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| VTS Committee  Task Register  2018 – 2022 Work Programme |
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Revisions to the IALA Document are to be noted in the table prior to the issue of a revised document

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| **Date** | **Page / Section Revised** | **Requirement for Revision** |
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Purpose of this Document

The purpose of this document is to maintain a register of VTS Committee Work Programme Tasks for 2018 - 2022 which describes:

* The current status of each Task
* How the Task is linked to IALA’s Strategic Alignment
* Key changes to the Task during its development

# Template for Task Proposal for VTS Committee Work Programme 2018-2022

The purpose of this template is to organize and manage new tasks proposed for the VTS Committee Work Programme 2018-2022 and to incorporate the approved tasks into the Task Register.

Factors that should be taken into account when proposing a new task for the next Work Programme are, but not limited to:

* the Strategic Vision, Goals and Priorities;
* the number of meetings available to the Committee; and
* the work that should be undertaken; and
* the compelling need for the outcome.

Submitted by: *(Full name)*      *(Organisation)*

      (*IALA membership)*

Date for submission:

[Co-sponsored by:       *(Member(s) of the VTS Committee)]*

| **Task Proposal for VTS Committee Work Programme 2018-2022** | | | |
| --- | --- | --- | --- |
| **New task** | *(Propose a name for the task)* | | |
| Objectives of the task | *(Describe the objective/-s of the task)* | | |
| Expected outcome | *(Describe the expected outcome: e.g. Recommendation, Guideline or Other)* | | |
| Compelling need for the outcome | *(Describe briefly why this task should be included in the Work Programme)* | | |
| Strategic Alignment  *(See IALA Strategic Vision)* | **Goal/s** –  **Strategy/s** –  **Priority/s** – | | |
| Scope | **In scope:**    **Out of scope**:    *(Describe key items that are in scope/out of scope)* | | |
| Brief and concise description of the work to be undertaken and programme mile­stones (where appropriate). |  | | |
| Expected numbers of sessions for completion | *(min-max)* | | |
| **Committee notes** | **Agreed by session** | **TD#** | **Comments/amendments etc.** |
|  |  |  |
| **Approved by Council**  *(Council Session)* | **Date** | **Comments/amendments etc.** |

# Overall status of the VTS Committee 2018-2022 Work Programme after VTS45:

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| **Task** | | **Start Session** | | **Planned End Session** | | **Revised End Session** | | | **Progress Indicator** | | | | | | | | **Status Overview** |
| **Green** | | | **Yellow** | | **Red** | | |  |
| **TD#1 – Operations** | |  |  | | | |  |  | | |  | |  | | | |  |
| 1.1.1. Produce a Guideline on the use of decision support tools in VTS | 38 | | | 39 | 38 | | | |  |  | | | | |  | **Completed**  **Approved at C59** | |
| 1.1.2. Update the VTS Manual | 38 | | | 41 |  | | | |  |  | | | | |  | **Completed VTS41**  **Approved at C62** | |
| 1.1.3. Produce a Guideline on marine casualty incident reporting and recording, including near miss situations as it relates to VTS | 38 | | | 42 |  | | | |  |  | | | | |  | Commenced VTS38  **Completed VTS42**  **Approved at C63** | |
| 1.1.4. Produce a Guideline on Maritime Service Portfolios for VTS | 40 | | | 44 |  | | | |  |  | | | | |  | Commenced VTS40 | |
| 1.1.5. Produce a Guideline on Preparing for IMO Member State Audit Scheme (IMSAS) as it relates to VTS | 38 | | | 40 |  | | | |  |  | | | | |  | **Completed**  **Approved at C61** | |
| 1.1.6. Produce a Guideline on for setting and achieving VTS objectives | 42 | | | 44 |  | | | |  |  | | | | |  | Commenced VTS42  Name change VTS43 | |
| 1.2.1. Produce a Guideline on public and media relations in special / defined circumstances | 43 | | | 44 |  | | | |  |  | | | | |  | removed | |
| 1.3.1. Produce a Recommendation / Guideline on VTS Communications | 39 | | | 44 |  | | | |  |  | | | | |  | Commenced VTS39 | |
| 1.4.1. Develop an “IALA VTS Strategy Paper” with regards to the delivery of VTS in a rapidly changing world and the possible implications for IMO Resolution A.857(20) Guidelines for Vessel Traffic Services | 38 | | | 40 | 39 | | | |  |  | | | | |  | **Completed**  **Approved at C60** | |
| 1.4.2. Review/update/provide input to IMO on Resolution A.857(20) Guidelines for VTS | 41 | | | 44 |  | | | |  |  | | | | |  | Commenced at VTS39 | |
| 1.4.3. Develop and conduct a global VTS Questionnaire | 38 | | | 41 |  | | | |  |  | | | | |  | **Completed**  released on IALA Website (8 Aug-16) | |
| 1.4.4. Produce a Guideline on preparing for Zero Accident Campaign | 38 | | |  |  | | | |  |  | | | | |  | On hold pending IMO response | |
| **TD#2 – Technology** |  | | |  |  | | | |  |  | | | | |  |  | |
| 2.1.1. Produce a Recommendation on the portrayal of VTS information and data | 41 | | | 44 |  | | | |  |  | | | | |  | Commenced VTS41 | |
| 2.2.1. Develop Guidance on the technical acceptance of a VTS system | 39 | | | 44 |  | | | |  |  | | | | |  | Commenced VTS39 | |
| 2.2.2. Review V-128 – Operational and Technical Performance Requirements for VTS Equipment | 38 | | | 44 | 39 | | | |  |  | | | | |  | **Completed**  **Approved at C60** | |
| 2.3.1. Provide a Guideline on the technical aspects of VTS information exchange between VTS and allied or other services | 41 | | | 44 |  | | | |  |  | | | | |  | Name change VTS43 | |
| **TD#3 –Training** |  | | |  |  | | | |  |  | | | | |  |  | |
| 3.1.1. Develop a Model Course on Revalidation Process for VTS Qualification and Certification | 38 | | | 41 |  | | | |  |  | | | | |  | **Completed**  **Approved at C62** | |
| 3.1.2. Produce a VTS Training Manual to complement the V-103 and its model courses | 40 | | | 44 |  | | | |  |  | | | | |  | Commenced VTS40 | |
| 3.1.3 Review and update V-103 on the Standards for Training and Certification of VTS Personnel and other IALA guidance to reflect the introduction of V-103/5 | 42 | | | 44 |  | | | |  |  | | | | |  | **Completed VTS43**  **Approved at C64** | |
| 3.3.1. Develop guidance on human factors and ergonomics in VTS | 38 | | | 43 |  | | | |  |  | | | | |  | Commenced VTS38 | |
| 3.4.1. Develop a Guideline on VTS Awareness for Navigating Officers | 43 | | | 44 |  | | | |  |  | | | | |  |  | |

