DRAFT REPORT TO THE MARITIME SAFETY COMMITTEE

1 GENERAL

1.1 The Sub-Committee on Human Element, Training and Watchkeeping (HTW) held its third session from 1 to 5 February 2016 under the Chairmanship of the Vice-Chairman of the Sub-Committee, Ms. Mayte Medina (United States), as Mr. Bradley Groves (Australia), the Chairman of the HTW Sub-Committee, who had been elected as Chairman of the Maritime Safety Committee was not available to chair this session.

1.2 The session was attended by delegations from Member Governments and Associate Members of IMO; by representatives from United Nations and specialized agencies; by observers from intergovernmental organizations; and by observers from non-governmental organizations in consultative status, as listed in document HTW 3/INF.1.

Secretary-General's opening address

1.3 The Secretary-General welcomed participants and delivered his opening address, the full text of which can be downloaded from the IMO website at the following link:

http://www.imo.org/MediaCentre/SecretaryGeneral/Secretary-GeneralsSpeechesToMeetings

Chairman's remarks

1.4 In responding, the Vice-Chairman thanked the Secretary-General for his words of welcome, the confidence he had expressed in her to chair the deliberations of the
Sub-Committee and for his advice; and assured him that his advice and requests would be given every consideration by the Sub-Committee.

Adoption of the agenda and related matters

1.5 The Sub-Committee adopted the agenda (HTW 3/1), and agreed to be guided in its work, in general, by the annotations to the provisional agenda contained in document HTW 3/1/1 and Corr.1 and arrangements in document HTW 3/1/2/Rev.1. The agenda, as adopted, with the list of documents considered under each agenda item, is set out in document HTW 3/INF.[…].

2 DECISIONS OF OTHER IMO BODIES

2.1 The Sub-Committee noted the decisions and comments pertaining to its work by MEPC 68, MSC 95, SSE 2 and III 2 as reported in document HTW 3/2 (Secretariat); and the outcome of SDC 3 relating to the draft amendments to SOLAS chapter II-1 and associated guidelines on damage control drills for passenger ships in document HTW 3/WP.7, and took them into account in its deliberations under the relevant agenda items.

3 VALIDATED MODEL TRAINING COURSES

Preliminary review and report on the model courses

3.1 The Sub-Committee considered document HTW 3/3 (Secretariat) providing a preliminary review of IMO model courses with the aim of identifying the Sub-Committee that should be primarily responsible for reviewing, updating and developing each model course in accordance with the Revised Guidelines (MSC-MEPC.2/Circ.15), and noted the anticipated workload and resources required of the Secretariat to review those courses which are older than five years and derived from requirements of the STCW Convention and Code.

3.2 In the ensuing discussion the following views were expressed that:

.1 a further column should be inserted to indicate if the knowledge, understanding and proficiency of a model course remained valid with current provisions;

.2 the Secretariat should not be overburdened with extra tasks that may not add value;
3.3 The Sub-Committee agreed:

.1 to the prioritization categories assigned to those model courses which are older than 5 years, taking into account the expert advice and justification provided, as set out in HTW 3/3, annex 1; and

.2 with the modifications made to the list of all model courses (document HTW 2/WP.3, annex 5), as set out in annex 2, with a view to using the revised format for future reports to the Sub-Committee.

3.4 The Sub-Committee urged interested Member States and international organizations to assist the Organization in developing, reviewing and updating IMO model courses for which the Sub-Committee had assigned prioritization category I (new model courses to be developed as a result of new or amended IMO instruments) and II (existing model courses that require significant changes, either individual or cumulative, due to amendments to IMO instruments and/or significant industry/technological changes).

Validation of model courses

3.5 The Sub-Committee noted that the draft revised model courses, submitted by the Secretariat to this session in documents HTW 3/3/1 on Advanced Chemical Tanker Training, HTW 3/3/2 on Radar Navigation, HTW 3/3/3 on Personal Survival and Social Responsibilities and HTW 3/3/4 on Engine room Simulator, had been revised and updated in accordance with the guidelines in force prior to the approval of MSC-MEPC.2/Circ.15 on Revised Guidelines for the development, review and validation of model courses, as the work on them commenced prior to adoption of the Revised Guidelines.
Revised model course 1.03 on Advanced training for chemical tanker cargo operations

3.6 The Sub-Committee gave preliminary consideration to the draft revised model course related to training in Advanced Training for chemical tanker cargo operations (HTW 3/3/1, annex).

3.7 In this context, the Sub-Committee recalled that, due to significant inconsistencies in alignment with the STCW Code, HTW 2 was unable to finalize the review of the model course and had established a correspondence group under the coordination of the United States to continue this work intersessionally, for finalization with a view to validation at this session.

3.8 In the ensuing discussion, the following views were expressed that:

.1 significant work has been done to address the concerns raised at HTW 2;

.2 the review of the model course should focus only on Part D as the aspects had already been considered at HTW 2; and

.3 the absence in this draft model course of a reference to the need to cease operations on flammable cargoes in the proximity of electrical storms.

3.9 After some discussion, the Sub-Committee referred document HTW 3/3/1 to the Drafting Group to be established on validation of model courses, for detailed consideration and to compare the scope of the provisions in the STCW Code related to Advanced training for chemical tanker cargo operations and the contents of the draft model course as presented, with a view to its validation by the Sub-Committee.

Revised model course 1.07 on Radar navigation at operational level

3.10 The Sub-Committee gave preliminary consideration to the draft revised model course related to training in Radar navigation at operational level (HTW 3/3/2, annex) which was revised/updated following the adoption of the 2010 Manila Amendments to the STCW Convention and Code. The draft model course was forwarded to the validation panel for their comments, which were incorporated, as appropriate.
3.11 In the absence of comments, the Sub-Committee referred document HTW 3/3/2 to the Drafting Group to be established on validation of model courses, for detailed consideration and to compare the scope of the provisions in the STCW Code related to training in Radar navigation at operational level and the contents of the draft model course as presented, with a view to its validation by the Sub-Committee.

**Revised model course on 1.21 on Personal safety and social responsibilities**

3.12 The Sub-Committee gave preliminary consideration to the draft revised model course related to training in Personal safety and social responsibility (HTW 3/3/3), which was revised following the adoption of the 2010 Manila Amendments to the STCW Convention and Code. The draft model course was forwarded to the validation panel for their comments, which were incorporated, as appropriate.

3.13 In the absence of comments, the Sub-Committee referred document HTW 3/3/3 to the Drafting Group to be established on validation of model courses, for detailed consideration and to compare the scope of the provisions in the STCW Code related to training in Personal safety and social responsibility and the contents of the draft model course as presented, with a view to its validation by the Sub-Committee.

**Revised model course 2.07 on Engine-Room Simulators**

3.14 The Sub-Committee gave preliminary consideration to the draft revised model course related to training in Engine-Room Simulators (HTW 3/3/4) which had been further revised/updated as instructed by HTW 2, consequent to the adoption of the 2010 Manila Amendments to the STCW Convention and Code. The draft model course was forwarded to the validation panel for their comments but, due to time constraints, comments received could not be incorporated prior to submission for consideration by the Sub-Committee.

3.15 In the ensuing discussion, the views were expressed that:

1. this model course had been submitted for validation under the existing process before the approval of the *Revised Guidelines for the development, review and validation of model courses* as set out in MSC-MEPC. 2/Circ.15;

2. the contents should be aligned with the requirements of the STCW Code;
the advanced level course should reflect the KUP in the STCW Code; and

the content of the model course should take into account the international nature and IMO model courses and the delivery of such courses globally through different maritime education and training providers.

3.16 After some discussion, the Sub-Committee referred document HTW 3/3/4 to the Drafting Group to be established for finalization of the model courses, for detailed consideration and to compare the scope of the provisions in the STCW Code related to training in Engine-Room Simulators and the contents of the draft model course as presented, with a view to its validation by the Sub-Committee.

**Model course on On-board Assessment (2001 Edition)**

3.17 The Sub-Committee, having noted document HTW 3/INF.3 (IAMU and IMLA), accepted with appreciation the offer to revise the model course on On-board Assessment (2001 Edition) in parallel with model course 3.12 on Assessment, Examination and Certification of Seafarers and model course 6.09 on Training course for Instructors, and invited them to submit the draft model courses for consideration by the Sub-Committee at its next session.

