REPORT OF THE 41TH SESSION OF THE

IALA VESSEL TRAFFIC SERVICES

(VTS) COMMITTEE

7 to 11 March 2016

Wim van der Heijden
Committee Secretary

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Report of the 41th Session of the IALA

Executive Summary

77 Members from 26 countries, 3 sister organisations and one observer participated in VTS41; 4 participants for the first time;

This was the fourth meeting for the 2014-18 Work Programme and the VTS Committee considered 51 input papers and produced 17 output papers of three Working Groups, the drafting group to develop an information paper on unplanned output to IMO and the VTS Manual 2016 drafting group;

Key outputs included:

- VTS Manual 2016;
- Updates of definitions and abbreviations of the IALA Dictionary;
- A new IALA Model Course V-103/5;
- Update of the VTS Strategy paper.

Preparation of liaison notes to Council including:

- The approval of the VTS Manual 2016;
- A proposal for a workshop on VTS Communications in Indonesia;
- The new IALA Model Course V-103/5;
- A proposal to add a new Task to the VTS Work Programme 2014-2018 on the review and update of V-103/5 related IALA documents ;
- The revision of the VTS Strategy;
- A proposal to withdrawal IALA Guideline 1056;
- A proposal to withdrawal IALA Recommendation V-136.

Preparation of a liaison note to ENAV on Machine-to-Machine (M2M) interfaces.

Preparation of a reply to IHMA on the IALA Guideline 1111.

Finalisation of the IALA VTS Questionnaire with the intention to present the first results during the VTS2016 Symposium in Kuala Lumpur, Malaysia.

Overall status of the VTS Committee 2014-2018 Work Programme after VTS41:

Task	Start Session	Planned End Session	Revised End Session	Green	Yellow	Red	Status Overview
TD#1 – Operations							
1.1.1. Produce a Guideline on the use of decision support tools in VTS	38	39	38				**Completed Approved at C59**
1.1.2. Update the VTS Manual	38	41		▨	▨	▨	**Completed VTS41**
1.1.3. Produce a Guideline on marine casualty incident reporting and recording, including near miss situations as it relates to VTS	38	42		█			Commenced VTS38
1.1.4. Produce a Guideline on Maritime Service Portfolios for VTS	40	44		█			Commenced VTS40
1.1.5. Produce a Guideline on Preparing for IMO Member State Audit Scheme (IMSAS) as it relates to VTS	38	40					**Completed Approved at C61**
1.1.6. Produce a Guideline on Measures to Evaluate the Effectiveness of a VTS	42	44		█			
1.2.1. Produce a Guideline on public and media relations in special / defined circumstances	42	44		█			
1.3.1. Produce a Recommendation / Guideline on VTS Communications	39	44		█			Commenced VTS39
1.4.1. Develop an "IALA VTS Strategy Paper" with regards to the delivery of VTS in a rapidly changing world and the possible implications for IMO Resolution A.857(20) Guidelines for Vessel Traffic Services	38	40	39				**Completed Approved at C60**
1.4.2. Review/update/provide input to IMO on Resolution A.857(20) Guidelines for VTS	41	44		█			
1.4.3. Develop and conduct a global VTS Questionnaire	38	41		█			To be loaded to IALA web site by 31-03-16
1.4.4. Produce a Guideline on preparing for Zero Accident Campaign	38				▨		On hold pending IMO response
TD#2 – Technology							
2.1.1. Produce a Recommendation on the portrayal of VTS information and data	41	44		█			
2.2.1. Develop Guidance on the technical acceptance of a VTS system	39	44		█			Commenced VTS39
2.2.2. Review V-128 – Operational and Technical Performance Requirements for VTS Equipment:	38	44	39				**Completed Approved at C60**
2.3.1. Provide a Guideline on the technical interface between VTS systems and the systems of other stakeholders	41	44		█			
TD#3 –Training							
3.1.1. Develop a Model Course on Revalidation Process for VTS Qualification and Certification	38	41		▨	▨	▨	**Completed VTS41**
3.1.2. Produce a VTS Training Manual to complement the V-103 and its model courses	40	44		█			commenced VTS40
3.1.3 Review and update V-103 on the Standards for Training and Certification of VTS Personnel and other IALA guidance to reflect the introduction of V-103/5	42	44		▨	▨	▨	
3.3.1. Develop guidance on human factors and ergonomics in VTS	38	43		█			Commenced VTS38
3.4.1. Develop a Guideline on VTS Awareness for Navigating Officers	42	44		█			

Table of Contents

Report of the 41th Session of the IALA
Vessel Traffic Services (VTS) Committee

1.   INTRODUCTION

The 41th meeting of the VTS Committee was held from 7 to 11 March 2016 at IALA with Tuncay Çehreli as Chair and Neil Trainor as Vice Chair. The Secretary for the meeting was Wim van der Heijden.

77 members from 26 countries and 3 sister organisations participated in VTS41; 4 for the first time. There was 1 observer.
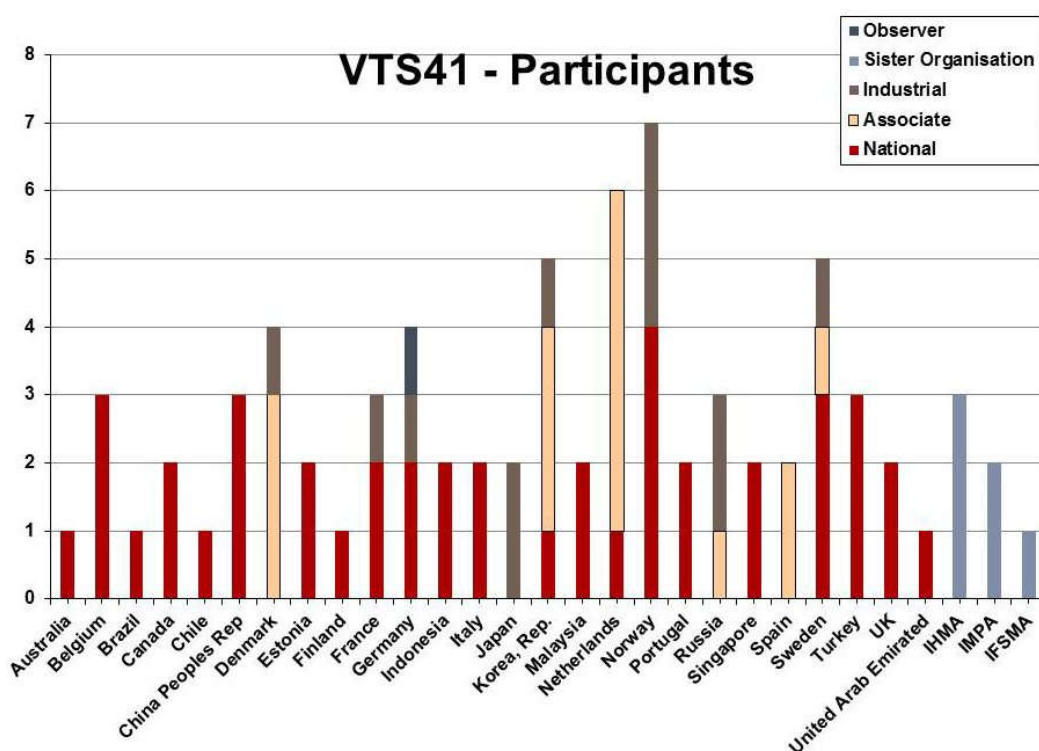
The Chairman opened the meeting by welcoming all participants to VTS41 and introduced Mr. Francis Zachariae, the Secretary-General of IALA. The SG welcomed the members for of the VTS Committee.

