## European Maritime Safety Agency



# TRAINING CATALOGUE



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## **PURPOSE OF THE CATALOGUE**

The purpose of this catalogue is to set out, in one document, the programmes that form the basis of EMSA's routine training activities. It describes those training courses which are provided for the benefit of EU Member States, Norway and Iceland, Enlargement and European Neighbouring Countries, even if these are not necessarily held every year. While the majority of training activities are organised on a regular basis, EMSA also occasionally provides some ad hoc courses to cover the very specific needs of maritime administrations at a particular time.

For each course, the catalogue indicates the potential audience, duration and key topics. It is hoped that by providing this information concisely and in one place, the catalogue will help raise awareness of EMSA's wide-ranging activities in the field and also assist beneficiary countries' maritime administrations in defining their own training needs.

## **LEGAL BASIS**

The provision of training activities is among the core tasks of the Agency as established in its founding regulation (EC) No 1406/2002 as amended. Accordingly, EMSA:

- organises, where appropriate, relevant training activities in fields which are the responsibility of the EU Member States, Norway and Iceland (Art. 2.3.a)
- may, upon the request of the Commission, provide technical assistance, including the organisation of relevant training activities, as regards relevant legal acts of the Union, to states applying for accession to the Union and, where applicable, to European Neighbourhood Partner Countries and to countries taking part in the Paris MoU (Art. 2.5).

## **HOW IT WORKS**

EMSA training activities are organised and coordinated by the Training & Cooperation Team. The team works in close cooperation with the focal points for EMSA, appointed by the competent national administrations.

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The planning of the training activities differs depending on whom they are addressed to: EU Member States, Enlargement or Neighbouring Countries.

In the case of the EU Member States, Norway and Iceland, the annual training programme is agreed by the focal points at their meeting of the Consultative Network for Technical Assistance (CNTA) and covers all fields of EMSA's mandate: flag State, marine accident investigation, ship security, traffic monitoring, port reception facilities, marine equipment, pollution response, maritime labour convention, implementation of relevant EU law, etc. EMSA also organises training activities related to port state control (PSC), holding seminars for PSC officers from the Paris MoU members. These seminars target port state control officers and have a somewhat different legal ground and significance, in view of the links to the Paris MoU on port state control and the mandatory training requirements for PSC officials under EU law.

The activities for Enlargement and European Neighbouring Countries are organised and implemented within the framework of EU funded projects for technical assistance and take into account the needs for technical assistance both at regional and bilateral level. They currently cover:

- Albania, Bosnia & Herzegovina, former Yugoslav Republic of Macedonia, Montenegro, Serbia and Turkey (Enlargement Countries)
- Algeria, Egypt, Israel, Jordan, Lebanon, Libya, Morocco, Palestine, Syria (suspended) and Tunisia (Southern Neighbouring countries), and
- Armenia, Azerbaijan, Georgia, Kazakhstan, Moldova, Ukraine and Turkmenistan (Eastern Neighbouring Countries).

Some training courses provided by EMSA focus on specific applications and are therefore coordinated and provided directly by the EMSA team responsible for the application in question.

Examples include the PSC inspection system (THETIS), the ships' inspection system supporting the enforcement of EU legal acts as relevant (THETIS-EU) and the European Marine Casualty Investigation Platform (EMCIP).

Training courses are provided for vessel traffic monitoring and reporting systems SafeSeaNet (SSN), the EU Long Range Identification and Tracking Cooperative Data Centre (EU LRIT CDC), the oil spill monitoring service CleanSeaNet (CSN) and for Integrated Maritime Services (IMS). These training courses include both theory and hands-on work, where the participants follow practical exercises and scenarios on the application interfaces guided by EMSA trainers.

Training on CSN, SSN, LRIT and for IMS is organised at the request of the Member State's national focal point, i.e. the National Competent Authority (NCA) or equivalent for each application. These training courses may be held at EMSA, or at the Member State's premises, for one or for several countries. Training may occasionally be held via teleconference at the user's premises.

EMSA also provides training on Integrated Maritime Services for EU Agencies (EFCA, Frontex) and other bodies (MAOC-N, EU-NAVFOR). Depending on stakeholder needs, new training modules on emerging topics will be developed in the future, including for example, on the use of Remotely Piloted Aircraft Systems or Earth Observation for maritime surveillance.

Priorities regarding the Agency's training activities take into account national requests, through the NCAs for each application, and from the Consultative Technical Network on Marine Pollution Preparedness and Response (CTG MPPR) for some courses related to marine pollution detection and assessment.

The majority of the training activities are designed, developed and provided by EMSA staff through courses, seminars and exchanges of best practices. However, high-level experts from the maritime administrations and external contractors are also frequently called in to assist by sharing their practical experience with other Member States.

The participants, attending training sessions organised by EMSA are delivered certificates of attendance and are requested to provide their feedback, comments and recommendations on the attended event by filling in an evaluation questionnaire.

Training nowadays is an increasingly complex activity because of a growing and vast regulatory framework to be enforced in relation to technology evolution and application procedures. Therefore, there is a need to deliver training in a much more efficient and quick way so that the existing and the new generation of officials can rapidly upgrade their skills. New training methods for users, including e-learning for some courses, are under development with the goal of improving the level of quality of training delivered for Members States officials.



## HOW TO REGISTER FOR TRAINING SESSIONS

- 1. Events for Member States and Enlargement Countries:
  - National focal points are requested to nominate participant(s)
  - Invitation letters are sent at least 4 weeks before the event
  - Before close of registration, nominated participants must register online at:

https://extranet.emsa.europa.eu/e-register/

- 2. Events for European Neighbouring Countries:
  - The National focal points are requested to nominate participant(s)
  - Invitation letters are sent to nominated participants
  - Nominated participants must confirm their participation via email and provide relevant details to enable EMSA to make travel arrangements.

## **REIMBURSEMENT RULES**

Registered participants are entitled to reimbursement according to the EMSA rules available from the registration page:

https://extranet.emsa.europa.eu/e-register/

Questions regarding on-line registration and reimbursement rules can be addressed to:

events@emsa.europa.eu

## **CONTACT POINT**

Questions regarding EMSA's training activities can be addressed to:

training&cooperation@emsa.europa.eu

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## **MARITIME SAFETY**

The aim of these training courses is to support the implementation of EU legislation on maritime safety and to encourage the exchange of best practices among Member States.

