

SUB-COMMITTEE ON HUMAN ELEMENT,
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REPORT TO THE MARITIME SAFETY COMMITTEE

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1 GENERAL

1.1 The Sub-Committee on Human Element, Training and Watchkeeping (HTW) held its sixth session from 29 April to 3 May 2019, chaired by Ms. M. Medina (United States). The Vice-Chair, Ms. F. Fadil (Singapore), was also present.

1.2 The session was attended by delegations from Member States and Associate Members; by representatives from the United Nations Programmes, specialized agencies and other entities; by observers from intergovernmental organizations with agreements of cooperation; and by observers from non-governmental organizations in consultative status, as listed in document HTW 6/INF.1.

Secretary-General's opening address

1.3 The Secretary-General welcomed participants and delivered the 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>

Chair's remarks

1.4 In responding, the Chair thanked the Secretary-General for his words of guidance and encouragement and assured him that his advice and requests would be given every consideration in the deliberations of the Sub-Committee.

Adoption of the agenda and related matters

1.5 The Sub-Committee adopted the agenda (HTW 6/1/Rev.1) and agreed to be guided in its work, in general, by the annotations contained in document HTW 6/1/1 (Secretariat) and the arrangements set out in document HTW 6/1/2 (Chair).

2 DECISIONS OF OTHER IMO BODIES

2.1 The Sub-Committee noted the decisions and comments pertaining to its work made by TC 68, CCC 5, III 5, MEPC 73, MSC 100 and NCSR 6, as reported in document HTW 6/2, as well as those made by SSE 6, as set out in document HTW 6/WP.7, and took them into account in its deliberations when dealing with the relevant agenda items.

Outcome of MSC 100

2.2 The Sub-Committee noted that the decisions of C 120 and MSC 100 related to greater public access to information (MSC 100/20, paragraph 2.3), in particular that all documents by the Secretariat expected to be submitted under agenda items of PPR 6, CCC 6, III 6, SDC 6, SSE 6 and HTW 6 would be made publicly available prior to the sessions.

Outcome of NCSR 6

2.3 The Sub-Committee also noted the outcome of NCSR 6 on actions to be taken by the Sub-Committee in connection with the revision of SOLAS chapters III and IV for modernization of the Global Maritime Distress and Safety System (GMDSS), including related and consequential amendments to other existing instruments.

2.4 Having noted the view of NCSR 6 that:

- .1 minor amendments to section B-I/12 of the STCW Code should be considered by the HTW Sub-Committee with regard to the references to "Inmarsat"; and
- .2 any actions required with regard to training should be referred to the HTW Sub-Committee when the modernization of the GMDSS was finalized,

the Sub-Committee agreed that any necessary amendments to the STCW Code would be considered in conjunction with other actions required when the modernization of the GMDSS was finalized.

2.5 In this context, the Sub-Committee noted that there may be model courses with references to "Inmarsat" in need of revision.

3 VALIDATED MODEL TRAINING COURSES

OUTCOME OF TC 68, MEPC 73 AND MSC 100

3.1 The Sub-Committee noted that MEPC 73 and MSC 100 had approved draft amendments to the *Revised guidelines with regard to the inclusion of timetables in model courses and their duration*, which had been issued as *Revised guidelines for the development, review and validation of model courses* (MSC-MEPC.2/Circ.15/Rev.1) (MEPC 73/19, paragraph 12.2 and MSC 100/20, paragraph 10.7).

Conversion of current model courses into e-learning model courses

3.2 The Sub-Committee further noted that, following the request of TC 68 (TC 68/15, paragraph 8.9.3), MEPC 73 and MSC 100 had instructed the Sub-Committee to identify and prioritize which of the model courses could be considered for conversion into e-learning model courses, and to consider reviewing the *Revised guidelines for the development, review and validation of model courses* (MSC-MEPC.2/Circ.15/Rev.1), if deemed appropriate, and advise the Committees accordingly (MEPC 73/19, paragraph 2.6 and MSC 100/20, paragraph 2.4).

3.3 Following consideration, the Sub-Committee agreed to advise the Committees as follows:

- .1 conversion of STCW model courses into e-learning model courses would:
 - .1 change the current approach and goal of model courses, as they were not courses ready to be delivered, but tools assisting Member States and other stakeholders to develop detailed training programmes; and
 - .2 require careful consideration of any accountability implications for the subsequent assessment of competence, training quality and independent evaluation relating to this training material in accordance with the STCW Convention; and
- .2 the III Sub-Committee could be invited to consider how e-learning training material could assist with the implementation of instruments other than the STCW Convention.

VALIDATION OF MODEL COURSES**Report on the model courses programme under the *Revised guidelines for the development, review and validation of model courses (MSC-MEPC.2/Circ.15/Rev.1)***

3.4 The Sub-Committee had for its consideration document HTW 6/3 (Secretariat), providing:

- .1 a report on the model courses that had been validated by HTW 5 and those that had been developed and submitted to HTW 6 for validation;
- .2 additional arrangements for the validation of model courses by HTW 7;
- .3 an overview of the complete set of IMO model courses; and
- .4 follow-up actions as a result of the decisions made at HTW 5.

3.5 Following consideration, the Sub-Committee:

- .1 took action as outlined in paragraphs 3.29 to 3.34 with regard to the actions requested in paragraph 21 of document HTW 6/3 relating to model courses planned for validation at future sessions; and
- .2 noted the overview of the complete set of IMO model courses, including those not under the purview of the HTW Sub-Committee.

Challenges faced during the process of developing and revising model courses

3.6 The Sub-Committee recalled that HTW 5 had requested the Secretariat to submit information to this session on the challenges faced during the process of developing and revising model courses, together with possible solutions to address those challenges; and had also invited interested Member States and international organizations to submit proposals to address the identified challenges (HTW 5/16, paragraphs 3.7 to 3.9).

3.7 In this context, the Sub-Committee noted that one of the solutions applied to address the challenges faced by the Secretariat as a result of the application of the Revised guidelines was the recruitment of a dedicated Technical Officer funded by the Model Courses Trust Fund; and that the Secretariat had already initiated the necessary administrative arrangements to fill this position (HTW 6/3, paragraph 15.1).

3.8 As an additional possible solution to address the aforementioned challenges, the Sub-Committee considered the option of hiring experts, funded by the Model Courses Trust Fund, for the development and revision of all model courses under its purview (HTW 6/3, paragraph 15.2).

3.9 In the ensuing discussion, the Sub-Committee noted the following views:

- .1 the volunteering system resulted in a number of problems with the model courses' development and revision processes;
- .2 the use of the Model Courses Trust Fund to hire experts would provide more predictability and foreseeability to the process and would enhance quality and uniformity of model courses;

- .3 relevant parties to the process should continue to be involved if the current arrangements with respect to the course developers are changed;
- .4 this solution should enhance the quality of model courses and, consequentially, a more effective implementation of the STCW Convention; and
- .5 this solution should not be limited to the work of the Sub-Committee only and, therefore, the Maritime Safety Committee (MSC) and Marine Environment Protection Committee (MEPC) should be invited to apply the same action to all other IMO bodies involved in the development and review of model courses.

