

50th Meeting of the Administrative Board
Lisbon, 14-15 March 2018

SUMMARY OF DECISIONS

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

The Chairman announced newly appointed members and enquired if there were any conflicts of interest. No conflicts of interest were declared. The Agenda was adopted with the addition, on the Commission's request, of an update by the observer from the Administrative Board Mr Achim Wehrmann on the selection procedure for the Executive Director of the Agency.

1.(a) Chairman's address on the Declarations of Commitment and Confidentiality

The Chairman urged Members to provide outstanding Declarations of Commitment and Confidentiality (3) and CVs (9) as soon as possible.

2. Minutes of the last meeting

The Administrative Board approved the Summary of Decisions and the Minutes of the 49th meeting held on 17 and 18 November 2017 in Lisbon. Planned dates for future meetings were updated.
(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 2017 – Took note of the information provided by the Agency.

(b) School Arrangement – Annual Report 2017 – Took note of the Annual Report 2017 on School Arrangements in Lisbon.

(c) 2018 Budget Update – Took note. The Commission requested a detailed report on the budget execution in the area of cooperation on coast guard functions at the next meetings of the Administrative and Finance Committee and of the Administrative Board in June.

(d) Monitoring of findings and recommendations from internal and external audits and EMSA follow up (ECA, IAS) – Took note of the information provided on findings and recommendations from internal and external audits and the EMSA follow-up.

4. Draft Single Programming Document 2019-2021, Draft budget/establishment plan 2019

The Administrative Board discussed and adopted the Draft Single Programming Document 2019-2021 and the associated Draft Budget 2019 (€ 83,587,749 in Commitment Appropriations and € 82,843,576 Payment Appropriations, including the multi-annual schedule of payments) and the Draft Establishment Plan 2019 (a total of 212 statutory posts which represents a stabilisation of staff levels at the 2018 level, following the implementation by 31.12.2018 of the 10% staff reduction programmed in the Commission Communication and scheduled for completion in the fifth and final year i.e. 2018 and the posts allocated following policy developments related to migration and security and authorised in the 2017 and 2018 budgets in line with the legislative proposal leading to the revision of the Agency's Founding Regulation in 2016 which added "European co-operation on coast guard functions" to the Agency's tasks).

The budget proposed for 2019 is likewise in line with the above-mentioned Communication and legislative proposal.

The Agency is also requesting 33 Contract Agents and 19 Seconded National Experts (+ 1 SNE, compared to the figures authorised for 2018), to be covered by the EMSA budget. In addition, 12 Contract Agents and 1 Seconded National Expert are expected to be financed by Project Financed Actions.

The Administrative Board took note of the information provided by the Agency on RPAS concerning the current state of play and the new tenders, in particular the one for long range RPAS (MALE), and on the planned interoperability project to be funded by DG MARE. The relevant draft agreement would be circulated to the Administrative Board when ready for consideration by written procedure, and the respective section in the SPD 2019-2021 marked as subject to that agreement and its endorsement by the Administrative Board.

Administrative Board Members were invited to provide written comments on the Draft SPD 2019-2021 to the Secretariat by 20 April 2018, to be addressed as relevant at the June 2018 meeting. Revisions agreed during the discussion would be incorporated into the next iteration of the SPD 2019-2021 to be presented for final adoption at the November 2018 meeting.

5. Draft Administrative Arrangements

No draft Administrative Arrangements were tabled for consideration by the Board.

6. Follow-up AB Recommendations

The Administrative Board welcomed and took note of the EMSA Action Plan following AB Recommendations. Some adjustments were discussed and agreed by the Administrative Board and the Agency.

7. Third-countries' requests to access the Agency's tools for capacity building

(a) Possible way forward

The Administrative Board welcomed and took note of the possible way forward in handling third-countries' requests to access the Agency's tools. The general approach outlined by the Agency to support access to third-countries while safeguarding Agency's resources and EU interests was supported, and the Agency was invited to test this way forward and regularly update the Administrative Board.

(b) Request by the Caribbean MoU on Port State Control for access to RuleCheck

The Administrative Board approved the request by the Caribbean MoU on Port State Control for access to RuleCheck.

8. Appointment of the Accounting Officer

The Administrative Board took note of and agreed to EMSA's chosen approach to fulfilling the accountancy function, namely to recruit an EMSA Accounting Officer to replace the previous one, and secure a suitable backup arrangement with another EU decentralised Agency.