**Basic and Advanced training for masters, officers, ratings and other personnel on ships subject to the IGF Code**

3.18 The Sub-Committee noted with appreciation the information from Norway on their progress in preparing the draft model courses on Basic and Advanced training for masters, officers, ratings and other personnel on ships subject to the IGF Code, and invited them to finalize the draft model courses and submit them for consideration by the Sub-Committee at its next session.

**Development of model courses on Basic training and Advanced training for personnel serving on ships operating in polar waters**

3.19 The Sub-Committee noted with appreciation the offer by Argentina, Canada, Chile, Finland, Norway, the United States and CLIA to develop model courses on Basic training and Advanced training for personnel serving on ships operating in polar waters, under the coordination of Canada, and invited them to submit the draft revised model courses for consideration by the Sub-Committee.
Model Courses on Ratings as able seafarer engine in a manned engine-room or designated to perform duties in a periodically unmanned engine room, and Ratings forming part of a watch in a manned engine-room or designated to perform duties in a periodically unmanned engine-room

3.20 The Sub-Committee appreciated the initiative of Singapore to develop model courses for Ratings as able seafarer engine in a manned engine-room or designated to perform duties in a periodically unmanned engine room, and for Ratings forming part of a watch in a manned engine-room or designated to perform duties in a periodically unmanned engine-room, as set out in documents HTW 3/3/5 and HTW 3/3/6.

3.21 In the ensuing discussion the following views were expressed that:

.1 the above model courses have not been circulated in advance and should therefore be validated at the next session;

.2 they should be validated in accordance with the Revised Guidelines set out in MSC-MEPC.2/Circ.15;

.3 the model courses for ratings in the deck and engine departments should preferably be developed by the same course developers;

.4 if deck and engine ratings and able seafarers courses are developed by different developers, the developers should work in close cooperation to ensure that the contents are harmonized;

.5 there was no need for model courses for ratings and able seafarers (deck and engine) as their training was based on sea-going service; and

.6 the Convention already provided an alternative to part of the sea service through attendance at an approved training course.

3.22 After some discussion, the Sub-Committee agreed that there is a need for model courses for Able seafarer deck and Ratings forming part of a navigational watch to facilitate training of able seafarers and ratings.

3.23 In this context, the delegation of Germany offered to develop the model courses for able seafarer deck and ratings forming part of a navigational watch.
3.24 The Sub-Committee noted with appreciation the offer by Germany to develop model courses for Able seafarer deck and Ratings forming part of a navigational watch, and invited Germany and Singapore to submit the draft revised model courses for deck and engine department Able seafarers and Ratings for consideration by the Sub-Committee at its next session.

[Revision of model course 1.08 on Radar navigation at management level]

3.25 The delegation of China, having revised the model course on Radar navigation at operational level, offered to revise the model course on Radar Navigation at management level. The Sub-Committee accepted with appreciation the offer by China and invited them to submit the revised model course, in accordance with the Revised Guidelines (MSC-MEPC.2/Circ.15), to the next session of the Sub-Committee for validation.

Review of model courses and validation in accordance with the Revised Guidelines (MSC-MEPC.2/Circ.15)

Review Groups

3.26 The Sub-Committee considered document HTW 3/3/7 (Secretariat) and, in accordance with paragraph 2.1.3 of the Revised Guidelines for the development, review and validation of model courses (MSC-MEPC.2/Circ.15), agreed to establish Review Groups, which will be tasked to review the content of model courses against the specific instructions/terms of reference provided to the course developers, and resolve as many elements found within model courses, prior to their submission to the Sub-Committee for validation.

3.27 The Sub-Committee recalled that Review Groups should include all stakeholders from Member States, international organizations, representatives from the maritime industry, maritime training and education establishments, seafarer representatives and other relevant professional organizations, to allow wide participation of experts.

3.28 In the ensuing discussion, the views were expressed that:

1. although not explicitly stated in the revised guidelines, a Review Group should be comprised of at least five members;
terms of reference for course developers should be prepared in accordance with the format in the revised guidelines; and

timelines for completion of course development prior to submission to the Sub-Committee must be developed.

3.29 The Sub-Committee acknowledged the expressions of interest by delegations to participate in the review groups and established the following Review Groups, which will work intersessionally based on the terms of reference (see paragraph 3....):

1. Review Group on model course "Ratings as Able seafarer engine in a manned engine-room or designated to perform duties in a periodically unmanned engine-room" (document HTW 3/3/5);

2. Review Group on model course "Ratings forming part of a watch in a manned engine-room or designated to perform duties in a periodically unmanned engine-room" (document HTW 3/3/6);

3. Review Group on model course 3.12 "Assessment, Examination and Certification of Seafarers";

4. Review Group on model course 6.09 "Training course for Instructors";

5. Review Group on model course 1.30 "On-board Assessment";

6. Review Group on model course on Basic training for masters, officers, ratings and other personnel on ships subject to the IGF Code;

7. Review Group on model course on Advanced training for masters, officers, ratings and other personnel on ships subject to the IGF Code;

8. Review Group on model course on Basic training for masters, officers, ratings and other personnel on ships operating in Polar Waters;

9. Review Group on model course on Advanced training for masters, officers, ratings and other personnel on ships operating in Polar Waters; and

10. Review Group on model course for Ratings as Able seafarer deck.
3.30 The Sub-Committee invited interested delegations to submit their contact details to the Secretariat. The composition of the Review Groups established at this session is set out in annex [...]..

3.31 After some discussion, the Sub-Committee, taking into account the urgent need for updated model courses by STCW Parties to implement the 2010 Manila Amendments to the STCW Convention and Code, referred document HTW 3/3/7 to the Drafting Group to be established on validation of model courses, for the preparation of the terms of reference for course developers and the review groups identified in paragraph [3....] above.

Establishment of Drafting Group

3.32 The Sub-Committee established the Drafting Group on Validation of model courses, under the chairmanship of Capt. Kersee Deboo (India), and instructed it, taking into account decisions and comments in plenary, to consider documents HTW 3/3/1, HTW 3/3/2, HTW 3/3/3, HTW 3/3/4 and HTW 3/3/7 and:

1. compare the scope of the provisions in the STCW Code related to training in documents HTW 3/3/1 (Advanced Training for chemical tanker cargo operations), HTW 3/3/2 (Radar navigation at operational level), HTW 3/3/3 (Personal Safety and Social Responsibilities) and HTW 3/3/4 (Engine-Room Simulator) and the contents of the aforementioned draft model courses as presented, with a view to validation by the Sub-Committee;

2. taking into account the annex to document HTW 3/3/7 (Secretariat) that provides a template, prepare draft terms of reference for course developers and Review Groups in accordance with MSC-MEPC.2/Circ.15, annex 2, for the following model courses which have been authorized by the Sub-Committee to be developed or reviewed with a view to validation by HTW 4:

1. draft model course on "Ratings as Able seafarer engine in a manned engine-room or designated to perform duties in a periodically unmanned engine-room" (document HTW 3/3/5);
.2 draft model course on "Ratings forming part of a watch in a manned engine-room or designated to perform duties in a periodically unmanned engine-room" (document HTW 3/3/6);

.3 draft revised model course 3.12 on Assessment, Examination and Certification of Seafarers;

.4 draft revised model course 6.09 on Training course for Instructors;

.5 draft revised model course 1.30 on On-board assessment;

.6 draft model course on Basic training for masters, officers, ratings and other personnel on ships subject to the IGF Code;

.7 model course on Advanced training for masters, officers, ratings and other personnel on ships subject to the IGF Code;

.8 draft model course on Basic training for masters, officers, ratings and other personnel on ships operating in Polar Waters;

.9 draft model course on Advanced training for masters, officers, ratings and other personnel on ships operating in Polar Waters;

.10 draft model course for Ratings as Able seafarer deck, and

.3 submit its report on Thursday, 4 February 2016.

