

**SafeSeaNet Group meeting no. 23**  
**Agenda item I**  
**6 May 2015**

**SSN 23/1/2 (v.1.00)**  
**Lisbon, 5 March 2015**

## **INTRODUCTION**

### **Approval of the SSN 22 minutes**

#### **Submitted by EMSA**

<i>Summary</i>	Minutes of the SSN 22 meeting held in Lisbon on 29 October 2014.
<i>Action to be taken</i>	As per paragraph 3
<i>Related documents</i>	SSN 22 minutes (version 1.00)

### **1. DOCUMENT**

The minutes of the 22<sup>nd</sup> SafeSeaNet Group meeting, which was held in Lisbon on 29 October 2014, are attached.

### **2. CHANGES**

The draft version was sent to Members State participants on 5 December 2014 and no comments were received.

### **3. ACTION REQUIRED**

Member States are invited to approve the draft minutes. After approval, the report shall be published at the EMSA web site.

Attachment:

Annex: SSN 22 SafeSeaNet Group meeting report

## **Workshop Report**

### **22<sup>nd</sup> SafeSeaNet Group meeting**

Held in Lisbon on  
29 October 2014

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## Background

The meeting was opened by Mr Lazaros Aichmalotidis, Head of Unit for Information Services/Operational Management, and chaired by Mr Yann Le Moan, Senior Project Officer for SafeSeaNet. Mr Jacob Terling and Mr Sandro Nuccio represented the **European Commission** (DG MOVE).

Delegations from **Belgium, Bulgaria, Croatia, Czech Republic, Denmark, Estonia, Finland, France, Germany, Greece, Hungary, Iceland, Italy, Latvia, Lithuania, Luxembourg, Malta, the Netherlands, Norway, Poland, Portugal, Romania, Spain, Sweden and the United Kingdom** attended the meeting. Montenegro and representatives of ESPO and PROTECT participated as observers.

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

<http://www.emsa.europa.eu/ssn-main/documents/workshop-presentations-a-reports.html>

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## Workshop Programme

### I. INTRODUCTION

#### I.1 Opening

Mr Aichmalotidis welcomed the participants, and gave a special welcome to Montenegro, which was attending as an observer. He recalled that SSN officially began operations only a few years ago (in 2009), but that important achievements have been made during the last 5 years. The upcoming SSN V3, which will be compliant with the reporting formalities Directive requirements, will be the next important step. He highlighted that the present meeting included proposals for major improvements such as the following:

- The SSN V2-V3 transitional phase.
- Revision of the Interface Functionalities Control Document (IFCD).
- The final report of the HAZMAT Working Group (HAZMAT WG), including the general requirements for a Common HAZMAT Reference Database (CHRD) and the draft guidelines for reporting HAZMAT.
- Revision of the Common Operational Procedures.
- The Data quality report.

#### I.2 Approval of the agenda

The agenda was adopted.

#### I.3 Minutes of previous meeting (Workshop 21) and follow-up actions

The minutes of the previous meeting (SSN 21) were approved, and EMSA summarised the outstanding items from the previous workshops.

Special attention was paid to the actions requested by correspondence, such as the upgrade of the 2-way SSL protocol (only a few comments were received), and the checking of exemptions registered in SSN by NCAs.

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

#### I.4 SSN 21.1.3 Actions stemming from SSN HLSG decisions

**EMSA** presented the main actions arising from the 11<sup>th</sup> SSN High Level Steering Group meeting.

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

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## II. INPUT FROM THE COMMISSION

On behalf of the Commission, Mr Terling thanked the SSN Group for the work achieved. He introduced Mr Sandro Nuccio from DG MOVE D2, who will be the Commission representative to the SSN group. Mr Terling informed the SSN Group that the revised VTMIS Directive Annex III had been adopted, and congratulated the HAZMAT working group on the quality of their input.

## III. SAFESEANET OPERATIONAL AND LEGAL ASPECTS

### III.1 SSN 22.3.2 Interface Functionalities Control Document) IFCD v1.1

EMSA noted that a draft IFCD was introduced at SSN HLSG 11, where all chapters except 2.6 and 3.4 were agreed. EMSA presented the draft revised IFCD (v1.1), which included the required changes in Chapter 2.6 (Cooperation with other EU systems – interface between SSN and CECIS), Chapter 3.4 (Maximum access rights per role – data distribution mechanism) and Chapter 3.5 (Access to SSN Incident reports (POLWARN-POLINF) by CECIS users)

**Sweden** asked that the following changes be added to the access rights matrix:

- The "PSC" role to be entitled to request Security information.
- The "Others" role to be authorised to: provide exemptions; request security and; send e-mails.

**Denmark** proposed that the HLSG should validate the proposed ability of the "PSC" role to request security information.

The corresponding changes were added, and the remark from Denmark was inserted as a footnote in the draft IFCD.

The SSN Group **agreed** to submit the current IFCD V1.1 draft to the SSN HLSG (**Action point 1**).