The courses consist of theory, case studies and working groups which are designed to broaden the knowledge of the participants on the given subject matter and to bring them together in order to work collaboratively, sharing first-hand experience.

Some courses can be run by external contractors with experience in providing training on maritime safety.

High-level experts from the Member States or from other bodies/institutions can be invited as speakers to attend the training sessions and share their experience.

- MARINE EQUIPMENT DIRECTIVE (MED)
- /FLAG STATE IMPLEMENTATION
- ISM/CODE
- SIMULATED ISM AUDIT
- PASSENGER/SHIP SAFETY



TITLE	MARINE EQUIPMENT DIRECTIVE (MED)
DURATION	1.5 days
AUDIENCE	The training session is designed for officials from national administrations that have either just commenced working on Directive 96/98/EC, as amended, or with relevant ongoing responsibilities on its enforcement.



Participants learn about the core principles and the latest developments of the MED Directive. In addition to the common understanding of the main topics, practical examples will be provided to facilitate and encourage interaction with lecturers and discussion among the participants.

- Scope of the "New Approach"
- Directives Compliance and CE marking
- Conformity assessment procedures
- Procedures notified Bodies (NB)
- Market surveillance
- Tasks and responsibilities of maritime administrations, manufacturers and notified bodies.

#### TITLE FLAG STATE IMPLEMENTATION

 DURATION
 2 days

 AUDIENCE
 This course is designed for officials from maritime administrations who are involved in flag State administrative matters both at central and peripheral level.



#### LEARNING OBJECTIVES

Participants learn about the core principles and the latest developments of the relevant EU legislation on flag States with an emphasis on compliance with flag State requirements, rules and standards for ship inspections and survey organisations.

- Flag State Directive 2009/21/EC
- IMO III Code
- IMO Member States Audit Scheme (VIMSAS/IMSAS)
- European legislation on ROs
- Member State obligations under the relevant international and European legislation
- Monitoring the fleet and follow-up of PSC inspections/detentions
- Delegation of tasks to ROs
- Sharing best practices.



TITLE	ISM CODE
DURATION	4 days
AUDIENCE	This course is designed for flag and Port State Control Officers from the maritime administrations. It may also be useful for those monitoring Recognised Organisations (RO) and wishing to learn more about the ISM Code.



This highly interactive course gives participants a solid grounding in ISM Code, an understanding of the various audits conducted (flag State, RO and internal) and helps them to develop a practical approach to the interpretation and application of ISM Code.

- Management system standards and ISM Code (including the interrelationship between ISM Code and other management standards)
- ISM Code requirements Part A & Part B
- European legislation on the International Safety Management (ISM) Code
- Revised guidelines on ISM Code implementation by administrations [IMO Res. A.1022(26)]
- ISM Code compliance role and responsibilities of parties involved (flag State, RO, company, auditor)
- Understanding the relationship between ISM Code and existing international legislation
- Type and scope of internal audits and flag State audits (initial, renewal, periodical, additional)
- Role of auditor
- Process of planning and organising a flag State audit ISM Code compliance verification both of the ship and the company.

TITLE	ISM SIMULATED AUDIT
DURATION	2 days

AUDIENCE

This course is designed for junior ISM auditors and maritime administration staff dealing with ISM issues.



#### LEARNING OBJECTIVES

Participants develop a practical approach on ship audit techniques and become aware of the latest changes to the ISM Code and guidelines by conducting a simulated audit with a set of case studies and possible problems encountered.

- General overview of the ISM Code
- The role of auditor
- Audit techniques
- Planning and preparation of an audit
- Organisational chart case study
- Managing a drill case study
- Managing watertight doors case study
- Maintenance case study
- Certification & criteria for determining non-conformity or other findings.



## TITLE PASSENGER SHIP SAFETY

DURATION 2 days

This course is geared towards officials who already have a good knowledge of the subject matter and are involved in the development of technical policy as part of the ongoing work at IMO and at EU level.



#### LEARNING OBJECTIVES

Participants learn about the latest developments of the ongoing work at IMO and will be given an up-to-date overview of the European Union's approach to passenger ship safety as addressed through the relevant EU legislation or the ongoing projects.

#### **KEY TOPICS**

**AUDIENCE** 

- Latest developments in IMO on passenger ship safety related topics
- Latest research projects on passenger ship safety
- Latest developments at EU level.

# **MARITIME SECURITY**

The aim of these courses is to support the implementation of EU legislation on maritime security and to encourage the exchange of best practices among Member States.

The basic courses are run by high level external contractors with experience in training on maritime security. They provide participants with an overview on both the ship and port facility provisions of the ISPS Code.

The advanced courses are run by EMSA and consist of theory and practical exercises designed to strengthen cooperation among maritime administration staff as well as to harmonise the standards of implementation for ship, port facility and port security.

- ISPS CODE BASIC TRAINING
- ISPS/CODE ADVANCED TRAINING ON SHIP/SECURITY
- ISPS CODE ADVANCED TRAINING ON PORT FACILITY SECURITY



TITLE	ISPS CODE – BASIC TRAINING
DURATION	4 days
AUDIENCE	This course is geared towards officials from maritime administrations who have recently acquired, or who may acquire in the future, duties involving matters of international maritime security and who want to gain knowledge of the key principles and current practices on maritime security including auditing procedures.

This highly interactive and practical course provides participants with knowledge of the main elements of the International Ship and Port Facility Security (ISPS) Code and EU related maritime security legislation. It starts with an entry test and concludes with a final evaluation.

- Relevant international security legislation and guidelines
- Principles and practice of auditing (types of audits both for ship and port facility) and inspection in relation to ISPS Code
- Risk assessments and security plans
- The content and interrelationship between ISPS and ISM and its interpretation
- Pertinent EU legislation on maritime security
- Role of EU & EMSA
- Role and duties of SSO, PFSO and CSO

- Responsibilities of Contracting Governments (port & flag States)
- Port Security management (port organisation, committees, statement of compliance, etc.)
- Ship security records, documentation and compliance
- Security training, drills and exercises
- Security in the supply chain
- Training requirements
- Cyber security.