The Administrative Board also took note of the information provided by the Agency on the formal selection procedure and of the CV of the candidate identified by the Selection Committee to be proposed for appointment to the Administrative Board by written procedure shortly after the meeting.

Finally, the Administrative Board took note of the agreement of the EFCA Executive Director in principle and without prejudice to the respective Administrative Boards' opinion, to draft and enter into a mutual EFCA-EMSA Service Level Agreement for Business Continuity in Accounting.

The Agency will propose an approach for formalising the involvement of the Board in the exercise of its competence as Appointing Authority of the Accounting Officer.

9. Update on Agency's activities

The Administrative Board took note of the following updates on the Agency's activities:

(a) Coast Guard Cooperation

- (1) Annual European Coast Guard event, Vigo, 11 and 12 April 2018
- (2) Workshop on Cyber-Attack prevention in the maritime domain (13 - 14 December 2017)
- (3) ECGFA-Net and CGFGSQF (Sectoral Qualifications Network for Coast Guard Functions)

(b) Safety analysis of data reported in EMCIP: pilot project on fishing vessels

(c) Training activities for Member States on information tools and services

(d) Outcome of workshop on capacity building support for Member States in their capacity as Flag States

(e) Demo of IMS (Integrated Maritime Services) mobile applications

(f) Pollution Response arrangement for the North Baltic

10. Any Other Business

The Administrative Board also took note of practical information provided by Poland on the World Maritime Day Parallel Event 2018 which will take place on June 13-15 in Szczecin.

10.a Update on the selection procedure for the Executive Director of the Agency

The Administrative Board took note of the update provided by the Commission on the selection procedure for the Executive Director of the Agency.

Dates of next EMSA's Administrative Board Meetings:

June 2018:

Administrative and Finance Committee: **Monday 11 June afternoon**

Administrative Board: **Tuesday 12 June all day and Wednesday 13 June morning**

November 2018: week 12-16 November 2018

Administrative and Finance Committee: tbd

Administrative Board: tbd

DETAILED MINUTES

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

The Chairman announced newly appointed members as follows:

Nominations:

- **European Commission:** Ms Anne Montagnon, Head of Unit Budget and Financial Management at DG SRD MOVE/ENER, new Commission alternate (announced but not present at the previous meeting)
- **Belgium:** Ms Els Claeys, new Belgian Board member, following the departure of Mr Frans Van Rompuy
- **Lithuania:** Mr Justas Rašomavičius, new Lithuanian Board member, Deputy Director of the Lithuanian Transport Safety Administration, replacing Mr Robertinas Tarasevicius (absent at the meeting with proxy provided to Estonia)
- **Norway:** Mr Andreas Breivik, new Norwegian alternate, Norwegian Coastal Administration, replacing Ms Kirsti Slotsvik
- **Industry representatives nominated by Commission Decision C(2017)7576 final of 17.11.2017:**
 - 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 (absent)
 - 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
- **Lithuania:** proxy provided to Estonia.

Absences:

- **Austria, Czech Republic and Portugal** did not attend the meeting and had not provided proxies to any other Member State.

The Chairman enquired if there were any conflicts of interest. No conflicts of interest were declared. The Agenda was adopted with the addition on the Commission's request of an update by the observer from the Administrative Board Mr Achim Wehrmann on the selection procedure for the Executive Director of the Agency.

The newly nominated industry representatives, whom the Chairman had thanked for bringing their valuable perspective to the proceedings, were invited to introduce themselves.

1.(a) Chairman's address on the Declarations of Commitment and Confidentiality

The Chairman urged Members to provide outstanding Declarations of Commitment and Confidentiality (3) and CVs (9) as soon as possible.

2. Minutes of the last meeting

The Administrative Board approved the Summary of Decisions and the Minutes of the 49th meeting held on 17 and 18 November 2017 in Lisbon. Planned dates for future meetings were updated.