He informed that IALA is on schedule with its transition from Non-Governmental Organisation (NGO) to Inter-Governmental Organisation (IGO). The draft Convention text has been approved by Council.

He reported that the VTS Symposium after Kuala Lumpur will be organised in Rotterdam by the Netherlands and that the proposal includes a combined symposium of VTS and ENAV.

The Dean of the WWA, Jean-Charles Leclair, will leave for retirement end of August 2016.

The World VTS Guide is closing down by 1 July 2016.

1.1 Administrative announcements

The Administration and safety briefing has been replaced by a "General Information for Participants" leaflet. Each session it will be available in the input documents section on the IALA web-site. Delegates coming for the first time will receive a paper copy as well. All participants are requested to read this document carefully because it contains important safety information. Also the IT services during the meetings are described. Additional information is included like lunch facilities and access options.

1.2 Approval of the agenda

The agenda was reviewed and adopted (VTS41-1.2).

1.3 Introductions and apologies

The Chair welcomed the new members of the Committee. There were no apologies received.

1.4 Programme for the week

The Chairman explained the programme for the week (VTS41-1.4) which was adopted.

2. REVIEW OF ACTION ITEMS FROM VTS40

Input paper VTS41-2.1 refers.

2.1 Action Items – IALA Secretariat

It was noted that all IALA Secretariat actions from VTS40 had been completed.

2.2 Action Items – VTS Committee Members

1. Action item 27 (IALA Dictionary new input). One input paper was received which should be approved by the Committee after conversion to the new template.

2. Action item 29 (Incident / accident / near-miss reporting). No input was received.

3. Action item 30 (NAS questionnaire). Four inputs were received. Further input is requested.

Action item

Committee Members *are kindly asked to download the questionnaire (VTS40-12.2.5) from the VTS section of the IALA web-site to fill in and send the completed questionnaire on collecting NAS to Malin Dreijer (malin.dreijer@kystverket.no) in advance of VTS41.*

4. Action item 31 (effective communication). No inputs were received. It will be a standing action for the next meeting see chapter 8.5.

5. Action item 33 (V-103). Several comments were received. They will be incorporated during VTS41 with the intention to complete the documents.

6. Action item 35 (MSC submission). A break-out group will be formed to complete the document.

It was noted that all other actions had been completed.

3. REVIEW OF INPUT PAPERS

The list of input papers is automatically generated by the IALA web site when downloading one or more documents. Input papers are numbered in line with the agenda.

The input papers were reviewed and appointed to the working groups with the following remarks:

- VTS41-3.2 It was remarked to stay as close as possible to the existing pictograms.

- VTS41-3.3 and VTS41-3.4 are related documents. It might be possible that new versions will be available as result of the recently VDES workshop.

- VTS41-3.11 C61 has made a change in the document. A small working group (Chair, Vice-Chair and Chair WG1) will amend VTS Strategy paper which should be submitted to Council for approval. Also a revised unplanned submission to IMO document will be drafted.

- Finalisation of the VTS Manual has the highest priority and should be completed.

- VTS41-8.4.1 will stay on hold till IMO decision.

- VTS41-8.4.2 and VTS41-8.4.3 will be stored as future work, (work programme 2018-2022).

- VTS41-8.5.3 2 French and 2 Spanish translators are asked to support the IALA Dictionary in these languages. Nicolas Maire will do this for the French language, Carlos Fernandez Salinas for Spanish.

4. REPORTS FROM OTHER BODIES

4.1 IALA Council

The Committee noted the following Council report:

- 61th Session, Dakar, Senegal, 8-11 December 2015, paper VTS41-4.1.1 refers.

The Chair informed briefly about the report and the VTS related issues.

4.2 IALA Policy Advisory Panel

The Committee noted the PAP30 report, paper VTS41-4.2.1 refers. The Chair briefly introduce to report and VTS related matters

5. REPORTS FROM RAPPORTEURS

5.1 Usage of the VTS Guide

Rapporteur: Paul Owen

It is decided to close the VTS Guide from 1 July 2016. The rapporteur stated that the information should be saved. Barry Goldman and the Chair thanked the rapporteur for the excellent job during several years. An info paper to IMO should be drafted to inform the organisation on the situation.

5.2 IALA Dictionary

Rapporteur: Cees Stedehouder

A new list of definitions and abbreviations was drafted as outcome of Guideline 1111. It was remarked that PAP has established a new working group for the IALA Dictionary (DWG). All new input should be delivered in the format as given in VTS41-8.5.2. It was requested to transit the new input from VTS41-8.5.1 in the new format.

5.3 Liaison with IALA WWA

Rapporteur: Kevin Gregory

Recent VTS related activities of the WWA were highlighted.

5.4 Liaison with ENAV Committee

There is still no rapporteur to inform the Committee on VTS related issues of the ENAV Committee.

The Chair informed that a new joint working group between VTS and ENAV is established.

5.5 IALA Bulletin

Rapporteur: Neil Trainor

There was nothing to report on the IALA Bulletin

Aline deBievre will do editorial work for IALA Bulletin in the future and will take care of the Committee reports for the Bulletin.

The following reporting actions are no longer needed:

- Usage of the VTS Guide: VTS Guide will be closed

- Liaison with the ENAV Committee: there is a new joint VTS – ENAV Working Group

- IALA Bulletin: there is anew editor for the IALA Bulletin

It was decided to remove these three items from the agenda.

6. PRESENTATIONS

6.1 Update IALA activities

The presentation was made by Michael Card. The following items were presented:

From the Council:

- Strategy Group will be chaired by Germany, the US will be vice-chair

- The 7 top level Standards as proposed by PAP are accepted in principle following the Strategic Vision

- Terms of Reference for PAP are approved

- A workshop in Korea on AIS AtoN was supported

- Approval of forum on arctic navigation

- Participation in Resilient PNT forum, managed by Nick Ward.

PAP30:

- IALA Net will be discontinued. Activities will go to a new WG in the ARM Committee

- Heritage forum will go to sleep.

IALA joined several meetings at IMO.

Mike Hadley will assist to convert IALA documents to the new branding.

IALA Secretariat will bring Recommendations and Guidelines under the new Standards.

Information on workshops as e-navigation under way and VDES.

6.2   IALA World-Wide Academy (WWA)

Paper VTS41-6.1 (presentation) refers.

The presentation was made by Gerardine Delanoye.

The presentation covered an overview of the VTS related activities of the WWA in 2015 and the planned activities in 2016.

6.3   VTS42 and VTS2016 Kuala Lumpur

Paper VTS41-6.2 and VTS41-6.3 (presentations) refers.

Mahamad Halim Ahmed gave two presentations. The first one informed about the VTS42 Committee meeting and the venue.

