline, a Model Course be produced instead. Work was commenced on this Task.

Action Item

The Secretariat is requested to forward VTS35/WG3/WP2 to VTS36.

## Agenda item 12: Future Work Programme (2014 – 2018)

Work was completed on this Task.

## Agenda item 14.2: Proposal for Training Workshop (9th September 2013)

It was identified that a seminar would be more appropriate than a workshop. A proposal was submitted from MARIN (Wageningen, Netherlands) to host the workshop in conjunction with the Port of Rotterdam (VTS35/output/4).

Action item

The Secretariat is requested to forward the proposal for a seminar on VTS Simulation Training (VTS35/output 4) to the Council for approval.

VTS Committee members with an interest in simulation are requested to forward their ideas for topics to be included in the seminar to the Chairman of WG3.

## Agenda item 14.3: Seminar – India’s VTS training needs (India – February 2014)

It is proposed that the WWA be involved and find out exactly what is required - Seminar and / or Workshop.

Action item

The WWA is requested to investigate the requirements that DGLL has for a joint IALA / DGLL event and then advise the VTS Committee how best it can assist in its execution.

# Working Group 4 – VTM (WG4)

This Task was removed from the Work Programme of the VTS Committee as a result of a decision at the 52nd session of the IALA Council.

# Future Work Programme (2014 – 2018)

Consideration was given to the 2014 Work Programme and a draft task list developed (VTS35/C&VC/WP1).

As requested by Council, a submission about items for VTS Strategy during the 2014 – 2018 Work Programme was also developed (VTS35/output/11), for submission to the IALA Strategy Group. Although based on an action from PAP23, it was noted that in order to meet the IALA Strategy Group’s deadline of the end of September, this document could not go via PAP.

Action items

The Secretariat is requested to forward the draft task list for the 2014 Work Programme ((VTS35/C&VC/WP1) to VTS36.

The Secretariat is requested to forward the items for VTS Strategy during the 2014 – 2018 Work Programme (VTS35/output/10) to Council for approval.

# Review of output and working papers

In view of his recent arrival, the Chairman introduced the Secretary-General, who said that the increasing importance of VTS, as recognised world-wide, only served to highlight the work under taken by the Committee. He also thanked both DGCS for the provision of the meeting facilities and Interium for organising the meeting, noting that the setting and facilities were ‘fantastic’.

This was followed by small presentations to those most closely involved in the planning and execution of the meeting by the Chairman.

The Chairman responded by saying that it was DGCS’ pleasure to host not only VTS35 but also VTS2012.

The Working Group Chairmen then reported on the work carried out by their Working Groups.

The output documents listed at Annex E were reviewed and their disposition agreed.

The Secretariat was requested to forward / action the output documents, as indicated earlier in the report.

The Chairman then thanked all of the Working Group Chairmen, especially thanking Barry Goldman on his departure from the VTS Committee, for their reports and the members of the Working Groups for their hard work during the meeting.

# Any Other Business

## Workshop – VTS Portrayal (Bremen – March 2013)

This item was covered under agenda item 8.16.

## Workshop – VTS Training (Venue TBC – September 2013)

This item was covered under agenda item 10.11.

## Seminar – India’s VTS training needs (India – February 2014)

This item was covered under agenda item 10.12.

# Review of Session Report

The report of the meeting (VTS35/output/1) was reviewed and approved by the Committee.

Action Item

The Secretariat is requested to forward the report of VTS35 (VTS35/output/1) to the IALA Council, to note.

## Changes to the Work Programme

Proposed changes to the Work Programme were agreed (VTS35/output/9).

Action Item

The Secretariat is requested to forward the proposed changes to the VTS Committee’s Work Programme (VTS35/output/9) to the IALA Council, to approve.

# Date and venue of next meeting

VTS36 will meet from 11 – 15 March, 2013 at IALA.