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TASK X.1 Review and update V-119 on the Implementation of Vessel Traffic Services

| **VTS Committee Work Programme 2018-2022** | | | |
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| **New task** | Review and update V-119 on the Implementation of Vessel Traffic Services  *(Propose a name for the task)* | | |
| Objectives of the task | To review and update IALA Recommendation V-119 on the Implementation of Vessel Traffic Services to ensure it provides an effective document to assist Competent Authorities and VTS Authorities to implement and operate VTS in a globally harmonised manner.  *(Describe the objective/s of the task)* | | |
| Expected outcome | The release of an updated IALA Recommendation and associated Guideline/s consistent with the IALA document structure.  *(Describe the expected outcome: e.g. Recommendation, Guideline or Other)* | | |
| Compelling need for the outcome | The existing Recommendation is in need of a major update to reflect changes in VTS since it was last updated in 2009 to ensure it continues:   * To provide appropriate guidance for Competent Authorities and VTS Authorities to implement and operate VTS in a globally harmonised manner consistent with SOLAS Chapter V Regulation 12, and IMO Resolution A.857(20) Vessel Traffic Services * Minimise any possible confusion to masters transiting between VTSs   Key changes the revised guidance needs to reflect includes:   * The new IALA document Structure * Revised / updated IALA guidance produced since 2009, such as:   + Recommendation V-128 on Operational and Technical Performance Requirements for VTS Equipment   + Recommendation O-134 on the IALA Risk Management Tool for Ports and Restricted Waterways * IALA guidance released since 2009, such as:   + Guideline 1101 on Auditing and Assessing VTS   + Guideline 1089 on Provision of Vessel Traffic Services (INS, TOS & NAS)   + Guideline 1115 on Preparing for an IMO Member State Audit Scheme (IMSAS) on Vessel Traffic Services   Further, many national members have expressed concerns that the existing document is cumbersome and difficult to understand/give effect to in the implementation of VTS.  *(Describe briefly why this task should be included in the Work Programme)* | | |
| Strategic Alignment  *(See IALA Strategic Vision)* | **Goal/s** –  G1 - Ensure that aids to navigation systems and related services, including e‐Navigation, Vessel Traffic Services, and emerging technologies, are harmonised through international cooperation and the provision of standards  **Strategy/s** –  S1 Develop standards suitable for direct citation by States in areas deemed important by the General Assembly, and continue to improve strong governance, including document policy and procedure for standards.  S2 Improve and harmonise the delivery of VTS globally and in a manner consistent with international conventions, legislative frameworks and public expectations.  **Priority/s** –  P1 Transform the IALA product line by redefining and restructuring existing documentation to meet the future needs of the organisation, including document content, the approval process, and accessibility  P2 Deliver a limited suite of high level standards suitable for direct citation by States and by other international organisations.  P4 Develop guidance for the delivery of VTS, including communications, human factors, qualifications, and training. | | |
| Scope | **In Scope:**   * Review of structure and content of the Recommendation * To align the revised guidance with the new IALA document structure * Ensure the revised guidance reflects all applicable IALA Guidance associated with the implementation and operation of VTS * Evalulate the need for the guidance to include any additional components such as:   + International / Regulatory framework for VTS   + The ongoing delivery of VTS to be included   **Out of scope:**  *(Describe key items that are in scope/out of scope)* | | |
| Brief and concise description of the work to be undertaken and programme mile­stones (where appropriate). | * Review of V-119 to identify content which is dated/inconsistent with other Recommendations and Guidelines and content that is not currently included but should be * Prepare revised Recommendation consistent with new IALA document structure and associated Guideline/s * Submit revised documentation to Council for approval | | |
| Expected numbers of sessions for completion | 2-4 *(min-max)* | | |
| **Committee notes** | **Agreed by session** | **TD#** | **Comments** |
|  |  |  |
|  | **Approved by Council** | *(Council Session)* | *(Date)* |