TITLE	ISPS CODE – ADVANCED TRAINING ON SHIP SECURITY
DURATION	3 days
AUDIENCE	This training session is designed for officials of the maritime administrations involved in the implementation and monitoring of the EU legislation related to ship security, both at the central administrations and in the field (as flag State inspectors, or duly authorised officers) with a reasonable level of knowledge and experience in the field of ship security matters.

The aim of the course is to develop a practical approach to the requirements of ship security issues in relation to the application of the international and EU legislation. Participants will get a better understanding of the main role and responsibilities of the flag State administrations as with regards to ship security through cases studies and to share their experience and problems encountered during the implementation.

- SOLAS Convention and ISPS Code requirements
- SOLAS Convention and ISPS Code requirements
- Regulation (EC) No 725/2004 EU additional requirements for ships
- Member State additional requirements for maritime security
- Alternative security agreements
- Equivalent security arrangements
- Risk assessment
- Ship security plan approval
- Amendments to ship security plans
- Test the effectiveness of the SSP
- Verification & certification

- Delegation of tasks to Recognised Security Organisations (RSOs)
- Monitoring RSOs
- Control and compliance measures
- Pre-arrival security information
- Exemption of Pre-arrival security information
- SSO and CSO responsibilities
- 2010 STCW Manila Amendments Certificates of Proficiency
- Communication
- Ship Security Level & Ship Security Alert System
- Drills and Exercises
- Practical exercises.



TITLE	ISPS CODE – ADVANCED TRAINING ON PORT FACILITY SECURITY
DURATION	3 days
AUDIENCE	This course is designed for officials monitoring the implementation of EU legislation relating to port facility security at central administration level and in the field as authorised officers.

The aim of the course is to develop a practical approach to the requirements of port facility security issues in relation to the application of international and EU legislation. Participants will get a better understanding of the main role and responsibilities of administrations with regards to port facility security through case studies, sharing their experience and problems encountered during implementation.

- SOLAS Convention and ISPS Code requirements
- Regulation (EC) No 725/2004 EU Additional requirements for port facilities
- Member State additional requirements for maritime security
- Alternative security agreements
- Equivalent security arrangements
- Port Facility Security Assessment (PFSA)
- Port Facility Security Plan (PFSP)
- Amendments to PFSPs

- Test the effectiveness of the PFSP
- Delegation of tasks to Recognised Security Organisations (RSOs)
- Port Facility Security Officer (PFSO)
- Communication
- Port facility security level
- Declaration of Security (DoS)
- Pre-arrival security information
- Drills and exercises
- Practical exercises.

## **MARINE ENVIRONMENT**

The aim of these courses is to support the implementation of EU legislation on marine environment issues and to encourage the exchange of best practices among Member States.

The training also provides practical insight into the enforcement of relevant EU marine environment legislation and into the specifics of International Conventions.

The courses consist of theory, case studies and working groups which have the purpose of broadening the participants' knowledge of marine environment legislation.

They bring the participants together to work collaboratively and to share their own experience.

The training session on THETIS-EU gives participants an overview of the system. They are given the opportunity to try out the system following pre-defined exercises covering the main functionalities.

- EU/MARINE ENVIRONMENTAL LEGISLATION
- TRAINING/FOR INSPECTORS IMPLEMENTING/EU ENVIRONMENTAL LEGISLATION NOT/ COVERED/BY INTERNATIONAL CONVENTIONS
- Interpoly and the support of the
- BALLAST/WATER/MANAGEMENT
- PORT RECEPTION FACILITIES
- THETIS-EU



TITLE	EU MARINE ENVIRONMENTAL LEGISLATION
DURATION	2 days
AUDIENCE	This course is geared towards officials who recently commenced working within their national administrations and will deal with EU environmental maritime legislation, or who are working on other fields and wish to expand their knowledge.



Participants will learn about the relevant EU environmental legislation affecting shipping and its interaction with international laws and conventions and get a better understanding about the key aspects of EU legislation on the prevention of pollution by ships.

- Introduction to key EU marine environment topics & EMSA's role
- Air emissions (special focus on sulphur dioxide emissions)
- Greenhouse gases
- Port Reception Facilities
- Ship recycling
- Prohibition on the use of Organotin Compounds on ships
- Ship source pollution
- Liability & compensation
- Other environmental issues not covered by EU legislation
- Ballast water management
- Emissions of Nitrogen Oxide(s)
- Practical exercise.

TITLE	TRAINING FOR INSPECTORS ON EU ENVIRONMENTAL LEGISLATION NOT COVERED BY INTERNATIONAL CONVENTIONS
DURATION	2 days
AUDIENCE	This course is primarily addressed to inspectors or officials of competent authorities in charge of the enforcement of EU marine environmental legislation which is not covered by the International Conventions and therefore falling outside regular Port State Control (PSC) regimes.
RECOMMENDED PRE-TRAINING REQUISITE	EU Marine Environmental Legislation

Participants will be given practical insight into the enforcement of relevant EU marine environmental legislation and, where relevant, an understanding of the peculiarities and differences with PSC. In addition they will get a better understanding of the enforcement of EU legislation on pollution prevention from ships through the practical examples presented by Member States.

- Introduction to enforcement
- Control by the Port State and PSC
- Sulphur inspections
- PSC on ship recycling
- Enforcement in relation to greenhouse gases
- Enforcement in relation to Port Reception Facilities
- Practical exercise.



TITLE	ENFORCEMENT PROVISIONS OF THE SULPHUR DIRECTIVE (1999/32/EC, AS AMENDED)
DURATION	1.5 days
AUDIENCE	This course is geared towards officials dealing with the enforcement of Directive 1999/32/EC, as amended, relating to a reduction in the sulphur content of certain liquid fuels.



Participants learn about the relevant provisions of the Sulphur Directive and will develop knowledge on its enforcement from a practical point of view. They will also gain an insight into the inspection of ships in order to verify compliance with the Directive, as well as learn alternative compliance methods such as the use of emission-cutting technologies or alternative fuels.

- MARPOL Annex VI and the Sulphur Directive
- Sulphur inspections
- Inspection of ships with or without abatement method
- Sampling from the fuel oil service system
- Analysis of sealed bunker samples
- THETIS-EU
- Workshops, multiple choice tests and practical examples from Member States will help participants understand more about the enforcement of the Sulphur Directive.