# Closing of the Meeting

The Chairman introduced the Secretary-General, who thanked DGCS for being such excellent hosts, Interium for all the arrangements that had been executed so cheerfully and the Committee for its hard work. He felt sure that everyone had enjoyed the meeting in Istanbul but could not promise to relocate the IALA offices to the DGCS facilities at Andalou Hisari. Having again emphasised that IALA is the sum of its members, he then wished everyone a safe journey home.

The Chairman first asked if there were any final comments that members wished to make; there were none. He then again thanked all the VTS Committee members for their hard work and then thanked the WG Chairmen and Vice Chairmen and the Committee Vice Chairman, the Secretary and the Secretariat. He remarked that the farewell to Barry Goldman and Michel Desparois would take place during VTS2012 and then also wished everyone a pleasant and safe journey home.

# List of Annexes

1. Agenda

A copy of the agenda is at Annex A.

1. Participants

A list of VTS35 participants is at Annex B.

1. Working Group Participants

A list of working group participants is at Annex C.

1. Input Papers

A list of input papers is at Annex D.

1. Output and Working papers

A list of output and working papers is at Annex E.

1. Action Items

A list of action items is at Annex F.

1. VTS35 Agenda

The 35th meeting of the **VTS Committee** will be held from 3 – 7 September 2012, at Anadoluhisari Facility of the Directorate General of Coastal Safety. The location is approximately 50 minutes from the bus pick-up point and includes a ferry trip.

The opening plenary will commence at 1300 on Monday 3 September, and the closing plenary will end at approximately 1300 on Friday 7 September.

Committee Chair, Vice-Chair and Working Group Chairpersons are requested to meet at 0900 on Monday 3 September.

Work items / Tasks being addressed during this meeting are listed in the final table of Annex G of the report of the previous meeting, which was included in the initial invitation to this meeting.

Change from VTS34

**AGENDA**

1. Approval of the agenda
2. Review of action items from last meeting
3. Review of input papers
4. Reports from other bodies:
   1. Report from IALA Council – 53rd Session, December 2012
   2. Report from PAP23, April 2012
   3. Report from COMSAR16
   4. Report from NAV58
   5. Report from STW43
5. Reports from rapporteurs:
   1. Developments in e-learning, IALA W-W Academy (M1\*)
   2. Use and impact of risk and decision making tools (M2\*)
   3. Liaison with e-Navigation Committee (M3\*)
   4. Usage of the World VTS Guide (M4\*)
   5. IALA Dictionary (M5\*)
6. Presentations (15 minutes)
   1. Brief on IALA WWA Stephen Bennett
7. Establish Working Groups
8. Working Group 1 – Operations (WG1)
   1. Develop criteria, guidance or general provisions, for submission to IMO, on establishing and operating a VTS beyond territorial seas, to include a clarification of the difference between a VTS Area established / extending beyond territorial seas and operated as a VTS in its own right and a ship reporting system managed / monitored by a VTS. (Task 2\*) – Task complete
   2. Review/update/provide input to IMO on Resolution A.857 (20) - Guidelines For Vessel Traffic Services, taking into account the development and implementation of the VTM concept (Task 3\*)
   3. Update the VTS Manual (Task 4\*)– Task complete
   4. Review Recommendations & Guidelines (Tasks 5.a.ii\*, 5.a.iii\* & 5.a.iv\*)
   5. Produce a Recommendation on standard nomenclature (i.e. radio call signs) for use when referring to a VTS Centre (Task 8\*) – Task complete
   6. Produce Guidelines on the provision of VTS Types of Service (Task 10\*)
   7. Produce a Guideline on VTS support and interaction with allied services in emergency situations, SAR, disaster management, law enforcement and regulatory compliance (Task 11\*)
   8. Produce a Guideline on the use of decision support tools in VTS. (Task 12\*)
   9. Produce a Guideline on assessing and auditing the overall performance of VTS Centres with respect to their effectiveness in mitigating risk and as described in Chapter 18, Quality Management, in the VTS Manual (Task 13\*)
   10. Review SMCP as it relates to VTS and communicate suggested changes to IMO (Task 14\*)
   11. Co-ordinate work required to update the NAVGUIDE (Task 19)
   12. Develop a Strategy Paper on the ‘Needs for the future delivery of VTS’ (Task 21\*)
9. Working Group 2 – Technical (WG2)
   1. Review Recommendations & Guidelines (Tasks 5.a.i\* & 5.b.ii\*) – Task complete
   2. Review V-128 – Operational and Technical Performance Requirements for VTS Equipment (Annexes 2, 3, 6, 7, 8 and 9) (Task 6\*)
   3. Produce a Recommendation on harmonized functional VTS/VTM requirements for networking and information exchange (Task 7\*)
   4. Specify VTS and (associated stakeholder) other VTM related user needs in relation to the allocation of the radio frequency spectrum, for further delivery to the IMO and ITU (Task 17\*) – Task complete
10. Working Group 3 – Personnel & Training (WG3)
    1. Review Recommendations & Guidelines (Tasks 5.b.i\*, 5.b.iii\* & 5.b.iv\*)
    2. Develop Model Courses (V-103) on training the trainer (Task 9\*)
    3. Produce a position paper on the need for mandatory training for VTSOs, including certification / accreditation and encourage member states to support this initiative at IMO (Task 15\*) – Task complete
    4. Produce a recommendation on training and certification standards for Navigating Officers participating in a VTS for further delivery to IMO (Task 16\*) – Task complete
    5. Consider developing a separate and distinct VTS Training Manual to complement the V-103 Model courses (Task 18\*)
    6. Produce a Guideline on refresher training and revalidation (Task 20)
11. Working Group 4 – VTM (WG4) (Task removed at C52)
12. Future Work Programme (2014 – 2018)
13. Review of output and working papers
14. Any Other Business
    1. Workshop – VTS Portrayal (Bremen – March 2013)
    2. Workshop – VTS Training (Venue TBC – September 2013)
    3. Seminar – India’s VTS training needs (India – February 2014)
15. Date and venue of next meeting
16. Review of session report
17. VTS35 Participants