[Report of the drafting group]

3.33 On receipt of the report of drafting group (HTW 3/WP.6), the Sub-Committee approved it in general, and took action as summarized in the following paragraphs:

[to be prepared by the Secretariat in consultation with the Chairman after the session, based on the group's report and the actions requested therein, taking into account the decisions taken by the Sub-Committee during subsequent discussions]
3.34 The Sub-Committee recalled that validation of model courses by the Sub-Committee in this context meant that it found no grounds to object to their contents. In doing so, the Sub-Committee did not approve the documents and, they could therefore, not be regarded as official interpretations of the Convention.]

4 REPORTS ON UNLAWFUL PRACTICES ASSOCIATED WITH CERTIFICATES OF COMPETENCY

Reports on fraudulent certificates as reported to the Secretariat

4.1 The Sub-Committee noted the information provided by the Secretariat (HTW 3/4), detailing fraudulent certificates found on board ships during inspections or reportedly being used, as reported to the Secretariat for the year 2014 and 2015, and urged Member Governments to report details of fraudulent certificates detected in the revised reporting format (STW 38/17, annex 1).

4.2 The Sub-Committee, noting the large number of fraudulent certificates reported by Parties, reiterated the invitation to Member Governments and international organizations, to submit proposals on a strategy to address the problems associated with fraudulent certificates of competency to the next session.

4.3 The statement by the delegation of Ukraine is set out in annex […].

Certification verification facility

4.4 The Sub-Committee noted the information provided by the Secretariat that the certification verification facility through the IMO website had been used 12,486 times during the year 2015.

4.5 In this context, the Sub-Committee urged Member Governments to provide the Secretariat with updated information to facilitate verification of certificates, and to respond in a timely manner to requests for verification of certificates.

4.6 The delegation of the Bahamas requested clarification regarding any follow-up action taken if the information provided was incorrect, and the Sub-Committee clarified that Parties are required to have in place electronic databases and proper point of contact after 1 January 2017.
4.7 In this context, the delegation of India informed the Sub-Committee that they had introduced an electronic certificate verification system and invited Member States to contact them when necessary.

5 GUIDANCE FOR THE IMPLEMENTATION OF THE 2010 MANILA AMENDMENTS

5.1 The Sub-Committee recalled that MSC 93, taking into account the need for further guidance on implementation of the 2010 Manila Amendments, had extended the target completion date of the output on "Development of guidance for the implementation of the 2010 Manila Amendments", until the end of the transitional arrangements, i.e. 2017.

Implementation of the 2010 Manila Amendments

5.2 The Bahamas (HTW 3/5) provided information outlining its experience with the implementation of the 2010 Manila Amendments to the STCW Convention and Code, in particular, in issuing certification to seafarers and conducting STCW audits of training centres, and identified the need for developing appropriate STCW guidance to avoid unnecessary delays, administrative burden and cost to seafarers, ships, companies and STCW Parties due to an absence of such guidance on the application of the STCW Convention's requirements.

5.3 In the ensuing discussion, the following general views were expressed:

.1 some of the issues raised in the document refer to possible amendments to the STCW Convention or Code that are beyond the remit of the assigned output;

.2 if the guidance in STCW Code, part B needs improvement, an appropriate proposal should be submitted to the Committee;

.3 some of the issues raised in the document needed further clarity; and

.4 caution is urged when addressing issues that may be outside the 2010 Manila Amendments.

5.4 The Sub-Committee agreed to the request of the delegation of the Bahamas to consider issues relating to "Training" or "Instruction" and the phrase "Before being assigned to any shipboard duties" in sections 5 and 6, respectively, of document HTW 3/5 also under
agenda item 10, as they would have a bearing on the discussions relating to passenger ship-specific training in document HTW 3/10 (see also paragraph 10.8).

"Training" or "Instruction"

5.5 The following views were expressed during the discussion on the clarification of the difference between the terms "training" and "instruction":

.1 with regard to training or instruction, the Convention establishes appropriate training or methods for receiving appropriate instructions in the guidance provided in section A-VI/1, and therefore it is not able to see any confusion;

.2 any issues not relating to the 2010 Manila Amendments were outside the mandate of the present output on "Guidance for the implementation of the 2010 Manila Amendments" and should therefore not be discussed by the Sub-Committee;

.3 the issue is also related to passenger ship-specific training;

.4 there is no need for any guidance; and

.5 familiarization training does not require the issuance of a CoC or CoP but only requires documentary evidence.

5.6 After some discussion, the Sub-Committee agreed to refer the above issues to Working Group 1 on Training Matters, established under agenda item 10, to consider them from the perspective of passenger ships and to advise the Sub-Committee as appropriate. The Sub-Committee further agreed that the term "training" and "instruction" were clear and does not require additional clarification.

Before being assigned to any shipboard duties

5.7 The following views were expressed during the discussion on the clarification of the phrase "Before being assigned to any shipboard duties":

.1 the phrase "before being assigned to any shipboard duties" has been in use and its intent was quite clear;
personnel who have designated duties on a muster list should have undergone relevant training before being assigned to any shipboard duties;

large numbers of personnel without operational duties have emergency duties on muster lists; and

the requirement is very clear and there was no need to provide any further clarification.

5.8 The Sub-Committee agreed that as this phrase has been in use and its intent was clear, there was no need to provide any further clarification.

5.9 The Sub-Committee, during its consideration of the remaining issues in document HTW 3/5, invited general comments on the following issues therein:

1. revalidation of certificates;

2. validity of certificates exceeds five (5) years;

3. Electro-Technical Officer (ETO) certification;

4. offshore training and certification guidance;

5. documentary evidence issued STCW I/10.5; and

6. updating MSC.1/Circ.1174 based on completion of audit.

Revalidation of certificates

5.10 In the ensuing discussion, the following views were expressed that:

1. some Administrations were of the view that revalidation of certificates could only be carried out based on shore-based training;

2. guidance should be developed for the implementation of the STCW Convention but only on those issues that are within the remit of the assigned output;
.3 the proposal is not in line the Convention provisions;

.4 this was an issue relating to the 2010 Manila Amendments;

.5 this highlighted the difficulties in interpretation of the requirement but was outside the remit of the planned output assigned to the Sub-Committee; and

.6 any discussion on this issue required the approval of a new output by the Maritime Safety Committee.

5.11 The Sub-Committee agreed that this issue was outside the mandate of the assigned output on "Guidance for the implementation of the 2010 Manila Amendments" and that would require the approval of a new output for the agenda of the Sub-Committee by the Maritime Safety Committee.

Validity of certificates exceeds five (5) years

5.12 In the ensuing discussion, the views were expressed that:

.1 this issue had been addressed in an earlier guidance; and

.2 the Convention was clear.

5.13 The Sub-Committee agreed that this issue did not require further clarification since the requirements are clear.

Electro-Technical Officer (ETO) certification

5.14 The Sub-Committee agreed that this issue did not require additional clarification, and Administrations are reminded that the Electro-Technical Officer requirements will come into force by 1 January 2017 and seafarers serving as ETOs must be trained and certified accordingly.
Offshore training and certification guidance

5.15 During the discussion on Offshore training and certification guidance the following views were expressed that:

.1 resolution A.1079(28) on Recommendation for the training and certification of personnel on Mobile Offshore Units (MOUs) required familiarization training every five years;

.2 familiarization training in the STCW Convention did not specify any frequency for the training;

.3 the requirement in the aforementioned resolution was not consistent with the requirements in the STCW Code; and

.4 familiarization training in the STCW Convention does not require issuance of a certificate of proficiency, certificate of competency or documentary evidence.

5.16 The Sub-Committee recognized that there was an inconsistency in the provisions relating to familiarization training requirements in the STCW Code and in resolution A.1079(28). In view of the 2010 Manila Amendments to the STCW Convention and STCW Code, consequential amendment to resolution A.1079(28) would be required to align the familiarization training requirements.

5.17 The Sub-Committee agreed that this was a consequential amendment and, therefore, further agreed to recommend to the Maritime Safety Committee that this inconsistency needed to be aligned to harmonize the aforementioned familiarization training requirements. The Sub-Committee proposed the deletion of paragraphs 5.3.3 and 5.3.4 of resolution A.1079(28), for consideration by the Committee.

Documentary evidence issued in accordance with STCW Convention, regulation I/10.5

5.18 The Sub-Committee agreed that there were explicit requirements for certification under regulation I/2 of the Convention, where Administrations would need to establish electronic verification by 1 January 2017, and there was no need for further clarifications in this regard.
Updating MSC.1/Circ.1174

5.19 The Sub-Committee agreed that this issue was outside the mandate of the assigned output on "Guidance for the implementation of the 2010 Manila Amendments", and would require the approval of a new planned output for the Sub-Committee by the Maritime Safety Committee to update the circular.