3.10 Having noted the information provided by the Secretariat regarding the internal process generally applied to engage consultants for the delivery of technical cooperation activities, the Sub-Committee:

- .1 agreed on the systematic use of the Model Courses Trust Fund to hire experts for the development and revision of model courses under its purview, subject to the Secretariat's contracting process;
- .2 invited MSC and MEPC to consider whether this action should apply to all other IMO bodies dealing with model courses and take action, as appropriate; and
- .3 agreed that the above measure would apply to model courses revised or developed from HTW 7 onwards, except for the two model courses already agreed to be revised or developed at HTW 5 for validation by HTW 7, i.e.:
 - .1 revision of Model Course 1.22 on *Bridge Resource Management*; and
 - .2 development of draft new model course on engine-room resource management.

Revision of the joint ILO/IMO/WHO International Medical Guide for Ships (IMGS)

3.11 The Sub-Committee recalled that HTW 5, having recognized the need to revise Model Courses 1.13 on *Elementary First Aid*, 1.14 on *Medical First Aid* and 1.15 on *Medical Care*; and the joint ILO/IMO/WHO IMGS, had requested the Secretariat to contact ILO with a view to providing information on how to proceed with the revision of the joint IMGS to this session (HTW 5/16, paragraph 3.51).

3.12 In this context, the Sub-Committee considered the information provided by the Secretariat on an approach to revise the joint IMGS (HTW 6/3, paragraphs 18 and 19), in particular that:

- .1 there were industry guides available, which could lay the groundwork for the revision, subject to adjustment in line with international instruments;
- .2 the primary aim would be to produce a practical up-to-date ships medical guide that could assist those required to give medical assistance who were primarily not medics;

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- .3 industry representatives would start the process of reviewing the proposed guide, as well as a current national guide and the existing joint IMGS to identify gaps; and
 - .4 a progress review board consisting of representatives of the different stakeholders, including the ILO and IMO Secretariats, should be established to assist with the process in order to ensure that the goal would be achieved.

3.13 The Sub-Committee further considered document HTW 6/3/5 (ICS), providing information on an industry initiative to develop a new international medical guide for ships, subject to the decision of the Sub-Committee and, in particular:

- .1 informing that the IMO Secretariat would be invited by ICS to participate in a steering group, and that the Organization would be informed when the new international medical guide for ships was available, for action, as appropriate; and
- .2 inviting the Sub-Committee to agree that a review of the medical-related IMO model courses should only be undertaken once the new international medical guide for ships was available.

3.14 In the ensuing discussion, the Sub-Committee noted the following comments:

- .1 the joint IMGS was in urgent need of an update in line with developments and current trends;
- .2 a review of the medical-related IMO model courses should only be undertaken once the new IMGS is available;
- .3 industry and/or national guides available should lay the groundwork for the IMGS update;
- .4 possible coexistence of references to the current and new IMGS in international instruments should be taken into account; and
- .5 definition of proper clinical competences of medical providers was fundamental and they should be developed as part of this work.

3.15 Following the discussion, and recognizing that the intent of this work was to develop a new joint ILO/IMO medical guide for ships and not to update the current IMGS without the participation of WHO, the Sub-Committee:

- .1 agreed to develop a new joint ILO/IMO medical guide, as provided in paragraphs 3.12 and 3.13, and invited the Committee to endorse this action;
- .2 invited the Secretariat and other stakeholders to keep the Sub-Committee informed of any progress made with the development of the new medical guide;
- .3 agreed that, subject to approval by the corresponding bodies of ILO and IMO, the new medical guide should be referenced as one of the carriage requirement options in the 1978 STCW Convention, as amended, the STCW-F Convention and MLC, 2006;

- .4 agreed that the revision of the medical-related model courses should only be undertaken once the new medical guide had been approved by both ILO and IMO; and
- .5 noted that amendments to the medical competences in the 1978 STCW Convention, as amended, would require a new output, and that the revision of the medical-related model courses could only be undertaken once these amendments had been adopted.

Model courses to be validated at this session

3.16 The Sub-Committee recalled that HTW 5 had agreed to revise or develop four model courses for validation at this session with their corresponding terms of reference and time frames (HTW 5/16, paragraphs 3.48 and 3.73).

Draft new model courses on basic and advanced training for masters, officers, ratings and other personnel on ships subject to the IGF Code

3.17 Having noted the unforeseen delays in the process of development of the draft new model courses on basic and advanced training for masters, officers, ratings and other personnel on ships subject to the IGF Code and the difficulties faced by the review group and the developers to address some issues of a fundamental nature within the draft model courses, the Sub-Committee agreed to establish a working group for the finalization of the model courses, with a view to validation at this session.

3.18 The Sub-Committee further noted that the draft new model courses had been developed by Norway; and reviewed by review groups coordinated by Mr. Davis Breyer of the United States and expressed its appreciation for their hard work.

3.19 In this context, the Sub-Committee had for its consideration the following documents:

- .1 HTW 6/3/1 and HTW 6/3/2 (Secretariat), containing a report with the list of comments from the review groups, in lieu of the evaluation questionnaire, as set out in the Revised guidelines, for the draft new model courses; and
- .2 HTW 6/3/1/Add.1 and HTW 6/3/2/Add.1 (Secretariat), containing the draft new model courses.

3.20 Following consideration, the Sub-Committee referred the draft new model courses, together with the reports of the review groups, to the Working Group for consideration with a view to validation.

Draft new model course on passenger safety, cargo safety and hull integrity training

3.21 The Sub-Committee noted that the draft new model course on passenger safety, cargo safety and hull integrity training had been developed by the Philippines and reviewed by a review group coordinated by Captain Vinayak Mohla of GlobalMET and expressed its appreciation for their hard work.

3.22 In this context, the Sub-Committee considered documents HTW 6/3/3 and Add.1 (Secretariat), containing the report of the review group and the draft new model course, respectively.

3.23 During the ensuing discussion, the following views were expressed:

- .1 there were still a number of substantial comments, including the inclusion of outdated requirements of SOLAS, that have not been addressed by the developers in the draft model course; and
- .2 the draft model course required further work, in particular part D (Instructor Manual).

3.24 Having recognized that the draft new model course could not be validated at this session, the Sub-Committee referred it, in conjunction with the report of the review group, to a drafting group for consideration and advice, as appropriate.

Draft revised model course 2.03 on Advanced training in Fire fighting

3.25 The Sub-Committee noted that Model Course 2.03 on *Advanced Training in Fire Fighting* had been revised by India and reviewed by a review group coordinated by Mr. Jan-Willem Verhoeff of the Netherlands, and expressed its appreciation for their hard work.

3.26 In this context, the Sub-Committee had for its consideration documents HTW 6/3/4 and Add.1 (Secretariat), containing the report of the review group and the draft revised model course, respectively.

3.27 During the ensuing discussion, the following views were expressed:

- .1 there were still a number of comments that had not been addressed by the developers in the draft model course;
- .2 practical training in scenarios depicting real environment using carbonation and liquid fuel fires should be included in the model course; and
- .3 the model course required further work, in particular part C (Detailed Outline).

3.28 Having recognized that the draft model course could not be validated at this session, the Sub-Committee referred it, together with the report of the review group, to a drafting group for consideration and advice, as appropriate.

Model courses planned for validation by HTW 8

3.29 The Sub-Committee recalled that HTW 5 had agreed to revise or develop two model courses for validation at HTW 7 with their corresponding terms of reference and time frames (HTW 5/16, paragraphs 3.53 and 3.74).