The second presentation informed about the current status of the VTS2016 Symposium. Both events will take place in Kuala Lumpur, Malaysia. The registration procedure was explained.

6.4   Audio technologies for maritime applications

Paper VTS41-6.4 (presentation) refers.

Jens Appell from the Fraunhofer Institute in Germany gave an interesting presentation on audio technologies to improve the sound quality of voice communication on the VHF maritime mobile band. It helps in noisy environment for a better understanding of the communication to avoid miscommunication.

The Chairman thanked all speakers for the presentations which are available on the VTS41 page in the Committee section of the IALA web-site.

7.   ESTABLISH WORKING GROUPS

The Chair informed that Rene Hogendoorn after many years of leading WG2 was withdraw as Chair of the working group. Robert Townsend, the previous Vice-chair took over the chair and Richard Aase is the new vice-chair of WG2.

The Chairman outlined the procedure to be followed by working groups, including the associated paperwork, after which three working groups and one break-out group on the update approach of IMO Resolution A.857(20) were established and their tasks outlined. A list of working group participants is at Annex C.

Working Group (WG)	Working Group Chairman / Vice Chairman
WG1 – Operations	Monica Sundklev (Chair) Jørgen Brandt Tom Southall
WG2 – Technology	Robert Townsend (Chiar) Richard Aase
WG3 – VTS Training	Kevin Gregory (Chair) Lilian Biber-Klever
WG1 Break-out group	Neil Trainor

8. WORKING GROUP 1 – TD#1 - OPERATIONS (WG1)

26 participants were involved in working with the tasks of WG 1, of which 8 were at IALA for the first time. Three subgroups, beside the VTS Manual editorial group and the break-out group, were created to consider the tasks, as follows:

8.1 Task 1.1.2 Update the VTS Manual

Work continued on the final revision of the VTS Manual for publication in 2016.

Minor corrections and updates to the text were made.

Action item:

The **Committee Secretary** *is requested to forward the VTS Manual 2016 (VTS41-12.1.7) to Council for approval.*

8.2 Task 1.1.3 Produce a Guideline on marine casualty / incident reporting and recording, including near miss situation as it relates to VTS

The sub-WG had a fruitful meeting and finalized a draft of a Guideline on Marine casualty / incident reporting and recording, including near miss situations as it relates to VTS.
An additional annex was incorporated as an example of a covering letter for a near-miss/incident/ casualty VTS report.
Committee Members are requested to thoroughly review the draft of the document for final approval at VTS42.

Action items:

The **Committee Secretary** *is requested to forward the draft Guideline on Marine casualty / incident reporting and recording, including near miss situations as it relates to VTS as WP to VTS42 (VTS41-12.2.8 draft_guideline_incident_accident_reporting).*

Committee members *are requested to review the draft Guideline on Marine casualty / incident reporting and recording, including near miss situations as it relates to VTS and send any comments no later than 30 June 2016 to the vice-chair of WG1 Jørgen Brandt [soe-vtss100@mil.dk].*

8.3 Task 1.1.4 Produce a Guideline on Maritime Service Portfolios for VTS

Work continued on the identification of VTS elements suitable for e-Navigation. On the request of the e-Navigation committee, the most recent template in the associated paper ENAV17-14.1.8.2 was populated with the appropriate VTS information for MSP1 (INS). Work was started on MSP2 (NAS). The chair from the MSP e-Navigation working group was invited to clarify information.

Action items:

The **Committee Secretary** *is requested to forward the revised template with VTS information (VTS41-12.2.9 REVISED MSP1 and MSP2 annex_to_liasion_note_to_vts_committee),as a working document to VTS42.*

The **Committee Secretary** *is requested to forward the original template with VTS information (VTS41-12.2.10 MSP-work_sheet), as a working document to VTS42.*

8.4 Task 1.1.6 Produce a Guideline on Measures to Evaluate the Effectiveness of a VTS

Input paper VTS41-8.1.7 and VTS41-8.1.8 were noted. Work on this task was postponed to VTS42.

Action items:

The **Committee Secretary** *is requested to forward VTS41-12.2.11 (VTS41-8.1.7) and VTS41-12.2.12 (VTS41-8.1.8) to VTS42.*

8.5   Task 1.3.1 Produce a Recommendation / Guideline on VTS Communications

The VTS Communications sub-working group had a successful meeting. Positive progress was made with an initial draft and will continue at VTS 42.

Committee members are requested to supply input of any relevant guidance, advice or documentation they provide to VTS personnel for effective voice communication to be sent to Thomas Southall. This documentation does not necessarily have to be in English.

The sub-working group also prepared a liaison note to Council regarding the upcoming workshop on VTS Communications.

Action items:

*The **Committee Secretary** is requested to forward the working document on VTS Communication (VTS41-12.2.13 draft_guideline_on_vts_communications) to VTS 42 for further review and consideration.*

*The **Committee Secretary** is requested to forward the liaison note on the upcoming workshop on VTS Communication (VTS41-12.1.6) to Council for approval.*

***Committee members** are requested to send any relevant guidance, advice or documentation on effective communication to Thomas Southall (Tom.Southall@pla.co.uk), it does not necessarily have to be in English.*

8.6   Task 1.4.2 Review/Update/Provide input to IMO on Resolution A.857(20) Guidelines for VTS

A small drafting group led by the Vice Chairman of the VTS Committee was established to develop a draft unplanned output proposal for IMO and commence task 1.4.2 - Review/update/provide input to IMO on Resolution A.857(20) - Guidelines for VTS.

A short working paper on the proposed approach was drafted and circulated to Committee members. This working paper set out high-level considerations on potential amendments, changes or additions to the existing Resolution for agreement and comment by members of the VTS Committee, which can then be taken forward by WG1 in a more detailed textual review of the document. To address the weakness relating to Types of Services identified in the VTS Strategy paper, it has been proposed that INS, TOS and NAS should not, in future, be separate services but that all the related functions be transposed into a range of tasks that may be required to achieve the objectives of a VTS.

Recognising that this specific issue represents a relatively significant change, VTS Committee members have been invited to consider the working paper on the proposed approach inter-sessional and to provide comment for VTS 42. Work on the development of a proposed submission for IMO Resolution A.857(20) to be updated as an unplanned output will be included in task 1.4.2 but will need to draw on the compelling needs identified in the process of updating the existing document.

Action Items

***Committee members** are requested to review the working paper VTS41-12.2.2 and provide any comment to Committee vice-chair Neil Trainor [neil.trainor@amsa.gov.au] by 30 June 2016.*

*The **Committee Secretary** is requested to forward Working Paper VTS41.12.2.2 to VTS 42.*

8.7   Task 1.4.3 Develop and conduct a global VTS Questionnaire

The updated application was well received and WG1 tested and evaluated the questions on the webpage where a few further minor enhancements identified which would:
- Provide greater clarity to the intent of the question, and
- Facilitate greater consistency in responses

It was agreed that these should be included in the application, where appropriate, prior to its release by IALA.

The Committee chair, vice chair and Working Group chairs and vice-chairs reviewed the draft framework for the report on the outcome from the questionnaire VTS41-12.1.2. It was agreed that the draft framework be forwarded to the Secretariat for IALA approval.