(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, Germany, 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 2017

The EMSA Financial Statement for 2017 was presented by Mr Tom Van Hees, Internal Control Coordinator, on behalf of the Accounting Officer ad interim. The attention of the Committee had been drawn to the meeting room document that reflected changes of a technical nature compared to the document distributed in the 2nd set of documents on 28 February and transmitted to the Commission on 1 March. It was stressed that at this stage of the year the document was provisional and for information only, the main elements being:

- total balance of 62,3 MEURO (+12,19% compared to 2016), mainly due to the increase in short term pre-financing and increase in cash;
- economic outturn of the year of -1,3 MEURO (+2,2 MEURO compared to 2016);
- total revenues represented an increase of +10%, due to the increase in Project Financed Activities;
- total expenditures represented an increase of +16%, mainly due to operational costs increase (additional activities during 2017);
- budgetary execution was again high: 98,04% of commitment execution and 96.25% of payment execution;
- project-financed activities (SAFEMED, Black and Caspian Sea Project, FRONTEX SLA, EFCA SLA, Greenland CSN, COPERNICUS, EQUASIS, THETIS MRV, Emissions Inventories, etc.) had an important impact on the financial management/accounts of the Agency (pre-financing received equalled 29% of the total balance sheet).

Committee recommendation: Take note.

Administrative Board Action: Took note of the EMSA final accounts for 2017.

(b) School Arrangement – Annual Report 2017

Ms Cristina Romay Lopez, Head of Unit “Human Resources & Internal Support” explained that a total of 112 children of staff members had been enrolled in different schools, with 12 new applications evaluated and 11 warranted in 2017. The budget impact of 623,000 EURO continued to be significantly lower than the average cost per student of the European Schools.

The Agency also informed the Committee that contacts previously made with the Portuguese Authorities with a view to setting up an accredited European School in Lisbon did not seem to be bringing the expected results.

Committee recommendation: Take note.

Administrative Board Action: Took note of the School Report for 2017.

(c) 2018 Budget Update

The Committee noted the information provided by the Agency concerning cash payment of earmarked revenues, which until receipt is recorded as “p.m.” in the budget. Once cashed, such revenues are automatically loaded into the Agency’s budget. The Agency duly informs the Administrative Board of such amounts, which would be taken into account at the end of the calendar year in the usual final budget amendment submitted for adoption by the Administrative Board.

In view of the budget amendment carried out in November 2017 to return EU subsidy appropriations which could not be consumed and which were related to the European cooperation on the coast guard functions, the Commission requested EMSA to produce a detailed report on the 2018 budget execution in this area for discussion at the next meetings of the Administrative and Finance Committee and Administrative Board in June. In addition, precise figures for a possible Budget 2018 amendment will need to be produced by EMSA much earlier in the year (end of July 2018) so that DG MOVE can try and secure the reuse of any possible non-executed commitment and/or payment appropriations.

Committee recommendation: Take note.

Administrative Board Action: Took note of the 2018 Budget Update.

(d) Monitoring of findings and recommendations from internal and external audits and EMSA follow up (ECA, IAS)

The Committee took note of the fact that there were 5 “open” and 2 “closed” recommendations, with 2 recommendations “for review” stemming from the various audit reports and evaluations covering the last two years. The “open” recommendations were the following ones from the IAS HR Audit for which the Agency presented also an action plan for their implementation:

- Enhance internal communication in the human resources area.
- Strengthen the workload assessment and mapping of human resources process.
- Define a Learning & Development Strategy.
- Update the job descriptions.
- Strengthen the Staff Committee function.

There were no open recommendations prior to the period covered. As requested by the Member States at the previous meeting, a state of play of the IAS Strategic Audit Plan 2016-2018 was also provided:

Performed/planned audits topics:

- Project Financed Actions (performed in 2016);
- Human Resources Management (performed in 2017);
- Quality Management System (planned for June 2018).

Remaining audit topics that were not (yet) performed will be taken into consideration in the next Risk Assessment:

- Single Programming Document;
- IT Service Delivery;
- ICT Security.

Committee recommendation: Take note.

Administrative Board Action: Took note of the findings and recommendations from internal and external audits and EMSA follow up (ECA, IAS).

4. Draft Single Programming Document 2019-2021, Draft budget/establishment plan 2019

The Executive Director, Mr Markku Mylly, confirmed the priorities for 2019 that had been outlined at the previous meeting during the first consultation on this document and highlighted the new developments.

