

**48th Meeting of the Administrative Board
Lisbon, 31 May - 1 June 2017****SUMMARY OF DECISIONS****1. Adoption of the draft agenda****2. Minutes of the last meeting**

The Administrative Board approved the Summary of Decisions and the Minutes of the 47th meeting held on 16-17 March 2017 in Lisbon.

(The approved minutes, as signed by the Chairman of the Administrative Board, are available online here <http://www.emsa.europa.eu>).

3. Adoption of the list of “A” items

The Administrative Board adopted or took note of, as appropriate, the following “A” items, examined in detail by the Administrative and Finance Committee, on the basis of the recommendation by the Chairman of the Committee.

(a) EMSA Financial Statement for 2016 - Adopted subject to certification without reserve by the European Court of Auditors.

(b) Monitoring of findings and recommendations from internal and external audits and EMSA follow up (ECA, IAS) - Took note

(c) 2017 Budget Update - Took note

4. EMSA Consolidated Annual Activity Report 2016**(a) Consideration and adoption by the Administrative Board**

The Administrative Board considered and adopted the EMSA Consolidated Annual Activity Report 2016 in accordance with Articles 15(2)(d) and 10(2)(b) of the EMSA Founding Regulation, and the EMSA 2016 Accounts, subject to certification without reserve by the European Court of Auditors. Formal Approval by the Court of Auditors certifying that the 2016 Accounts are regular, conform and legal is expected early autumn.

(b) Assessment by the Administrative Board

The Administrative Board provided its assessment of the EMSA Consolidated Annual Activity Report 2016, in accordance with Article 47 of the EMSA Financial Regulation.

5. Draft EMSA Single Programming Document 2018 – 2020

The Administrative Board took note of:

- The information provided by the Agency on: Future integration of surveillance systems; Copernicus Services; Hosting LRIT IDE; and Outcome of Workshop on Capacity Building.
- The additional written comments by Member States on the Draft EMSA Single Programming Document 2018-2020 that was adopted at the March 2017 meeting, and the EMSA response.

There were no requests for assistance.

The Commission, in the framework of its Formal Opinion on the SPD, will provide further clarifications on the notion of coastguard functions in the context of the Agency's mandate and tasks in accordance with the EMSA Founding Regulation, as amended.

The Administrative Board also took note of the update provided by the Agency on anti-pollution measures, relevant tenders and activities, and related budget implementation for 2017.

6. IAS audit on Project Financed Activities

The Administrative Board took note of the information provided by the IAS and by the Agency on the audit recommendations related to Project Financed Activities.

7. Chairmanship

The Administrative Board took note of the next steps for the future Chairmanship of the Administrative Board of the Agency. Administrative Board Members were invited to submit their candidatures to the Executive Director by 30 September 2017.

8. External Evaluation of the Agency

The Administrative Board adopted the final External Evaluation Report of the Agency and discussed the draft Administrative Board recommendations proposed by the High Level Steering Committee. Member States were invited to provide further written comments and suggestions for possible Administrative Board recommendations by 15 September 2017, ahead of a final High Level Steering Committee meeting planned shortly thereafter and for further discussion and final adoption at the November 2017 meeting.

9. EMSA inspections and visits

The Administrative Board took note of the update provided by the Commission on the follow-up to EMSA's inspections and visits, as well as information provided by the representative of the EFTA Surveillance Authority invited to attend this agenda item of the meeting.

10. Draft Administrative Arrangements

No draft administrative arrangements were tabled for consideration.

11. Update on other Agency activities

The Administrative Board took note of the information provided by the Agency on: the implementation of RPAS services; THETIS-MRV; and Fire Safety.

11b. Appointment of the next Executive Director

The Administrative Board took note of the information provided by the Commission on the procedure and indicative calendar for the appointment of the next Executive Director in view of the end of the current Executive Director's term on 31 December 2018, and appointed Mr Achim Wehrmann (Germany, Deputy-Chair) by acclamation to represent the Administrative Board as an observer on the selection panel.

12. Any Other Business

The Administrative Board took note of the information provided by the Executive Director on the recent visit to EMSA of the Secretary General of the IMO, Mr Kitack Lim.