Members agreed that the Questionnaire should be closed for further submissions no later than 30 June 2016 to allow the analyses required to populate the Questionnaire Report for IALA's approval and release at the VTS Symposium.

WG1 evaluated and tested the amended VTS Questionnaire webpage and provided comments to the Committee vice chair.

Action items

*The **Committee Secretary** is requested to forward the draft framework for the report on the outcome from the questionnaire (VTS41-12.1.2) for approval by IALA SG and DSG.*

*The **Secretariat** is is requested to release the Questionnaire on their website no later than 25 March and to inform members about the Questionnaire on the IALA website.*

8.8 Task 1.4.4 Produce a Guideline on preparing for Zero Accident Campaign

No progress were made on this task, as it was decided at VTS40 to put the task on hold until IALA had contacted IMO for further guidance on this issue.

Action item:

*The **Committee Secretary** is requested to store the working document on draft Guideline Zero Accidents Campaign (VTS41-8.4.1) till IMO decision.*

Miscellaneous

8.9 VTS41-8.5.1/3 IALA Dictionary update

WG1 considered input paper VTS41-8.5.1 on acronyms and definitions from Guideline 1111 to be included in the IALA Dictionary. WG1 separated the definitions and acronyms into two documents in the format as described in VTS41-8.5.2. Both documents then contained definitions which need further review by WG1. It was decided to forward all clear definitions to the Dictionary Working Group (DWG) for inclusion to the IALA Dictionary and to forward remaining definitions to VTS42.

VTS41-8.5.3 WG1 did not consider this late input paper.

Action item:

*The **Committee Secretary** is requested to forward the approved updates of the IALA Dictionary (VTS41-12.1.3 and VTS41-12.1.4) to the Dictionary Working Group for inclusion.*

*The **Committee Secretary** is requested to forward remaining updates of the IALA Dictionary (VTS41-12.2.16 and VTS41-12.2.17) as working documents to VTS42*

8.10 The closure of World VTS Guide

WG1 prepared a liaison note to Council for the withdrawal of Recommendation V-136 On Participation in the World VTS Guide.

Action items:

*The **Committee Secretary** is requested to forward the liaison note VTS41-12.1.13 on the withdrawal of IALA Recommendation V136 to IALA Council for approval.*

8.11 VTS41-3.1 ACCSEAS Baseline and Priorities Report

WG1 noted the information provided, in cooperation with WG2.

8.12   VDES papers

- VTS41-3.3 Draft Guidelines on User Requirements for VDES and
- VTS41-3.4 PNT relevant topics for the use of AIS/VDES

WG1, in cooperation with WG2, noted the information provided from ENAV Committee. This information will be taken into consideration during VTS42.

Action item:

The **Committee Secretary** is requested to forward VTS41-12.2.14 (VTS41-3.3) and VTS41-12.2.15 (VTS41-3.4) to VTS42.

8.13   VTS41-3.12 Liaison note on joint meeting with ENAV Committee

WG1 noted and agreed to the proposal, in cooperation with WG2. The timing may be discussed, but Friday is preferred by WG1.

8.14   Task Register

WG1 updated the Task Register regarding WG1 tasks.

9.   WORKING GROUP 2 – TD#2 - TECHNOLOGY (WG2)

Introduction

20 people joined the Working Group, a few for the first time and after introductions the tasks for the week were presented as follows :

- Continue Task 2.1.1 - produce a Recommendation on Portrayal of VTS Information and Data
- Continue Task 2.2.1 - produce a Guideline on Acceptance of VTS System
- Commence Task 2.3.1. - produce a Guideline on the technical interface between VTS systems and the systems of other stakeholders
- Review VTS Manual Edition 6 Rev 9
- Review and test the VTS Questionnaire
- Review & note VTS41.3.1 ACCSEAS Baseline and Priorities Report
- Review & note VTS41.3.3 Draft Guidelines on User Requirements for VDES
- Review & note VTS41.3.4 PNT relevant topics for the use of AIS/VDES
- Note VTS41.3.9 Weather Overlay Feature Catalogue and Portrayal Development
- Note VTS41.8.5.1 IALA Dictionary Update
- Note VTS41.8.5.2 International Dictionary of Marine Aids to Navigation Dictionary Amendment
- Note VTS41.8.5.3 International Dictionary of Marine Aids to Navigation Dictionary Working Group (DWG)
- Review VTS41.3.7 Liaison Note from eNAV
- Review & comment on VTS41.3.8 entitled: Would an international standard for machine-to-machine (M2M) interfaces benefit IALA National Members?

Note that tasks which commence "Review & Note" will have a formal response submitted by WG1 (Operations).

After presenting the tasks for the week the entire group initially worked on VTS41-9.2.2 IALA Guideline 1111 (Operational Requirement Aspects) before splitting into sub-groups for the remainder of the week.

9.1   Task 2.1.1 produce a Recommendation on Portrayal of VTS Information and Data

The Group made significant progress using the output of the Bremen Workshop (May 2013) as a driver to scope out and create a structure for this new Recommendation. This task is scheduled for completion at VTS44. The output is a working document which should be referred to VTS42 as an input paper.

Action Item

The **Committee Secretary** is requested to forward the working document VTS41-12.2.5 to VTS42.

9.2   Task 2.2.1 produce a Guideline on Acceptance of VTS System

The Group discussed this task at length together with Input Paper VTS41.9.2.1 and came to the conclusion that rather than create a new (and very short) Guideline, given that there is a substantial section related to this subject in the recently published Guideline 1111 (Chap 13 Verification & Validation) it would advisable to consider including this task with a future review of Guideline 1111.

Action Item

The **Committee Secretary** is requested to forward the Input paper VTS41.9.2.1 to VTS 42 for further discussion (VTS41-12.6).

9.3   Task 2.3.1. produce a Guideline on the technical interface between VTS systems and the systems of other stakeholders

The Group discussed this task and commenced producing a scope and structure however existing IALA publications came to light during research and these were reviewed to determine if these documents needed updating or integrating or whether an additional Guideline is actually required.

Guideline 1086 Global Sharing of Maritime Data
Guideline 1102 VTS Interaction with Allied Services

After much discussion we have concluded that rather than create a brand new Guideline, instead we use 1102 as a base and update this document together with appropriate content of 1086 to produce an updated version of 1102 and then, if appropriate, cease 1086.

Work on this task will continue at VTS42. The task is planned for completion in VTS43 but likely to continue to VTS44.

Action Item

The **Committee Secretary** is requested to forward the working document VTS41-12.2.7 to VTS42.

9.4   Review input paper VTS41.9.2.2 IALA Guideline 1111 – Operational Requirement

The Group reviewed the input paper and produced an appropriate response to IHMA. The input paper will be held until a review of Guideline 1111 takes place.

Action Item

The **Committee Secretary** is requested to forward the response on V-108 and Guideline 1111 (VTS41-12.1.11) to IHMA .

The **Committee Secretary** is requested to forward the liaison note on the withdrawal of Guideline 1056 (VTS41-12.1.9) to Council for approval.

9.5   Review VTS Manual Edition 6 Rev 9

The Group reviewed appropriate chapters of this document and provided feedback and comments to Paul Owen as requested by cop on Tue 8th March 2016.

