



SUB-COMMITTEE ON FLAG STATE  
IMPLEMENTATION  
18th session  
Agenda item 1

FSI 18/1  
27 July 2009  
Original: ENGLISH

**PROVISIONAL AGENDA**

**for the eighteenth session of the Sub-Committee on Flag State Implementation  
to be held at IMO Headquarters, 4 Albert Embankment,  
London SE1 7SR  
from Monday, 5 to Friday, 9 July 2010**

**(Session commences at 9.30 a.m. on Monday, 5 July 2010)**

- Opening of the session
- 1 Adoption of the agenda
  - 2 Decisions of other IMO bodies
  - 3 Responsibilities of Governments and measures to encourage flag State compliance
  - 4 Mandatory reports under MARPOL
  - 5 Port reception facilities-related issues
  - 6 Casualty statistics and investigations
  - 7 Harmonization of port State control activities
  - 8 PSC Guidelines on seafarers' working hours and PSC guidelines in relation to the Maritime Labour Convention, 2006
  - 9 Development of guidelines on port State control under the 2004 BWM Convention
  - 10 Review of the Guidelines for inspection of anti-fouling systems on ships
  - 11 Comprehensive analysis of difficulties encountered in the implementation of IMO instruments
  - 12 Review of the Survey Guidelines under the HSSC

For reasons of economy, this document is printed in a limited number. Delegates are kindly asked to bring their copies to meetings and not to request additional copies.



- 13 Consideration of IACS Unified Interpretations
- 14 Review of the Code for the Implementation of Mandatory IMO Instruments
- 15 Development of a Code for Recognized Organizations
- 16 Measures to protect the safety of persons rescued at sea
- 17 Work programme and agenda for FSI 19
- 18 Election of Chairman and Vice-Chairman for 2011
- 19 Any other business
- 20 Report to the Committees

**Notes:**

1 In accordance with the Guidelines on the organization and method of work of the MSC and the MEPC and their subsidiary bodies (MSC-MEPC.1/Circ.2, as amended):

- .1 documents should be received in the Secretariat as follows:
  - .1.1 documents (including information documents submitted in hard copy only) containing more than 6 pages of text (bulky documents), by 2 April 2010 (**13 weeks deadline**). As a general rule, documents, other than information documents, should not contain more than 50 pages. In the case of reports from working, drafting and correspondence groups and in other exceptional circumstances, this number of pages may be exceeded, provided that the aforementioned deadline is put back by one week for every 20 pages exceeding 50 pages;
  - .1.2 non-bulky documents (including information documents) and bulky information documents submitted in electronic format, by 30 April 2010 (**9 weeks deadline**); and
  - .1.3 documents commenting on those referred to in subparagraph .1 above containing 4 pages or less, by 14 May 2010 (**7 weeks deadline**). These documents should start with a paragraph clearly indicating the document on which comments are made and stating that the document is submitted in accordance with the provisions of paragraph 4.10.5 of the aforementioned Guidelines;
- .2 for reasons of economy, documents should be submitted in single spacing, be as concise as possible and:
  - .2.1 all documents should include a brief summary prepared in accordance with section 4.1 of the above-mentioned Guidelines;

- .2.2 substantive documents should conclude with a summary of the action which the Sub-Committee is invited to take; and
- .2.3 information documents should conclude with a summary of the information contained therein; and
- .3 the following word-processing format should be observed in order to standardize the presentation of documents:
  - font: Times New Roman;
  - font size: 12;
  - justification: full;
  - margins (inches): 1 inch left, 0.75 inch right, 0.5 inch top and bottom; and
  - margins (centimetres): 2.54 cm left, 1.91 cm right, 1.27 cm top and bottom.

In this respect, a generic template entitled “Instruction on document presentation” is available on the IMODOCS website for use in the preparation of documents; and

- .4 to facilitate the processing of documents, they should be accompanied by computer diskettes, preferably in Microsoft Word, where available, or sent via e-mail in Microsoft Word to IMO’s e-mail address “info@imo.org”, in which case hard copies of the documents should also be sent by mail or facsimile.

2 The MSC and the MEPC recommended the sub-committees to strictly observe the above provisions of the aforementioned Guidelines which, *inter alia*, provide that the Secretariat should strictly apply the rules concerning the submission of documents and not accept late submissions from Governments or delegations.