Date of next Administrative and Finance Committee Meeting:
Thursday 16 November 2017 (morning)

Date of next EMSA's Administrative Board Meeting:
Thursday 16 November 2017 (afternoon) and Friday 17 November 2017 (all day)

DETAILED MINUTES

1. Welcome from the Chairman and adoption of the draft agenda

The Chairman announced the adoption of the draft agenda, welcomed the newly appointed members and alternates, and listed proxies as follows:

European Commission: Mr Marco ROMAN PARRA, Acting Head of Unit 'Financial Management' DG SRD, not present at the meeting, replacing Ms Rosalind BUFTON.

Denmark: Mr Troels DANIELSEN ceased his function as EMSA alternate, the nomination of his replacement is pending.

Austria and Malta did not attend the meeting and had not provided proxies to any other Member State.

In addition, the Chairman welcomed the following invited observers:

European Commission, Internal Audit Service: Mr Reinder VAN DER ZEE, Director of Audit in EU Agencies and other autonomous bodies and Mr Ilian KOMITSKI, Head of Unit, IAS.A.1 for the agenda item 6.

EFTA Surveillance Authority: Ms Milagros VARELA CHOUCIÑO, Senior Officer from the Internal Market Affairs Directorate, for the agenda item 9.

2. Minutes of the last meeting

The Administrative Board approved the Summary of Decisions and the Minutes of the 47th meeting held on 16-17 March 2017 in Lisbon.

(The approved minutes, as signed by the Chairman of the Administrative Board, are available online here <http://www.emsa.europa.eu>).

3. Adoption of the list of “A” items

The Administrative Board adopted or took note of, as appropriate, the following “A” items, examined in detail by the Administrative and Finance Committee, on the basis of the recommendation by the Chairman of the Committee, who also reported that the necessary quorum for that meeting had been in place with the participation in the meeting of the representatives from the United Kingdom, Poland, Germany, Greece, Sweden and the Commission. Relevant EMSA staff members and management were also present.

The Committee had reviewed all the “A” points and could recommend that the Administrative Board take note, consider or adopt them as appropriate, “en bloc”; and the Administrative Board took note, considered and adopted them as appropriate, “en bloc”, as detailed below.

(a) EMSA Financial Statement for 2016 - Adopted subject to certification without reserve by the European Court of Auditors.

The Committee had examined the accounts presented by the Accountant Ad Interim Mr Raoul Gonzalez and highlighted the Agency’s high budget execution in 2016, the continued increase in assets to 2.2 million euros, the increase in project financed activities and related financial management tasks, and the new budget structure accommodating APM and project-financed funds in new titles 4 and 5 distinct from the traditional title3.

(b) Monitoring of findings and recommendations from internal and external audits and EMSA follow up (ECA, IAS) - Took note

The Committee had examined the recommendations and findings stemming from various audit reports and evaluations covering the last two years presented by the Internal Control Coordinator Mr Tom Van Hees, noted that there were no open recommendations prior to the period covered, and was satisfied with Agency's follow-up of findings and recommendations from internal and external audits.

(c) 2017 Budget Update - Took note

The Committee had noted the information provided by Mr Andrea Tassoni, Head of the Executive Office, concerning cash payment of earmarked revenues, which are recorded as "p.m." in the budget until receipt, automatically loaded into the Agency's budget once cashed, and recorded in the amended budget adopted by the Administrative Board after the end of the year. Since the March 2017 meeting, funds had been received in connection with the Frontex SLA, the Black and Caspian Sea project and EQUASIS contributions.

4. EMSA Consolidated Annual Activity Report 2016

(a) Consideration and adoption by the Administrative Board

Mr Tassoni outlined the now standard structure of the document, in particular the distinction between Part I, focussing on the operational achievements of the year, and the remaining Parts II-IV focusing on establishing the building blocks of assurance.

The Executive Director highlighted the resource related elements affecting the reporting year 2016, notably the completion of the initial 5% staff cut prescribed in the Commission Communication of 2013 and gradually implemented by the Agency over the years concluding with the earmarking of five posts in the 2015 establishment plan (207 posts) and their final cut in 2016 (202 posts).