STCW-related information to be communicated through GISIS to reduce administrative burden

5.20 New Zealand (HTW 3/5/1) commented on the proposal in document HTW 2/6/1 (China) which provided information on its analysis of various reporting and information communication obligations of Parties under article IV, VIII, IX of the STCW Convention and section A-1/7 of the STCW Code from the perspectives of transparency and legal effect, and suggested that a future practical application of a GISIS module could reduce the administrative burden for the implementation of the STCW Convention.

5.21 In the ensuing discussion, the following views were expressed that:

.1 GISIS should provide access to the information to all States under regulation I/8;

.2 the module would contribute to greater transparency for reporting requirements under regulation I/8;

.3 caution must be exercised not to include reports that were not required by the Convention;

.4 the module should not be overloaded with information;

.5 it was not clear how much the GISIS module will be utilized;

.6 access rights must be a part of the functionality of the module;

.7 use of a module if approved should be voluntary; and

.8 take account of the organizational impact on the Secretariat.
5.22 The Sub-Committee referred document HTW 3/5/1 to Working Group 2 on Training Matters, to be established, for further consideration, together with the annex of document HTW 2/6/1 (China).

**Standard for colour vision and eyesight acuity**

5.23 The Sub-Committee recalled that MSC 95 (MSC 95/22, paragraphs 9.12 to 9.14) had instructed the Sub-Committee to consider the existing standards of colour vision and eyesight acuity for seafarers and:

- provide clarification, if necessary, under the Sub-Committee’s existing output on “Guidance for the implementation of the 2010 Manila Amendments”, and
- advise the Committee on the best way forward for the development of a long-term solution to colour vision and eye-sight acuity standards for seafarers.

5.24 The Sub-Committee noted with appreciation the information provided by Japan in document HTW 3/INF.2 on a testing method for colour vision acuity for Japanese engineering personnel.

5.25 The Sub-Committee, in accordance with the instructions of the Committee, invited Member States and international organizations to submit comments and proposals related to standards of colour vision and eyesight acuity to HTW 4 for consideration.

**Grounding accident of M.V. Rena**

5.26 The Sub-Committee noted with appreciation the information provided by New Zealand in document HTW 3/INF.4 on a recommendation made by the Transport Accident Investigation Commission of New Zealand in relation to the grounding of the vessel M.V. Rena (IMO No.8806802).

**Establishment of Working Group 2**

5.27 The Sub-Committee established Working Group 2 on Training Matters and instructed it, taking into account comments and decisions made in the plenary, to:

- consider documents HTW 3/5/1 and HTW 2/6/1, and advise the Sub-Committee, as appropriate; and
- submit its report on Thursday, 4 February 2016.
5.28 On receipt of the report of Working Group 2 (HTW 3/WP.4), the Sub-Committee approved it in general, and took action as summarized in the following paragraphs:

[to be prepared by the Secretariat in consultation with the Chairman after the session, based on the group’s report and the actions requested therein, taking into account the decisions taken by the Sub-Committee during subsequent discussions]]

6 COMPREHENSIVE REVIEW OF THE 1995 STCW-F CONVENTION

6.1 The Sub-Committee recalled that MSC 95, having considered document MSC 95/19/3 (Canada et al.), proposing the review of the annex to the 1995 STCW-F Convention to align the standards of the Convention with the current state of the fishing industry, included in the 2016-2017 biennial agenda of the HTW Sub-Committee and the provisional agenda of HTW 3, a new output on "Comprehensive review of the 1995 STCW-F Convention" with a target completion year of 2018 (MSC 95/22, paragraph 19.41 and annex 23).

Defining the scope for the comprehensive review of the STCW-F Convention

6.2 Iceland, Japan and Norway (HTW 3/6) provided information on the proposed areas of the annex to the 1995 STCW-F Convention that need to be considered to define the scope of the comprehensive review of the STCW-F Convention to align the structure of the STCW-F with that of the STCW Convention, including regulations and Code.

6.3 In the ensuing discussion, the following views were expressed that:

.1 revised structure should be limited to the annex;

.2 the convention should be harmonized with the Cape Town Agreement;

.3 downscaling of standards should be avoided;

.4 standards should also be based on tonnage of fishing vessel, as an alternative to length as at present;

.5 the comprehensive review should be carried out in a logical and systematic manner;
the STCW-F Convention should be aligned with the STCW Convention;

objective of the review should be to update the training requirements;

the review should not introduce requirements of other IMO instruments and should not be aligned with other IMO instruments that are not yet in force;

the review should take account of the reality and difficulties in the fishing industry;

the Convention should be brought up to date taking into account of technical developments in the industry;

the principles and scope for the review must be clearly defined; and

the fast-tracked development of the STCW-F Convention may have introduced impediments to its wider ratification.

6.4 After an in-depth discussion, the Sub-Committee agreed that there was a need, as a first step, to establish the principles and the scope of the review.

Instruction to Working Group 2

6.5 The Sub-Committee instructed Working Group 2 on Training Matters, established under agenda item 5, to consider document MSC 95/9/6 as the base document and taking into account document HTW 3/6 and define as a first step, the principles and scope of the review of the 1995 STCW-F Convention, including a list of issues, for endorsement by the Sub-Committee with a view to approval by the Committee, before undertaking, as a second step, the authorized review in a systematic and organized manner.

[Report of the Working Group]

6.6 On receipt of the relevant part of the report of Working Group 2 (HTW 3/WP.4), the Sub-Committee approved it in general, and took action as summarized in the following paragraphs:

[to be prepared by the Secretariat in consultation with the Chairman after the session, based on the group's report and the actions requested therein, taking into account the decisions taken by the Sub-Committee during subsequent discussions]]
7 ROLES OF THE HUMAN ELEMENT

Minimum Manning and Seafarer Fatigue

7.1 The Nautical Institute and InterManager (HTW 3/7) provided, for preliminary consideration by the Sub-Committee, information on fatigue and its relation to the major area of concern to seafarers, in particular the Master/Chief Mate two-watch watchkeeping system, whereby the navigation of the ship is solely conducted by the master and one watchkeeping officer, and proposed to amend annex 5 of resolution A.1047(27) on Principles of minimum safe manning, so as to exclude the master from regular watchkeeping duties.

7.2 The Sub-Committee recalled that MSC 95 (MSC 95/22, paragraphs 9.18 and 9.19), when considering the proposal by the United Kingdom (document MSC 95/9/3) in relation to revising the Guidance on fatigue mitigation and management (MSC/Circ.1014), had agreed that SOLAS regulation V/14 and resolution A.1047(27) on Principles of minimum safe manning should not be amended.

7.3 In the ensuing discussion, the following views were expressed that:

1. fatigue has a linkage to manning levels on ships;
2. flag States understood the implications of fatigue when agreeing manning levels with companies;
3. the linkage between fatigue and manning to be taken into account during the revision of the guidelines on fatigue mitigation;
4. the proposal lacked proper justification;
5. the issue of manning of ships was outside the scope of the assigned output; and
6. the Sub-Committee must adhere to the clear instruction of the Committee that the principles of minimum safe manning should not be amended.
7.4 After some discussion, the Sub-Committee did not agree to amend annex 5 of resolution A.1047(27), as proposed in document HTW 3/7, as it was not consistent with the instructions from MSC 95.

**Poster related to passage under pilotage**

7.5 The Sub-Committee noted with appreciation the information contained in document HTW 3/INF.5 (MAIIF and IMPA) relating to the dissemination of an educational poster with simple graphics and text, to improve understanding and awareness during passage under pilotage.

**Seafarers’ lookout information processing at sea and related training**

7.6 The Sub-Committee noted with appreciation the information contained in document HTW 3/INF.6 (China) on a research project conducted by the China Ocean Shipping (Group) Company training centre on seafarers’ lookout information processing at sea and related training.

