

49th Meeting of the Administrative Board Lisbon, 16 – 17 November 2017

SUMMARY OF DECISIONS

1. Adoption of the draft agenda

No conflicts of interest were declared. The Agenda was adopted.

2. Minutes of the last meeting

The Administrative Board approved the Summary of Decisions and the Minutes of the 48th meeting held on 31 May - 1 June 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 – took note of the Opinion of the European Court of Auditors **and approved** the EMSA final accounts for 2016.

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

(c) 1st 2017 Budget amendment – Adopted

(d) EMSA 2017 Budget transfers – Took note

The Administrative Board took note of additional operational information provided by the Agency on the pioneering nature of civilian maritime RPAS services, which had delayed service set-up and was behind the return of part of the EU subsidy for 2017 as detailed under agenda item 3(c).

The Administrative Board also took note of developments related to the accounting function of the Agency. A written procedure would be launched to appoint, once identified, an Accounting Officer ad interim to close the 2017 accounts. The Agency would produce a document for the Administrative Board outlining the range of options available to the Agency and motivating its choice for fulfilling the accounting function.

4. Adoption of the IAS Mission Charter for EU Agencies and other bodies

The Administrative Board adopted the revised IAS Mission Charter for EU Agencies and other bodies.

5. Adoption of Administrative Board Recommendations

The Administrative Board discussed and adopted the final Administrative Board Recommendations following the External Evaluation of the Agency.

6. Draft EMSA Single Programming Document 2018 – 2020

and

7. Anti-Pollution Measures

The Administrative Board took note of the update on relevant APM tenders and activities and endorsed related budget allocation for 2017. In relation to the planning for 2018, Administrative Board Members will have until 15 December to communicate a common view to the Agency on whether building capacity in the Northern Baltic should be sought through a third attempt to contract an oil recovery vessel to cover that area, or instead through strengthening the EAS (Equipment Assistant Service) arrangement, transferring it to the north and taking advantage of vessels of opportunity in the region. The Single Programming Document 2018-2020 will be submitted by 30 November 2017 with both options open and the relevant activity outputs and indicators adjusted subsequently by written procedure (Activity 5100 Operational Pollution Response Services).

The Administrative Board took note of information provided by the Agency on:

- the status of the European cooperation on coast guard functions;
- the project “Connecting industry and competent authorities in the Single Window environment” (Single window environment project) financed by the Commission separately, which if it materialised would involve an Administrative Arrangement (Grant Agreement) to be submitted to the Administrative Board for consideration;

The Administrative Board discussed and endorsed the request for assistance from a third country (Canada) to access the EMSA e-learning platform MaKCs. Requests from third countries would continue to be addressed on a case by case basis but the Agency will prepare a paper on possible common approaches to similar requests in the future for the Administrative Board’s consideration at its next meeting.

No requests for assistance, as referred to in Article 10(2)(c) of the EMSA Founding Regulation, were tabled for examination.

The Administrative Board discussed and adopted the Single Programming Document 2018-2020, which takes into account the Commission’s formal opinion of 4 July 2017, and the associated 2018 budget (€ 81,946,244 in Commitment Appropriations and € 83,186,914 in Payment Appropriations) and the establishment plan, with 212 statutory staff (AD/AST) (– 3 posts implementing the additional cut on existing tasks, in line with the Commission Communication on the “Programming of human and financial resources for the decentralised Agencies” dated July 2013 which provides for an additional cut on existing tasks of -3 posts in 2018; and + 3 posts linked to the European cooperation on coast guard functions and in line with Regulation (EU) 2016/1625 of the European Parliament and of the Council amending Regulation (EC) No 1406/2002 establishing a European Maritime Safety Agency), 33 contract agents and 18 seconded national experts allocated to the different activities under the EU Subsidy (incl. EFTA contribution) for 2018, subject to the final decision of the budgetary authority.

8. Follow-up to the EP Discharge 2015

The Administrative Board took note of the observations of the EP concerning the EMSA Discharge for 2015 in relation to the EMSA Administrative Board’s declarations of commitment and confidentiality and gender balance.