3.30 The Sub-Committee also recalled that HTW 5 had noted that the Secretariat would inform the Sub-Committee, at this session, of those shore-side security model courses in need of revision, following the agreement at MSC 99 that the Sub-Committee should undertake the future revision and validation of all maritime security-related model courses, including shore-side security model courses (HTW 5/16, paragraph 3.10.4).

3.31 Taking into account the decision made with regard to the draft new model course on passenger safety, cargo safety and hull integrity training and draft revised Model Course 2.03 on Advanced Training in Fire Fighting (see paragraphs 3.24 and 3.28), as well as the consequential additional workload for HTW 7, the Sub-Committee agreed that the following model courses be revised for validation by HTW 8:

- .1 Model Course 3.25 on *Security Awareness Training for All Port Facility Personnel*;
- .2 Model Course 3.26 on *Security Training for Seafarers with Designated Security Duties*; and
- .3 Model Course 3.27 on *Security Awareness Training for All Seafarers*.

Course developers for the model courses planned for validation by HTW 8

3.32 Following the decision made earlier to hire experts, funded by the Model Courses Trust Fund, for the development and revision of model courses (see paragraph 3.10), the Sub-Committee agreed that the Fund would be used to hire experts for the revision of those three model courses and requested the Secretariat to proceed accordingly, taking into account the specificities and commonalities of Model Courses 3.25, 3.26 and 3.27.

Review groups and coordinators for the model courses planned for validation by HTW 8

3.33 In accordance with section 5 of the Revised guidelines (MSC-MEPC.2/Circ.15/Rev.1), the Sub-Committee established review groups to work intersessionally by correspondence to review the model courses planned for validation by HTW 8, as set out in annex 1; and encouraged interested Member States, international organizations and other experts to participate as members of the review groups and notify their contact details to ModelCourses@imo.org within one month from the closure of this session.

3.34 The Sub-Committee selected the Islamic Republic of Iran as review group Coordinator for the revision of all three Model Courses 3.25, 3.26 and 3.27, due to their commonalities.

ESTABLISHMENT OF WORKING AND DRAFTING GROUPS ON MODEL COURSES

3.35 Having considered all matters related to the validation of model courses, the Sub-Committee agreed that a working group and a drafting group on model courses were necessary to facilitate completion of the work.

Working Group on Model Courses

3.36 The Sub-Committee established the Working Group on Model Courses, chaired by Captain George Edenfield (United States), and instructed it, taking into account the comments made and decisions taken in plenary, to consider documents HTW 6/3/1 and Add.1 and HTW 6/3/2 and Add.1, including the content of the corresponding draft model courses and its alignment with the scope of the related provisions in the STCW Code, and advise the Sub-Committee accordingly, with a view to validating the draft model courses at this session.

Drafting Group on Model Courses

3.37 The Sub-Committee established the Drafting Group on Model Courses, chaired by Captain Kersi Deboo (India), and instructed it, taking into account the comments made and decisions taken in plenary, to:

- .1 consider documents HTW 6/3/3 and Add.1 and HTW 6/3/4 and Add.1, including the content of the corresponding draft model courses and its alignment with the scope of the related provisions in the STCW Code and advise the Sub-Committee accordingly; and
- .2 prepare draft terms of reference for the revision of the following model courses in accordance with the template set out in annex 3 to document HTW 4/3; taking into account the time frames for the revision of these model courses, as set out in document HTW 6/3:
 - .1 Model Course 3.25 on *Security Awareness Training for All Port Facility Personnel*;
 - .2 Model Course 3.26 on *Security Training for Seafarers with Designated Security Duties*; and
 - .3 Model Course 3.27 on *Security Awareness Training for All Seafarers*.

REPORTS OF WORKING AND DRAFTING GROUPS

Report of the Working Group on Model Courses

3.38 Having approved the report of the Working Group (HTW 6/WP.3) in general, the Sub-Committee validated the following new model courses:

- .1 *Basic training for masters, officers, ratings and other personnel on ships subject to the IGF Code*; and
- .2 *Advanced training for masters, officers, ratings and other personnel on ships subject to the IGF Code*.

Report of the Drafting Group on Model Courses

3.39 Having approved the report of the Drafting Group (HTW 6/WP.6) in general, the Sub-Committee took action as outlined in the ensuing paragraphs.

Draft new model course on passenger safety, cargo safety and hull integrity training

3.40 The Sub-Committee endorsed the Group's advice set out in annex 1 to document HTW 6/WP.6, as guidance for the course developer with a view to assisting with the further revision of the draft new model course, in conjunction with the existing associated terms of reference, as set out in annex 9 to document HTW 4/WP.6; and time frames set out in paragraph 10 of document HTW 6/3.

3.41 Furthermore, the Sub-Committee, taking into account the difficulties experienced with the development of this model course, agreed to use the Model Courses Trust Fund to hire experts for its finalization, in line with the decision made at this session (see paragraph 3.10).

Draft revised Model Course 2.03 on Advanced training in fire fighting

3.42 The Sub-Committee endorsed the Group's advice set out in annex 2 to document HTW 6/WP.6, as guidance for the course developer with a view to assisting with the further revision of the draft new model course, in conjunction with the existing associated terms of reference, as set out in annex 5 to document HTW 4/WP.7; and time frames set out in paragraph 10 of document HTW 6/3.

Terms of reference for the revision of model courses planned for validation by HTW 8

3.43 The Sub-Committee approved the draft terms of reference and corresponding time frames for the revision of the following model courses:

- .1 Model Course 3.25 on *Security Awareness Training for All Port Facility Personnel*;
- .2 Model Course 3.26 on *Security Training for Seafarers with Designated Security Duties*; and
- .3 Model Course 3.27 on *Security Awareness Training for All Seafarers*,

as set out in annexes 2, 3 and 4, respectively.

4 REPORTS ON UNLAWFUL PRACTICES ASSOCIATED WITH CERTIFICATES OF COMPETENCY**General**

4.1 The Sub-Committee recalled that, following the proposals of STW 30, MSC 71 had decided to include an agenda item on unlawful practices associated with certificates of competency in the Sub-Committee's agenda.

4.2 The Sub-Committee also recalled that, following consideration with great concern of reports from Member States on the proliferation of fraudulent certificates of competency and endorsements, MSC 71 had approved MSC/Circ.900 on *Fraudulent certificates of competency* and that A 21 had adopted resolution A.892(21) on *Unlawful practices associated with certificates of competency and endorsements*.

4.3 The Sub-Committee further recalled that, in accordance with STCW regulation I/5 (National provisions), Parties shall take and enforce appropriate measures to prevent fraud and other unlawful practices involving certificates and endorsements issued.

4.4 The Sub-Committee finally recalled that STW 43, STW 44 and HTW 1, noting the large number of fraudulent certificates reported by Parties, had urged Member States and international organizations to submit proposals for a strategy to address the problems associated with fraudulent certificates of competency. In this context, the Sub-Committee noted that no proposals for a strategy had yet been submitted.

Reports on fraudulent certificates

4.5 The Sub-Committee noted the information contained in document HTW 6/INF.2 (Secretariat), on reports received by the Secretariat on fraudulent certificates detected during 2017 and 2018.