8 **REVISION OF THE GUIDELINES ON FATIGUE**

8.1 The Sub-Committee recalled that MSC 95:

1 considered document MSC 95/9/3 (United Kingdom) providing comments related to the scope of the review and update of the *Guidance on fatigue mitigation and management* (MSC/Circ.1014) agreed by HTW 2, and proposing clarification of the scope in relation to manning; and

2 agreed with the clarification of the scope in relation to manning proposed by the United Kingdom, as set out in paragraph 11 of document MSC 95/9/3, and instructed the HTW Sub-Committee to take this into account when revising the *Guidance on fatigue mitigation and management* (MSC/Circ.1014), and also agreed that SOLAS regulation V/14 and resolution A.1047(27) on *Principles of minimum safe manning* should not be amended.
Revision of the *Guidelines on Fatigue* in the annex to MSC/Circ.1014

8.2 Australia (document HTW 3/8) provided a proposal for the revision of the *Guidelines on Fatigue* in the annex to MSC/Circ.1014, which took into account the outcome of discussions at HTW 2 and MSC 95, and was based on contemporary fatigue and sleep research, that included a risk-based approach to managing fatigue at sea.

8.3 The United States (document HTW 3/8/1) provided general support for the proposed draft revised Guidelines on fatigue in the annex to MSC/Circ.1014 (document HTW 3/8), and provided an alternative proposal for Module 2 set out in its annex.

8.4 ICS (document HTW 3/8/2) provided comments on the proposal for revised Guidelines on Fatigue in document HTW 3/8, and proposed general principles relating to the scope, style, structure and content of the guidance to be taken into account during the revision of the *Guidelines on Fatigue*, as annexed to MSC/Circ.1014.

8.5 The Nautical Institute (document HTW 3/8/3) provided comments on the proposal for revised Guidelines on Fatigue in document HTW 3/8, which aimed to complement the guidelines by introducing the concept of Human Performance and Limitation (HPL) developed by them as a means to enhance safety for the maritime domain.

8.6 In the ensuing discussion, the following views were expressed that:

1. document HTW/3/8 should be used as the base document taking into account document HTW 3/8/1;

2. the principle of user-friendliness should be taken into account in the revision of the guidelines;

3. the concept of human performance and limitation is interesting but more information is required to consider them for the revision of the guidelines;

4. module 2 of the draft revised guidelines provide comprehensive risk management approach that can be used by seafarers as appropriate to their circumstances;

5. the guidance is not intended to provide a stand-alone fatigue risk management system (FRMS);
document HTW 3/8 provides a more robust basis for the review;

fatigue at all levels should be taken of account;

FRMS should be only one of the tools and not the only tool for fatigue management;

the administrative workload could have an impact on fatigue;

guidance should be practical and provide flexibility to manage fatigue for all stakeholders, be easy to read and not too academic;

the guidelines should not be mandatory;

the diversity of ships and shipping companies should be taken into account;

a holistic view of all factors related to fatigue mitigation must be considered;

the instructions of the Committee not to amend principles of manning and SOLAS regulation V/14 must be adhered;

managing fatigue is a two-pronged problem requiring both adequate human resources that match the operational workload, and effective management of those resources;

draft proposal places primary responsibility on the master and seafarers with a Fatigue Risk Management System (FRMS) that is subject to the documentation requirements of the ISM Code Safety Management System;

increased administrative burdens on the master and seafarers may be counterproductive to reducing fatigue;

fatigue should be managed through company safety management procedures;

review of MSC/Circ.1014 should take into account the principles in document HTW 3/8/2;

Module 6 should not include issues related to administrative burdens; and

Module 6 should include issues related to administrative burdens.
8.7 The Sub-Committee agreed that:

.1 there is general support for amending circular MSC/Circ.1014;

.2 there is general support for the principles in HTW 3/8/2 (ICS);

.1 guidelines should be practical;

.2 guidelines should be drafted using non-mandatory language;

.3 guidelines should be non-academic and user-friendly, and use simple language;

.3 the guidelines should include a module for Administrations;

.4 HTW 3/8 should be the base document;

.5 the FMRS, as proposed in document HTW 3/8, is not the only way to address fatigue (Module 2) and, therefore, should take into account document HTW 3/8/1 when amending Module 2.

8.8 The Sub-Committee agreed not to send document HTW 3/8/3 to the working group since there was a need for a more concrete proposal, and encouraged the Nautical Institute to submit a proposal to HTW 4.

Study regarding compliance with minimum requirements for rest hours

8.9 The Sub-Committee noted with appreciation the information provided by France in document HTW 3/INF.8 on a study regarding compliance with minimum requirements concerning rest hours on board coastal trade ships using a 6 hour on / 6 hour off two-watch system.
Establishment of Working Group 3

8.10 After an in-depth discussion, the Sub-Committee established Working Group 3 on Human Element Issues and instructed it, taking into account comments and decisions in the plenary, to:

.1 consider documents HTW 3/8, HTW 3/8/1 and HTW 3/8/2, together with document MSC 95/9/3, and develop draft revised Guidelines on Fatigue, for consideration by the Sub-Committee; and

.2 submit its report on Thursday, 4 February 2016.

[Report of the Working Group]

8.11 Having considered the report of Working Group 3 (HTW 2/WP.5), the Sub-Committee approved it in general, and took action as summarized in the following paragraphs:

[to be prepared by the Secretariat in consultation with the Chairman after the session, based on the group's report and the actions requested therein, taking into account the decisions taken by the Sub-Committee during subsequent discussions]]

9 REVISED GUIDELINES ON THE IMPLEMENTATION OF THE ISM CODE BY ADMINISTRATIONS (RESOLUTION A.1071(28)) ON TRAINING AUDITS

9.1 The Sub-Committee recalled that MSC 95, having considered document MSC 95/19/6 (Canada et al.), included the new output "Revised guidelines on the implementation of the International Safety Management (ISM) Code by Administrations (resolution A.1071(28)) on training audits", on the agenda of the HTW Sub-Committee for the 2016-2017 biennium with a target completion year of 2016.

9.2 Document MSC 95/19/6 proposed that all routine ISM audits (initial, annual, intermediate and renewal) should provide practical training opportunities for trainee auditors and proposed amendments to the Revised guidelines on the implementation of the ISM Code by Administrations (resolution A.1071(28)), as set out in the annex to document MSC 95/19/6.

9.3 In the ensuing discussion, the following views were expressed that:

.1 the Revised guidelines should be fully aligned with IACS guidelines;
formal training of auditors should continue to be carried out;

all Administrations did not delegate their responsibility to recognized organizations (RO);

the work and responsibilities of Administrations and ROs are not the same and therefore the requirements should not be aligned; and

the proposal makes no distinction between the scope of audits in terms of the depth of verifications, and also training of auditors.

**Instruction to the working group**

9.4 After some discussion, the Sub-Committee instructed Working Group 3 on Human Element Issues, established under agenda item 8, to consider document MSC 95/19/6 and to prepare draft amendments to the *Revised guidelines on the implementation of the International Safety Management (ISM) Code by Administrations* (resolution A.1071(28)) for consideration by the Sub-Committee, with a view to subsequent approval by the Committees.

*[Report of the working group]*

9.5 Having considered the part of the report of Working Group 3 (HTW 2/WP.5), the Sub-Committee approved it in general, and took action, as summarized in the following paragraphs:

[to be prepared by the Secretariat in consultation with the Chairman after the session, based on the group’s report and the actions requested therein, taking into account the decisions taken by the Sub-Committee during subsequent discussions]]

**10 REVIEW OF STCW PASSENGER SHIP-SPECIFIC SAFETY TRAINING**

10.1 The Sub-Committee recalled that HTW 2 had:

agreed on the following principles:

there should be no downgrading of existing training requirements;

a three-tiered training approach should be adopted;
there should be no duplication of existing training requirements and consistency of standards should be ensured;

documentary evidence was sufficient as proof of training;

no tables of competence were required for tier one, while tiers two and three should include tables of competence; and

training should be undertaken prior to duties being assigned on board;

endorsed, in principle, the draft amendments to STCW regulation V/2 and section A-V/2 of the STCW Code and invited interested Member States and international organizations to submit comments and proposals, based on the text set out in document HTW 2/WP.4, annex 1, to HTW 3 for consideration; and

invited the Committee to extend the target completion year for the output "Review of the STCW passenger ship-specific safety training" to 2016.