9. EMSA Draft Administrative Arrangements

The Administrative Board considered and approved the following draft administrative arrangements, as foreseen by Article 10(2)(cc) of the revised Founding Regulation:

- draft SLA between the Joint Research Centre of the European Commission (JRC) and EMSA regarding the hosting, operation of, and data transfer from the ECCAIRS/EMCIP Platform;
- draft Cooperation Agreement between the European Commission (DG ENV) and EMSA for the support of the implementation of Directive (EU) 2016/802 of the European Parliament and of the Council of 11 May 2016 relating to a reduction in the sulphur content of certain liquid fuels, and technical assistance actions relevant to the Energy Community;
- draft SLA between the NCA and EMSA for the hosting, maintenance and operation of the North Sea/ Atlantic and HELCOM AIS Regional servers and their connection with SafeSeaNet;
- draft SLA between the ICG and EMSA for the hosting, maintenance and operation of the Mediterranean AIS regional server and its connection with SafeSeaNet.

10. Draft Single Programming Document 2019 - 2021

The Administrative Board considered the first draft of the SPD 2019-2021 and was invited to provide any further comments in writing by 15 December 2017, to be taken into account for the draft to be circulated for adoption by written procedure in mid-December.

The Agency will add text outlining the main challenges and opportunities in the years to come, taking into account the comments of the Administrative Board and the outcome of the external evaluation, in order to bridge the gap between the expiry of the current 5-year Strategy at the end of 2018 and the likely conclusion by mid-2019 of the exercise to develop the next strategy, which will be led by the incoming Executive Director, in line with Article 15.2.a. of the EMSA Founding Regulation.

No requests for assistance, as referred to in Article 10(2)(c) of the EMSA Founding Regulation, were tabled for examination.

11. Chairmanship (this AI was taken immediately after AI 6)

The Administrative Board elected by acclamation the Chairman and Deputy Chairman of the EMSA development of Administrative Board, respectively Mr Andreas Nordseth (DK) and Nicola Carlone (IT) as of 5 December 2017.

12. Annual renewal of the mandate of the Administrative and Finance Committee

The Administrative Board adopted the decision renewing the current mandate of the Administrative and Finance Committee.

13. Update on Agency's activities

The Administrative Board took note of the information provided by the Agency on the following activities:

- (a) THETIS-MRV
- (b) Horizontal Analysis
- (c) RPAS Data Centre
- (d) SAFEMED IV (EuroMed Maritime Safety Project) and Maritime Safety, Security and Environmental Protection in the Black and Caspian Sea Regions (BCSEA Project)
- (e) Capacity Building

(f) New EMCIP

14. Appraisal of the Executive Director

The Administrative Board appointed two reporting officers for the annual appraisal of the Executive Director, as foreseen by Decision 2009/11/20.

Henrik Hololei	Director General, DG MOVE
Achim Wehrmann	EMSA Administrative Board Member for Germany, and current Deputy Chair

15. AOB

The Administrative Board took note of the information provided by the Commission on its nomination of four professionals from the sectors most concerned, who would be joining the meetings from March 2018.

Date of the next EMSA's Administrative Board Meeting (March 2018) and planning for 2018.

2018 Dates	Morning	Afternoon
Wednesday 14 March	AFC	AB
Thursday 15 March	AB	AB
Monday 11 June		AFC
Tuesday 12 June	AB	AB
Wednesday 13 June	AB	
November – week of 12-16 November	-	-

AB = Administrative Board meeting
AFC = Administrative and Finance Committee meeting

DETAILED MINUTES

1. Adoption of the draft agenda

The Chairman asked Board Members to declare any potential conflicts of interest. None were declared. The Agenda was adopted.

The Chairman welcomed the newly appointed members and alternates and listed absences and proxies as follows:

Nominations:

European Commission: Ms Anne Montagnon, Head of Unit Budget and Financial Management at DG SRD MOVE/ENER, new EC alternate (not present at the meeting).

Denmark: Mr Jakob Ejlers, Deputy Director, Danish Maritime Authority alternate, new Danish alternate.

Hungary: Mr Csaba Bellyei, Head of Unit, National Transport Authority, Budapest, previously alternate, new Hungarian member.

Hungary: Mr Iván Vass, Shipping Referent, Department for Shipping Authority, Ministry of National Development, new Hungarian alternate.

Romania: Mr. Razvan Gabriel Trandafir, Technical Director within the Romanian Naval Authority, new Romanian alternate.

Industry representatives (all of whom were absent at the meeting, nominated on 17 November 2017 by Commission Decision C(2017)7576 final):

Ms Dorotea Zec, from the Seafarers' Union of Croatia

Ms Christine Cabau, CEO of the Marseille Port & President of Medlinks Ports

Mr Henrik Ringbom, Professor in the Scandinavian Institute of Maritime Law in Oslo

Mr Thomas Kazakos, Director General of the Cyprus Shipping Chamber.