In terms of the Agency's activities, 2016 was coloured by the legislative process, starting with the Commission proposal presented at the March 2016 meeting, and ending with the adoption in September of Regulation (EU) No 2016/1625. This revision of the Founding Regulation adding interagency cooperation on coast guard functions to EMSA's mandate was not only an act of recognition of EMSA's achievements to date, a signal that was of course very welcome, but also an enriched list of tasks, adding more value at EU level by further working together with EFCA and Frontex and further cooperating with national authorities. The Agency had begun to prepare for this during 2016 in order to hit the ground running and be able as soon as possible to deliver on its enlarged mandate.

Before handing over to the EMSA staff in the annual report video, the Executive Director thanked the Board and the High Level Steering Committee and Chair in particular for the work done in 2016 on the evaluation of the Agency, the outcome of which would contribute to EMSA's undoubtedly bright future.

Following the invitation to comment, Member States welcomed the report and noted in particular:

- KPIs systematically scoring above target, such as the number of SSN reports or the number of accidents notified, should be revised upwards in order to reflect reality better and maintain the aim of full reporting, or reviewed in substance in order to step up a notch in the intervention logic and address higher level objectives (Denmark).

- visits related to the fishing vessel directive on behalf of the EFTA Surveillance authority drew some interest (Poland) and were later referred to by Iceland (under agenda item 5) as having contributed to better monitoring, a change in attitudes and better safety of life at sea. While the Agency clarified that there were no cycles planned on this topic for EU Member States, it had taken due note of needs expressed in this area in terms of training and e-learning in the context of the recently concluded capacity building workshop.
- Greece expressed appreciation for the Horizontal Analysis and Research stream, which provided an overview of and thus added further value to the programme of visits and inspections.
- the Agency clarified that the data analysis projects to which EMSA had provided support under the Maritime information, Equasis and statistics stream included Commission initiatives such as the ex-post evaluation of the PSC and Flag State directives, the impact assessment of the revised PRF directive, as well as the EMSA emissions Inventory project.

The Commission welcomed the CAAR 2016 and the novelty of the audio-visual summary report presented by the staff themselves.

The Administrative Board considered and adopted the EMSA Consolidated Annual Activity Report 2016 in accordance with Articles 15(2)(d) and 10(2)(b) of the EMSA Founding Regulation, and the EMSA 2016 Accounts, subject to certification without reserve by the European Court of Auditors. Formal Approval by the Court of Auditors certifying that the 2016 Accounts are regular, conform and legal is expected early autumn.

(b) Assessment by the Administrative Board

The Chairman presented the draft document proposed as a basis for developing the Administrative Board's assessment. Following the positive opinion of the Administrative and Finance Committee on section c) on management, Members discussed sections a) and b) on strategic and operational achievements, and the conclusion. Wording was proposed to highlight the Agency's strong achievements and its innovative and promising approach in the field of maritime surveillance, and the adjusted assessment was adopted the following day.

The Administrative Board provided its assessment of the EMSA Consolidated Annual Activity Report 2016, in accordance with Article 47 of the EMSA Financial Regulation.

5. Draft EMSA Single Programming Document 2018 – 2020

Future integration of surveillance systems

Mr Leendert Bal, Head of Department C "Operations" outlined recent and up-coming developments in the Agency's maritime surveillance services in terms of system performance, user interfaces, data integration and delivery of new applications and services, highlighting some key opportunities, such as the development of AIS technology and the evolution from terrestrial to space based applications, and some key challenges, such as the growth in the number of services and users against a constant budget, and resistance to open or simplified access rights against multiplication of data sets and further data integration. The fast changing technological environment, the so-called fourth industrial revolution, was driving the development towards tailor-made and holistic services but also presented some challenges for a public organisation in terms of keeping up with user expectations and maintaining security.

The question of whether the Agency would in future have the capacity and mandate to develop not only EU level systems but also national systems, viewed as core systems from the national administration perspective, was raised, as well as the possibility of transforming EU systems into fully-fledged systems, i.e. to support Member States' core businesses processes (Croatia, Norway). The Agency indicated that constraints would be policy-related and not technical, noting that the development of the NSW prototype had been the first request of this type.