4.6 In this connection, the Sub-Committee urged Member States and international organizations again to submit proposals for a strategy to address the problems associated with fraudulent certificates of competency.

Unauthorized and unlawful practices associated with certificates of competency and seafarers' identity documents

4.7 The Sub-Committee noted the information in document HTW 6/4 (Ukraine) relating to unauthorized and unlawful practices associated with certificates of competency and seafarers' identity documents in the Autonomous Republic of Crimea and the city of Sevastopol, Ukraine, temporarily occupied by the Russian Federation.

4.8 In response to document HTW 6/4, the delegation of the Russian Federation made a statement, as set out in annex 12.

4.9 The delegation of Romania made a statement on behalf of the European Union, which was seconded by the delegations of Canada, Norway and United Kingdom and the observer from the European Commission, supporting the information contained in document HTW 6/4. Another statement in support of document HTW 6/4 was made by the delegation of the United States. The full text of the statement of the delegation of Romania is set out in annex 12.

Certificate verification facility

4.10 The Sub-Committee noted that the certification verification facility available on the IMO website had been used 13,591 times during the year 2018.

4.11 In this context, the Sub-Committee invited Member States to provide the Secretariat with updated information for inclusion in the certificate verification facility, in order to facilitate and respond in a timely manner to requests for verification of certificates.

5 GUIDANCE FOR STCW CODE, SECTION B-I/2

General

5.1 The Sub-Committee recalled that MSC 98 had agreed to replace the existing title of this output, i.e. "Guidance for the implementation of the 2010 Manila Amendments" with "Guidance for STCW Code, section B-I/2", with a view to completing the addressing of issues identified during the implementation of the 2010 Manila Amendments and provide better guidance to Parties, Administrations, port State control authorities, recognized organizations and other relevant parties.

5.2 The Sub-Committee also recalled that HTW 5 had agreed to establish a correspondence group to finalize draft amendments to table B-I/2, with terms of reference set out in paragraph 5.6 of document HTW 5/16, and had instructed the Group to submit a report to this session.

Report of the Correspondence Group and related documents

5.3 The Sub-Committee considered document HTW 6/5 (India), providing the report of the Correspondence Group on Amendments to Table B-I/2 of the STCW Code and proposing the establishment of a working group with a view to finalizing the draft amendments.

5.4 In this context, the Sub-Committee further considered document HTW 6/5/1 (ICS) proposing draft amendments to table B-I/2 to improve the clarity of the guidance for STCW Parties, Administrations, PSC authorities, recognized organizations and other relevant parties, including information for the alignment of each certificate or document with the category of seafarer addressed.

5.5 Having considered the above-mentioned documents, the Sub-Committee agreed to establish a working group to finalize the draft amendments.

Establishment of the Working Group on Certification and Training Matters

5.6 The Sub-Committee established the Working Group on Certification and Training Matters, chaired by Ms. Maryanne Adams (Marshall Islands), and instructed it, taking into account the comments made and decisions taken in plenary and document HTW 6/5, to finalize the draft amendments to table B-I/2 of the STCW Code, including any necessary notes, based on document HTW 6/5/1.

Report of the Working Group

5.7 Having considered the report of the Working Group (HTW 6/WP.4), the Sub-Committee approved it in general and agreed to the draft amendments to table B-I/2 of the STCW Code, as set out in annex 5, for submission to the Committee with a view to adoption.

6 COMPREHENSIVE REVIEW OF THE 1995 STCW-F CONVENTION

GENERAL

6.1 The Sub-Committee recalled that HTW 5 had noted:

- .1 with a view to further consideration at this session, the preliminary revised draft text of chapters I and II;
- .2 that the Working Group established at that session had been unable to continue discussions beyond regulation II/2 of the STCW-F Convention and section A-II/2 of the draft STCW-F Code, owing to time constraints; and
- .3 the discussions of the Working Group on fishing deck-hand, and invited Member States and international organizations to submit proposals to HTW 6.

6.2 The Sub-Committee also recalled that HTW 5 had:

- .1 agreed to consider at this session whether or not training requirements on celestial navigation should be retained in section A-II of the draft STCW-F Code and had invited interested Member States and international organizations to submit proposals to HTW 6; and
- .2 endorsed the purpose to work towards the alignment of the STCW-F Convention with the 1978 STCW Convention, as amended, including the 2010 Manila Amendments.

6.3 The Sub-Committee further recalled that HTW 5 had requested the Secretariat, in particular the Legal Affairs and External Relations Division, to submit to HTW 6 legal advice in relation to the definition of "limited waters" in the context of the STCW-F Convention.

6.4 The Sub-Committee recalled that, following the invitation of MSC 99 concerning the inclusion of the 1995 STCW-F Convention in the scope of the III Code, HTW 5 had recognized that this would require the introduction of associated mandatory requirements in both the III Code and the 1995 STCW-F Convention and agreed that it would be appropriate to prepare these requirements once amendments to the 1995 STCW-F Convention relating to the verification of compliance had been agreed.

6.5 The Sub-Committee finally recalled that HTW 5 had re-established the Correspondence Group, with terms of reference set out in paragraph 6.23 of document HTW 5/16, and had instructed the Group to submit a report to this session.

FISHING DECK-HAND AND CELESTIAL NAVIGATION

6.6 The Sub-Committee, having noted that, despite the invitation of HTW 5 for the submission of proposals on fishing deck-hand and training requirements on celestial navigation, no documents addressing those matters had been received, agreed that:

- .1 fishing deck-hand provisions should be further developed by the Working Group at this session; and
- .2 training requirements on celestial navigation should be retained in the Convention.

DEVELOPMENT OF A WORK PLAN

6.7 Taking into account the progress made since the inclusion of this output at MSC 95 and the current needs of the fishing industry, the Sub-Committee instructed the Working Group to be established at this session to develop a work plan for the completion of the comprehensive review of the Convention as soon as possible.

REPORT OF THE CORRESPONDENCE GROUP

6.8 The Sub-Committee considered document HTW 6/6 (Japan), providing the report of the Correspondence Group on the Comprehensive Review of the 1995 STCW-F Convention and, in particular, the progress made regarding:

- .1 development of regulations II/3 and II/4, as well as sections A-II/3 and A-II/4 of the draft STCW-F Code; and
- .2 reconciliation of the various elements across the competency tables.

6.9 In considering the report of the Correspondence Group, the Sub-Committee noted the following general comments:

- .1 the report of the Correspondence Group should be used as the basis for the Working Group's consideration;
- .2 noting that resolution 7 of the International Conference on Standards of Training, Certification and Watchkeeping for Fishing Vessel Personnel, 1995, had already noted that the STCW-F did not contain any requirements for officers in charge of an engineering watch and watchkeeping provisions, these should now be developed;

- .3 the Convention should include security-related provisions, in particular to address the risks of piracy and armed robbery; and
- .4 redundancy of navigational equipment should be addressed within the provisions of the Convention.

6.10 Following the discussion, the Sub-Committee agreed to refer these matters to the Working Group for further consideration.

DEFINITION OF THE TERM "LIMITED WATERS"

6.11 The Sub-Committee considered document HTW 6/6/1 (Secretariat), providing legal advice from the Secretariat on the definition of the term "limited waters" in the context of the STCW-F Convention, and analysing whether and how the definitions of maritime boundaries set out in the United Nations Convention on the Law of the Sea (UNCLOS) might impact the definition of "limited waters".