Proxies:

European Commission: Mr Johannes Luchner, DG ECHO, provided his proxy to Ms Magda Kopczynska, DG MOVE

The Netherlands: represented by Expert, proxy provided to Sweden

Germany: represented by Expert, did not provide a proxy.

Absences:

Austria, Check Republic and Lithuania did not attend the meeting and had not provided proxies to any other Member State.

2. Minutes of the last meeting

The Administrative Board approved the Summary of Decisions and the Minutes of the 48th meeting held on 31 May - 1 June 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.

The Chairman of the Administrative and Finance Committee, Mr Agisilaos Anastasakos, reported that the necessary quorum for the meeting had been in place with the participation in the meeting of the representatives from Greece, France, Poland, Sweden, United Kingdom, 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”.

(a) EMSA Financial Statement for 2016 – took note of the Opinion of the European Court of Auditors **and approved** the EMSA final accounts for 2016.

The Committee had taken note of the legal background and the sequence of establishing and presenting the annual accounts 2016: the European Court of Auditors’ audit, the transmission of provisional/final accounts, the Court’s observations of provisional and final accounts, the latter being received by the Agency a day before the meeting. The fact that there had been no alteration of the accounts between the June and the November meetings was highlighted. The Court’s final opinion was also detailed:

Opinion on the reliability of the accounts:

In Courts’ opinion, the accounts of the Agency for the year ended 31 December 2016 present fairly, in all material respects, the financial position of the Agency at 31 December 2016, the results of its operations, its cash flows, and the changes in net assets for the year then ended, in accordance with its Financial Regulation and with accounting rules adopted by the Commission’s accounting officer.

Opinion on the legality and regularity of the transactions underlying the accounts (revenue and payments):

In Courts’ opinion, legality and regularity of both revenue and payments underlying the accounts were legal and regular in all material aspects.

The Court’s comments on internal controls in relation to planning of procurements, which did not call the Court’s opinion into question, were explained.

(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 and noted that there were no open recommendations prior to the period covered.

The Committee also took note of the observations made by the Court in its final report on the annual accounts 2016 in relation to planning of procurements by the Agency.

(c) 1st 2017 Budget amendment – Adopted

The Committee had examined the 1st EMSA budget amendment. In addition to the income collected from specific sources that needed to be recorded (administrative reimbursements, recovery related to cooperation agreement for shared services, receipt of contributions for Equasis and other Project Financed Activities refinancing and/or interim payments – SAFEMED, BCSEA Sea Project, FRONTEX and EFCA SLAs, etc.), this budget amendment included a reduction of the EU subsidy corresponding to an amount that could not be consumed in 2017 and that related to the European cooperation on coast guard functions. In particular, RPAS operations were postponed, due to the delays in the deployment of the new service, mainly due to the complexity of mounting sensors on small aircraft and obtaining the permits to fly from the national authorities.

(d) EMSA 2017 Budget transfers – Took note

The Committee had examined the budget transfers covering the period 1 January until 26 October 2017, all of which were in line with the provisions of Article 27 of the Financial Regulation. Any further transfers in 2017 would be communicated in early 2018 in the final list of transfers.

After concluding the “A” items, the Administrative Board also took note of additional operational information provided by the Agency on the pioneering nature of civilian maritime RPAS services, which had delayed service set-up and was behind the return of part of the EU subsidy for 2017 as detailed under agenda item 3(c). In particular, contractors were experiencing technical challenges related, for example, to adapting sensors to small aircraft and flying over sea rather than land, while service users were facing delays in obtaining permits to fly and some issues with on-site logistics, coordination of multiple stakeholders and setting-up relevant personnel.

Similarly, the Administrative Board also took note of developments related to the accounting function of the Agency. A written procedure would be launched to appoint, once identified, an Accounting Officer ad interim to close the 2017 accounts. The Agency took note of Commission comments concerning the accounting services available from the Commission, as well as Member States’ comments concerning the need to explore the advantages and disadvantages of all possible solutions in order to select the most effective one (Denmark). The Agency would produce a document for the Administrative Board outlining the range of options available to the Agency and motivating its choice for fulfilling the accounting function.

4. Adoption of the IAS Mission Charter for EU Agencies and other bodies

Mr Tom Van Hees, the Internal Control Coordinator, recalled that the Agency’s internal audit function was performed by the Commission’s internal auditor, the IAS. Triggered by the entry into force of the new Institute of Internal Auditors (IIA) International Standards for the Professional Practice of Internal Auditing as of January 2017, the IAS had reviewed and updated the Mission Charter for EU Agencies and other bodies. The standard document was being signed by the IAS and the Executive Directors and Administrative Board Chairs of all the Agencies and other bodies.