Ms Manuela Tomassini, Head of Department B "Safety and Standards", on behalf of Mr Andrea Tassoni, Head of the Executive Office, who was unable to attend the meeting that day, recalled the various steps in the SPD cycle, from the first consideration of the Administrative Board in November year N -2 to final adoption (subject to the outcome of the budgetary procedure) in November year N-1. Today the Board would be asked to adopt the Draft SPD 2019-2021 and related budget and establishment plan in line with the requirement of the Agency's founding regulation to adopt and transmit to the institutions by 31 March year N-1 a provisional annual work programme.

A final follow-up to the multi-annual action plan on qualitative indicators was presented. Goals had been set in response to the results of the 2014 strategic survey. The series of actions outlined in order to reach these goals had been implemented and the outcome of the external evaluation of the Agency, conducted amongst the same Agency stakeholders and concluded in 2017, indicated that the Agency had indeed maintained a high level of appreciation of the Agency's achievements across the four strategic areas of action; of its technical expertise; and of its professionalism. Actions such as the setting up of a comprehensive exercise to formally monitor the implementation of the work programme had been completed and the exercise had become an established part of Agency processes. Other actions such as those related to enhancing internal and external transparency had also been carried out but would be continuously developed as part of an ongoing process. EMSA was awaiting its new multi-annual strategy before setting new qualitative indicators.

An update on RPAS operations was provided by Mr Leendert Bal, Head of Department C "Operations". RPAS operations were delayed due to only one contract out of the planned eight contracts being operational: four of the contracts had been terminated for non-delivery and three were not yet operational. Mr Bal provided an overview of when operations were scheduled to start in each of the first wave of requesting countries, and of the new tenders planned in order to add MALE, VTOL and quadri/multi-copters to the RPAS portfolio. The Agency intended to set up a user group to share the experience and lessons learned from the first year of RPAS operations. In response to Germany, the Agency confirmed that RPAS would be available for pollution monitoring and Member States could state their interest in piloting this service.

Concerning the planned "Interoperability project" to be funded by DG MARE, the draft agreement was still under preparation and would probably be submitted for endorsement by written procedure. In this context, Member States highlighted the importance of EMSA's work to support the simplification of reporting formalities and the European maritime transport space without barriers (Denmark, Greece) but also recalled that some national single windows would need to be kept in order to maintain any reporting not required by EU legislation (Norway).

A number of revisions to the draft SPD 2019-2021 were agreed to strengthen or clarify wording on e.g. the single window concept, autonomous shipping, LRIT IDE, e-certification and maritime cybersecurity. A track changes version of the document would be available on the dedicated Administrative Board extranet.

The Chairman of the Administrative and Finance Committee transmitted the Committee's positive opinion on the resource related aspects of the Draft SPD 2019-2021, which were in line with the relevant constraints provided for in the applicable multi-annual financial framework, and notably the stabilisation of the number of posts at 212, the same as for 2018, reflecting the full implementation of the 10% staff cut for existing tasks.

In the context of a discussion of the European Parliament's comments on the gender balance of the Board, the Committee had also discussed the gender balance in the Agency.

The Commission expressed support for the document, which had integrated the comments made at its first reading at the November 2017 meeting, and confirmed that its formal opinion would be available by 1 July as part of the larger process concerning all agencies.

There were no requests for technical assistance.

The Administrative Board discussed and adopted the Draft Single Programming Document 2019-2021 and the associated Draft Budget 2019 (€ 83,587,749 in Commitment Appropriations and € 82,843,576 Payment Appropriations, including the multi-annual schedule of payments) and the Draft Establishment Plan 2019 (a total of 212 statutory posts which represents a stabilisation of staff levels at the 2018 level, following the implementation by 31.12. 2018 of the 10% staff reduction programmed in the Commission Communication and scheduled for completion in the fifth and final year i.e. 2018 and the posts allocated following policy developments related to migration and security and authorised in the 2017 and 2018 budgets in line with the legislative proposal leading to the revision of the Agency's Founding Regulation in 2016 which added "European co-operation on coast guard functions" to the Agency's tasks).

The budget proposed for 2019 is likewise in line with the above-mentioned Communication and legislative proposal.

The Agency is also requesting 33 Contract Agents and 19 Seconded National Experts (+ 1 SNE, compared to the figures authorised for 2018), to be covered by the EMSA budget. In addition, 12 Contract Agents and 1 Seconded National Expert are expected to be financed by Project Financed Actions.