6.12 In the ensuing discussion, the Sub-Committee noted the following views:

- .1 as provided in UNCLOS, coastal States' laws and regulations, including requirements for the training of fishing personnel, should prevail in case of discrepancy with those of the flag State;
- .2 only the coastal State could determine its "limited waters" in the context of the Convention, based on the State's own distinctive features; and
- .3 it would be almost impossible to agree on a geographical limit for "limited waters".

6.13 Subsequently, taking into account the provisions of UNCLOS and the principle of "no more favourable treatment" (HTW 6/6/1, paragraph 17), the Sub-Committee agreed:

- .1 that law and regulations of the coastal State, including requirements for the training of fishing personnel and the definition of its "limited waters", would prevail in the event of a discrepancy with those of the flag State; and
- .2 to instruct the Working Group to prepare draft amendments to reflect the above decision, as appropriate.

REQUIREMENTS FOR CERTIFICATION OF CHIEF ENGINEER OFFICERS AND SECOND ENGINEER OFFICERS

6.14 The Sub-Committee considered document HTW 6/6/2 (Japan et al.), providing a revised proposal on draft amendments to the mandatory minimum requirements for certification of chief engineer officers and second engineer officers of fishing vessels powered by main propulsion machinery of 750 kW propulsion power or more, with the purpose of appropriately addressing minimum standards of competence at the management and operational levels, based on the provisions of the STCW Code, including the latest amendments.

6.15 Following consideration, the Sub-Committee agreed that the minimum standard of competence for chief engineer officers and second engineer officers should be included in two tables addressing the operational and management levels separately, in line with the current structure of the 1978 STCW Convention, as amended; and referred the matter to the Working Group for further consideration.

REVALIDATION OF CERTIFICATES

6.16 The Sub-Committee considered document HTW 6/6/3 (Japan), providing a revised proposal on draft amendments to the mandatory minimum requirements to ensure the continued proficiency and updating of knowledge for skippers, officers, engineer officers and GMDSS radio personnel, as set out in regulations II/7 and II/8, in particular, to arrange the revalidation of certificates in line with the 1978 STCW Convention, as amended, including provisions in both the draft STCW-F Convention and Code.

6.17 Following consideration, the Sub-Committee agreed that regulations II/7 and II/8 should be merged and arranged in line with STCW regulation I/11 (Revalidation of certificates); and referred the matter to the Working Group for further consideration.

BASIC SAFETY TRAINING FOR ALL FISHING VESSEL PERSONNEL

6.18 The Sub-Committee considered document HTW 6/6/4 (Japan and ITF), providing a revised proposal on draft amendments to the basic safety training for all fishing vessel personnel (chapter III of the STCW-F Convention) in line with the 1978 STCW Convention, as amended, taking into account the differences between the nature of fishing vessels and merchant ships, and also including exemptions for vessels operating in limited waters.

6.19 The Sub-Committee further considered the information contained in document HTW 6/INF.8 (Netherlands), on the introduction of the content of the basic safety training for fishermen in the Netherlands comprising the STCW Basic Training and a fishery module.

6.20 Having recognized the importance of developing more detailed requirements on basic safety training in line with the 1978 STCW Convention, as amended, the Sub-Committee referred the matter to the Working Group for further consideration and advice.

JOINT ILO/IMO WORKING GROUP FOR THE DEVELOPMENT OF GUIDELINES ON THE MEDICAL EXAMINATION OF FISHING VESSEL PERSONNEL

6.21 The Sub-Committee considered document HTW 6/6/5 (ILO and IMO Secretariats), providing information on the proposed establishment of a joint ILO/IMO working group for the development of guidelines on the medical examination of fishing vessel personnel, for consideration by relevant ILO and IMO bodies for action, as appropriate.

6.22 In this context, the Sub-Committee noted information provided by the ILO Secretariat that the 335th session of the ILO Governing Body (14 to 28 March 2019) had endorsed the holding of a meeting of experts to develop joint ILO/IMO guidelines on the medical examination of fishing vessel personnel, subject to the consideration of the suspension of the Standing Orders by ILO and approval by the appropriate IMO bodies.

6.23 Having noted general support for this initiative, and that the work to be carried out by a joint ILO/IMO working group would be subject to the development of draft medical standards in the STCW-F Convention, the Sub-Committee invited MSC 101 to approve the establishment of a joint ILO/IMO working group, and the holding of a meeting in 2021, subject to endorsement by C 122, to develop joint ILO/IMO guidelines on the medical examination of fishing vessel personnel.

EQUIVALENT TONNAGE SUBSTITUTION BY LENGTH OF FISHING VESSELS

6.24 The Sub-Committee considered document HTW 6/6/6 (China), proposing equivalencies of gross tonnage and length of fishing vessels in regulation I/2 (Application), taking into account the unique features of Asian fishing vessels.

6.25 In the ensuing discussion, the Sub-Committee noted the following views:

- .1 the ILO Work in Fishing Convention, 2007 (No.188), the Cape Town Agreement of 2012 and the STCW-F Convention should constitute a package of international regulations for the fishing sector with the same application approach, i.e. including length-gross tonnage equivalencies;
- .2 tonnage-length equivalencies in the STCW-F Convention should be in line with those of the Cape Town Agreement of 2012; and
- .3 the inclusion of equivalencies in the application provision of the Convention would encourage ratification.

6.26 Following the discussion, the Sub-Committee agreed to include length-gross tonnage equivalencies, in line with those of the Cape Town Agreement of 2012, in the application provision of the STCW-F Convention, and referred the matter to the Working Group for further consideration and advice.

CERTIFICATES AND ENDORSEMENTS

6.27 The Sub-Committee considered document HTW 6/6/7 (Spain), proposing an amendment to regulation I/3 to allow seafarers competent to act as Master, Chief Mate or officer in charge of a navigational watch in accordance with the 1978 STCW Convention, as amended, to act as officer in charge of a navigational watch on fishing vessels.

6.28 The Sub-Committee noted that, in general, there was no direct interchangeability of officers in charge of a navigational watch certified in accordance with the 1978 STCW Convention, as amended, and the STCW-F Convention.

6.29 The Sub-Committee further noted the different features of both industries and the need for additional training and certification with respect to fishing operations.

6.30 Following the discussion, the Sub-Committee agreed to refer the matter to the Working Group for further consideration and advice.

ESTABLISHMENT OF THE WORKING GROUP ON THE COMPREHENSIVE REVIEW OF THE 1995 STCW-F CONVENTION

6.31 The Sub-Committee established the Working Group on the Comprehensive Review of the 1995 STCW-F Convention, chaired by Ms. Farrah Fadil (Singapore), and instructed it, based on document HTW 6/6 and taking into account the comments made and decisions taken in plenary, to:

- .1 consider draft provisions:
 - .1 in chapter I and regulations II/1, II/2, II/3 and II/4 of the draft STCW-F Convention, as well as the corresponding sections in the draft STCW-F Code, including the definition of "limited waters",

application provisions and unresolved issues identified in square brackets in document HTW 6/6, taking into account documents HTW 4/6/5, HTW 5/6/1, HTW 5/6/2, HTW 6/6/1, HTW 6/6/6 and HTW 6/6/7;

- .2 in regulation II/5 and section A-II/5, taking into account documents HTW 4/6/4, HTW 4/6/5, HTW 4/6/6, HTW 4/6/7, HTW 5/6/1 and HTW 6/6/2;
- .3 on revalidation of certificates, as set out in regulations II/7 and II/8, taking into account document HTW 6/6/3; and
- .4 in chapter III, taking into account documents HTW 5/6/1, HTW 6/6/4 and HTW 6/INF.8,

and advise the Sub-Committee accordingly;

- .2 develop a work plan for the completion of the comprehensive review of the 1995 STCW-F Convention, including the development of guidelines on the medical examination of fishing vessel personnel; and
- .3 consider whether it is necessary to re-establish a correspondence group and, if so, prepare draft terms of reference for consideration by the Sub-Committee.