The Administrative Board adopted the revised IAS Mission Charter for EU Agencies and other bodies.

5. Adoption of Administrative Board Recommendations

The Commission thanked the High Level Steering Committee for its work in driving the process and welcomed the recommendations as a useful tool which struck the right and difficult balance between audacity and restraint, and would support the negotiations towards the next multi-annual financial framework.

The Administrative Board discussed and adopted the final Administrative Board Recommendations following the External Evaluation of the Agency.

6. Draft EMSA Single Programming Document 2018 – 2020

and

7. Anti-Pollution Measures

Mr Andrea Tassoni, Head of the Executive Office, presented the resource related aspects of the SPD 2018-2020, highlighting changes with respect to the March 2017 version of the document, notably the absorption of an € 500,000 cut of the EU subsidy applied by the Commission and of the decrease in the final EFTA rate applied, from 2.47% to 2.37 %.

The Chairman of the Administrative and Finance Committee transmitted the Committee's positive opinion on the resource related aspects of the Draft SPD 2018-2020, which were in line with the ceilings proposed by the Commission in the budgetary procedure.

The Agency provided the following updates:

Cooperation on coastguard functions – Andrea Tassoni:

The revision of the three agencies founding regulations had capitalised on the history of bilateral and trilateral cooperation between EMSA, EFCA and Frontex, on EMSA's experience with the six coastguard functions within its core tasks, and on the pilot project "Creation of European Coast Guard Function" during 2016 to mid-2017. Now, following the Tripartite Working Arrangement approved by the three agencies' governing bodies (by the EMSA Administrative Board in March 2017) and the setting up of the Steering Committee to manage its implementation, the annual strategic plan had been developed for inclusion in each the annual work programme of each agency, and the three technical subcommittees on Sharing of information and surveillance services, Capacity Building and risk assessment, and Sharing capacities and legal issues, led by EMSA, EFCA and Frontex respectively, had been set up with first meetings held or planned before the end of the year.

Anti-Pollution Measures – Leendert Bal – Head of Department C "Operations":

Failure to renew the Bay of Biscay pollution response vessel availability contract and to award the Northern Baltic Sea one had led to adjustments in the allocation of APM resources in 2017 and to a new tender for the Bay of Biscay, which was expected to be awarded and signed by the end of the year. The EAS arrangement in the Adriatic just became operational. It was proposed to reinforce and to relocate northwards the Baltic EAS arrangement in view of the unlikely success of a third attempt to procure a vessel for that region.

Following the request of several Member States to consult further on the approach for the Northern Baltic (Finland, Poland, Estonia, Sweden) it was agreed to allow the Member States concerned to provide their harmonized input to the Agency by December 15. The SPD 2018-2020 would be adopted with the options open on the matter and relevant outputs and performance indicators adjusted subsequently.

Single window environment project - Leendert Bal:

A future agreement with DG MARE was planned, and would be submitted to the Administrative Board for its consideration as usual, when ready, in order to explore on a technical level possible approaches to the harmonisation of data formats to promote interoperability, with the clear intention of complementing and not competing with the national single windows. Also a reporting gateway using VDES is envisaged, using the Norwegian satellite for testing. Member States pointed to the wide application and potential of the VDES technology (Croatia), The Agency recognised this, for instance in relation to SAR, but would focus for the moment on the potential for facilitating port reporting, which using satellites can already commence at high seas.

Several Member States took the opportunity to raise the broader issue of the **digitalization of shipping and the emergence of autonomous vessels**, urging the Agency to capitalise on its experience and know-how to stay at the forefront of these developments and support Member States as they navigate through them (Croatia, Netherlands, Denmark). The Commission welcomed the debate, acknowledging the need to address and shape the technical and legislative frameworks for these developments, as well as the positive initiatives in this field at IMO level which should not be duplicated at EU level.

Third-country request for use of EMSA e-learning platform MaKCs – Manuela Tomassini – Head of Department B “Safety and Standards”:

A gradual extension of certain EMSA tools beyond the EU had taken place in the context of the ENP in order to promote levelling-up and harmonisation in neighbouring countries. In addition, through the Paris MoU, Transport Canada had already had access to the PSC elements of EMSA's e-learning platform MaKCs. Now, for the first time, a request had been made to access the full set of safety and environment modules - not only PSC related - to assess the feasibility and added value of using them in Canada. At zero cost to the Agency, with the necessary licenses to be covered by Canada and no customisation, the Agency hoped the Administrative Board would support this international initiative.