Copernicus services

Mr Bal provided a brief update on the various earth observation products being delivered to different users within the four main function groups – Maritime safety and security, fisheries control, law enforcement and customs – and encouraged Member States to channel more maritime safety users to the service.

The Agency clarified for Denmark that the integration of images from different sources was specific to the user and their particular portfolio of access rights.

Hosting LRIT IDE

Mr Bal explained that there was overall agreement in principle by Maritime Directors to initiate action to identify a successor for LRIT-IDE hosting after the IMO Assembly in November. Member States were reassured that EMSA would continue hosting LRIT-IDE until an alternative was agreed and a proper hand-over completed, and that the LRIT-CDC would remain with EMSA. Whilst the EU's greater reliance on AIS for a variety of reasons including the relative cost of LRIT position reports and the density of coastal AIS stations in the EU was acknowledged, so too was the value of LRIT globally – and indeed the EU's considerable contribution to date through EMSA.

Workshop on Capacity Building

Ms Manuela Tomassini, Head of Department B "Safety and Standards", presented the background and outcomes of the workshop. A bottom-up "needs based" approach underlay the whole process, starting with the pre-workshop questionnaire which served to structure the workshop. The 80 participants represented 23 Member States including Iceland and Norway, authorities for Flag State, Port State, and implementation of relevant Environmental legislation, the CNTA focal points, as well as the Commission, EFCA and Frontex. The dedicated thematic workshops identified specific actions in three categories of capacity building: i) training and e-learning; ii) guidelines, recommendations and best practices; and iii) tools. The training and e-learning proposals, as well as the proposals for guidelines would feed into the CNTA process and support shaping priorities for 2018, while follow-up workshops to fine-tune ideas on enhancing or developing new tools, such as a dynamic web portal, training for "new" entrants or a Flag State module in THETIS-EU, would be organised, bearing in mind the voluntary nature of all actions, in line with the preference expressed throughout the exercise.

Member States welcomed the workshop not only for its outcomes but also for the cooperative process between Member States and the opportunity to share information. The safety of fishing vessels had emerged as a common priority for capacity building, and the idea of a "joint" training with EFCA will be explored further; the experience shared by Iceland on this topic demonstrated the real impact that rules and standards can have on lives at sea – when implementation is effectively supported by monitoring and technical assistance (Iceland, Cyprus, Poland, Greece).

Anti-pollution measures

Mr Bal provided an update on relevant tenders and activities, in particular the unexpected non-renewal by the contractor of the Bay of Biscay vessel contract and the need to retender for the area, almost doubling the budget required in 2017 due to equipment and pre-fitting fees. This would be covered by the unused budget for RPAS services to support pollution response, due to delays in acceptance tests.

An overview of regional coverage of vessels, dispersant stockpiles and equipment assistance stockpiles for vessels of opportunity as per 1 May 2017 was provided, as well as an update on the ongoing EAS South tender, due for signature in July 2017, and Northern Baltic Sea vessel tender, due for signature in November 2017. Preparation of the newly contracted Black Sea vessel would be completed in June.

SPD 2018-2020

Following many interventions on how widely or narrowly “coast guard” should be interpreted (Ireland, Denmark, Germany, Poland, Italy, Luxembourg, Greece), the Agency wished to recall that the SPD clearly referred to the functions, in line with the terminology of the Regulation, and that furthermore the actions that EMSA was mandated and funded to undertake were specified in that Regulation and hardly subject to interpretation or political debate. The Commission was invited to provide clarifications on “coast guard functions” in the context of the Agency’s mandate and tasks.

The Chairman of the Administrative and Finance Committee reported on the resource related aspects. The only known change at this stage with respect to the figures presented in March 2017 was related to the EFTA rate, which had been revised down from 2.47 % to 2.37%, according to information from the Commission provided the day before the meeting, and would have an expected impact of minus EURO 80,000 in commitment and payment appropriations.