Amendments to the STCW Convention on passenger ship specific safety training

10.2 The United States and CLIA (HTW 3/10) proposed a revision of the draft amendments to the STCW Convention and Code related to the training requirements for personnel on passenger ships as part of an active approach to enhance passenger ship safety in light of significant industry changes.

10.3 ICS and INTERFERRY (HTW 3/10/1) proposed a different text for amending the STCW Convention and Code relating to the special training for personnel on passenger ships, a key principle of which was that personnel were only required to complete training that was relevant to their designated capacity, duty and responsibility.

10.4 In the ensuing discussion, the following views relating to documents HTW 3/10 and HTW 3/10/1 were expressed that:

document HTW 3/10:
.1 reflected closely the outcome of discussions at HTW 2 on this matter;

.2 recognized the global diversity of passenger ships;

.3 addressed the duplications and clarifications, identified at HTW 2;

.4 supported the four-tier system of training;

.5 transitional provisions for emergency familiarization need to be addressed;

.6 proposed approval of training;

.7 proposed that, before being assigned shipboard duties, all persons employed or engaged on a seagoing ship shall meet the standard of competence specified in section A-VI/1 of the STCW Code; and

.8 should be the base document for discussion in the working group.

.2 document HTW 3/10/1:

.1 proposed the downscaling of training;

.2 proposed that there was a need for ship-specific training;

.3 proposed that seafarers on certain voyages should be granted exemptions by administrations;

.4 did not provide clear and concise references; and

.5 proposed that ro-ro passenger ship training should not be identified as a distinctly different type of training.
10.5 The Sub-Committee also noted the following views that:

.1 the legal context of the proposed amendments to section A-I/14 and B-I/14 should be clarified and aligned;

.2 training requirements should not be too prescriptive; and

.3 flexibility for training should be provided to account for the difference in ship sizes and areas of operation through implementation of the ISM Code.

10.6 The Sub-Committee agreed that:

.1 document HTW 3/10 should be the base document for discussion in the working group to be established;

.2 there should be four levels of training;

.3 there should be no course approvals for crowd management training;

.4 no exemptions should be granted;

.5 flexibility must be provided through the training standards to account for different types of ships and these standards should not be too prescriptive;

.6 sections A-I/14 and B-I/14 should be aligned;

.7 the text should include a reference to compliance with the appropriate requirements in chapter VI; and

.8 duplication of requirements should be avoided.
10.7 In this regard, and in the context of passenger ship-specific training, the Sub-Committee also considered the proposals in sections 5 and 6 of document HTW 3/5. (see also paragraphs 5.4 to 5.6).

10.8 In the ensuing discussion the following views were expressed, in particular related to this agenda item, that:

.1 familiarization training for passenger ships should be retained as presently existing in the STCW Convention;

.2 there is no requirement for a COP, CoC or documentary evidence to establish familiarization training;

.3 the proposal in section 5 should be considered by the working group tasked with discussing passenger ship-specific training;

.4 the intent of the phrase "before being assigned to any shipboard duties" is clear and does not need any further guidance.

10.9 After an in-depth discussion, the Sub-Committee referred document HTW 3/10 as the base document, and, taking into account some points from document HTW 3/10/1 and section 5 of document HTW 3/5 relating to 'Training and Instructions', to Working Group 1 on Training Matters to be established, for detailed consideration and prepare draft amendments to the STCW Convention and Code relating to revised training requirements for passenger ships, for consideration by the Sub-Committee, with a view to approval by the Committee.

**Enhanced damage stability training**

10.10 CLIA (HTW 3/10/3) recalled the output from the Cruise Ship Safety Forum related to enhanced damage stability training programme, and provided comments which they considered could be a basis for discussion on enhanced damage stability training during the review of STCW passenger ship-specific safety training.
10.11 In this context, the Sub-Committee was informed that the third session of the Sub-Committee for Ship Design and Construction (SDC 3) (HTW 3/WP.7):

.1 had finalized the draft amendments to SOLAS regulations III/1.4, III/30 and III/37 but retained the drill frequency requirements in square brackets in regulation II-1/19-1.2, and had agreed that HTW should be requested to further consider and to take into account the damage control drill frequency requirements proposed in the draft SOLAS regulation II-1/19-1.2, bearing in mind crew workload and fatigue issues, and submit the finalized draft amendment to the ninety-sixth session of the Maritime Safety Committee (MSC 96) for approval and subsequent adoption (see also paragraph 11….); and

.2 due to lack of time, SDC 3 was unable to finalize the draft Explanatory Notes to the SOLAS chapter II-1 subdivision and damage stability regulations, and had decided to further consider this issue with a view to it being finalized at SDC 4.

10.12 After some discussion, the Sub-Committee did not support the proposals in document HTW 3/10/2 and the methodology for passenger ship-specific safety training for seafarers therein.

Establishment of Working Group 1

10.13 The Sub-Committee established Working Group 1 on Training Matters and instructed it, taking into account comments and decisions made in the plenary, to:

.1 consider document HTW 3/10 as the base document, taking into account section 5 of document HTW 3/5 relating to ‘Training and Instructions’ and some points from document HTW 3/10/1, and prepare draft amendments to the STCW Convention related to passenger ship-specific safety training for consideration by the Sub-Committee, with a view to approval by the Committee; and

.2 submit its report on Thursday, 4 February 2016.
[Report of the Working Group]

10.14 Having considered the report of Working Group 1 (HTW 2/WP.3), the Sub-Committee approved it in general, and took action, as summarized in the following paragraphs:

[to be prepared by the Secretariat in consultation with the Chairman after the session, based on the group's report and the actions requested therein, taking into account the decisions taken by the Sub-Committee during subsequent discussions]]

11 AMENDMENTS TO SOLAS CHAPTER II-1 AND ASSOCIATED GUIDELINES ON DAMAGE CONTROL DRILLS FOR PASSENGER SHIPS

11.1 The Sub-Committee recalled that MSC 93 included a new unplanned output in the provisional agenda of SDC 2 on "Amendments to SOLAS chapter II-1 and associated guidelines on damage control drills for passenger ships", with a target completion year of 2016, in association with the HTW Sub-Committee (MSC 93/22, paragraph 20.5).

Outcome of SDC 3

11.2 The Sub-Committee considered document HTW 3/WP.7 (Secretariat) informing that the Sub-Committee on Ship Design and Construction, at its third session (SDC 3), had:

.1 finalized the draft new SOLAS regulation II-1/19-1, leaving the drill frequency requirements in square brackets, and finalized the draft amendments to SOLAS regulations III/1.4, III/30 and III/37 (document SDC 3/WP.4, annex 3), as reproduced in the annex to HTW 3/WP.7; and

.2 requested the HTW Sub-Committee to further consider and to take into account the damage control drill frequency requirements proposed in the draft SOLAS regulation II-1/19-1.2 in square brackets, bearing in mind crew workload and fatigue issues, and submit the finalized draft amendment to the ninety-sixth session of the Maritime Safety Committee (MSC 96) for approval and subsequent adoption (see SDC 3/WP.4, paragraph 47.7).

11.3 The Chairman of the SDC Sub-Committee clarified that:

.1 the SDC Sub-Committee requested the HTW Sub-Committee to review only the frequency of drills that were retained in square brackets;
the amendments were part of a comprehensive package that will be submitted to MSC 96 for approval;

the drill frequency did not intend to place a burden on seafarers and cause fatigue; and

the HTW Sub-Committee should provide a swift decision to facilitate the submission of the package to the Committee for approval.

In the ensuing discussion, the following views were expressed that:

consideration should be given to minimize fatigue during drills on board;

familiarization training should be dealt within STCW regulation I/14 and the ISM Code; and

a frequency needs to be specified for drills on board.