The Administrative Board took note of the information provided by the Agency on RPAS concerning the current state of play and the new tenders, in particular the one for long range RPAS (MALE), and on the planned interoperability project to be funded by DG MARE. The relevant draft agreement would be circulated to the Administrative Board when ready for consideration by written procedure, and the respective section in the SPD 2019-2021 marked as subject to that agreement and its endorsement by the Administrative Board.

Administrative Board Members were invited to provide written comments on the Draft SPD 2019-2021 to the Secretariat by 20 April 2018, to be addressed as relevant at the June 2018 meeting. Revisions agreed during the discussion would be incorporated into the next iteration of the SPD 2019-2021 to be presented for final adoption at the November 2018 meeting.

5. Draft Administrative Arrangements

No draft Administrative Arrangements were tabled for consideration by the Board.

6. Follow-up AB Recommendations

Mr Andrea Tassoni provided an overview of the Agency's proposed Action Plan for the follow-up of the Administrative Board recommendations.

Member States welcomed the Action Plan (Netherlands, Poland, Greece, Italy, Denmark), which provided a comprehensive and pragmatic follow-up to the Administrative Board recommendations (Commission) and discussed the actions under the following recommendations:

Actions - AB recommendation no. 1 - European Maritime Transport Space without Barriers

Concerning the support that would be given to the Commission and Member States in the follow up to the review of the Reporting Formalities Directive, the wording would be adjusted to make it clear that the Agency's approach would be tailored to the Commission's future proposal.

Actions - AB recommendation no. 3 - Methodology for Visits to Member States

The action to remind Member States of the possibility to invite experts from another Member State to attend visits was welcomed in particular (Germany), despite it only being as observers (Denmark). The Agency clarified that this was the agreed way forward in the Methodology for Visits adopted in 2015 and urged Member States to avail themselves of this possibility in order to start building some experience with it.

Concerning the idea of sharing visit reports among all Member States (Denmark), the Agency recalled that it did not have a mandate for this.

Actions - AB recommendation no. 6 - Internal communication

Limits to internal mobility were briefly discussed and considered integral to the process and therefore not relevant to highlight as a risk. The Chairman informed the Board that the Staff Committee had expressed the wish to have a representative present at the Board meeting when matters relevant to the staff were discussed.

Actions - AB recommendation no. 7 - Capacity Building

The text would be adjusted to clarify that the Agency's ability to deliver on future capacity building initiatives depended on the topics and the level of demand of future requests, and their alignment with the financial and human resources available at such time.

The Commission would provide wording to specify that the information from RO inspections that could be made available to the Member States at their request would be on a case by case basis and after consultation with the Commission.

Actions - AB recommendation no. 8 - Beyond the EU

Spreading EMSA's expertise to the rest of the world, under relevant conditions, was a welcome approach (United Kingdom).

The Administrative Board welcomed and took note of the EMSA Action Plan following AB Recommendations. Some adjustments were discussed and agreed by the Administrative Board and the Agency.

7. Third-countries' requests to access the Agency's tools for capacity building

(a) Possible way forward

Ms Tomassini outlined the current extra-EU usage of MaKCs, RuleCheck and THETIS, attributable mainly to the Agency's mandate to provide assistance to ENP countries, the related regional PSC MoUs and the Paris MoU countries. The general approach proposed by the Agency for handling requests from further afield took into account the expected added value of extending the use of EU tools – harmonization, approximation, competition and visibility. At the same time, a series of conditions would need to be met before granting access: zero budgetary impact, assessment of EU added value by the Commission, Administrative Board approval of the request and subsequent agreement, all on a case-by-case basis following resources assessment, alignment of standards where relevant.

The Administrative Board was overwhelmingly positive about encouraging the internationalisation of EU solutions and thereby extending standards and levelling the playing field between ships carrying Member State Flags, and equally firm about safeguarding the interests of the Agency and the EU in general in terms of resources, impact on priorities and contribution to objectives. A commitment to align to EU standards should be a prerequisite where relevant, for instance when reporting requirements are built-in (THETIS-EU), and reasonable: however, the Agency was invited to explore further the proportionality of such a commitment, given the cost of verifying it and its potentially deterrent effect.

In relation to future enquiries, the Agency could anticipate that requests for using THETIS-EU would come primarily from countries already applying high standards. Absorbing RuleCheck requests would be relatively effort free, while MaKCs would need to be assessed in the light of each request. A positive response to the Caribbean MoU was likely to generate similar requests from all the PSC MoUs.