The Administrative Board took note of:

- **The information provided by the Agency on: Future integration of surveillance systems; Copernicus Services; Hosting LRIT IDE; and Outcome of Workshop on Capacity Building.**
- **The additional written comments by Member States on the Draft EMSA Single Programming Document 2018-2020 that was adopted at the March 2017 meeting, and the EMSA response.**

There were no requests for assistance.

The Commission, in the framework of its Formal Opinion on the SPD, will provide further clarifications on the notion of coastguard functions in the context of the Agency’s mandate and tasks in accordance with the EMSA Founding Regulation, as amended.

The Administrative Board also took note of the update provided by the Agency on anti-pollution measures, relevant tenders and activities, and related budget implementation for 2017.

6. IAS audit on Project Financed Activities

The Chairman of the Administrative and Finance Committee reported on its discussion under AOB of the procedural aspects of this item, in particular the roles of the IAS, the Executive Director and the Administrative Board. In particular, the role of the Administrative Board to ensure regular monitoring of the implementation of accepted recommendations in accordance with the relevant action plan; and the prerogative of the Executive Director to refuse recommendations and accept the risk of not taking action. In

the case of non-accepted recommendations, the IAS's role is to inform the Administrative Board of this fact and related risk of not taking action, and the Administrative Board shall take note of this information and may invite the AIS to provide further information, as was the case today.

The IAS outlined the contents of the report, highlighting the overall positive outcome, the constructive relationship with the Agency and the particular challenges related to project financed activities which incentivised the audit and help put the recommendations in perspective, notably the increase in project financed activities and funding, their regulation through a multiplicity of different agreements over which the Agency has only limited and partial control, and their policy-driven and sometimes sensitive nature. Overall, the recommendations were intended to help the Agency identify and bridge possible gaps between additional workload and funding.

The Executive Director confirmed the positive relationship with the IAS and the conditions giving impetus to the audit. However, in the absence of a common methodology to be used by all agencies in the same position for defining and measuring costs, and of a policy on the eligibility of claiming such costs, the efficiency and effectiveness of taking actions to implement the recommendations were questionable. Furthermore, the nature of the project financed actions was such that they were integrated into the Agency's existing processes and subject to the same rigorous management controls, rules and standards.

The Commission indicated in response to Member States that the topic, with its "horizontal" nature, not limited to EMSA only, had been raised among relevant DGs, acknowledged that EMSA was the first to be audited on this topic, and hoped the findings of the audit would launch and feed the development of an Agencies-wide methodology.

The Administrative Board took note of the information provided by the IAS and by the Agency on the audit recommendations related to Project Financed Activities.

7. Chairmanship

The Chairman recalled that his and the Deputy Chairperson's terms were coming to an end in November 2017, following appointment in November 2011 for 3 years, and renewal by written procedure of the Administrative Board 7/2014 in July 2014 for another 3 years period.

The Board shall therefore elect a Chairperson and a Deputy-Chairperson at the next November meeting, following the rules of procedure of the Administrative Board of EMSA, and in particular its "Article 2 – Chairmanship". Motivation letters of one page should be forwarded to the Executive Director, who will circulate the candidatures to the Administrative Board in view of the November meeting. As agreed for the previous elections, the candidates will apply for the post of Chairperson. There will not be an election for the Deputy-Chairperson: the second most successful candidate will be the Deputy-Chairperson.

The Administrative Board took note of the next steps for the future Chairmanship of the Administrative Board of the Agency. Administrative Board Members were invited to submit their candidatures to the Executive Director by 30 September 2017.

8. External Evaluation of the Agency

The Chairman first explained that the evaluation report, including evaluation recommendations, now tabled for adoption took into account the comments of the Commission, Member States and EMSA, as well as the Commission's "better regulation" guidelines.

The Chairman then invited Board Members to comment on the separate question of Administrative Board recommendations and the proposal drawn up by the High Level Steering Committee.

In relation to recommendation (1), the Chairman clarified for Iceland the policy concept of the European maritime space without barriers. The Agency recalled that data access rights were determined by Member States so the Agency could and did support recommendation (3) on exploring opening access to data but could not act without Member States. Poland proposed to replace the word "training" with the concept of "capacity building", in line with the evolution of the services and tools provided by the Agency under this heading (recommendation (7)). The Agency clarified that recommendation (8) was intended to position EMSA on the international scene.