Member States fully endorsed a positive answer to the request which proved the Agency's strong reputation beyond EU borders (Finland, Greece, France, Netherlands, Denmark, UK, Commission), recognised that other requests may be forthcoming, and while they would have to be addressed case by case for the moment they looked forward to an initial paper from the Agency on the potential for developing a general policy on third-country access to the Agency's tools in the future.

The Commission briefed the Member States on the workshop held with the other DG MOVE agencies and relevant Commission services including DG BUDG and SEC GEN at which EMSA was invited to present its best practices in relation to programming and reporting. The Commission wished to highlight the iterative nature of the single programming document, welcoming both the continuity over several years and the multiple opportunities for consultation with the Administrative Board.

The Administrative Board took note of the update on relevant APM tenders and activities and endorsed related budget allocation for 2017. In relation to the planning for 2018, Administrative Board Members will have until 15 December to communicate a common view to the Agency on whether building capacity in the Northern Baltic should be sought through a third attempt to contract an oil recovery vessel to cover that area, or instead through strengthening the EAS (Equipment Assistant Service) arrangement, transferring it to the north and taking advantage of vessels of

opportunity in the region. The Single Programming Document 2018-2020 will be submitted by 30 November 2017 with both options open and the relevant activity outputs and indicators adjusted subsequently by written procedure (Activity 5100 Operational Pollution Response Services).

The Administrative Board took note of information provided by the Agency on:

- the status of the European cooperation on coast guard functions;
- the project “Connecting industry and competent authorities in the Single Window environment” (Single window environment project) financed by the Commission separately, which if it materialised would involve an Administrative Arrangement (Grant Agreement) to be submitted to the Administrative Board for consideration;

The Administrative Board discussed and endorsed the request for assistance from a third country (Canada) to access the EMSA e-learning platform MaKCs. Requests from third countries would continue to be addressed on a case by case basis but the Agency will prepare a paper on possible common approaches to similar requests in the future for the Administrative Board’s consideration at its next meeting.

No requests for assistance, as referred to in Article 10(2)(c) of the EMSA Founding Regulation, were tabled for examination.

The Administrative Board discussed and adopted the Single Programming Document 2018-2020, which takes into account the Commission’s formal opinion of 4 July 2017, and the associated 2018 budget (€ 81,946,244 in Commitment Appropriations and € 83,186,914 in Payment Appropriations) and the establishment plan, with 212 statutory staff (AD/AST) (– 3 posts implementing the additional cut on existing tasks, in line with the Commission Communication on the “Programming of human and financial resources for the decentralised Agencies” dated July 2013 which provides for an additional cut on existing tasks of -3 posts in 2018; and + 3 posts linked to the European cooperation on coast guard functions and in line with Regulation (EU) 2016/1625 of the European Parliament and of the Council amending Regulation (EC) No 1406/2002 establishing a European Maritime Safety Agency), 33 contract agents and 18 seconded national experts allocated to the different activities under the EU Subsidy (incl. EFTA contribution) for 2018, subject to the final decision of the budgetary authority.

8. Follow-up to the EP Discharge 2015

Mr Andrea Tassoni informed the Board that the EP’s observations pointed out that Administrative Board Members’ individual declarations were not published on the Agency’s website – only a model declaration and the list of declarations signed. This approach would be maintained for the time being but the few remaining Member States that had already been reminded to sign were urged to do so at their earliest convenience. The other observation concerned gender balance on the EMSA Administrative Board.

The Chairman of the Administrative and Finance Committee informed the Board that the Committee had taken note of the observations and discussed gender balance strategies in public institutions and bodies including at the Commission and in EMSA. Members of the Administrative Board were reminded that EMSA’s Founding Regulation states that “Member States and the Commission shall strive for a balanced representation between men and women on the Administrative Board”.

The Administrative Board took note of the observations of the EP concerning the EMSA Discharge for 2015 in relation to the EMSA Administrative Board's declarations of commitment and confidentiality and gender balance.

9. EMSA Draft Administrative Arrangements

The Administrative Board considered and approved the following draft administrative arrangements, as foreseen by Article 10(2)(cc) of the revised Founding Regulation:

- **Draft SLA between the Joint Research Centre of the European Commission (JRC) and EMSA regarding the hosting, operation of, and data transfer from the ECCAIRS/EMCIP Platform;**

This basic SLA bridges the gap between the end of December 2017 when the JRC hosting period ends, and 2018 when the new, enhanced EMCIP hosted by EMSA is expected to go live. The agreement covers also the transfers of data from JRC to EMSA, and the budget is € 100,000 until the end of 2018.