9.6   Test the VTS Questionnaire

The Group tested the functionality of the Questionnaire and provided feedback to Neil Trainor on Wed 9th March 2016.

9.7 Review VTS41.3.7 and VTS41.3.8 Liaison from ENAV entitled "Would an international standard for machine-to-machine (M2M) interfaces benefit IALA National Members?"

The Group discussed these papers and provided a response to the original liaison note.

Action Item

The **Committee Secretary** is requested to forward the output document on M2M interfaces (VTS41-12.1.10) to ENAV.

Final Remarks

The Chair and Vice Chair would like to thank all members of the Technical WG for their excellent collaboration during the course of the week and for the proactive efforts and discussions that took place.

The Chair thanked Rene Hogendoorn for his excellent work as WG Chair for several years.

10. WORKING GROUP 3 – TD#3 – VTS TRAINING (WG3)

Qualification, training, and certification of VTS personnel

10.1 Task 3.1.1 – Develop a Model Course on the Revalidation process for VTS Qualification and Certification

The Working Group finalised the drafting of IALA Model Course V-103/5. Work continued to progress with respect to the necessary enabling revisions to IALA Recommendation V-103. Additional minor revisions to IALA Recommendation V-103 are also being proposed to take account of changes made in other IALA documentation related to VTS training, specifically IALA Guidelines 1014 and 1103.

In the finalisation of IALA Model Course V-103/5 and in the preparation of the necessary enabling revisions to IALA Recommendation V-103 the Working Group considered the input papers provided by AMSA with thanks. The comments received from members of Working Group 3 inter-sessional were also considered.

With the implementation of IALA Model Course V-103/5, other IALA documentation related to the provision of VTS training may require further review. Specifically, this relates to IALA Recommendation V-103 and the following guidelines:

- IALA Guideline 1017 on the assessment of training requirements for existing VTS personnel, candidate VTS operators, revalidation of VTS operator certificates.
- IALA Guideline 1014 on the accreditation and approval process for VTS training.
- IALA Guideline 1101 on auditing and assessing VTS.
- IALA Guideline 1027 on simulation in VTS training.
- IALA Guideline 1103 on train the trainer.

A new proposed task for the VTS Work Programme will added to review and update related documents.

Action items

The **Committee Secretary** is requested to forward output document on IALA Model Course V-103/5 (VTS41-12.1.5 to Council for approval.

The **Committee Secretary** is requested to forward the liaison note on IALA Model Course V-103/5 (VTS41-12.1.8) to Council for approval.

The **Committee Secretary** is requested to forward the liaison note for a new task on review and update V-103/5 related documents (VTS41-12.1.15) to Council for approval.

The **Committee Secretary** is requested to forward working document VTS41-12.2.1 as input to VTS42.

Members of Working Group 3 are requested to review IALA Guideline 1017 with a view to determining its continued applicability in the light of the evolution of other IALA documents related to VTS training.

10.2   Task 3.1.2 Produce a VTS Training Manual to complement the V-103 and its model courses

The Working Group concluded the review of the IALA VTS Manual. The VTS Training Manual was not progressed during VTS41.

Action item

Members of Working Group 3 *are requested to consider the requirements, scope and possible content of the VTS training manual.*

10.3   Input paper VTS41-10.5.1

The Working Group supported the input paper concerning VTS Manager training. The Working Group is in the process of formulating a proposal for the 2018 to 2022 work programme.

Action item

*The **Committee Secretary** is requested to store working document VTS41-10.5.1 as a subject that should be considered for inclusion in the 2018 to 2022 work programme.*

10.4   Input paper VTS41-10.5.5

In the review of IALA Recommendation V-103 minor modifications were made to the requirements for the provision of VTS certification. Further work on this area is recommended and consideration may be given to the inclusion of this subject on the 2018 to 2022 work programme.

Action item

*The **Committee Secretary** is requested to store working document VTS41-10.5.5 as a subject that should be considered for inclusion in the 2018 to 2022 work programme.*

Human Factors and Ergonomics

10.5   Task 3.3.1 Develop guidance on Human Factors and Ergonomics in VTS

The Working Group noted the paper submitted by AMSA with thanks and will consider it further when work commences on this work programme item at VTS42

Action item

*The **Committee Secretary** is requested to forward the report on the IALA Workshop on Human Factors and Ergonomics in VTS to VTS42 for consideration (VTS41-12.2.4).*

*The **Committee Secretary** is requested to forward working document VTS41-12.2.3 (VTS41-10.3.1) as input for VTS42.*

VTS awareness for navigating officers

10.6   Task 3.4.1 Develop a Guideline on VTS Awareness for Navigating Officers

This task was not commenced at VTS41 and is provisionally programmed for consideration at VTS42, VTS43 and VTS44. The provision of this Guideline will also have an impact on the existing IALA brochure concerning what mariners can expect from a VTS.

11.   REVIEW OF CURRENT WORK PROGRAMME (2014 – 2018)

Input paper VTS41-11.1 and VTS41-11.2 refers.

The current Work Programme Task Register was reviewed and updated during the meeting. The updated version will be available as VTS41-11.3 on the VTS41 section of the IALA web.

VTS COMMITTEE 2014-18 WORK PROGRAMME, Overall Status Report (VTS41)

Task		Start Session	Planned End Session	Revised End Session	Progress Indicator			Status Overview
					Green	**Yellow**	**Red**	
TD#1 – Operations								
1.1.1.	Produce a Guideline on the use of decision support tools in VTS	38	39	38				**Completed Approved at C59**
1.1.2.	Update the VTS Manual	38	41			▨	▨	**Completed VTS41**
1.1.3.	Produce a Guideline on marine casualty incident reporting and recording, including near miss situations as it relates to VTS	38	42		▨			Commenced VTS38
1.1.4.	Produce a Guideline on Maritime Service Portfolios for VTS	40	44		▨			Commenced VTS40
1.1.5.	Produce a Guideline on Preparing for IMO Member State Audit Scheme (IMSAS) as it relates to VTS	38	40		▨			**Completed Approved at C61**
1.1.6.	Produce a Guideline on Measures to Evaluate the Effectiveness of a VTS	42	44		▨			
1.2.1.	Produce a Guideline on public and media relations in special / defined circumstances	42	44		▨			
1.3.1.	Produce a Recommendation / Guideline on VTS Communications	39	44		▨			Commenced VTS39
1.4.1.	Develop an "IALA VTS Strategy Paper" with regards to the delivery of VTS in a rapidly changing world and the possible implications for IMO Resolution A.857(20) Guidelines for Vessel Traffic Services	38	40	39				**Completed Approved at C60**
1.4.2.	Review/update/provide input to IMO on Resolution A.857(20) Guidelines for VTS	41	44		▨			
1.4.3.	Develop and conduct a global VTS Questionnaire	38	41		▨			To insert to IALA web site by 31-03-16
1.4.4.	Produce a Guideline on preparing for Zero Accident Campaign	38				▨		On hold pending IMO response
TD#2 – Technology								
2.1.1.	Produce a Recommendation on the portrayal of VTS information and data	41	44		▨			
2.2.1.	Develop Guidance on the technical acceptance of a VTS system	39	44		▨			Commenced VTS39
2.2.2.	Review V-128 – Operational and Technical Performance Requirements for VTS Equipment:	38	44	39				**Completed Approved at C60**
2.3.1.	Provide a Guideline on the technical interface between VTS systems and the systems of other stakeholders	41	44		▨			
TD#3 –Training								
3.1.1.	Develop a Model Course on Revalidation Process for VTS Qualification and Certification	38	41		▨	▨	▨	**Completed VTS41**
3.1.2.	Produce a VTS Training Manual to complement the V-103 and its model courses	40	44		▨			commenced VTS40
3.1.3	Review and update V-103 on the Standards for Training and Certification of VTS Personnel and other IALA guidance to reflect the introduction of V-103/5	42	44		▨	▨	▨	
3.3.1.	Develop guidance on human factors and ergonomics in VTS	38	43		▨			Commenced VTS38
3.4.1.	Develop a Guideline on VTS Awareness for Navigating Officers	42	44		▨			

12.   REVIEW OF OUTPUT AND WORKING PAPERS

The Working Group Chairmen reported on the work carried out by their Working Groups.