### III.2 SSN 22.3.3 HAZMAT WG – Final report

**EMSA** presented the final report of the HAZMAT working group (HWG) including the draft guidelines on reporting HAZMAT information and the draft requirements for the development and maintenance of a Common HAZMAT Reference Database (CHRD).

The presentation also highlighted the need to review the SSN XML reference guide in order to clarify the possible issues associated with HAZMAT reporting, and to re-establish the HAZMAT working group when necessary.

The **PROTECT** group introduced a proposal to add a HAZMAT ID in the CHRD.

**Estonia** presented a document on the HAZMAT ID issue, and pointed out that the implementation of such an ID would require further work.

**Belgium** proposed that the guidelines should be improved to reflect the location on board for ro-ro vessels and bulk carriers, and the reporting of bunker fuel. **Belgium** also proposed that further static information on ships and ships' general arrangement plans should be included in future SSN releases.

**Malta** supported the guidelines, and highlighted the need for training sessions on HAZMAT reporting.

**Italy** supported the HWG outcomes, and agreed that further work was needed on the HAZMAT ID.

The SSN group:

- a) validated the draft HAZMAT guidelines and the requirements for a CHRD - these documents will be submitted for approval to the SSN HLSG 12 (**Action point 2**);

- b) approved the principle of a HAZMAT ID, but recognised that its implementation would require additional work;
- c) proposed to re-establish the HWG to update, when necessary, the guidelines and the CHRD. Updated ToRs will be submitted to HLSG 12 (**Action point 3**);
- d) invited EMSA to review the XMLRG and identify improvements related to HAZMAT reporting (without impact on national SSN system) (**Action point 4**), and;
- e) proposed further actions to be inserted in the HWG ToRs, such as proposing training modules, leaflets, etc. (**Action point 5**).

### III.3 SSN 22.3.4 Common Operational Procedures (COP)

**EMSA** introduced the reviewed COP. The amended document proposed a new structure, with the aim of making the information clearer, and improving compliance with the agreed procedures.

The SSN Group **validated** the COP prior to submission at the HLSG 12 meeting for approval (**Action point 6**).

## IV. SAFESEANET TECHNICAL ASPECTS

### IV.1 SSN 22.4.2 SSN V2-V3 transitional phase

**EMSA** presented the rules covering SSN V2 messages during the transition period (V2-V3). These had been updated since SSN 21 and HLSG 11 in order to provide more flexibility between the two SSN versions.

**The Netherlands** welcomed the proposed additional flexibility, and asked that:

- the transition phase be extended beyond June 2015 in order to address the potential delay in implementing SSN V3. EMSA noted that the issue requires a policy decision, which falls outside the responsibility of the SSN group, and;
- the SSN central system web interface functionality providing PortPlus notifications should not be discontinued in SSN V3. EMSA replied that having such a feature in the Central SSN system web interface would not be consistent with the obligations arising from the Reporting Formalities Directive 2010/65/EU (the national single window being the entry for the information).

The SSN group **noted** the progress report.

## V. SAFESEANET STATUS

### V.1 SSN 22.5.1 SSN Data Quality Report

**EMSA** presented the SSN Data Quality Report, including the interface with THETIS, and summarised the status of SSN implementation in MSs.

**Finland** asked EMSA about the method by which statistics on missing Port and HAZMAT information are generated. EMSA said that this is based on random checks using data from external sources (e.g. MRS reports for HAZMAT checks), and that only the detection of potential missing notifications is reported to the MSs.

**The Netherlands** asked EMSA to send them the identified missing HAZMAT information (**Action 7**).

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

## VI. ANY OTHER BUSINESS

### VI.1 SSN 22.5.1 Feedback on exercise involving SSN reporting

**Latvia** introduced the international oil spill response exercise "BALEX Delta 2014," which took place off its coast in June 2014.

During this exercise, Latvia tested the communication for exchanging POLREP information with other Baltic Member States via SSN. As a result, it was proposed that:

- EMSA and DG ECHO should find a solution to providing CECIS with POLWARN/POLINF information notified via SSN.
- more frequent exercises should be organised using the formal SSN distribution channels, and;
- there is a need for common instructions on how to avoid double reporting of the same incidents.

**Denmark** supported the proposal for more frequent exercises, and also proposed improvements to the SSN central system web interface (improved ergonomics).

**EMSA** thanked Latvia for the presentation and the feedback provided, and it was confirmed that ECHO and EMSA are working to set up a link between SSN and CECIS. EMSA also confirmed that the revised SSN Incident Report Guidelines had been distributed to the SSN Group, and that feedback is expected by the end of December 2014 (**Action point 8**). The Agency and the Commission encouraged Member States to also involve SSN in regional exercises in other areas.

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

## VII. INFORMATION PAPERS

The documents below were distributed to the SSN Group, but were not presented at the meeting:

- SSN 22.3.1 List of SSN technical and operational documentation
- SSN 22.4.1: SSN Roadmap.
- SSN 22.3.5: SSN Incident report guidelines V2.0. Feedback expected by end of December 2014.