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1. Working Group Participants
2. Operations

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|  | Sayyadghabadi Azim | Ports Maritime / Iran |
|  | Mick Bishop | Australian Maritime Safety Authority |
|  | Jørgen Brandt | Great Belt VTS / Denmark |
|  | James Clark | Maritime and Coastguard Agency / UK |
|  | Jean-Charles Cornillou | Centre d'Etudes Techniques Maritimes Et Fluviales (CETMEF), Brest / France |
|  | Thomas Crane | United States Coast Guard |
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|  | Tuomas Martikainen | Finnish Transport Agency |
|  | David Munoz | DIRECTEMAR / Chile |
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|  | Name | Organisation / Country |
|  | Rene Hogendoorn (Chair) | HITT Traffic / the Netherlands |
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|  | Andrew Donald | AMS / Australia |
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1. Personnel & Training

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|  | Terry Hughes (Chair) | Trinity House / UK |
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|  | Mika Halttunen | Finnish Transport Agency |
|  | Agneta Hedstroem | SMA Sweden |
|  | Eun Gyu Jang | KIMFT / Republic of Korea |
|  | Ugur Karabay | DGCS / Turkey |
|  | Xavier Lefevre | Signalis |
|  | Barbara Magro | Italian Coast Guard |
|  | Raffaele Danilo Murvana | Italian Coast Guard |
|  | Hisao Sakamoto | Japan Coast Guard, Japan |
|  | Cees Stedehouder | Maritime Simulation Centre / The Netherlands |