The output documents listed at Annex E were reviewed and agreed.

The Committee Secretary was requested to forward the output documents, as indicated earlier in the report.

The Chairman then thanked the Chairs, Vice Chairs and members of the working groups for all their efforts during the week.

13.   ANY OTHER BUSINESS

13.1   VTS Strategy Paper

Because of some remarks of the Council during C61 on the VTS Strategy Paper some amendments were made and will be send to Council to approve.

Action item

*The **Committee Secretary** is requested to forward the Revised VTS Strategy Paper (VTS41-12.1.14) together with the liaison note on this (VTS41-12.1.1) to Council to approve*

13.2   VTS42 and VTS2016

Mohamad Halim Ahmed informed that hotel reservation for VTS42 and the tour to Malacca during the week-end between VTS42 and VTS2016 can be done soon together with the Symposium registration via a link on the VTS2016 Symposium web-site.

14.   REVIEW OF SESSION REPORT

The report of the meeting (VTS41-14) was reviewed and approved by the Committee on the 11th March 2016. Deadline for comments and corrections is 28 March 2016.

Action Item

*The **Committee Secretary** is requested to forward the report of VTS41 (VTS41-14) after completion (deadline 28 March 2016) to the IALA Council, to note.*

15.   DATE AND VENUE OF NEXT MEETING

VTS42 will be from 1 – 5 August 2016 at the Impiana KLCC hotel, Kuala Lumpur, Malaysia.

The **13th International Symposium on Vessel Traffic Services** will be held from 8 – 12 August 2016 at the Kuala Lumpur Convention Centre, Kuala Lumpur, Malaysia.

Tentative dates:

An IALA Workshop on VTS Communication is intended to be held from 20 - 24 February 2017 at Bali, Indonesia.

16.   CLOSING OF THE MEETING

The Chairman again expressed his thanks for all the hard work done during the meeting.

The Chairman then asked if there were any final comments that members wished to make; there were none, at which he wished everyone a pleasant and safe journey home.

17. LIST OF ANNEXES

1 Agenda

A copy of the agenda is at Annex A.

2 Participants

A list of participants is at Annex B.

3 Working Group Participants

A list of working group participants is at Annex C.

4 Input Papers

A list of input papers is at Annex D.

5 Output and Working papers

A list of output and working papers is at Annex E.

6 Action Items

A list of action items is at Annex F.

41th Meeting of the Vessel Traffic Services Committee (VTS41)

The 41th meeting of the **VTS Committee** will be held from 7 – 11 March 2016, at IALA, St Germain en Laye, France.

The opening plenary will commence at 1300 on Monday 7 March 2016, and the closing plenary will end at approximately 1300 on Friday 11 March.

Committee Chair, Vice-Chair and Working Group Chairpersons are requested to meet at 0900 on Monday 7 March.

Agenda

1.   Introduction

  1.1.   Administration and Safety Briefing

  1.2.   Approval of agenda

  1.3.   Apologies and introductions

  1.4.   Programme for the week

2.   Review of action items from last meeting

  2.1.   Review of action items from VTS40

  2.2.   Final Report from VTS40 - for reference

3.   Review of input papers

  3.1.   Input papers

4.   Reports from other bodies:

  4.1.   IALA Council – 61th Session, December 2015

  4.2.   Policy Advisory Panel, PAP30, November 2015

5.   Reports from rapporteurs

  −   Usage of the World VTS Guide   Paul Owen

  −   IALA Dictionary   Cees Stedehouder

  −   Liaison with IALA WWA   Kevin Gregory

  −   Liaison with ENAV Committee   TBD

  −   IALA Bulletin   Neil Trainor

6.   Presentations (15 minutes)

  −   Update IALA activities   Michael Card

  −   Update WWA activities   Gerardine Delanoye

  −   VTS2016 and VTS42   Mohamad Halim Ahmed

  −   Audio technologies for maritime applications   Jens Appell

7. Establish Working Groups

8. TD# 1 – Operations

   8.1. VTS operations, service standards, and performance measures

   8.2. Inter-VTS operations, interactions with allied and other services

   8.3. VTS communications

   8.4. Monitoring and evaluating developments in VTS and potential impacts on the recognised framework for VTS

9. TD# 2 – Technology

   9.1. VTS systems technology, Sensors, Presentation

   9.2. VTS equipment standards and performance requirements

   9.3. Inter-VTS data exchange

   9.4. Data populating for S-100

10. TD# 3 – VTS Training

   10.1. Qualification, training, and certification of VTS personnel

   10.2. Accreditation and approval process for VTS training

   10.3. Human factors

   10.4. VTS training for navigating officers

   10.5. Support for the WWA

11. Review of Current Work Programme (2014 – 2018)

12. Review of output and working papers

   12.1. Output papers

   12.2. Working papers

13. Any Other Business

14. Review of session report

15. Date and venue of next meeting

16. Close of the meeting

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Observers

Name	Organisation	Country
CHARRON Caroline	Vaisala	France
APPELL Jens	Fraunhofer's Institute for Digital Media Technology	Germany
MOON Jaeho	Ministry of Public Safety and Security (MPSS)	Korea

WORKING GROUP PARTICIPANTS

Working Group 1   Operations

	Name	Organisation / Country
1	Monica Sundklev (Chair)	Swedish Transport Agency / Sweden
2	Jørgen Brandt (Vice Chair)	Great Belt VTS / Denmark
3	Tom Southall (Vice Chair)	IHMA / UK
4	Are Piel	Estonian Maritime Administration / Estonia
5	Ben Röhner	Port of Rotterdam / the Netherlands
6	Els Bogaert	Flemish VTS / Belgium
7	Juri Ehandi	Estonian Maritime Administration / Estonia
8	Paul Owen	IFSMA
9	Erika Marpaung	Directorate General of Sea Transportation / Indonesia
10	Malin Dreijer	Norwegian Coastal Administration / Norway
11	Michele Landi	Coast Guard / Italy
12	Eivind Solberg	Kongsberg Norcontrol IT / Norway
13	Roman Modeev	Transas / Russia
14	Sergei Rostopshin	Rosmorport / Russia
15	Sueng Hee Choi	Institute of Maritime and Fisheries / Rep of Korea
16	Ed Verbeek	Dutch Pilots Corporation / the Netherlands
17	Denise Veber	Canadian Coast Guard / Canada
18	Jens Appell	Frauenhofer IDMT / Germany
19	Marco Svantesson	Swedish Maritime Administration / Sweden
20	Jaeho Moon	Ministry of Public Safety and Security / Rep of Korea
21	Yiu Tin Poon	Hong Kong Marine Department / Hong Kong
22	Jean-Charles Cornillou	Cerema-DtechEMF-DT / France
23	Nicolas Maire	Direction des Affaires Maritimes / France
24	Joaquin Maceiras Sabori	Sasemar / Spain
25	Sami Gurel	DGCS / Turkey
26	Caroline Charron	Vaisala / France
27	Fathan Muta'ali	Directorate General of Sea Transportation / Indonesia