Following a suggestion to take EMSA involvement beyond ship security and port facilities to actual port security, in order to streamline cooperation in this area (Poland, Estonia), the Commission firmly recalled its prerogative, and EMSA the limits of its current mandate and capacity. It was agreed to mention the topic in a preamble or introductory text in order not to lose sight of it. The same practical approach was adopted concerning the suggestion to involve EMSA in monitoring the implementation of MLC (Poland). Reference was also made to the possible supporting role of EMSA in Search & Rescue for capacity building activities (Poland).

In order to address concerns related to the clarity or lack thereof of the concept of coastguard functions and the distinction between core and ancillary tasks, but at the same time avoid intractable debates, the Chairman proposed to strengthen the tone of the recommendation without making any direct references (5), and to ground discussions of this nature in the concrete annual actions outlined in the Agency's programming document – as indeed had been concluded under agenda item 5 on the SPD 2018-2020.

The Administrative Board adopted the final External Evaluation Report of the Agency and discussed the draft Administrative Board recommendations proposed by the High Level Steering Committee. Member States were invited to provide further written comments and suggestions for possible Administrative Board recommendations by 15 September 2017, ahead of a final High Level Steering Committee meeting planned shortly thereafter and for further discussion and final adoption at the November 2017 meeting.

9. EMSA inspections and visits

The Commission presented its usual meeting room document detailing the Commission follow-up to EMSA inspections, highlighting that the assessment rate of visits and inspection reports was at around 85%, with the remainder linked mainly to ongoing infringement procedures or requests for further information, which in the case of STCW inspections could be further slowed down by diplomatic considerations.

The Commission wished to highlight a significant change in their follow-up procedures. The EU pilot would be reserved for matters of a purely technical nature. Other matters would be channelled through the letter of formal notice. This apparent escalation to a pre-infringement procedure stage should not be interpreted as

such. The letter of formal notice was in fact a request for further information and should not cause alarm. This new approach would only affect new cycles.

The representative of the EFTA Surveillance Authority outlined its supervisory role with respect to EFTA States and the contribution of EMSA to this process, highlighting the three visits in 2016 on accident investigation, port reception facilities and fishing vessels, and the benefits of accompanying EMSA on the visits in terms of exchange of information and signalling the added value of monitoring the implementation of the relevant legislation to national administrations and bodies.

The Agency remarked on the full application of the new Methodology and the elements of cost efficiency analysis to the sulphur cycle and the upcoming marine equipment cycle, for which the pre-cycle workshop had just been held, allowing Member States to contribute to the shaping of these cycles.

The Administrative Board took note of the update provided by the Commission on the follow-up to EMSA's inspections and visits, as well as information provided by the representative of the EFTA Surveillance Authority invited to attend this agenda item of the meeting.

10. Draft Administrative Arrangements

No draft administrative arrangements were tabled for consideration.

11. Update on other Agency activities

RPAS demonstration

Mr Bal outlined progress in RPAS activities, highlighting the pioneering nature of the work, with set-up period challenges related to acquiring small SAT-COM equipment, developing SAR solutions for small aircraft, testing accuracy of emission measurements, and aircraft configuration changes to integrate sensors and resulting delays with permits to fly. The budget and timeline for the roll out of planned RPAS services to support both marine environment initiatives and coast guard functions in cooperation with Frontex and EFCA were also outlined. Operations were in the set-up phase for several requesting Member States - Croatia, Denmark, France, Italy, Portugal, Lithuania and Greece – and were expected to start mostly over the summer, while initial discussions had taken place with 10 other Member States.

Updates were also provided on the RPAS Data Centre, which will progressively integrate visualisation of flights for users on a common interface, on cooperation with Frontex and EFCA, who had confirmed their interest in RPAS services for the central Mediterranean and fisheries monitoring respectively, and on the cooperation with EASA on standards and certification issues.