#### TITLE

**BALLAST WATER MANAGEMENT** 

DURATION 1.5 days This course is designed for policy and enforcement officials, flag and PSC inspectors and those officials in AUDIENCE the central administration who will be responsible for compliance, monitoring and enforcement regimes for Ballast Water Management (BWM).



#### LEARNING OBJECTIVES

In a highly interactive and practical session, participants learn about the latest developments of the G2 Guidelines (sampling for enforcement) of the Ballast Water Management Convention in order to assist maritime administrations in the proper enforcement of the Convention when it enters into force.

- Implementation (flag, port and coastal state) of the BWM Convention
- Options for treatment of ballast water
- Preparation for PSC inspection & PSC inspection methods
- Indicative and detailed sampling methodologies
- Links with EU legislation
- Analysis of samples
- Ballast water analysis of results
- Ballast water enforcement options following non-compliance.



#### TITLE PORT RECEPTION FACILITIES

DURATION 2 days

This course is designed for officials in the maritime administrations and port state authorities responsible for the implementation of Directive 2000/59/EC as amended.



#### LEARNING OBJECTIVES

Participants learn about the latest update of Directive 2000/59/EC and improve their understanding by exchange of best practices among the Member States and through workshops.

#### **KEY TOPICS**

AUDIENCE

- Waste reception and handling plans
- Notification and delivery requirements
- Recent developments which may affect handling and disposal of ship-generated waste and cargo residues
- Monitoring and enforcement
- Cooperation between ports/authorities/Member States
- THETIS-EU

TITLE	THETIS-EU
DURATION	2 days
AUDIENCE	This course is designed specifically for THETIS-EU national administrators and regular end users (inspectors).
RECOMMENDED PRE-TRAINING REQUISITE	For sulphur inspectors, a good understanding of Directive 1999/32/EC as amended and of implementing Decision (EU) 2015/253 as amended. For PRF Inspectors, a good understanding of Directive 2000/59/EC as amended.

This course gives participants an overview of the THETIS-EU system. It also addresses specific functionalities where misunderstandings and mistakes are more common. It also enables participants to replicate the training in their Member State for colleagues unable to attend the training delivered by EMSA. By understanding the system better, users also improve their knowledge on the relevant legal framework enabling the Member State to comply with the governing directives.

- Pre-boarding
- Alert messages
- Processing an inspection on a single regime
- Processing an inspection on multiple regimes
- Managing Member State details (for National Administrators)
- Managing users (for National Administrators)
- Other specific topics for each regime shall also be covered, depending on the scope of the training.



# **HUMAN ELEMENT**

The aim of these courses is to support the implementation of EU legislation related to seafarers' education, working and living conditions, as well as to encourage the exchange of best practices among Member States.

High level experts from Member States or other bodies/institutions can be invited as speakers to attend the training and share their hands-on experience in the implementation of the Maritime Labour Convention.

The courses on education and certification of seafarers are offered at basic and advanced level and consist of theory, case studies and working groups which are designed to broaden the knowledge of participants on the subject matter, bringing them together to work collaboratively and to share their own experience.

- MARITIME LABOUR CONVENTION, 2006
- EDUCATION AND CERTIFICATION OF SEAFARERS (BASIC)
- /EDUCATION AND CERTIFICATION OF SEAFARERS (ADVANCED)



TITLE	MARITIME LABOUR CONVENTION, 2006
DURATION	2 days
AUDIENCE	This course is designed for flag State inspectors and officials from the maritime administrations, both at central level and on the field, dealing with legislation on the working and living conditions of seafarers as well as with the implementation and enforcement of the Maritime Labour Convention (MLC), 2006.



Participants will receive an update on the implementation of the Convention and related EU legislation. Through the exchange of best practices among EU Member States, participants will hear several views on how to tackle and resolve enforcement issues.

- Main issues of the Convention
- **U** EU legislation and the impact on the implementation by Member States
- Need for and role of national provisions
- Examples of national legislation on each Title of the Convention
- Member States' experience, problems encountered during the implementation, inspection and certification phases
- **W** RO experience & PSC experience after the entry into force of the Convention.

TITLE	EDUCATION, TRAINING AND CERTIFICATION OF SEAFARERS (BASIC)
DURATION	4 days
AUDIENCE	This course is addressed to officials that have recently started working on seafarer (STCW) related matters within the national maritime administration and to those wishing to expand their area of expertise on STCW related matters.



The course offers participants an analysis of the correlations between the provisions of the STCW Convention and Code and the relevant processes within the maritime administrations and the maritime education and training institutions. It will also provide the opportunity to discuss the impact of the relevant EU Directive.

- General overview of the structure of the STCW Convention and the STCW Code
- Analysis of the main processes in the maritime administrations and the maritime education and training institutions and their correlation with the relevant provisions in the STCW Convention and Code
- Analysis of the requirements for certification under the Convention together with the relevant standards of competence established in the STCW Code
- Exchange of experience with other participants on the implementation of the Directive implementing the STCW Convention in EU legislation
- Workshops.

## Human element

TITLE	EDUCATION, TRAINING AND CERTIFICATION OF SEAFARERS (ADVANCED) 2 days
AUDIENCE	This course is addressed to maritime administration officials and maritime education and training institution staff wishing to enhance their expertise on STCW related matters and exchange experience with representatives of other countries.
RECOMMENDED PRE-TRAINING REQUISITE	At least two years' experience on seafarer (STCW) related matters within the maritime administrations or the maritime education and training institutions.

#### LEARNING OBJECTIVES

The course provides participants with an opportunity to further investigate those provisions of the STCW Convention and Code, and the related EU Directive, which may create difficulties to administrations and MET institutions when implementing them. It also offers participants an opportunity to discuss with the representatives of other countries alternative solutions on the implementation of the provisions in the Convention/Directive. At the end of the course, participants will be able to: identify the obligations of a party under the STCW Convention and related EU Directive; and identify opportunities for improvement of the national legislation implementing the Convention/Directive, processes, procedures and methods of work.

- Detailed overview of the Convention and recent amendments, with an emphasis on inconsistencies and lack of clarity in the provisions of the Convention/Directive
- Workshops.

# **ACCIDENT INVESTIGATION**

The aim of these courses is to support the implementation of EU legislation on marine accident investigation.