Instruction to Working Group 1

After some discussion, the Sub-Committee instructed Working Group 1 on Training Matters, established under agenda item 10, taking into account comments and decisions made in the plenary, to:

consider document HTW 3/WP.7, annex, containing draft new SOLAS regulation II-1/19-1.2, relating to the drill frequency requirements in square brackets, and finalize the draft amendments thereon;

submit its report on Thursday, 4 February 2016.
[Report of the Working Group]

11.6 Having considered the part of the report of Working Group 1 (HTW 2/WP.3), the Sub-Committee approved it in general, and took action, as summarized in the following paragraphs:

[to be prepared by the Secretariat in consultation with the Chairman after the session, based on the group’s report and the actions requested therein, taking into account the decisions taken by the Sub-Committee during subsequent discussions]

12 COMPLETION OF THE DETAILED REVIEW OF THE GLOBAL MARITIME DISTRESS AND SAFETY SYSTEM (GMDSS)

12.1 The Sub-Committee recalled that HTW 2 had considered the relevant output under the agenda item on "First outline of the detailed review of the Global Maritime Distress and Safety System (GMDSS)", for which the NCSR Sub-Committee had been assigned as the coordinating organ and the HTW Sub-Committee as an associated organ. HTW 2, noting that no documents had been submitted, had deferred further consideration to this session, pending further input/referral from NCSR 3.

12.2 The Sub-Committee was informed that MSC 94:

.1 having considered the outcome of NCSR 2, approved the revised plan of work (i.e. modifying the name of the output) and extended the target completion year of this output to 2016; and

.2 also approved a new output on "Draft Modernization Plan of the Global Maritime Distress and Safety System (GMDSS)", with the target completion year of 2018, assigning the NCSR Sub-Committee as the coordinating organ and the HTW Sub-Committee as an associated organ.

12.3 The Sub-Committee noted that the target completion year of this output was this year, and the relevant new output was assigned to the Sub-Committee as an associated organ.

12.4 The Sub-Committee, noting that no documents had been submitted for consideration or referred to the Sub-Committee by NCSR 2 for review, agreed to consider the relevant matter under the new output at the next session, pending further input/referral from NCSR 3.
13 REVISION OF REQUIREMENTS FOR ESCAPE ROUTE SIGNS AND EQUIPMENT LOCATION MARKINGS IN SOLAS AND RELATED INSTRUMENTS

13.1 The Sub-Committee recalled that MSC 94 had:

1. considered document MSC 94/18/6 (United States and ISO), proposing to clarify and harmonize existing requirements for escape route signs and equipment location markings in SOLAS regulations II-2/13, III/11 and III/20, to develop a new chapter of the FSS Code for this purpose, and to review related non-mandatory instruments for potential consolidation or consequential amendment; and

2. included, in the 2014-2015 biennial agenda of the SSE Sub-Committee and in the provisional agenda for SSE 2, a new unplanned output on "Revision of requirements for escape route signs and equipment location markings in SOLAS and related instruments", with a target completion date of 2016, assigning the SSE Sub-Committee as the coordinating organ, in association with the HTW Sub-Committee.

13.2 The Sub-Committee, noting that no documents had been submitted for consideration or referred to the Sub-Committee by SSE 2 for review, deferred consideration to HTW 4 pending further input/referral from SSE 3.

14 AMENDMENTS TO THE IGF CODE AND DEVELOPMENT OF GUIDELINES FOR LOW-FLASHPOINT FUELS

14.1 The Sub-Committee recalled that:

1. MSC 94 approved the extension of target completion year to 2016 and changed the description of the output to "Amendments to the IGF Code and development of guidelines for low-flashpoint fuels", assigning the CCC Sub-Committee as the coordinating organ and the HTW as an associated organ;

2. MSC 95 adopted the IGF Code, together with the associated SOLAS amendments; and the related amendments to the STCW Convention and Code and approved the associated STCW Circular; and
.3 the Sub-Committee on Carriage of Cargoes and Containers (CCC) is currently developing amendments to the IGF Code and Guidelines for Low-flashpoint fuels and that this is a work in progress.

14.2 The Sub-Committee, noting that no documents had been submitted for consideration or referred to the Sub-Committee by CCC 2, deferred consideration to HTW 4 pending further input from CCC 3.

15 REVIEW MODU CODE, LSA CODE AND MSC.1/CIRC.1206/REV.1

15.1 The Sub-Committee recalled that MSC 93 included an unplanned output on "Review of the MODU Code, LSA Code and MSC.1/Circ.1206/Rev.1" in the provisional agenda of SSE 2 with a target completion date of 2016, in association with the HTW Sub-Committee, as and when requested by the SSE Sub-Committee.

15.2 The Sub-Committee noted that SSE 2 had referred the proposals and comments related to manning, as contained in documents SSE 2/12 (annex, paragraphs 12 and 13) and SSE 2/12/1 (paragraph 12), to HTW 3 for consideration, with a view to providing general advice and input to SSE 3.

15.3 The United States (document SSE 2/12, annex) had proposed:

.1 draft amendments to the MODU Code and to resolution A.1079(28) on Recommendations for the training and certification of personnel on mobile offshore units (MOUs), in order to establish that the master should be designated as the Person In Charge (PIC) at all times when using dynamic positioning systems as a sole means of position-keeping (paragraph 12); and

.2 amendments to the MODU Code to establish fire and explosion strategies for the disconnection or shutdown of specific systems in response to gas detection system alarms (paragraph 13).

15.4 Liberia et al. (document SSE 2/12/1), commenting on document SSE 2/12, paragraph 12, proposed that the designation of the master as the PIC at all times, when using dynamic positioning systems as a sole means of position-keeping, may conflict with the rights of the coastal State over units engaged in the exploration of natural resources.
15.5 In the ensuing discussion, the following views were expressed that:

.1 the issues referred could be more than operational issues, and maybe outside the scope of the Sub-Committee;

.2 the scope of both issues presented in the document must be verified to assess if they fall within the remit of the Sub-Committee; and

.3 in document SSE 2/12/1, paragraph 12, the question of responsibility should be given due flexibility in order to be able to comply with the procedures established by coastal States and companies, particularly in emergency situations.

Instruction to Working Group 3

15.6 After some discussion, the Sub-Committee instructed Working Group 3 on Human Element Issues, established under agenda item 8, taking into account comments and decisions made in the plenary to:

.1 consider the proposals and comments related to manning, as contained in paragraphs 12 and 13 of the annex of document SSE 2/12, and paragraph 12 of document SSE 2/12/1, with a view to providing general advice and input to SSE 3; and

.2 submit its report on Thursday, 4 February 2016.

[Report of the Working Group]

15.7 Having considered the part of the report of Working Group 3 (HTW 3/WP.5), the Sub-Committee approved it in general, and took action, as summarized in the following paragraphs:

[to be prepared by the Secretariat in consultation with the Chairman after the session, based on the group’s report and the actions requested therein, taking into account the decisions taken by the Sub-Committee during subsequent discussions]
16 BIENNIAL STATUS REPORT AND PROVISIONAL AGENDA FOR HTW 4

[Outcome of MSC 95]

16.1 The Sub-Committee recalled that MSC 95 had approved the Sub-Committee’s revised biennial agenda for 2016-2017 and the provisional agenda for HTW 3, as set out in annexes 19 and 20 to document MSC 95/22.

[Outcome of A 29]

16.2 The Sub-Committee also recalled that the Assembly, at its twenty-ninth session (A 29), adopted resolutions A.1097(29) on Strategic plan for the Organization (for the six-year period 2016 to 2021) and A.1098(29) on High-Level Action Plan of the Organization and priorities for the 2016-2017 biennium.

Biennial status report for the 2016-2017 biennium

16.3 Taking into account the progress made at the session, the Sub-Committee prepared the biennial status report (see document HTW 3/WP.2, annex 1), as set out in annex […] for consideration by MSC 96.

Proposed provisional agenda for HTW 4

16.4 Taking into account the progress made at the session, the Sub-Committee prepared its proposed provisional agenda for HTW 4 (see HTW 3/WP.2, annex 2), as set out in annex […] for consideration by MSC 96.

Correspondence groups established at the session

16.5 The Sub-Committee established a correspondence group (see HTW 3/WP.2, annex 3) on the following subject, due to report to HTW 4:

[to be completed by the Secretariat after the session]

Arrangements for the next session

16.6 The Sub-Committee agreed to establish at its next session working/drafting groups on subjects to be selected from the following (see document HTW 3/WP.2, annex 3):

[to be completed by the Secretariat after the session],

whereby the Chairman, taking into account the submissions received on the respective subjects, would advise the Sub-Committee before HTW 4 on the final selection of such groups.
Date of the next session

16.7 The Sub-Committee noted that the fourth session of the Sub-Committee has been tentatively scheduled to take place from [30 January to 3 February] 2017.