REPORT OF THE WORKING GROUP

6.32 Having considered the report of the Working Group (HTW 6/WP.5), the Sub-Committee approved it in general and took actions as outlined in the ensuing paragraphs.

Draft annex to the STCW-F Convention

6.33 The Sub-Committee noted the progress made by the Group on the draft annex to the STCW-F Convention in general, as set out in annex 1 to document HTW 6/WP.5, and in particular the matters outlined in paragraphs 6.34 to 6.36 below.

Regulation I/1 (Definitions) – "limited waters"

6.34 Taking into account the decision made earlier on the definition of the term "limited waters" (see paragraph 6.13), the Sub-Committee noted the Group's view that the definitions in regulation I/1 (Definitions) and I/2 (Application) do not need to be amended in order to clarify this term.

Regulation I/2 (Application) – Equivalencies

6.35 The Sub-Committee noted the Group's agreement to include only gross tonnage equivalencies for fishing vessels of 24 m and 45 m in length, in line with the length figures currently used in the Convention.

Regulations II/7 and II/8

6.36 The Sub-Committee noted the Group's agreement not to amend the text of regulations II/7 (Mandatory minimum requirements to ensure the continued proficiency and updating of knowledge for skippers, officers and engineer officers) and II/8

(Mandatory minimum requirements to ensure the continued proficiency and updating of knowledge for GMDSS radio personnel) at this stage, and to deliberate on the proposal contained in document HTW 6/6/3 further before deciding whether to proceed with a single or two separate regulations.

Draft STCW-F Code

6.37 The Sub-Committee noted the progress made by the Group on the draft STCW-F Code in general, as set out in annex 2 to document HTW 6/WP.5, and in particular the matters outlined in paragraphs 6.38 to 6.42 below.

Celestial navigation

6.38 The Sub-Committee noted that the Group had retained provisions on celestial navigation in part A of the draft STCW-F Code.

6.39 In this connection, the Sub-Committee noted a statement by the delegation of Canada, supported by the delegation of Spain, as set out in annex 12.

New sections A-II/5-1 and A-II/5-2 relating to the engine department

6.40 The Sub-Committee noted the Group's agreement that more time would be necessary to consider additional requirements specific to the operation on board a fishing vessel, e.g. operation and maintenance of freezing plants for storing the catch and refrigerated seawater tanks.

Section A-III/1 (Mandatory minimum requirements for basic training and instruction for all fishing vessel personnel)

6.41 The Sub-Committee noted that the following matters considered by the Group would require further consideration in the future:

- .1 preservation of the principle that basic safety training be required for all fishing vessel personnel;
- .2 conditions for an Administration to grant exemptions on basic safety training;
- .3 transfer of STCW requirements might lead to omission of requirements specific to fishing vessels; and
- .4 draft text for new section A-III/1 identified in square brackets.

Fishing deck-hand

6.42 The Sub-Committee noted that the Group had agreed to:

- .1 the need to include advanced fishing deck-hand recommendatory training in part B of the draft STCW-F Code, without referring to it in the revised draft annex to the STCW-F Convention; and
- .2 include both the texts in the annex to document HTW 4/INF.6, as well as in the annex to resolution 4 of the 1995 STCW-F Conference, in part B of the draft STCW-F Code, in square brackets for further consideration.

Work plan

6.43 The Sub-Committee:

- .1 agreed to the work plan for the completion of the comprehensive review of the STCW-F Convention, as set out in annex 6, with a view to finalizing it for adoption at MSC 106 expected to be held in 2022; and
- .2 noted that Article 10 of the STCW-F Convention provided for two options for the adoption of amendments to the Convention, i.e. adoption by MSC (by default) and adoption by a Conference upon the request of a Party concurred with by at least one third of the Parties.

Re-establishment of the Correspondence Group on the Comprehensive Review of the 1995 STCW-F Convention

6.44 Having considered the above matters, the Sub-Committee re-established the Correspondence Group on the Comprehensive Review of the 1995 STCW-F Convention, under the coordination of Japan,¹ and instructed it, taking into account the report of the Working Group and decisions made at this session, as well as the principles and provisional scope for the comprehensive review of the 1995 STCW-F Convention, as approved by MSC 96, using annexes 1 and 2 to document HTW 6/WP.5, to:

- .1 continue work on regulations II/5, II/6, II/7 and II/8 of the revised draft annex to the STCW-F Convention and their corresponding sections in the draft STCW-F Code, taking into consideration relevant discussions of the Working Group in document HTW 6/WP.5, and proposals in documents HTW 6/6/2 and HTW 6/6/3, with a view to finalization;
- .2 consider the placement and draft text of a new regulation on medical standards for fishing vessel personnel in the annex to the revised draft STCW-F Convention and the draft STCW-F Code; and
- .3 submit a report to HTW 7.

Establishment of an Intersessional Working Group on the STCW-F Convention

6.45 The Sub-Committee agreed to the establishment of an Intersessional Working Group on the STCW-F Convention, tentatively scheduled to take place from 10 to 14 February 2020, in accordance with its draft terms of reference, as set out in annex 4 to document HTW 6/WP.5, subject to approval by MSC 101 and subsequent endorsement by C 122.

Extension of the target completion year

6.46 In light of the above decisions, the Sub-Committee invited the Committee to extend the target completion year for this output to 2021.

¹

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7 ROLE OF THE HUMAN ELEMENT

Guidelines on fatigue (MSC.1/Circ.1598)

7.1 The Sub-Committee noted that, having approved MSC.1/Circ.1598 on *Guidelines on fatigue*, MSC 100 had endorsed the agreement of HTW 5 that any proposals to include fatigue risk management tools as appendices to the guidelines could be considered under the agenda item on the "Role of the human element" at future sessions of the HTW Sub-Committee, taking into account that such tools should be relevant to the maritime sector, practical, useful for seafarers and consistent with IMO instruments.

ILO Sectoral Meeting on the Recruitment and retention of seafarers and the promotion of opportunities for women seafarers

7.2 The Sub-Committee further noted that the Sectoral Meeting on the Recruitment and Retention of Seafarers and the Promotion of Opportunities for Women Seafarers held by ILO in Geneva from 25 February to 1 March 2019 had agreed on the following recommendations:

- .1 ILO should strengthen its partnership with IMO on issues such as flag and port State control inspections and barriers to recruitment and retention of seafarers; and
- .2 ILO and IMO should establish an ILO/IMO tripartite working group to identify and address seafarers' issues and the human element,

which will be submitted to the 337th session of the Governing Body of ILO (October/November 2019) for its consideration.