The courses also help Member States to establish an effective system for the investigation of marine accidents and to share data among them through the European marine casualty information platform (EMCIP).

CORE SKILLS FOR ACCIDENT INVESTIGATORS

/EUROPEAN/MARINE/CASUALTY/INFORMATION/PLATFORM/(EMCIP)



TITLE	CORE SKILLS FOR ACCIDENT INVESTIGATORS
DURATION	5 days
AUDIENCE	This course is designed for junior marine accident investigators who will conduct, or participate in, marine accident safety investigations in accordance with Directive 2009/18/EC.
RECOMMENDED PRE-TRAINING REQUISITE	As a prerequisite, participants should already have an understanding of the main principles of accident investigation and legislation, including Directive 2009/18/EC and the IMO Casualty Investigation Code.



The main objective of the course is to extend the knowledge of accident investigation and to present the basic elements of conducting a safety investigation. This highly practical course aims at strengthening the capacity of the participants to carry out marine accident investigation. It covers interviewing witnesses, and analysing human factors and underlying conditions.

- Purpose and key principles of accident safety investigation
- Principles of initial and on-site assessment
- Introduction to principles about human factors
- Principles and practical techniques for witness interviewing
- Practical tools for analysis, development of safety recommendations and report
- Practical accident investigation exercise.

TITLE	EUROPEAN MARINE CASUALTY INFORMATION PLATFORM (EMCIP)
DURATION	3 days
AUDIENCE	This course is designed for EMCIP users, administrators, managers, investigators and analysts from the Member States' relevant authorities involved in marine casualty investigations as well as potential EMCIP users.
RECOMMENDED PRE-TRAINING REQUISITE	As a prerequisite, participants should already have a basic knowledge of Microsoft Excel pivot tables and standard internet browsers (e.g. Internet Explorer, Firefox or Chrome).

The objective of the training session is to help users become more familiar with the system by introducing the participants to EMCIP data entry and retrieval tools. Furthermore, it presents new developments and enhancements of the database, administration tools and content management portal.

- Principles related to data entry, data retrieval and extraction
- Practical examples of reporting and retrieving data
- Data extraction and analysis
- *Ive* demonstrations and practical exercises on personal workstations provided by EMSA.

# Accident investigation

# **PORT STATE CONTROL**

The aim of these courses is to support the implementation of the New Inspection Regime and to contribute to the harmonisation of inspections carried out by the Paris Memorandum of Understanding.

The Port State Control Officer seminars are cornerstone activities of the Professional Development Scheme adopted by the Paris MoU and serve to implement Article 22 and Annex XI of Directive 2009/16/EC. The courses consist of theory, practical scenarios and working groups which are designed to broaden the knowledge of participants on PSC activities, bringing them together to work collaboratively and to share their own experience.

The training session on the THETIS system gives participants an overview of the system. Participants are given the opportunity to try out the system following pre-defined exercises covering the main functionalities.

- PORT/STATE/CONTROL/OFFICER SEMINAR/
- THETIS



TITLE	PORT STATE CONTROL OFFICER SEMINAR	
DURATION	4 days	
AUDIENCE	This seminar is designed for both newcomers and experienced Port State Control Officers (PSCOs) of the Member States of the Paris Memorandum of Understanding (MoU).	
RECOMMENDED PRE-TRAINING REQUISITE	Before attending this seminar, newcomers have to complete the e-learning modules as per the Paris MoU requirements on training as well as to have carried out at least 15 PSC inspections under supervision. The refresher seminar for experienced PSCOs should be attended every 5 years. However, enrolments can be made provided that a minimum 4 years has elapsed since the last seminar.	

The seminar helps new PSCOs to become familiar with all of the various Paris MoU procedures that need to be followed before they can conduct inspections. It also gives experienced PSCOs the opportunity to refresh their knowledge on new and existing procedures. The seminars are cornerstone activities of the Professional Development Scheme adopted by the Paris MoU and serve to implement Article 22 and Annex XI of Directive 2009/16/EC.

- Paris MoU and Directive 2009/16/EC on Port State Control, history and evolution
- Scenarios on PSC procedures
- Code of good practice
- MLC, 2006
- ILO 147/P147
- ISM.

TITLE	THETIS
DURATION	2 days
AUDIENCE	This course is geared towards THETIS national administrators and regular end users (inspectors, allocators and supervisors).
RECOMMENDED PRE-TRAINING REQUISITE	Understanding of Port State Control activity. Good understanding of: PSC Directive 2009/16/EC as amended; Paris MoU procedures; Ropax Directive 1999/35/EC as amended.

This course gives participants an overview of the THETIS system. It addresses specific functionalities where misunderstandings and mistakes are more common. It also enables participants to replicate the training in their Member States for colleagues which could not attend the training delivered by EMSA. By understanding the system better, users will also improve their knowledge on the relevant legal framework enabling the Member State to comply with the governing directives.

- Pre-boarding
- Priority messages
- Allocation
- Postponing
- Processing an inspection
- Validating an inspection
- Issuing a Ban Order
- Issuing an Expulsion Order
- Managing Member State details (for National Administrators)
- Managing user (for National Administrators).

# Port state control



# MARITIME LEGISLATION

The aim of these courses is to support the implementation of international and EU Maritime legislation and to encourage the exchange of best practices among Member States.

High level experts from the Member States or from other bodies/institutions can be invited as speakers to attend the training/sessions and offer their hands-on experience.

The courses consists of theory and case studies which are designed to broaden the participant's knowledge of the EU maritime legislation, bringing them together to work collaboratively and to share their own experience.

- LIABILITY AND COMPENSATION
- •/EU/MARITIME/LEGISLATION
- PLACE OF REFUGE FOR SHIPS IN NEED OF ASSISTANCE

### Maritime legislation

#### TITLE LIABILITY AND COMPENSATION

DURATION 2 days

This course is geared towards officials from national administrations with a basic knowledge of international and European legislation as regards liability and compensation and those working on related issues.



#### LEARNING OBJECTIVES

The course gives participants a solid grounding in the current state of play in liability and compensation, including the applicable legislation both targeting passenger and environmental issues. Member States will share their experience of previous incidents while industry representatives will give their perspective.