The RPAS demonstration under the EP Coast Guard Pilot Project in early May, with multi-purpose operations with Frontex and EFCA and an open day attended by representatives from 10 EU Member States as well as representatives from EDA, MAOC-N and EU SatGen had been a success and a good example of cooperation at national level between different authorities.

The Commission welcomed the demonstration as proof of concept and learning ground, looked forward to the completion of the EASA Regulation, and noted the substantial budget to be executed by the end of the year and the need to follow-up on planned consumption by EFCA and Frontex.

THETIS-MRV

Ms Tomassini provided an updated on the development of THETIS-MRV, a new module of THETIS to support the implementation of the MRV Regulation (EU) 2015/757, which foresees monitoring, reporting and verification of CO2 emissions and of other relevant information, and of the commitment of the Commission to make publicly available on an annual basis the aggregated per-ship data on fuel consumption, CO2 emissions and energy efficiency. The agreement with DG CLIMA is supported by a maximum budget of EUR 500,000 and was signed in March 2016. The development process drew on the outcomes of the ESSF (European Sustainable Shipping Forum) MRV Shipping Sub-groups, in which EU and non-EU Members, Industry and NGO representatives participated, and on the consultation on and content of the Implementing & Delegated Regulations.

The main actors involved in the MRV process – including companies, who would use the system to report as required by the MRV regulation – and their respective tasks were outlined in the presentation. This was followed by a video where the functionalities of the system and the interaction between the main actors were explained in more detail. Ms Tomassini recalled that these functionalities were tailored to the requirements of the regulation, though complementary processes might be supported by the THETIS Information System. She also thanked Cyprus for the opportunity to demonstrate the system to their operators next October and looked forward to any such other opportunities.

Fire Safety

Ms Tomassini recalled the main initiatives taken at EU and IMO levels to address fires on ro-ro decks, and outlined the main elements of the FIRESAFE I Study. The Study, driven as intended by technical considerations and experts, focused on electrical fire as ignition risk and fire extinguishing failure and presented a number of cost efficient risk control options, most of which were already implemented by some operators. Work was ongoing to develop specific proposals to SSE 5 based on FIRESAFE I, as well as technical specifications for FIRESAFE II that would go further with a modular approach.

The Administrative Board took note of the information provided by the Agency on: the implementation of RPAS services; THETIS-MRV; and Fire Safety.

11b. Appointment of the next Executive Director

The Commission recalled the roles of the Administrative Board and the Commission, outlined the calendar and process, and stated its intention to aim for an appointment at the June 2018 Board meeting. The vacancy notice for the Executive Director would be circulated to the Administrative Board in advance of publication.

The Administrative Board took note of the information provided by the Commission on the procedure and indicative calendar for the appointment of the next Executive Director in view of the end of the current Executive Director's term on 31 December 2018, and appointed Mr Achim Wehrmann (Germany, Deputy-Chair) by acclamation to represent the Administrative Board as an observer on the selection panel.

12. Any Other Business

The Executive Director had welcomed the visit of Secretary General of the IMO, Mr Kitack Lim, who took the opportunity to speak to all EMSA staff and had taken a keen interest in the SAFEMED and Black and

Caspian Sea projects, EMSA's role in Equasis, THETIS-MRV, the Agency's work on accident investigation and the EMCIP database, and the package of anti-pollution measures.

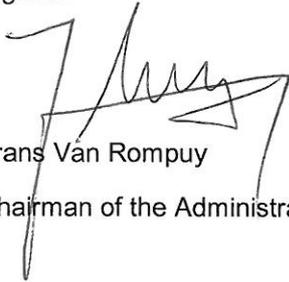
The Commission highlighted the importance of this first visit by an IMO Secretary General, signalling recognition of the contribution of EMSA's work and Member State cooperation in the maritime sphere.

The Administrative Board took note of the information provided by the Executive Director on the recent visit to EMSA of the Secretary General of the IMO, Mr Kitack Lim.