Working Group 2   Technology

	Name	Organisation / Country
1	Robert Townsend (Chair)	Maritime & Coastguard Agency / UK
2	Richard Aase (Vice Chair)	Norwegian Coastal Administration / Norway
3	Serge Deschamps	Canadian Coast Guard / Canada
4	Dirk Eckhoff	Federal Waterways and Shipping / Germany
5	Dmitry Oblizanov	Transas Technologies / Russia
6	Christian Kark	Swedish Maritime Administration / Sweden
7	Rainer Strenge	Federal Waterways and Shipping / Germany
8	Wim Smets	Shipping Assistance Division / the Netherlands
9	Nelson Marques	Portuguese Maritime Administration / Portugal
10	Jens. C. Pedersen	TERMA AS / Denmark
11	Koichi Nishimura	Tokyo Keiki Inc / Japan
12	Takuya Fukuda	Tokyo Keiki Inc / Japan
13	Hye-jin Kim	Korea Research Institute of Ships & Ocean Engineering / Rep of Korea
14	Mathieu Aillerie	Signalis / Germany
15	Rene Hogendoorn	SAAB / the Netherlands
16	Peter Eade	VisSim AS / Norway
17	Chongyang Zhang	China MSA / People's Republic of China
18	Rosli Bin Ahmad	Marine Department / Malaysia
19	Fred Fredriksen	Kongsberg Norcontrol IT / Norway
20	Chwee Thiam Lee	Maritime and Port Authority / Singapore

Working Group 3   VTS Training

	Name	Organisation / Country
1	Kevin Gregory (Chair)	International Harbour Masters Association / UK
2	Lilian Biber (Vice Chair)	NNVO / the Netherlands
3	Barbara Magro	Italian Coastguard / Italy
4	Anders Johannesson	Swedish Maritime Administration / Sweden
5	Byoung-Ok Ahn	Global Control Systems Corp. / Rep of Korea
6	Cees Stedehouder	MARIN Wageningen / the Netherlands
7	Michael Hartmann	IMPA
8	Carlos Fernandez Salinas	Sasemar / Spain
9	Wim van 't Padje	STC / the Netherlands
10	Ana Faneca	Coastal VTS / Portugal
11	Mohamad Halim Ahmed	Marine Department / Malaysia
12	Mika Halttunen	Finnish Transport Agency / Finland
13	Teo Tze Kern	Maritime and Port Authority / Singapore
14	Ibrahim Ahmed Ali Bin Hraiz	Abu Dhabi Ports Company / United Arabic Emirates
15	Muhammad Shahid Khan	Maritime & Coastguard Agency / UK
16	Antonio Carlos Oliveira	Admiral Moraes Rego Center / Brazil
17	Wei Zhou	China MSA / People's Republic of China
18	Burçin Erlevent	DGCS / Turkey
19	Eun-Kyu Jang	Institute of Maritime and Fisheries / Rep of Korea
20	Niels Jacob Mygind	Danish Defence Command / Denmark
21	Stefaan Priem	Shipping Assistance Division / Belgium

WG1 Break-out group on Task1.4.2

	Name	Organisation / Country
1	Neil Trainor (Chair)	Australian Maritime Safety Authority / Australia
2	Pieter Paap	Ministry of Infrastructure & the Environment / the Netherlands
3	Jacinto de Sousa	Signalis / France
4	Trond Ski	Norwegian Coastal Administration / Norway
5	Nick Cutmore	IMPA
6	Per Baek Hansen	Royal Danish Navy, Soundrep / Denmark
7	Barry Goldman	IHMA

ANNEX D   LIST OF INPUT PAPERS

All papers are posted on the Committee section of the IALA website

	Document number	Agenda item	Title
1	VTS41-1.2	1.2	Agenda
2	VTS41-1.4	1.4	Programme for the week
3	VTS41-2.1	2.1	Actions from VTS40
4	VTS41-2.2	2.2	(VTS40-14) Report of VTS40
5	VTS41-3.1	3.1	ACCSEAS Baseline and Priorities Report v3.0
6	VTS41-3.2	3.1	(ARM3-11.1.2) Liaison note to iala members on use of pictogram
7	VTS41-3.3	3.1	(ENAV17-14.1.11) Liaison note re draft Guideline on VDES User Requirements
8	VTS41-3.4	3.1	(ENAV17-11.23) PNT-relevant topics to VDES 20151008
9	VTS41-3.5	3.1	(ENAV17-14.1.8.1) Liasion note to VTS committee re Development of MSPs 1-3
10	VTS41-3.6	3.1	(ENAV17-14.1.8.2) Annex to Liasion note to VTS committee
11	VTS41-3.7	3.1	(ENAV17-14.1.4) Liaison note from eNAV to VTS re M2M interfaces
12	VTS41-3.8	3.1	(ENAV17-9.11) Submission re International Standard for M2M Interfaces v1.1
13	VTS41-3.9	3.1	S412_Weather_Overlay_Status_update_IALA v2016
14	VTS41-3.10	3.1	DesigningANewWayToDeliverMarineWeatherData
15	VTS41-3.11	3.1	NCSR 3-INF.10 - Vessel Traffic Services in a rapidly changing World (IALA)
16	VTS41-3.12	3.1	Liasion note on joint meeting
17	VTS41-4.1.1	4.1	(C61-22.1) C61 Final Report
18	VTS41-4.2.1	4.2	(PAP30-18.1) report PAP30
19	VTS41-8.1.1	8.1	160212 VTS Manual Edition 6 Draft Rev7 (rev9)
20	VTS41-8.1.2	8.1	(VTS40-12.2.4) WG1 task 1.1.3. draft guideline incident accident reporting jcc v1.3
21	VTS41-8.1.3	8.1	(VTS40-12.2.5) WG1 task 1_1_4_Questions NAS VTS 40- MSP 2
22	VTS41-8.1.4	8.1	(VTS40-12.2.13) WG1 task 1_1_4_MSP-work_sheet (3)
23	VTS41-8.1.5		removed
24	VTS41-8.1.6	8.1	Extract from VTS40 report
25	VTS41-8.1.7	8.1	Guideline on Measures to Evaluate the Effectiveness of VTS - Cover Doc
26	VTS41-8.1.8	8.1	Guideline on Measures to Evaluate the Effectiveness of VTS