#### **KEY TOPICS**

**AUDIENCE** 

- Convention on Limitation of Liability for Maritime Claims (LLMC)
- International Convention on Liability and Compensation for Damage in Connection with the Carriage of Hazardous and Noxious Substances (HNS) and its 2010 Protocol
- International Convention on Civil Liability for Oil Pollution Damage (CLC) and the International Oil Pollution Compensation Fund (IOPC)
- EU legislation and specifically Directive 2009/20/EC on shipowner insurance for maritime claims and Regulation 392/2009/EC on the liability of passengers at sea in the event of an accident.

# TITLEEU MARITIME LEGISLATIONDURATION4 daysAUDIENCEThis course is geared towards newcomers to maritime<br/>administrations and other staff who would like to<br/>broaden their knowledge by getting an overview of the<br/>EU maritime legislation directly linked to their area<br/>of activity.

#### LEARNING OBJECTIVES

Participants learn about European maritime legislation and its interaction, similarities and differences with international laws and conventions, as well as the supervision by the relevant European and international institutions/organisations on the enforcement of maritime legislation. Participants will also get a better understanding of the enforcement of EU legislation through the workshops, practical examples from Member States and multiple choice tests included in this course.

- Flag State implementation
- Port State Control
- Marine accident investigation
- Maritime security
- EU environmental legislation
- Liability and compensation
- Vessel Traffic Monitoring and Information System.



TITLE	PLACE OF REFUGE FOR SHIPS IN NEED OF ASSISTANCE
DURATION	1 day
AUDIENCE	This course is designed for officials from national administrations and competent authorities who deal with places of refuge as well as for authorities handling alerts.



The course gives participants insight into the EU Operational Guidelines on Places of Refuge, EMSA's Maritime Integrated Services and presents some national systems regarding places of refuge.

- EU Operational Guidelines
- EMSA's Maritime Integrated Services
- IMO Guidelines
- VTMIS Directive
- Liability and compensation in relation to places of refuge.

# VESSEL TRAFFIC MONITORING AND REPORTING

The aim of these courses is to provide support to Member States on the appropriate operation of their national SafeSeaNet (SSN) systems and on the EU/Long/Range Identification and Tracking Cooperative Data Centre (EU/LRIT CDC).

The courses are offered at basic or advanced level and consist of theory and handson work using the application interfaces guided by EMSA trainers. Participants follow practical exercises and scenarios which are tailored to meet operational needs, for example for incident reporting or for HAZMAT reporting. The course modules are continuously updated to take into account system developments.

Training for SSN and the EU/LRIT/CDC is organised at the request of the Member States National Competent Authority (NCA). These training courses may be held at EMSA, or at the Member State's premises, for one or for several countries. Training may occasionally be arranged via teleconference at the user's premises. New training methods for some courses, including e-learning, are under development.

- SAFESEANET/BASIC TRAINING
- SAFESEANET ADVANCED TRAINING
- SAFESEANET TRAINING FOR SYSTEM ADMINISTRATORS
- SAFESEANET INCIDENT/REPORT TRAINING FOR MEMBER STATE AUTHORITIES
- SAFESEANET/HAZMAT/TRAINING/FOR/MEMBER/STATE/AUTHORITIES
- SAFESEANET/HAZMAT/TRAINING FOR INDUSTRY
- LRIT/CDC BASIC TRAINING.
- LRIT CDC ADVANCED TRAINING



TITLE	SAFESEANET BASIC TRAINING
DURATION	1 day
AUDIENCE	This course has been developed for operators working in MRCCs, SAR services, VTS Centres, maritime administrations, pollution response services, as well as for PSC Officers, Security Officers and Port Reception Facilities.

This training course will familiarise participants with SSN and enable them to use SSN proficiently in their day-to-day work. On completion of the course, participants will be able to use the main features and functions of SSN.

- Introduction to SafeSeaNet background, legal basis
- Reporting Formalities Directive
- User interface main features and functionalities
- Sending data to Central SSN
- Reporting information from the shipping industry
- Link between National Single Windows and national/central SSN to exchange data between Member States
- Incident reporting (create, update, provide feedback)

- PortPlus message framework
- Information on exemptions (Pre-arrival, HAZMAT, Security, Waste)
- Ship Mandatory Reporting Systems
- Request for details: searching for data via the textual/graphical interface
- Tailored practical exercises, scenarios, case studies
- Planned future developments
- User feedback.

This course provides an in-depth training on SafeSeaNet. The course will inform participants on new and planned future developments of SSN and enable the operators to use SSN at an advanced level in their day-to-day work.

- User Web Interface advanced features and functionalities
- Update on latest release new features
- Tailored practical exercises, scenarios, case studies
- Planned future developments
- User feedback.



TITLE	SAFESEANET TRAINING FOR SYSTEM ADMINISTRATORS
DURATION	1 day
AUDIENCE	This course has been developed for SSN National Competent Authorities (NCAs) responsible for managing their national SSN system and user administration at national level.



This course provides an in-depth training on SafeSeaNet for System Administrators and will enable SSN system administrators to manage SSN in their day to day work.

- User and access rights
- Location management
- Reporting exemption information
- Reports and statistics
- Planned future developments
- User feedback.

TITLE	SAFESEANET INCIDENT REPORT TRAINING FOR MEMBER STATE AUTHORITIES
DURATION	1 day
AUDIENCE	This course has been developed for Member State authorities responsible for incident report information e.g. MRCCs, SAR services, VTS Centres, maritime administrations, pollution response services.



This course provides training on how incident report information should be reported and exchanged through SafeSeaNet. On completion, participants will know how incident report information should be reported and exchanged in SafeSeaNet.

- Introduction to SafeSeaNet
- Incident Report Guidelines
- Information included and use in SSN for SITREP, POLREP, WASTE, lost & found objects, etc.
- SSN Textual Interface: send information
- Incident reports (create, update, provide feedback)
- Searching for data via the textual interface
- Searching for Incident Reports
- Relevant voyages
- Searching for data via the graphical interface
- Tailored practical exercises, scenarios, case studies.



TITLE	SAFESEANET HAZMAT TRAINING FOR MEMBER STATE AUTHORITIES
DURATION	1 day
AUDIENCE	This course has been developed for Member State maritime administrations and port authorities using SSN.

