



SUB-COMMITTEE ON SAFETY OF  
NAVIGATION  
56th session  
Agenda item 1

NAV 56/1  
7 December 2009  
Original: ENGLISH

## PROVISIONAL AGENDA

**for the fifty-sixth session of the Sub-Committee on Safety of Navigation  
to be held at IMO Headquarters, 4 Albert Embankment, London SE1 7SR,  
from Monday, 26 to Friday, 30 July 2010**

**(Session commences at 9.30 a.m. on Monday, 26 July 2010)**

- Opening of the session
- 1 Adoption of the agenda
  - 2 Decisions of other IMO bodies
  - 3 Routing of ships, ship reporting and related matters
  - 4 Guidelines for consideration of requests for safety zones larger than 500 metres around artificial islands, installations and structures in the EEZ
  - 5 Amendments to the Performance standards for VDR and S-VDR
  - 6 Development of procedures for updating shipborne navigation and communication equipment
  - 7 ITU matters, including Radiocommunication ITU-R Study Group matters
  - 8 Development of an e-navigation strategy implementation plan
  - 9 Guidelines on the layout and ergonomic design of safety centres on passenger ships
  - 10 Review of vague expressions in SOLAS regulation V/22
  - 11 New symbols for AIS aids to navigation
  - 12 Amendments to the World-wide Radionavigation System
  - 13 Review of the principles for establishing the safe manning level of ships including mandatory requirements for determining safe manning

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- 14 Amendments to the 1966 LL Convention and the 1988 LL Protocol related to seasonal zone
- 15 Casualty analysis
- 16 Consideration of IACS unified interpretations
- 17 Work programme and agenda for NAV 57
- 18 Election of Chairman and Vice-Chairman for 2011
- 19 Any other business
- 20 Report to the Maritime Safety Committee

## Notes

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

- .1 documents should be received in the Secretariat as follows:
  - .1 documents (including information documents submitted in hard copy only) containing more than 6 pages of text (bulky documents) and documents which require action or decision by Friday, 23 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;
  - .2 non-bulky documents (including information documents and bulky information documents submitted in electronic format), by Friday, 21 May 2010 (**9 weeks deadline**); and
  - .3 documents commenting on those referred to in subparagraph .1 above containing 4 pages or less, by Friday, 4 June 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:
  - .1 all documents should include a brief summary prepared in accordance with paragraph 4.1 of the above-mentioned Guidelines;

- .2 substantive documents should conclude with a summary of the action which the Sub-Committee is invited to take; and
- .3 information documents should conclude with a summary of the information contained therein;
- .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 the Internet as text or in Microsoft Word to IMO’s e-mail address [info@imo.org](mailto:info@imo.org), in which case hard copies of the documents should also be sent by mail or facsimile.

2 The MSC 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.

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