- **Draft Cooperation Agreement between the European Commission (DG ENV) and EMSA for the support of the implementation of Directive (EU) 2016/802 of the European Parliament and of the Council of 11 May 2016 relating to a reduction in the sulphur content of certain liquid fuels, and technical assistance actions relevant to the Energy Community;**

This Cooperation Agreement will support further enhancements to THETIS-EU which is used on a voluntary basis by all 28 Member States to support the implementation of the Sulphur Directive and which the Commission is considering extending to the energy community beyond the EU if consistent with its approximation strategy of conditioning access on the intention to implement of the Directive. This raised the issue of checking implementation to ensure data accuracy (France), something that was beyond the Agency's scope and the remit of the Commission (EMSA). The budget is € 200,000 for three years.

A revised draft of this Administrative Arrangement, containing non-substantive corrections, was re-submitted for approval by written procedure on 13 December 2017.

- **Draft SLA between the NCA and EMSA for the hosting, maintenance and operation of the North Sea/ Atlantic and HELCOM AIS Regional servers and their connection with SafeSeaNet;**
- **Draft SLA between the ICG and EMSA for the hosting, maintenance and operation of the Mediterranean AIS regional server and its connection with SafeSeaNet.**

Mr Bal recalled the longstanding agreement in place with Italy and the recent shift of regional hosting from Denmark to Norway of the North Sea and Baltic Sea AIS servers. The SLAs needed to be updated and further aligned and this was the purpose of the new agreements.

In due course, a future draft Administrative Arrangement concerning the planned single window environment project mentioned under agenda item 10 might be submitted for consideration by written procedure, or at the next meeting in March 2017, depending how preparations proceeded.

10. Draft Single Programming Document 2019 - 2021

Mr Andrea Tassoni presented the resource related aspects of the SPD 2019-2021, highlighting the stability compared to 2018 concerning the annual resources for 2019 with no changes in the foreseen establishment plan with 212 statutory posts and financial plans corresponding to the applicable ceilings within the same legal and multi-annual financial framework applicable to the SPD-2018-2020. Indeed, there was considerable uncertainty affecting programming beyond 2020 with a number pending processes notably:

- The next Multi-annual Financial Framework, which includes the allocated funding for EMSA from 2020 onwards, is not yet defined as of today;
- The EU Treaty gives the EU and UK until March 2019 to conclude “Brexit” negotiations; the impact of this issue on the EMSA work cannot be as of today determined;
- The new European Parliament will be elected in June 2019 and the new Commission shortly thereafter.

In addition, the next EMSA Executive Director is expected to be nominated during the course of 2018 and take office in January 2019. In view of article 15(a) of the EMSA Founding Regulation which states that the Executive Director shall “prepare the multiannual strategy of the Agency and submit it to the Administrative Board after consultation of the Commission at least eight weeks before the relevant Board meeting, taking into account the views and suggestions of the Administrative Board”, the Agency considered it appropriate to delay the preparation of the next 5-year Strategy until the incoming Executive Director was in office. The gap between the current EMSA 5-year Strategy expiring in 2018 and the future strategy would be bridged by strategic discussions on possible directions at the Administrative Board, in the context of and to be reflected in the multi-annual segments of the Single Programming Document (Croatia, Poland, Greece, Denmark, Italy) , taking into account the external evaluation and freshly adopted Administrative Board recommendations, both of which should be fully exploited and feed into the next strategy (Commission).

The Executive Director, Mr Markku Mylly, presented the main priorities for 2019.

The debate returned to the question of autonomous vessels and the digitalization of shipping, the impact on roles and responsibilities in vessel traffic monitoring and possibly on the concept itself (Italy, Croatia), and the challenges in of development of, and interaction between, policy, standards and legislation within and beyond the EU (EMSA, Commission). In this context, the Commission recommended a pragmatic approach, focusing on how EMSA could support Member States in the current legislative framework and within its current mandate.

The Agency explained that the reference to maritime spatial planning was related to awareness-raising subject to a final request by DG MARE, and might be developed further in the next iterations of the document.

Member States looked forward to the more dynamic and interactive version of the “Overview of maritime administrations” (Poland). In the context of the simplification of reporting formalities it was important to refer to existing systems in order to ensure that work already done by Member States is taken into account (Italy).