The Administrative Board welcomed and took note of the possible way forward in handling third-countries' requests to access the Agency's tools. The general approach outlined by the Agency to support access to third-countries while safeguarding Agency's resources and EU interests was supported, and the Agency was invited to test this way forward and regularly update the Administrative Board.

(b) Request by the Caribbean MoU on Port State Control for access to RuleCheck

The Administrative Board approved the request by the Caribbean MoU on Port State Control for access to RuleCheck. As per the approach agreed under the previous point 7.a), the future draft cooperation agreement would be submitted to the Administrative Board for consideration.

The Administrative Board approved the request by the Caribbean MoU on Port State Control for access to RuleCheck.

8. Appointment of the Accounting Officer

Mr Tassoni outlined the steps that had been taken since the last Administrative Board meeting. The Agency had considered the various options for filling the accounting function and opted for the solution it deemed most suited to the specific environment and resulting business needs, taking into account i.a. the size and structure of the budget, the share of project financed activities, the various income sources, the management of intangible assets and the amortisation of pollution response equipment. In addition to the paper circulated ahead of the meeting explaining these factors in detail, the Agency was in a position at the meeting to share the CV of the best candidate resulting from the recruitment procedure and the statement from EFCA expressing its willingness to enter into a mutual back-up agreement.

Following the request of the Commission for greater involvement of the Administrative Board in the exercise of its competence as Appointing Authority for the Accounting Officer, it was agreed that the Agency would develop an approach to formalise this function, which could include a possible role for the Administrative and Finance Committee. This could be addressed during the yearly revision of the Committee's mandate in November.

The Administrative Board took note of and agreed to EMSA's chosen approach to fulfilling the accountancy function, namely to recruit an EMSA Accounting Officer to replace the previous one, and secure a suitable backup arrangement with another EU decentralised Agency.

The Administrative Board also took note of the information provided by the Agency on the formal selection procedure and of the CV of the candidate identified by the Selection Committee to be proposed for appointment to the Administrative Board by written procedure shortly after the meeting.

Finally, the Administrative Board took note of the agreement of the EFCA Executive Director in principle and without prejudice to the respective Administrative Boards' opinion, to draft and enter into a mutual EFCA-EMSA Service Level Agreement for Business Continuity in Accounting.

The Agency will propose an approach for formalising the involvement of the Board in the exercise of its competence as Appointing Authority of the Accounting Officer.

9. Update on Agency's activities

The Administrative Board took note of the following updates on the Agency's activities:

(a) Coast Guard Cooperation

(1) Annual European Coast Guard event (Vigo, 11 - 12 April 2018)

The Agency urged Member States to attend the event in order to ensure that their user communities were represented and would have an impact on the outcomes, notably in relation to the "Handbook on European cooperation on coast guard functions" and the drafting of the next Annual Action Plan to be incorporated in the SPD 2019-2021.

(2) Workshop on Cyber-Attack prevention in the maritime domain (13 - 14 December 2017)

The event, arranged with the German Chair of the ECGFF, had consisted of sharing best practices and lessons learned, with the participation of Industry, ENISA (European Union Agency for Network and Information Security) and the Commission. The civil maritime dimension had been very much present at the event and there had been a clear signal from maritime authorities for EMSA to get more involved in maritime cybersecurity.

(3) ECGFA-Net and CGFGSQF (Sectoral Qualifications Network for Coast Guard Functions)

The project which aims to define the competencies, skills and qualifications/knowledge required for carrying out coast guard functions including those represented around the EMSA Administrative Board table was in its third and last phase and it was not clear whether the relevant entities had been associated in its development. Member States were urged not only to comment on the document that would be circulated to their administrations but also to ensure in general that they were properly represented in this and other coast guard function related fora. This last point was highlighted also by the Vice-Chairman of the Administrative Board.

(b) Safety analysis of data reported in EMCIP: pilot project on fishing vessels

Fishing vessels had been selected to pilot the methodology for analysing EMCIP data because of the significant number of losses for such vessels, the significant amount of data available in EMCIP, the relatively simple construction and operational issues as well as access to the Commission's register of fishing vessels. Following the successful outcome, ro-ro ferries had come up as a possible topic for the next analysis but Member States were encouraged to provide their suggestions for topics to the Agency by 20 April.