1. List of Input Papers

All papers are posted on the FTP site and the Committee website

|  |  |  |  |
| --- | --- | --- | --- |
| Number | Title / Author (if required) | Presented by / WG | Posting |
| VTS35/1 rev2 | Agenda | TC / TCM | 5 |
| VTS35/2 rev1 | Action Items from VTS34 | TC / TCM | 1 |
| VTS35/3 rev5 | Papers’ List (Finalised at pre-meeting) | TC / TCM | 6 |
| VTS35/4 | Programme for the week (Finalised at pre-meeting) | TC / TCM | 1 |
| VTS35/5 | Report of PAP23 | TC / TCM |  |
| VTS35/6 | Review of IMO Resolution A.857(20) | 1 | 1 |
| VTS35/7 | Guidelines on provision of VTS Types of Service - Task 10 | 1 | 1 |
| VTS35/8 | Draft Guideline on VTS Support and interaction with allied services in emergency situations - Task 11 | 1 | 1 |
| VTS35/9 | VTS IALA NAVGUIDE review to ANM - Task 19 | 1 | 1 |
| VTS35/10 | Liaison note to all committees on the NAVGUIDE | 1 | 1 |
| VTS35/11 | NAVGUIDE 2014 Action Plan | 1 | 1 |
| VTS35/12 | NAVGUIDE 2014 Timetable | 1 | 1 |
| VTS35/13 | Liaison note from to VTS & e-NAV risk management guideline | 1 | 1 |
| VTS35/14 | Draft revised Guideline 1018 Ed3 Risk Management | 1 | 1 |
| VTS35/15 | (MASTER) working paper-Guideline on Assessing Auditing VTS | 1 | 1 |
| VTS35/16 | Suggested changes to IMO Resolution A.918(22) - SMCP – Task 14 | 1 | 1 |
| VTS35/17 | Observations on IVEF Product Specification | 2 | 1 |
| VTS35/18 | Draft revised Recommendation V-128 | 2 | 1 |
| VTS3/19 | Liaison Note to all committees on draft GSMD guideline | 2 | 1 |
| VTS35/20 | Liaison Note from e-NAV - AtoN Information - draft Product Specification | 3 | 1 |
| VTS35/21 | Liaison Note to PAP & Committees Plan for AIS and VDE 2 | 3 | 1 |
| VTS35/22 | A857(20) Guidelines for VTS | 3 | 1 |
| VTS35/23 | SMCP-A918(22) - working paper version | 3 | 1 |
| VTS35/24 | Draft model course on train the trainer | 3 | 1 |
| VTS35/25 | Liaison Note to IHO on Applications to Participate in the IHO Registry | INF | 1 |
| VTS35/26 | Proposals for the 2014 – 2018 Work Programme - VTS | 1 & 2 & 3 | 1 |
| VTS35/27 | Arrangements for VTS35 | INF | 1 |
| VTS35/28 | Revised new Work item | 1 | 1 |
| VTS35/29 | Revised Meeting programme for 2012- 2014 post C53 | INF | 2 |
| VTS35/30 | Report of C53 | TC / TCM | 2 |

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| --- | --- | --- | --- |
| Number | Title / Author (if required) | Presented by / WG | Posting |
| VTS35/31 | Report of NAV58 | TC / TCM | 2 |
| VTS35/32 | Directions for Point Hotel | INF | 2 |
| VTS35/33 | Draft IALA Guideline on VTS support and interaction with allied services | 1 | 3 |
| VTS35/34 | AMSA Review of IMO Resolution A.857(20) | 1 | 3 |
| VTS35/35 | Aus. TSWG10-WorkingPaper2 - Review of IMO Res A857(20) Guidelines for VTS | 1 | 3 |
| VTS35/36 | Produce a Guideline on Revalidation and Refresher Training for VTS Personnel | 3 | 3 |
| VTS35/37 | Aus. VTSWG10-Working Paper1 Draft Revalidation Training(2) | 3 | 3 |
| VTS35/38 | Update the NAVGUIDE-AMSA | 1 | 3 |
| VTS35/39 | Aus. VTSWG10-WorkingPaper4 - IALA NAVGUIDE review to ANM | 1 | 3 |
| VTS35/40 | Aus. VTSWG10-WorkingPaper5 - VTS Support to and interaction with allied and other services in emergency situations(F) | 1 | 3 |
| VTS35/41 | Draft Guideline on provision of VTS types of service - Reformatted | 3 | 3 |
| VTS35/42 | Draft Guideline on provision of VTS types of service - Original with track changes | 3 | 3 |
| VTS35/43 | Examples of situations - linked to VTS35/41 | 3 | 3 |
| VTS35/44 | Report from STW43 | TC / TCM | 4 |
| VTS35/45 | Report from COMSAR16 | TC / TCM | 4 |
| VTS35/46 | Review of IMO Resolution A.857(20) Guidelines for Vessel Traffic Services - NL | 1 | 6 |
| VTS35/47 | A framework for the Council to address the future of VTS from a strategic point of view - NL | 1 | 6 |
| VTS35/48 | Model Course Train the trainer - NL | 3 | 6 |