The Commission welcomed the document and would provide more detailed comments on its expectations related to GHG, the new PRF proposal that was in the pipeline and possible support for that legislative process, ship source pollution and enforcement, and the Reporting Formalities Directive.

The Administrative Board considered the first draft of the SPD 2019-2021 and was invited to provide any further comments in writing by 15 December 2017, to be taken into account for the draft to be circulated for adoption by written procedure in mid-December.

The Agency will add text outlining the main challenges and opportunities in the years to come, taking into account the comments of the Administrative Board and the outcome of the external evaluation, in order to bridge the gap between the expiry of the current 5-year Strategy at the end of 2018 and the likely conclusion by mid-2019 of the exercise to develop the next strategy, which will be led by the incoming Executive Director, in line with Article 15.2.a. of the EMSA Founding Regulation.

No requests for assistance, as referred to in Article 10(2)(c) of the EMSA Founding Regulation, were tabled for examination.

11. Chairmanship (this AI was taken immediately after AI 6)

The Administrative Board elected by acclamation the Chairman and Deputy Chairman of the EMSA Administrative Board, respectively Mr Andreas Nordseth (DK) and Nicola Carlone (IT) as of 5 December 2017.

The Commission updated the Administrative Board on the process for appointing a new Executive Director. The publication of the post had been delayed due to lengthy internal procedures but was expected in the coming weeks.

12. Annual renewal of the mandate of the Administrative and Finance Committee

The Chairman of the AFC relayed the positive opinion of the Committee concerning the renewal with no amendments of its mandate.

The Administrative Board adopted the decision renewing the current mandate of the Administrative and Finance Committee.

13. Update on Agency's activities

The Administrative Board took note of the information provided by the Agency on the activities listed below.

Detailed presentations were provided by Manuela Tomassini and Leendert Bal on the areas under their responsibility, and have been uploaded on the Administrative Board extranet.

(g) THETIS-MRV

Since the last meeting, this module which DG CLIMA had delegated EMSA to develop to support the implementation of the MRV Regulation, had been rolled out, well ahead of the implementation deadline, in order to allow users to familiarise themselves with it. One of the novelties of THETIS-MRV is that it is designed to be used by the industry, and statistics are already showing strong interest on their part.

(h) Horizontal Analysis (HA)

An overview of the legal basis, methodology, content and structure of the HAs was provided, followed by snapshot examples and extracts from the completed HAs on Port State Control, VTMIS and MED, and from the mid-cycle report on the registration of persons on board passenger ships.

The Commission expressed its appreciation for the wealth of information and learning generated by the feedback cycles embedded in the HA process, in terms of both the substance of the HA and the

methodology itself. The Agency recalled the role of the end-of cycle workshops as part of the methodology for visits to Member States for dissemination of the HAs, and invited Member States interested in the available HAs to contact EMSA.

(i) RPAS Data Centre

The objectives of the RPAS Data Centre are to provide a common visualization and command interface for all RPAS operations and the integration of RPAS data into the existing EMSA maritime picture, including THETIS and SSN. Acceptance tests were conducted in October 2017 and the system is expected to go live before the end of the year. The powerful live mission tool provides real-time local situational awareness controlled by the user. The impressive array of features includes video and/or map views, the possibility to draw locations or areas of interest on the map and communicate them to operators, live chat with operators, during or post mission data export, and full mission replay.

(j) SAFEMED IV (EuroMed Maritime Safety Project) and Maritime Safety, Security and Environmental Protection in the Black and Caspian Sea Regions (BCSEA Project)

The technical assistance in these regions has become very substantial, having evolved over the years with the experience and lessons learned from past projects. The two new projects aim to provide technical cooperation and support to beneficiary countries with regional and bilateral activities. Both projects are transitioning from the inception to the implementation phase, where they will deliver more technical support, services, tools and focused training across the areas under EMSA's remit.

Italy expressed its appreciation for the EU initiatives in Libya and looked forward to being able to contribute in the future not only in the context of addressing migration issues but also to support maritime transport in general.

(k) Capacity Building

In-house training, e-learning modules and guidance/best practices are part of the capacity building activities delivered by EMSA. The topics to be covered for 2018 had been set at the CNTA annual meeting in October, reflecting the needs and priorities of Member States' experts, for example BWM was at the top of the list for training as well as for guidance, with the entry into force of the Convention, and cybersecurity in the maritime sector was the priority for e-learning modules.