	Document number	Agenda item	Title
27	VTS41-8.3.1	8.3	(VTS40-12.2.6) WG1 task 1.3.1 draft_guideline_on_vts_communications
28	VTS41-8.4.1	8.4	(VTS40-8.4.1) WG1 WP1.4.4 Draft Guideline zero accident campaign April-2015
29	VTS41-8.4.2	8.4	20160207 VTS 41 Input Paper - The Future of NAS final
30	VTS41-8.4.3	8.4	20160208 VTS 41 Input Paper Enclosure - NAS in VTS - Service or Procedure - final
31	VTS41-8.5.1	8.5	iala_dictionary_update_2_v20160204_ialadoc1111
32	VTS41-8.5.2	8.5	Dictionary amendment proposal form
33	VTS41-8.5.3	8.5	(DWG2-2.2) IALA Dictionary Working Group for Committees 20160209
34	VTS41-9.1.1	9.1	(VTS40-12.2.7) WG2 151022_Portrayal_of_VTS_Info_and_Data_outline
35	VTS41-9.2.1	9.2	(VTS40-12.2.15) WG2_djt_thoughts_on_acceptance_of_vts_system
36	VTS41-9.2.2	9.2	20160120 VTS Ctee Input Paper - V-128 & Guideline 1111 final
37	VTS41-9.3.1		removed
38	VTS41-10.1.1	10.1	(VTS40-12.2.2) WG3 Model Course V-103/5 Revalidation Process for VTS Personnel
39	VTS41-10.1.2	10.1	(VTS40-12.2.1) WG3 Recommendation V-103 - Draft Version 2.2 Mar 2016
40	VTS41-10.1.3	10.1	V-103-5 Revalidation Training
41	VTS41-10.1.4	10.2	Comments on Input 10-1-2 (V103)
42	VTS41-10.1.5	10.2	Comments on Input 10-1-1 (V103/5)
43	VTS41-10.3.1	10.3	Workshop HFE in VTS report v1.0
44	VTS41-10.3.2	10.3	Guidance on Human Factors and Ergonomics in VTS
45	VTS41-10.5.1	10.5	(VTS40-12.2.11) WG3 VTS MANAGER training need
46	VTS41-10.5.2		removed
47	VTS41-10.5.3		removed
48	VTS41-10.5.4	10.5	(VTS40-12.2.3) WG3 vts_manual_chapters_working version
49	VTS41-10.5.5	10.5	(VTS40-12.2.12) WG3 Authenticity, validation and security of certification
50	VTS41-11.1	11	(VTS40-11.3) vts40-update_work_programme
51	VTS41-11.2	11	(VTS40-11.2) Update - 2014-18 work programme task register update VTS39 (Rev1)

Presentations given by rapporteurs and presenters

All presentations are posted on the Committee section of the IALA website

Document number	Agenda item	Title
VTS41-6.1	6	IALA WWA brief
VTS41-6.2	6	VTS42 in Kuala Lumpur
VTS41-6.3	6	VTS2016 Symposium Kuala Lumpur
VTS41-6.4	6	Audio technologies for maritime applications

ANNEX E   LIST OF OUTPUT DOCUMENTS, E-MAILS AND WORKING PAPERS

Output documents are submitted for review/action by a body other than the Committee initiating the document.

Number	Title	Status
VTS41-14	Report VTS41	To Council to note
VTS41-12.1.1	Liaison to Council on VTS Strategy paper	To Council to approve
VTS41-12.1.2	Report from IALA VTS Questionnaire	To SG and DSG to approve
VTS41-12.1.3	1111 update 2 dictionary definitions new 20160309	To PAP-DWG to include in IALA Dictionary
VTS41-12.1.4	1111 update 2 dictionary abbreviations new 20160309	To PAP-DWG to include in IALA Dictionary
VTS41-12.1.5	draft IALA Model Course V-103/5	To Council to approve
VTS41-12.1.6	Liaison to council on workshop vts communications	To Council to approve
VTS41-12.1.7	VTS Manual, Edition 6	To Council to approve
VTS41-12.1.8	Liaison to Council on Model Course V-103/5	To Council to approve
VTS41-12.1.9	Liaison to Council on withdrawal of Guideline 1056	To Council to approve
VTS41-12.1.10	Liaison to ENAV on M2M interfaces	To ENAV to action
VTS41-12.1.11	Response to IHMA on Guideline 1111	To IHMA to note
VTS41-12.1.12	Liaison to Council on VTS Manual 2016	To Council to approve
VTS41-12.1.13	Liaison to Council on withdrawal of rec V136	To Council to approve
VTS41-12.1.14	VTS Strategy paper	To Council to approve
VTS41-12.1.15	VTS41-12.1.15 Liaison note on new work item for VTS	To Council to approve
VTS41-11.3	vts41-11.2 2014-18 work programme task register update vts41 rev1	To VTS42

e-Mails are submitted for answer/review/action to external parties and other Committees.

Number	Title	Status

Working papers will remain within the Committee for further review during **VTS42**.

Number	Title
VTS41-12.2.1	IALA Recommendation V-103
VTS41-12.2.2	Proposed approach to update IMO Res A.857(20)
VTS41-12.2.3	(VTS41-10.3.2) Guidance on Human Factors and Ergonomics in VTS
VTS41-12.2.4	(VTS41-10.3.1) Workshop HFE in VTS report v1.0
VTS41-12.2.5	Task 2.1.1 draft Recommendation on Portrayal of VTS information and data
VTS41-12.2.6	(VTS41-9.2.1) WG2_djt_thoughts_on_acceptance_of_vts_system
VTS41-12.2.7	Task 2.3.1 draft guideline on the interaction with external stakeholders
VTS41-12.2.8	WG1-draft_guideline_incident_accident_reporting
VTS41-12.2.9	WG1-REVISED MSP1 and MSP2 annex_to_liasion_note_to_vts_committee
VTS41-12.2.10	WG1-MSP-work_sheet
VTS41-12.2.11	(VTS41-8.1.7) Guideline on Measures to Evaluate the Effectiveness of VTS - Cover Doc
VTS41-12.2.12	(VTS41-8.1.8) Guideline on Measures to Evaluate the Effectiveness of VTS
VTS41-12.2.13	WG1-draft_guideline_on_vts_communications
VTS41-12.2.14	(VTS41-3.3) Liaison note re draft Guideline on VDES User Requirements
VTS41-12.2.15	(VTS41-3.4) PNT-relevant topics to VDES 20151008
VTS41-12.2.16	1111 update 2 dictionary definitions new 20160311
VTS41-12.2.17	1111 update 2 dictionary abbreviations new 20160311

Documents on hold will remain in the Committee for future review.

Number	Title	Status
VTS41-8.4.1	WG1 WP1.4.4 Draft Guideline zero accident campaign April-2015	Pending IMO response
VTS41-9.2.2	20160120 VTS Ctee Input Paper - V-128 & Guideline 1111 final	Proposed for 2018-2022 Work Programme
VTS41-10.5.1	WG3 VTS MANAGER training need	Proposed for 2018-2022 Work Programme
VTS41-10.5.5	WG3 Authenticity, validation and security of certification	Proposed for 2018-2022 Work Programme

ACTION ITEMS

Action Items for Secretariat

Action Items for Members

IALA