1. List of Output and Working Papers

Output documents are submitted for review by a body other than the Committee initiating the document.

|  |  |  |
| --- | --- | --- |
| Number | Title | Status |
| VTS35/output/1 | Draft Report | To Council to note |
| VTS35/output/2 | Draft VTS Strategy Paper | To Council for approval |
| VTS35/output/3 | Liaison note to ANM on G-1018, Risk Management | To ANM19 |
| VTS35/output/4 | Seminar proposal Simulator training NL September 2013 | To Council for approval |
| VTS35/output/5 | Draft Guideline on provision of VTS types of service | To Council for approval |
| VTS35/output/6 | Liaison note to e-NAV AtoN Information draft Product Specification | To e-NAV12 |
| VTS35/output/7 | Liaison note to e-NAV Plan for AIS and VDE | To e-NAV12 |
| VTS35/output/8 | Information paper requesting guidance concerning IMO document review | To Council for approval |
| VTS35/output/9 | Proposed changes to VTS Committee’s Work Programme | To Council for approval |
| VTS35/output/10 | Information paper for IALA Strategy Group | To Council for approval |

Working papers are documents that will remain within the Committee for further review.

|  |  |  |
| --- | --- | --- |
| Number | Title | Status |
| VTS35/WG1/WP1 | Liaison note to ANM on NAVGUIDE | To VTS36 |
| VTS35/WG1/WP1a | Proposed VTS changes to the NAVGUIDE | To VTS36 |
| VTS35/WG1/WP3 | Task 13 - Draft Guideline on Assessing & Auditing VTS | To VTS36 |
| VTS35/WG1/WP6 | Draft Guideline on VTS Support and interaction with allied services | To VTS36 |
| VTS35/WG1/WP7 | Task 19 - (same file as VTS35-input-9) VTS IALA NAVGUIDE review to ANM | To VTS36 |
| VTS35/WG1/WP8 | Task 5 (ii) - Draft V-120 recommendations | To VTS36 |
| VTS35/WG1/WP9 | Task 12- Draft Decision Support Guideline | To VTS36 |
| VTS35/WG1/WP10 | Liaison note to ANM on the Annual Questionnaire | To VTS36 |
|  |  |  |
| VTS35/WG2/WP1 | Draft revised Recommendation V-128 Ed 4 working document | To VTS36 |
|  |  |  |
| VTS35/WG3/WP1 | Train the Trainer – Model Course | To VTS36 |
| VTS35/WG3/WP2 | Refresher Training for VTS Personnel – A Model Course | To VTS36 |
|  |  |  |
| VTS35/C&VC/WP1 | Draft - 2014-18 Work Programme | To VTS36 |