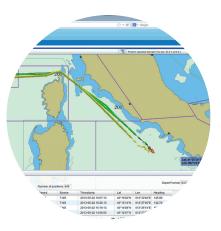


This course will enable participants from Member State authorities to be able to use SafeSeaNet in their day-to-day work. On completion, participants will know how HAZMAT information should be reported in the National Single Window (NSW) and exchanged via SafeSeaNet.

- HAZMAT what is reported to SSN
- U legal requirements What, When, Who, Where, How
- Reference to IMO legal instruments
- Information flow shipper, agent, NSW, authorities, SSN
- Request for information flow another MS, SSN, national SSN
- Content of the HAZMAT notifications
- Applicable data elements with reference to the SSN xml ref guide and NSW data mapping
- How to report specific dangerous or polluting goods
- Reporting of incidents with HAZMAT cargoes
- Use of databases on dangerous or polluting goods
- Tailored practical exercises, scenarios, case studies
- Summary of future developments
- User feedback.

#### TITLE EU LRIT CDC BASIC TRAINING

DURATION	1 day
AUDIENCE	This course is designed for LRIT NCAs or operators working in MRCCs for SAR and pollution response purposes, VTS centres, maritime administrations, police or border control, PSC Officers and operators in charge of the registration/de-registration of ships within the
	LRIT system.



#### LEARNING OBJECTIVES

This course will familiarise participants with the EU LRIT Cooperative Data Center (EU LRIT CDC) and enable them to use the system proficiently in their day-to-day work. On completion, participants will be able to use the main features and functions of EU LRIT CDC and of the EU LRIT Ship Database.

- Brief legislation background from IMO/EU
- Introduction to LRIT concepts and its main components
- The User Web Interface of the EU LRIT Ship Database
- Registration/de-registration of ships
- Quality of data and impact on ship integration
- The User Web Interface of the EU LRIT CDC
- Customising your account
- Searching and filtering functionalities

- Making flag, port and coastal requests
- Making SAR SURPICS and other SAR requests
- Monitoring ships: mandatory reporting, standing orders
- XML interface
- Tailored practical exercises, scenarios, case studies
- User feedback.



TITLE	EU LRIT CDC ADVANCED TRAINING
DURATION	1 day
AUDIENCE	This course is designed for LRIT NCAs or operators working in MRCCs for SAR and pollution response purposes, VTS centres, maritime administrations, police or border control, PSC Officers and operators in charge of the registration/de-registration of ships within the LRIT system.
PRE-TRAINING REQUISITE	Participants should be familiar with the UWIs of the EU LRIT CDC and the EU LRIT Ship Database or have already completed the EU LRIT CDC basic training.

This course aims to provide more advanced information on the use of the User Web Interfaces of the EU LRIT Cooperative Data Centre, EU LRIT Ship Database, LRIT IDE Administrative Interface and of the LRIT Data Distribution Plan in the Global Integrated Ship Information Systems (GISIS). It covers specific functionalities which the LRIT NCAs can perform such as managing a coastal standing order and managing users. On completion of the course, participants will be able to use the interfaces at an advanced level in their day-to-day work.

- What is the LRIT IDE?
- LRIT IDE User Web Interface: IDE Administrative Interface
- What is the Data Distribution Plan (DDP)?
- DDP User Web Interface
- What is a Coastal Standing Order?
- Building your custom Coastal Standing Order
- User management

- Monitoring Ship integration and reporting, and using Technical Note 8
- Automatic Alert System and, fleet monitoring by EMSA
- Statistics for LRIT NCAs
- Tailored practical exercises, scenarios, case studies
- User feedback.

# MARITIME SURVEILLANCE

EMSA provides Integrated Maritime Services to maritime authorities in Member States, as well as to other users including the EU Naval Forces - Indian Ocean (EUNAVFOR), the EU Naval Forces - Mediterranean (EUNAVFOR-MED), the European Fisheries Control Agency (EFCA), the European Agency for the Management of Operational Cooperation at the External Borders (Frontex), the Maritime Analysis and Operations Centre - Narcotics (MAOC-N) and European Neighbourhood Policy Countries (ENP) associated with the SAFEMED III/ and TRACECA II projects. On a case-by-case basis, potential new stakeholders may request training on EMSA services and systems. Depending on users' needs, new training modules on emerging topics will be developed in the future, including for example, on the use of Remotely Piloted Aircraft Systems (RPAS) or on Copernicus Maritime Surveillance Services. The courses may be offered at a basic or advanced level and consist of theory and handson work on the application interfaces guided by EMSA trainers. Participants follow practical exercises and scenarios which are tailored to meet operational needs, for example for oil spill pollution monitoring and detection.

Training is organised at the request of the stakeholder representative or the Member/ State National Competent Authority (NCA). The training courses may be held at EMSA, or at the user's premises, for one or for several countries or stakeholders. Training may occasionally be arranged via teleconference. New training methods for some courses, including e-learning, are under development.

- INTEGRATED MARITIME SERVICES FOR EU/MEMBER STATES
- INTEGRATED MARITIME SERVICES FOR EU AGENCIES AND OTHER BODIES
- INTEGRATED/MARITIME/SERVICES/FOR/NON-EU/COUNTRIES
- CLEANSEANET BASIC TRAINING
- CLEANSEANET ADVANCED TRAINING
- SURVEILLANCE SYSTEMS FOR MARINE POLLUTION DETECTION AND ASSESSMENT



#### TITLE INTEGRATED MARITIME SERVICES FOR EU MEMBER STATES

DURATION	1-2 days
AUDIENCE	This course is designed for representatives from EU Member States working as a duty officer or operator in an MRCC, in pollution response services, VTS centres, coastal stations, police or border control, PSC or maritime administrations.

#### LEARNING OBJECTIVES

This training course will familiarise participants with the Graphical User Web Interface of the IMS system. On completion of the course, participants will be able to use the system in their day-to-day work.

- Overview of Integrated Maritime Services for voluntary EU Member States
- Data access rights policy & conditions of use
- Ship position data sources
- Earth Observation data sources
- Vessel Detection Service
- Behaviour analysis, risk assessment, classification of non-compliant targets, intelligence led information
- System-to-system interfaces
- Automated vessel behaviour monitoring

- Oil spill detection service
- Graphical User Interface main features and functionalities
- Graphical User Interface Specific functionalities (E.g. Area Centric Query, Vessel Track Query, Integrated Ship Profile Datasheet (ISPD), Activity Based Monitoring (ABM) and SAR SURPIC
- Tailored practical exercises, scenarios, case studies
- Summary of the future developments
- User feedback.