Date of next Administrative and Finance Committee Meeting:
Thursday 16 November 2017 (morning)

Date of next EMSA's Administrative Board Meeting:
Thursday 16 November 2017 (afternoon) and Friday 17 November 2017 (all day)

Signed:



Frans Van Rompuy

Chairman of the Administrative Board

Lisbon, 17 November 2017

EUROPEAN MARITIME SAFETY AGENCY (EMSA)

48th Meeting of the Administrative Board, Lisbon, 31 May - 1 June 2017

LIST OF ATTENDANCE

MEMBER STATES	
BELGIUM	
Frans Van Rompuy	Board Member - Chairman of the Board
Peter Claeysens	Alternate Member
BULGARIA	
Zhivko Petrov	Board Member
CROATIA	
Lukša Čičovački	Alternate Member
CZECH REPUBLIC	
Evzen Vydra	Board Member
CYPRUS	
Ioannis Efstratiou	Board Member
DENMARK	
Andreas Nordseth	Board Member
ESTONIA	
René Arikas	Board Member
Tarmo Ots	Alternate Member
FINLAND	
Tuomas Routa	Board Member
FRANCE	
Vincent Denamur	Alternate Member

GERMANY	
Achim Wehrmann	Board Member – Deputy Chairman of the Board
GREECE	
Agisilaos Anastasakos	Board Member – Chairman of the Administrative and Finance Committee
HUNGARY	
Csaba Bellyei	Board Member
IRELAND	
Deirdre Mary O’Keeffe	Board Member
ITALY	
Nicola Carlone	Board Member
Piero Pellizzari	Alternate Member
LATVIA	
Jānis Krastiņš	Board Member
LITHUANIA	
Robertinas Tarasevičius	Board Member
LUXEMBOURG	
Robert Biwer	Board Member
THE NETHERLANDS	
Lieske Streefkerk-Arts	Alternate Member
Sjoerd Van Dijk	Expert
POLAND	
Wojciech Zdanowicz	Board Member
Maciej Styczynski	Alternate Member
PORTUGAL	
José Maciel	Alternate Member

ROMANIA	
Gabriel Balan	Expert
SLOVAKIA	
Josef Mrkva	Board Member
SLOVENIA	
Jadran Klinac	Board Member
SPAIN	
Benito Núñez Quintanilla	Alternate Member
SWEDEN	
Pernilla Wallin	Board Member
THE UNITED KINGDOM	
Haroona Chughtai	Board Member
Andrew Angel	Alternate Member

EUROPEAN COMMISSION	
Henrik Hololei	Board Member
Magda Kopczynska	Board Member
Barbara Sellier	Alternate Member
Anne-Cécile Swinnen	Expert

EFTA STATES	
NORWAY	
Arve Dimmen	Expert
ICELAND	
Thorolfur Arnason	Board Member

INVITED OBSERVERS	
INTERNAL AUDIT SERVICE, EC	
Reinder van der Zee	Director of Audit in EU Agencies and other autonomous bodies
Ilian Komitski	Head of Unit, IAS.A.1
EFTA SURVEILLANCE AUTHORITY	
Milagros Varela Choucino	Senior Officer from the Internal Market Affairs Directorate.

EMSA STAFF	
Markku Mylly	Executive Director
Isabel Torné	Head of Department A – Corporate Services
Manuela Tomassini	Head of Department B – Safety and Standards
Leendert Bal	Head of Department C – Operations
Cristina Romay Lopez	Head of Unit A.1 – Human Resources and Internal Support
Dominika Lempicka-Fischter	Head of Unit A.2 - Legal, Financial & Facilities Support
Mario Mifsud	Head of Unit B.1 – Visits and Inspections
Georgios Christofi	Head of Unit B.3 – Environment & Enforcement
Frédéric Hébert	Head of Unit C.1 – Pollution Preparedness Services
Lazaros Aichmalotidis	Head of Unit C.2 – Vessel and Port Reporting
Helena Ramon Jarraud	Head of Unit C.3 – Maritime Surveillance
Ivo Kupsky	Head of Unit C.4 – Digitalisation & Application Development
Andrea Tassoni	Head of Unit Executive Office
Tom Van Hees	Internal Control Coordinator
Henning Stelter	Senior Budget and Finance Officer
Soraya Obura	Senior Assistant for Planning and Reporting
Selena Matic	Senior Administrative Assistant