The shift towards the delivery of basic training through e-learning modules only was continuing in order to reserve in-house training for an increasingly specialised, hands-on, tailored and case study-based learning experience. The next step in this direction was to recommend that relevant e-learning modules should be followed before attending in-house training which would no longer cover the basic elements of the legal acts.

(l) New EMCIP

The new EMCIP to be developed over the next six months and hosted by EMSA would aim to be more user-friendly and provide a streamlined notification process, complementary tools for reporting and analysis a platform to support cooperation and communication between Member States, new analysis features (business intelligence), as well as synergies with other EMSA maritime applications.

14. Appraisal of the Executive Director

The Administrative Board appointed two reporting officers for the annual appraisal of the Executive Director, as foreseen by Decision 2009/11/20.

Henrik Hololei	Director General, DG MOVE
Achim Wehrmann	EMSA Administrative Board Member for Germany, and current Deputy Chair

15. AOB

The Administrative Board took note of the information provided by the Commission on its nomination of four professionals from the sectors most concerned, who represented three different areas in the maritime sector - ship owners, sea ports and trade unions – and who would be joining the meetings from March 2018.

Dorotea Zec	Seafarers' Union of Croatia
Christine Cabau	Marseille Port & President of Medlinks Ports
Henrik Ringbom	Professor in the Scandinavian Institute of Maritime Law in Oslo
Thomas Kazakos	Director General of the Cyprus Shipping Chamber

The Finish delegate invited Member States to participate in the upcoming seminar, under the Finnish presidency of the Arctic Council, on the implementation of the polar code to be held in Helsinki on 22 February 2018.

Date of the next EMSA's Administrative Board Meeting (March 2018) and planning for 2018.

2018 Dates	Morning	Afternoon
Wednesday 14 March	AFC	AB
Thursday 15 March	AB	AB
Monday 11 June		AFC
Tuesday 12 June	AB	AB
Wednesday 13 June	AB	
November – week of 12-16 November	-	-

AB = Administrative Board meeting
AFC = Administrative and Finance Committee meeting

Signed:

A handwritten signature in black ink, appearing to read "A. Nordseth". The signature is written in a cursive style with a large initial 'A' and a long, sweeping tail.

Andreas Nordseth
Chairman of the Administrative Board

Lisbon, 15 March 2018

EUROPEAN MARITIME SAFETY AGENCY (EMSA)

49th Meeting of the Administrative Board, Lisbon, 16 - 17 November 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
CYPRUS	
Costas Costaras	Alternate Member
DENMARK	
Andreas Nordseth	Board Member
ESTONIA	
Tarmo Ots	Alternate Member
FINLAND	
Tuomas Routa	Board Member
FRANCE	
Vincent Denamur	Alternate Member
GERMANY	
Laura Bopp	Expert

GREECE	
Agisilaos Anastasakos	Board Member – Chairman of the Administrative and Finance Committee
HUNGARY	
Iván Vass	Alternate Member
IRELAND	
Deirdre Mary O’Keeffe	Board Member
ITALY	
Nicola Carlone	Board Member
Piero Pellizzari	Alternate Member
LATVIA	
Jānis Krastiņš	Board Member
LUXEMBOURG	
Robert Biwer	Board Member
THE NETHERLANDS	
Sjoerd Van Dijk	Expert
Kasper van der Gugten	Expert
POLAND	
Wojciech Zdanowicz	Board Member
PORTUGAL	
José Simão	Board Member
Inês Aguiar Branco	Expert
ROMANIA	
Razvan Gabriel Trandafir	Alternate Member

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	
Agnieszka Kazmierczak	Board Member
Magda Kopczynska	Board Member
Barbara Sellier	Alternate Member
Anne-Cécile Swinnen	Expert

EFTA STATES	
NORWAY	
Olav Akselsen	Board Member
Kirsti Lovise Slotsvik	Alternate Member
ICELAND	
Thorolfur Arnason	Board Member

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-Fichter	Head of Unit A.2 – Legal, Financial & Facilities Support
Ivo Kupsky	Head of Unit A.3 – Operations Support
Mario Mifsud	Head of Unit B.1 – Visits and Inspections
Michael Hunter	Head of Unit B.2 – Ship Safety
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
Andrea Tassoni	Head of Unit Executive Office
Tom Van Hees	Internal Control Coordinator
Henning Stelter	Senior Budget and Finance Officer – Planning and Monitoring
Soraya Obura	Senior Assistant for Planning and Reporting – Planning and Monitoring
Selena Matic	Senior Administrative Assistant – Planning and Monitoring