17 ELECTION OF CHAIRMAN AND VICE-CHAIRMAN FOR 2017

17.1 In accordance with the Rules of Procedure of the Maritime Safety Committee, the Sub-Committee unanimously elected Ms. Mayte Medina (United States) as Chairman and Ms. Farrah Fadil (Singapore) as Vice-Chairman for the year 2017.

18 ANY OTHER BUSINESS

Guidelines for port State control officers on certification of seafarers' rest hours

18.1 The Sub-Committee recalled that:

.1 III 1 agreed to the draft MSC circular on Guidelines for port State control officers on certification of seafarers' rest hours based on the International Convention on Standards of Training, Certification and Watchkeeping for Seafarers (STCW), 1978, as amended, and manning requirements from the flag State (III 1/18, annex 5) and referred it to HTW 2 for review; and

.2 HTW 2 reviewed the draft MSC circular and advised that further work on the Guidelines was necessary at HTW 3, and the United States had offered to prepare a document for submission to HTW 3, in collaboration with interested Member Governments and international organizations on this matter.

18.2 The United States (document HTW 3/18/1) proposed changes to the draft guidelines for port State control officers on certification of seafarers' rest hours by restructuring the original draft guidelines to highlight the three disparate areas of inspection: 1. seafarer certification; 2. vessel manning; and 3. seafarers' hours of rest, and also indicated that the tables found in the annexes of the original draft guidelines contained duplications and inconsistencies and, if retained, they required a thorough review to confirm their correctness.

18.3 In the ensuing discussion, the following views were expressed that:

.1 particular attention should be paid to matters related to STCW Convention certification and manning issues;
any concerns of port State control officers relating to manning issue should be referred back to flag State authorities;

the proposal extends beyond the framework of the request from the III Sub-Committee;

The HTW Sub-Committee should only focus on the technical proposals in document III/1, annex 5;

communication in English is beyond STCW requirements;

no certificate is required for seafarers' rest hours;

the guidelines related to seafarers hours of rest are within the purview of the HTW Sub-Committee;

a number of erroneous references to STCW Convention were included in the original draft provided by the III Sub-Committee;

intention of the draft guidelines was to replace annex 11 of the existing guidelines;

guidelines should be drafted to harmonize the rest of the requirements and not focus on detention of vessels;

the guiding principles for port State control of the manning of a foreign ship should be verification that the vessel and its personnel conform to the international provisions as laid down in SOLAS, STCW and in the Principles of minimum safe manning (resolution A.1047(27)); and

guidance on manning should include information on how to handle persons over and above the minimum manning requirements.
18.4 The Sub-Committee agreed that:

.1 document HTW 3/18/1 should be the base document for discussion in the working group;

.2 the Sub-Committee should consider STCW issues related to certification, hours of rest and manning issues; and

.3 the III Sub-Committee should consider issues relating to port State control.

18.5 The Sub-Committee referred document HTW 3/18/1 to Working Group 1 on Training Matters, for detailed consideration with a view to finalization of the draft Guidelines for port State control officers on certification of seafarers' rest hours.

**Instruction to Working Group 1**

18.6 After some discussion, the Sub-Committee instructed Working Group 1, established under item 10, taking into account the comments and decisions made in the plenary, to:

.1 consider document HTW 3/18/1 and prepare the draft MSC circular on *Guidelines for port State control officers on certification of seafarers' rest hours* based on the *International Convention on Standards of Training, Certification and Watchkeeping for Seafarers (STCW), 1978, as amended, and manning requirements from the flag State*, in particular, taking into account paragraphs 6.2.24, 6.2.26, 6.4.2.2, 7.2.7, 7.3.2.4 and 7.3.2.14 of document III 1/18, annex 5, and document III 2/16 (paragraph 7.12) for consideration by the Sub-Committee.

**[Report of the Working Group]**

18.7 Having considered the part of the report of Working Group 1 (HTW 3/WP.3), the Sub-Committee approved it in general, and took action as summarized in the following paragraphs:

[to be prepared by the Secretariat in consultation with the Chairman after the session, based on the group's report and the actions requested therein, taking into account the decisions taken by the Sub-Committee during subsequent discussions]
Status of footnotes in the STCW Convention

18.8 The Sub-Committee recalled that HTW 2 had instructed the Secretariat to undertake an analysis of the status of footnotes in the STCW Convention following the approval of MSC.1/Circ.1500 on *Guidance on drafting of amendments to the 1974 SOLAS Convention and related mandatory instruments* which could also be adhered to when considering amendments to the STCW Convention and Code.

18.9 The Sub-Committee considered document HTW 3/18/2 (Secretariat) informing the decision at MSC 61 on the status of footnotes in the STCW Convention, i.e. they should not be considered as part of the Convention, and advising that in accordance with the guidance in resolution A.911(22), footnotes are not to be regarded as mandatory instruments for treaty purposes, since they do not appear in the authentic text of the parent convention, i.e. the authentic texts of amendments to the STCW Convention and Code, and, therefore, footnotes should continue to be considered as being non-mandatory.

18.10 In the ensuing discussion, the views were expressed that the status of notes in STCW Code, section A-I/9 and the footnotes reflecting the IMO model courses was unclear.

18.11 The Sub-Committee clarified that the notes in section A-I/9 were for explanatory purposes and were part of the Code, while IMO model courses only provided guidance to facilitate the development of training programmes to meet the objectives of the STCW Code and are not mandatory.

18.12 The Sub-Committee agreed that footnotes should not be considered as part of the Convention and that footnotes do not appear in the authentic text of the STCW Convention and Code, and therefore, confirmed that footnotes should continue to be considered as being non-mandatory.

Guidelines for Dynamic Positioning system (DP) operator training

18.13 The Sub-Committee noted with appreciation the information contained in document HTW 3/INF.7 (IMCA) relating to training of dynamic positioning system (DP) operators.
Dispensations issued under Article VIII of the STCW Convention

18.14 The Sub-Committee noted information provided by the Secretariat (HTW 3/18 and addendum) on the submissions made by the Parties in accordance with article VIII of the STCW Convention on dispensations granted by them in the years 2014 and 2015. The Sub-Committee also requested Member Governments to submit the information related to dispensations issued in the format, as set out in the annex to document HTW 3/18.

18.15 In this regard, the delegation of the Bahamas requested a clarification on the purpose of reporting dispensations, i.e. what follow-up action is taken by the Organization on receiving these reports, and if these reports could be submitted directly to GISIS.

18.16 The Sub-Committee clarified that reporting of dispensations was an obligation of Parties to the Convention under Article VIII, that no follow-up action is taken, and that there is no process to facilitate submission of reports of Dispensations directly to GISIS at present.

Reports of independent evaluation pursuant to regulation I/8 of the STCW Convention and section A-I/8 of the STCW Code

18.17 The Sub-Committee reminded Member Governments of the requirement for the submission of the reports of independent evaluation pursuant to regulation I/8 of the STCW Convention and section A-I/8 of the STCW Code, which requires a periodical independent evaluation of a Party's quality standards system to be conducted at intervals of not more than five years and for the report of this evaluation to be communicated to the Secretary-General. In this context, the Sub-Committee urged STCW Parties to refer to MSC.1/Circ.1164/Rev.15, with a view to ensuring that reports of independent evaluation pursuant to regulation I/8 of the STCW Convention and section A-I/8 of the STCW Code are submitted to the Secretary-General in a timely manner.

Expressions of appreciation

18.18 The Sub-Committee expressed appreciation to the following delegates and observers, who had recently relinquished their duties, retired or were transferred to other duties or were about to, for their invaluable contribution to its work and wished them a long and happy retirement or, as the case might be, every success in their new duties:

[to be added by the Secretariat]
19 ACTION REQUESTED OF THE COMMITTEES

19.1 The Maritime Safety Committee, at its ninety-sixth session, is invited to:

[to be prepared by the Secretariat in consultation with the Chairman after the meeting]

19.2 The Marine Environment Protection Committee, at its sixty-ninth session, is invited to:

[to be prepared by the Secretariat in consultation with the Chairman after the meeting]

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ANNEXES

[to be prepared by the Secretariat after the session]