# TITLEINTEGRATED MARITIME SERVICES FOR EU AGENCIES AND OTHER BODIESDURATION1-2 daysAUDIENCEThis course is tailored for participants from EU Agencies and stakeholders that wish to learn<br/>about the available services, data products, system-to-system and user application interfaces<br/>available from EMSA.

#### LEARNING OBJECTIVES

This course provides an overview of EMSA's Integrated Maritime Services for EU Agencies and other bodies. Integrated maritime services include maritime border control support for Frontex, fisheries monitoring support for EFCA, counter-narcotic operations support for MAOC-N and anti-piracy support for EU NAVFOR operations. On a case-by-case basis potential new stakeholders may request training on EMSA services and systems. On completion of the course, participants will be able to use the system in their day-to-day work.

- Overview of Integrated Maritime Services for EU Agencies and other bodies, background, legal basis
- Data access rights policy & conditions of use
- Ship position data sources
- Automated vessel behaviour monitoring
- Earth Observation data sources
- Vessel Detection Service
- Behaviour analysis, risk assessment, classification of non-compliant targets, intelligence led information

- System-to-system interfaces
- Graphical User Interface main features and functionalities
- Graphical User Interface Specific functionalities (E.g. Area Centric Query, Vessel Track Query, Integrated Ship Profile Datasheet (ISPD), Activity Based Monitoring (ABM) and SAR SURPIC
- Tailored practical exercises, scenarios, case studies
- Summary of the future developments
- User feedback.



TITLE	INTEGRATED MARITIME SERVICES FOR NON-EU COUNTRIES
DURATION	1-2 days
AUDIENCE	This course is tailored for participants from non-EU countries that wish to learn about Integrated Maritime Services provided by EMSA for specific cases and operations.



Participants are required to do exercises and scenarios tailored on the Graphical User Interface for specific use cases, e.g. polluter identification or vessel traffic monitoring. On completion of the course, participants will be able to use Integrated Maritime Services in their day-to-day work.

- Overview of Integrated Maritime Services for non-EU countries
- Access rights policy
- Conditions of use
- 🗾 Ship data
- Earth Observation data
- Vessel detection service
- Oil spill detection service
- CleanSeaNet alert report

- Graphical User Interface main features and functionalities
- Graphical User Interface specific functionalities (e.g. Vessel Track Query, Earth Observation Images and Oil Spill Polygons overlaid on top of the maritime picture)
- Tailored practical exercises, scenarios, case studies
- User feedback.

TITLE	CLEANSEANET BASIC TRAINING
DURATION	1-2 days
AUDIENCE	This course is designed for officers working in MRCCs, VTS Centres, maritime administrations and pollution response services that are beginning to use the CleanSeaNet service.

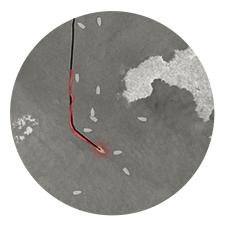
This course will familiarise participants with the main components of the CleanSeaNet service and how to use the service proficiently in their day-to-day work. On course completion, participants will be able to use the main functions and features of CSN user interface, identify potential polluters by querying AIS data and CSN detections in the GIS viewer, understand the alert report and provide feedback on the service using the feedback form.

- Introduction to CleanSeaNet
- CleanSeaNet statistics, reporting & service chain
- EMSA role and contribution: planning, ordering
- Duty officer role and contribution
- Introduction to satellite imagery & ship position data
- Vessel traffic (AIS terrestrial & satellite)
- LRIT
- Synthetic Aperture Radar (SAR)

- Oil Spill & Vessel Detection Service
- Graphical User Interface main features and functionalities
- Tools for polluter identification (AIS and oil spill modelling)
- CleanSeaNet feedback form & alert report
- Tailored practical exercises, scenarios and case studies.



TITLE	CLEANSEANET ADVANCED TRAINING
DURATION	1-2 days
	This course is designed for CSN National Competent
AUDIENCE	Authorities (NCAs) and officers working in MRCCs,
AUDIENCE	VTS Centres, maritime administrations and pollution



This course offers training related to specific tasks and issues for CSN NCAs and advanced users of CSN including user configuration, alert report configuration, satellite image planning procedures and use of CSN as evidence in court for prosecution of polluters.

#### **KEY TOPICS**

- CSN used as evidence in court prosecution of polluters
- Data policy and access rights
- User management, principles and configuration
- Satellite image planning and procedures, coordination with assets for in situ verification

response services with operational experience of CSN.

- Alert report configuration
- New or planned functionalities
- CSN statistics for Member States.

TITLE	SURVEILLANCE SYSTEMS FOR MARINE POLLUTION DETECTION AND ASSESSMENT
DURATION	2 days
AUDIENCE	This course is geared towards officers from Member States with limited to medium experience in the operational use of surveillance systems for marine pollution detection and assessment. As the focus is operational, its primary target group is aerial operators.

This course offers an overview of the aerial and satellite surveillance systems used in the detection and assessment of marine pollution, focussing particularly on polluter identification and collection of evidence for prosecution. The training course is organised by EMSA every 2-3 years in agreement with the Member States.

- Eegal aspects: overview of international legislation and use of surveillance as evidence
- Regional Agreement handbooks
- Marine pollution: sources, types of pollution at sea, effects on the environment; introduction to generation of oily waste on board vessels
- Characterising oil at sea and assessing volumes
- Airborne surveillance techniques
- Combining different information sources: satellite surveillance; AIS/vessel tracking; surveillance flights; modelling
- Collection of evidence; aerial surveillance and other tools
- Use of aircraft and satellite in support of oil spill response operations.









# ABOUT THE EUROPEAN MARITIME SAFETY AGENCY

The European Maritime Safety Agency is one of the European Union's decentralised agencies. Based in Lisbon, the Agency's mission is to ensure a high level of maritime safety, maritime security, prevention of and response to pollution from ships, as well as response to marine pollution from oil and gas installations. The overall purpose is to promote a safe, clean and economically viable maritime sector in the EU.



#### Get in touch for more information

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