(c) Training activities for Member States on information tools and services

The presentation provided an overview of the training sessions available to introduce or update the range of different users (EU and EFTA Member States, overseas territories, 3rd countries, EU agencies and other organisations) on EMSA operational services. The approach was hands-on but various formats were available (classroom, e-Learning, webinars). National sessions such as the one delivered recently and very much appreciated in Denmark could be arranged to bring together all relevant authorities.

(d) Outcome of workshop on capacity building support for Member States in their capacity as Flag States

The challenges/added value of the joint EMSA-EFCA training sessions scheduled for April and May would be assessed in the light of experience gained, notably and as mentioned by Member States, the feasibility of combining regulatory, safety and economic functions in the same training, which can give rise to conflicts of roles (Ireland), and newcomers and experienced surveyors (Croatia). Combining flag State and RO surveyors (Croatia) is something that could be looked into for the future (EMSA). The Commission looked forward to the dynamic portal which would support more efficient exchange of information and data. Poland commended the workshop on LNG bunkering and recycling that had been delivered in Poland for both the administration and industry representatives.

(e) Demo of IMS (Integrated Maritime Services) mobile applications

The live demonstration was very much appreciated by the Board.

(f) Pollution Response arrangement for the North Baltic

Following the input of some Administrative Board members, a second EAS would be established to strengthen coverage in the Northern Baltic, instead of attempting a third procurement procedure to find a suitable vessel. The tender would be launched at the end of May 2018 and the service was expected to become operational in early 2019 following consultations with the Member States in the region, via HELCOM, to define the response equipment for this EAS. The two EAS contracts for the North Sea and Baltic Sea would be renewed for an additional 1-year period.

10. Any Other Business

The Administrative Board also took note of practical information provided by Poland on the World Maritime Day Parallel Event 2018 which will take place on June 13-15 in Szczecin.

10.a Update on the selection procedure for the Executive Director of the Agency.

As requested by the Commission, Mr Achim Wehrmann, Administrative Board observer for the selection procedure for the Executive Director of the Agency, reported on the number of applications received, eligible applicants and candidates invited for interviews, as well as his satisfaction concerning the rigour of the process itself. Following Iceland's request, the Commission reported on the diversity of the candidates invited for interviews (nationality and gender).

The Administrative Board took note of the update provided by the Commission on the selection procedure for the Executive Director of the Agency.

Dates of next EMSA's Administrative Board Meetings:

June 2018:

Administrative and Finance Committee: **Monday 11 June afternoon**

Administrative Board: **Tuesday 12 June all day and Wednesday 13 June morning**

November 2018: week 12-16 November 2018

Administrative and Finance Committee: tbd

Administrative Board: tbd

Signed:



Andreas Nordseth

Chairman of the Administrative Board

Lisbon, 13 June 2018

EUROPEAN MARITIME SAFETY AGENCY (EMSA)50th Meeting of the Administrative Board, Lisbon, 14 – 15 March 2018**LIST OF ATTENDANCE**

MEMBER STATES	
BELGIUM	
Els Claeys	Board Member
BULGARIA	
Zhivko Petrov	Board Member
CROATIA	
Maja Markovčić-Koželac	Board Member
Lukša Čičovački	Alternate Member
CYPRUS	
Ioannis Efstratiou	Board Member
DENMARK	
Andreas Nordseth	Board Member - Chairman of the Board
Jakob Ejlers	Alternate Member
Pernille Palmelund Sørensen	Expert
ESTONIA	
Rene Arikas	Board Member
FINLAND	
Tuomas Routa	Board Member
FRANCE	
Vincent Denamur	Alternate Member
GERMANY	
Achim Wehrmann	Board Member

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
MALTA	
Dulcie Zammit	Expert
THE NETHERLANDS	
Lieske Streefkerk-Arts	Alternate Member
POLAND	
Wojciech Zdanowicz	Board Member
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	
Haroon Chughtai	Board Member
Andrew Angel	Alternate Member

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

EFTA STATES	
NORWAY	
Andreas Breivik	Alternate Member
ICELAND	
Thorolfur Arnason	Board Member

PROFESSIONAL SECTOR	
Dorotea Zec	Board Member
Christine Cabau Woehrel	Board Member
Thomas Kazakos	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
Lukasz Bibik	Senior Project Officer, C.4.1
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