7.3 The Sub-Committee also noted that, based on the outcome of the consideration by the ILO Governing Body, the corresponding bodies of both organizations would be invited to take action, as appropriate.

Guidance on the application of casualty cases and lessons learned for seafarers' education and training

7.4 The Sub-Committee recalled that MSC 96 had instructed HTW 4, under the existing agenda item "Role of the human element", to consider document MSC 96/9/2 (China and IMLA) and, in particular, the development of a methodology on how to utilize lessons learned for seafarers' training and education, including the development of further guidance in the relevant model course in this respect; and the way in which they should be received, so that the information could be used more effectively (MSC 96/25, paragraph 9.17.2).

7.5 The Sub-Committee recalled further that, following consideration of document HTW 5/7 (China), proposing relevant elements for the development of guidance on the application of marine casualty cases and lessons learned to seafarers' training and education, HTW 5 had invited Member States and international organizations to submit proposals under this agenda item to develop the aforementioned guidance.

7.6 In this context, the Sub-Committee recalled also that, following the release of marine safety investigation reports to the public, by default, in the module on Marine Casualties and Incidents (MCI) of the Global Integrated Shipping Information System (GISIS), MSC 99 had concurred with III 4's invitation to the HTW Sub-Committee to advise Member States on the release and the availability of these reports for the benefit of seafarers' training and education (MSC 99/22, paragraph 9.2).

7.7 In this connection, the Sub-Committee considered document HTW 6/7 (China), proposing main points to be addressed when preparing the guidance on the application of marine casualty cases and lessons learned to seafarers' education and training.

7.8 In considering this matter, the Sub-Committee recognized:

- .1 the positive impact on the maritime community of developing guidance in this regard, taking into account document HTW 6/7;
- .2 that the III Sub-Committee involvement should be limited to make casualty investigation reports and the corresponding root causes available, subject to Member States providing such information; and
- .3 that the establishment of a correspondence group to start with the development of the guidance was premature at this stage due to the lack of sufficient relevant information.

7.9 In light of the foregoing, the Sub-Committee invited interested delegations to submit documents, including draft guidance on the application of maritime casualty cases and lessons learned to seafarers' training and education, for consideration at HTW 7.

Other human element matters

Lookout information processing skills

7.10 The Sub-Committee considered document HTW 6/7/1 (China), discussing the need to develop standards and guidance for seafarers to improve their lookout information processing skills based on a case study on how errors in lookout information processing lead to collision accidents. In this context, the Sub-Committee noted that section A-VIII/2 of the STCW Code provided requirements for both lookout information collection and processing, which should be taken into account. It was further noted that China was prepared to submit a proposal for a new output to the Maritime Safety Committee, as necessary.

7.11 The Sub-Committee noted that lookout information processing skills were addressed in COLREG 1972; sections A-II/1 and A-II/2, and part 4 of section B-VIII/2 of the STCW Code; as well as industry guidelines.

7.12 In this context, the Sub-Committee recalled that Model Course 1.22 on *Bridge Resource Management* was under revision and that additional information based on the provisions of the 1978 STCW Convention, as amended, could be included in the course, as appropriate.

Checklist for considering human element issues by IMO bodies (MSC-MEPC.7/Circ.1)

7.13 The Sub-Committee considered document HTW 6/7/2 (ICS et al.), providing information on recent use of the *Checklist for considering human element issues by IMO bodies* (MSC-MEPC.7/Circ.1), and assessing its contribution to establishing a structured approach for the proper consideration of human element issues at IMO. The document also discussed the possible need to review the specific questions in the checklist and associated guidance and instructions.

7.14 Following consideration, the Sub-Committee agreed that the checklist and associated guidance and instructions should be reviewed and invited MSC 102 to endorse that this work be carried out under the output on the "Role of the human element".

Other human element related information

7.15 The Sub-Committee noted the information provided by China (HTW 6/INF.4 and HTW 6/INF.5) on bridge resource management deficiencies in maritime accidents and maintenance practices of Mooring Steel Wire Ropes (MSWR), respectively.

8 DEVELOPMENT OF AMENDMENTS TO THE REVISED GUIDELINES FOR THE DEVELOPMENT, REVIEW AND VALIDATION OF MODEL COURSES (MSC-MEPC.2/CIRC.15/REV.1)**General**

8.1 The Sub-Committee noted that MSC 100, following consideration of document MSC 100/17/4 (China and IMLA), had agreed to include in the biennial agenda of the HTW Sub-Committee and the provisional agenda for HTW 6 an output on "Development of amendments to the *Revised guidelines for the development, review and validation of model courses (MSC-MEPC.2/Circ.15/Rev.1)*", aimed at developing an action verb taxonomy for the detailed teaching syllabus applicable to IMO model courses, with a target completion year of 2020 (MSC 100/20, paragraphs 17.6 and 17.7).

8.2 The Sub-Committee noted further that, following consideration of document MSC 100/17/12 (IMHA), the Committee had also agreed that Miller's Pyramid of Assessment, which provided a framework for assessing clinical competences to be used in the process of defining learning outcomes/competences in Model Courses 1.13 on *Elementary First Aid*, 1.14 on *Medical First Aid* and 1.15 on *Medical Care* should be considered in the context of the work.

Draft action verb taxonomy for the detailed teaching syllabus applicable to IMO model course development and revision

8.3 The Sub-Committee had for its consideration document HTW 6/8 (China and IMLA), proposing to add an action verb taxonomy for the detailed teaching syllabus, applicable to IMO model course development and revision, in the *Revised guidelines for the development, review and validation of model courses (MSC-MEPC.2/Circ.15/Rev.1)*, as a new appendix.

8.4 During the ensuing discussion, the Sub-Committee noted the following views:

- .1 Bloom's cognitive domain included in the document should be expanded to address Bloom's psychomotor domain and the affective domain to address physical skills and emotional relationships of seafarers, respectively;
- .2 taxonomy should change with KUPs required at different levels of responsibility; and
- .3 inconsistencies and lack of clarity related to action verbs used in the STCW Code should be identified with a view to being addressed.

8.5 Having noted that:

- .1 model courses did not develop in detail areas of knowledge of the Bloom's taxonomy; and
- .2 a consistent action verb taxonomy may need to be applied to the STCW Code,

the Sub-Committee instructed the Working Group on Model Courses to further consider this matter and advise it accordingly.

Instructions to the Working Group on Model Courses

8.6 The Sub-Committee instructed the Working Group on Model Courses, established under agenda item 3 (see paragraph 3.36), taking into account the comments made and decisions taken in plenary, to:

- .1 preliminarily consider the use of an action verb taxonomy in the context of model courses based on document HTW 6/8, and advise the Sub-Committee accordingly; and
- .2 consider whether it was necessary to establish a correspondence group and, if so, prepare draft terms of reference for consideration by the Sub-Committee.

Report of the Working Group

8.7 Having considered the relevant part of the report of the Working Group (HTW 6/WP.3), the Sub-Committee took action as outlined in the ensuing paragraphs.