The document SSN 22.4.3: Ship database – Progress report will be published with the SSN 22 presentations on the EMSA website.

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## Workshop Conclusions/Follow-up Actions

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The follow-up actions are indicated in Annex 4.

The provisional date for SSN 23 is 5 May 2015, together with LRIT 11 on the same day and IMDatE on 6 May. The final dates will be confirmed in the invitation letters.

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## Annexes

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Annex 1 – Attendance list

Annex 2 – List of SSN 22 documents

Annex 3 – Meeting agenda

Annex 4 – List of action items from SSN 22 Group meeting

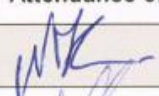

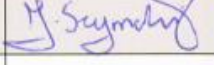

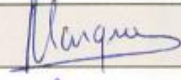

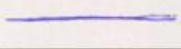
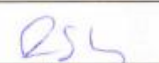
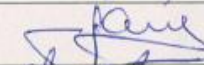





## Annex 1 – Attendance List

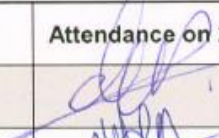

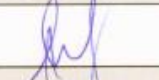

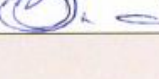
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**EMSA staff**

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9	ABELA	Charles	<a href="mailto:Carmelo.ABELA@emsa.europa.eu">Carmelo.ABELA@emsa.europa.eu</a>

## Annex 2 – List of SSN 22 documents

### **I. Introduction**

SSN 22.1.1: Detailed Agenda

SSN 22.1.2: SSN 21 minutes and follow up actions

SSN 22.1.3: Actions stemming from SSN HLSG decisions

### **II. Input from the Commission**

### **III. SafeSeaNet Operational and legal Aspects**

SSN 22.3.1: List of SSN technical and operational documentation\*\*

SSN 22.3.2: Interface Functionalities Control Document (IFCD) v1.1

SSN 22.3.3: HAZMAT WG – Final report

SSN 22.3.4: Common Operational Procedures v2.0

SSN 22.3.5: SSN Incident report guidelines v2.0\*\*

### **IV. SafeSeaNet technical aspects**

SSN 22.4.1: SSN Roadmap\*\*

SSN 22.4.2: SSN V2-V3 transitional phase

SSN 22.4.3: Ship Database – Progress report\*

### **V. Status at National Level**

SSN 22.5.1: SSN Data Quality Report

### **VI. Any Other Business**

SSN 22.6.1: Feedback on exercises involving SSN reporting – report (EMSA/Latvia)\*

\* Documents distributed in PowerPoint format.

\*\* Documents distributed but not discussed during the meeting.

## Annex 3 – Meeting Agenda

Wednesday, 29 October 2014		
Time	Agenda Item	For
<b>08:30 – 09:00</b>	<b>Registration and coffee</b>	
<b>09:00 – 09:30</b>	Opening / Introduction SSN 22.1.1 Detailed Agenda SSN 22.1.2 SSN 21 minutes and follow up actions SSN 22.1.3 Actions stemming from SSN HLSG decisions	Approval Approval Information
<b>09:30 – 09:45</b>	<b>Input from the Commission</b>	
<b>09:45 – 10:00</b>	SSN 22.4.2 SSN V2-V3 transitional phase	Information
<b>10:00 – 10:30</b>	SSN 22.6.1 Feedback on exercises involving SSN reporting	Information
<b>10:30 – 10:45</b>	<b>Coffee break</b>	
<b>10:45 – 11:45</b>	SSN 22.3.3 HAZMAT WG –Final report	Approval
<b>11:45 – 12:30</b>	SSN 22.3.4 Common Operational Procedures v2.0	Approval
<b>12:30 – 13:00</b>	SSN 22.5.1 SSN Data Quality Report	Information
<b>13:00 – 14:00</b>	<b>Lunch break</b>	
<b>14:00 – 14:45</b>	SSN 22.3.2 Interface Functionalities Control Document v1.1	Approval
<b>14:45 – 15:15</b>	<b>Summary of the follow up actions – End of SSN meeting</b>	



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## Annex 4 – List of action items from the SSN 22 Group meeting

Action point	Topic and Action	Resp.
1	Submit the current IFCD V1.1 draft to the SSN HLSG.	EMSA
2	The draft Guidelines on reporting HAZMAT and the requirements for a CHRD will be submitted for approval to the SSN HLSG 12	EMSA
3	Updated ToR of the HWG will be submitted to HLSG 12.	EMSA
4	Review the XMLRG and identify improvements related to HAZMAT reporting (without impact on national SSN system).	EMSA
5	Insert further actions in the HWG ToR (proposing trainings modules, leaflets).	EMSA
6	Submit the SSN COP to HLSG 12 for approval	EMSA
7	Send the identified missing HAZMAT information to the Netherlands <sup>1</sup>	EMSA
8	Provide feedback on the draft "Incident Report guidelines" V2.0 by end December	MS

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<sup>1</sup> The requested information was sent to the Netherlands on 29 October.