1. Action Items

Action Items for Secretariat

1. The Secretariat is requested to inform the PAP of the VTS Committee’s views on the revised numbering system for input papers. 6
2. The Secretariat is requested to forward the Information Paper requesting guidance concerning IMO document review (VTS35/output/8) to Council for approval. 9
3. The Secretariat is requested to forward VTS34/WG1/WP1 (Review/update/provide input to IMO on Resolution A.857(20) – Guidelines For Vessel Traffic Services (Task 3)) to VTS36. 9
4. The Secretariat is requested to forward VTS35/WG1/WP8 (Review VTS Recommendation on V-120 on vessel traffic services in inland waters (dated 06/2001) (Task 5.a.ii\*)) to VTS36. 9
5. The Secretariat is requested to forward VTS35/output/5 (Draft IALA Guideline on the Provision of Vessel Traffic Services (INS, NAS & TOS)) to Council for approval. 10
6. The Secretariat is requested to forward VTS35/WG1/WP6 (Guideline on VTS support and interaction with allied services in emergency situations, SAR, disaster management, law enforcement and regulatory compliance (Task 11)) to VTS36. 10
7. The Secretariat is requested to forward VTS35/WG1/WP9 (Guideline on the use of decision support tools in VTS (Task 12)) to VTS36. 10
8. The Secretariat is requested to forward VTS35/WG1/WP3 (Guideline on Auditing of VTS Centres (Task 13)) to VTS36 as a work item for WG2 and WG3 and for continued development by WG1. 10
9. The Secretariat is requested to forward VTS34/WG1/WP5 (Review SMCP as it relates to VTS and communicate suggested changes to IMO (Task 14)) to VTS36. 11
10. The Secretariat is requested to forward VTS35/WG1/WP7 (VTS section of the IALA NAVGUIDE (Task 19)) to VTS36. 11
11. The Secretariat is requested to forward the Information Paper on an IALA VTS Strategy Paper (VTS35/output2) to the Council for approval. 11
12. The Secretariat is requested to forward the Liaison Note on Review of Guideline 1018 - Risk Management (VTS35/output/3) to ANM. 11
13. The Secretariat is requested to forward the draft Liaison Note on the Annual Questionnaire (VTS35/WG1/WP10) to VTS36. 12
14. When received, the Secretariat is requested to post the revised V-128 on the ftp server and advise the VTS Committee that it is available for review. 15
15. The Secretariat is requested to forward the observations about the IVEF product Specification (VTS35/17), to VTS36. 15
16. The Secretariat is requested to forward the liaison note from on AtoN Information draft Product Specification (VTS35/output/6) to the e-Navigation Committee 16
17. Secretariat is requested to forward the liaison note on the Plan for AIS and VDE (VTS35/output/7) to the e-Navigation Committee 16
18. The Secretariat is requested to forward VTS35/WG3/WP1 to VTS36. 16
19. The Secretariat is requested to forward VTS35/WG3/WP2 to VTS36. 17
20. The Secretariat is requested to forward the proposal for a seminar on VTS Simulation Training (VTS35/output 4) to the Council for approval. 17
21. The WWA is requested to investigate the requirements that DGLL has for a joint IALA / DGLL event and then advise the VTS Committee how best it can assist in its execution. 17
22. The Secretariat is requested to forward the items for VTS Strategy during the 2014 – 2018 Work Programme (VTS35/output/10) to Council for approval. 18
23. The Secretariat is requested to forward the report of VTS35 (VTS35/output/1) to the IALA Council, to note. 19
24. The Secretariat is requested to forward the proposed changes to the VTS Committee’s Work Programme (VTS35/output/9) to the IALA Council, to approve. 19

Action Items for Members

1. The VTS Committee is requested to review VTS35/WG1/WP6 and provide further input to VTS36. 10
2. VTS Committee members are requested to submit example audit checklists used by authorities to assess VTS centres as input papers to VTS36. 10
3. The VTS Committee is requested to review VTS35/output/2 and provide further input to VTS36. 11
4. The members of Working Group 2 are requested to provide their comments on the revision of V-128 (VTS35/WG2/WP1) in advance of the inter-sessional meeting to Jens-Christian Pedersen (jcp@terma.com). 12
5. On completion of the inter-sessional meeting the Chairman of WG2 is requested to forward a revised draft V-128 to the Secretariat for posting on the ftp server. 15
6. VTS Committee members with an interest in simulation are requested to forward their ideas for topics to be included in the seminar to the Chairman of WG3. 17
7. The Secretariat is requested to forward the draft task list for the 2014 Work Programme ((VTS35/C&VC/WP1) to VTS36. 18