Establishment of a Correspondence Group

8.8 The Sub-Committee established the Correspondence Group on Action Verb Taxonomy for Model Courses, under the coordination of China,² and instructed it, taking into account the comments made and decisions taken at this session, to:

- .1 consider:
 - .1 the use of an action verb taxonomy based on document HTW 6/8 in the context of IMO model courses;
 - .2 the taxonomy for acquisition of physical skills, performance expectation skills and emotional and psychological functions;
 - .3 the selection of action verbs that will consistently be translated across other languages and the use of accepted corresponding taxonomies;
 - .4 action verbs appropriate to each functional level; and
 - .5 the use of an action verb taxonomy to harmonize in the future the action verbs used in the STCW Convention and Code,and advise the Sub-Committee accordingly; and
- .2 submit a report to HTW 7.

²

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8.9 In this context, the Sub-Committee noted the Group's:

- .1 consideration that broad participation in the Correspondence Group should be secured, to take multi-language user needs into account for interchangeability of action verbs to other languages; and
- .2 recommendation that a working group would need to be established at a future session in order to continue the work in a thorough manner.

9 DEVELOPMENT OF AMENDMENTS TO THE STCW CONVENTION AND CODE FOR THE USE OF ELECTRONIC CERTIFICATES AND DOCUMENTS OF SEAFARERS

General

9.1 The Sub-Committee noted that MSC 100, following consideration of document MSC 100/17/7 (Belarus and Russian Federation), had agreed to include in the biennial agenda of the HTW Sub-Committee and the provisional agenda for HTW 6 an output on "Development of amendments to the STCW Convention and Code for the use of electronic certificates and documents of seafarers", with a target completion year of 2020, in association with the III Sub-Committee, as and when requested by the HTW Sub-Committee.

9.2 The Sub-Committee noted further that, taking into account that the FAL Committee had approved *Guidelines for the use of electronic certificates* (FAL.5/Circ.39/Rev.2), MSC 100 had agreed to inform the FAL Committee of the new output.

Electronic certificates and documents of seafarers

9.3 The Sub-Committee had for its consideration the following documents:

- .1 HTW 6/9 (China), proposing a review of the relevant provisions of the 1978 STCW Convention, as amended, particularly in regulation I/2; to clearly address seafarers' electronic certificates and documents, including the development of practical guidance on the issuance, verification, data form and security for Member States to accommodate the application of seafarers' electronic certificates and documents; and
- .2 HTW 6/9/1 (Russian Federation), proposing the establishment of a correspondence group, together with draft terms of reference, to address the use of electronic certificates and documents of seafarers by means of possible amendments to the STCW Convention, and parts A and B of the STCW Code.

9.4 In addition, the Sub-Committee noted the information provided by the Bolivarian Republic of Venezuela in document HTW 6/INF.6 on the outcome of the work done by them regarding the issuance of electronic certificates and documents of seafarers.

9.5 In considering the matter, the Sub-Committee noted the following views:

- .1 the use of electronic certificates and documents should be encouraged in line with the digitalization effort of the maritime sector;

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- .2 standardization, compatibility, verification of authenticity, confidentiality of personal data, verification by port State control (PSC) regimes, encryption and security are issues to be considered, taking into account that some of them could already be addressed under STCW regulation 1/2.16;
 - .3 the III Sub-Committee should be invited to consider how PSC regimes should deal with electronic certificates and documents of seafarers;
 - .4 different levels of digitalization and possible disruptions should be taken into consideration when addressing this matter; and
 - .5 a correspondence group should be established to further consider these issues.

9.6 Following the discussion, the Sub-Committee agreed that a correspondence group should be established to further consider how to address the use of electronic certificates and documents of seafarers.

Establishment of a Correspondence Group

9.7 The Sub-Committee established the Correspondence Group on the Use of electronic certificates and documents of seafarers, under the coordination of the Russian Federation,³ and instructed it, taking into account the comments made and decisions taken at HTW 6, as well as documents HTW 6/9 and HTW 6/9/1, to:

- .1 consider how to address the following matters:
 - .1 verification of authenticity;
 - .2 security assurance;
 - .3 data form;
 - .4 physical location (storage);
 - .5 privacy; and
 - .6 any other issues,and advise the Sub-Committee accordingly;
- .2 identify provisions of the STCW Convention and parts A and B of the STCW Code that might need to be amended in order to allow and facilitate the use of electronic seafarers' certificates and documents; and prepare draft amendments, as necessary; and
- .3 submit a report to HTW 7.

³

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10 BIENNIAL STATUS REPORT AND PROVISIONAL AGENDA FOR HTW 7

General

10.1 The Sub-Committee noted that MSC 100 and MEPC 73 had agreed that HTW 7 would convene in the first half of 2020, and HTW 8 in the second half of 2021, i.e. 18 months after the first session of the Sub-Committee in the biennium, and from HTW 8 onwards meet every 18 months, further agreeing that this decision would be subject to future review, depending on the workload of the Sub-Committee; and requested the Secretariat to inform C 122 accordingly (MSC 100/20, paragraph 17.34 and MEPC 73/19, paragraph 15.26).

10.2 The Sub-Committee noted further that, as highlighted under agenda item 2 (Decisions of other IMO bodies), MSC 100 had concurred with MEPC 73 that notes by the Secretariat submitted to committees and sub-committees would be made publicly available via IMODOCS prior to a meeting (MSC 100/20, paragraphs 2.3 and 17.38).

10.3 The Sub-Committee also noted that MEPC 73 had approved a new output on "Development of training provisions for seafarers related to the BWM Convention", in the post-biennial agenda of MEPC, assigning the HTW Sub-Committee as the associated organ, with two sessions needed to complete the work (MEPC 73/19, paragraph 15.10.1).

Biennial status report for the 2018-2019 biennium

10.4 Taking into account the progress made at this session, the Sub-Committee updated its biennial status report for the 2018-2019 biennium (HTW 6/WP.2, annex 1), as set out in annex 9, to be noted at MSC 101. In this context, it was noted that at this session the work on output 1.21 on "Guidance for STCW Code, section B-1/2" had been completed.

Proposed biennial agenda for the 2020-2021 biennium

10.5 Taking into account the progress made at this session, the Sub-Committee prepared its proposed biennial agenda for the 2020-2021 biennium (HTW 6/WP.2, annex 2), as set out in annex 10, for approval by MSC 101.

Proposed provisional agenda for HTW 7

10.6 Taking into account the progress made at this session, the Sub-Committee prepared the proposed provisional agenda for HTW 7 (HTW 6/WP.2, annex 3), as set out in annex 11, for approval by MSC 101.

Arrangements for working and drafting groups during the next session

10.7 The Sub-Committee agreed to establish at its next session working and drafting groups on subjects to be selected from the following:

- .1 model courses;
- .2 comprehensive review of the 1995 STCW-F Convention;
- .3 human element;
- .4 electronic certificates and documents of seafarers; and
- .5 implementation of the STCW Convention,

whereby the Chair, taking into account the submissions received on the respective subjects, would advise the Sub-Committee well in time before HTW 7 on the final selection of such groups.

Correspondence Groups established at this session

10.8 The Sub-Committee established Correspondence Groups on the following subjects, due to report to HTW 7:

- .1 comprehensive review of the 1995 STCW-F Convention (see paragraph 6.44);
- .2 action verb taxonomy for model courses (see paragraph 8.8); and
- .3 use of electronic certificates and documents of seafarers (see paragraph 9.7).

Intersessional working group

10.9 The Sub-Committee invited MSC 101 to approve the establishment of an intersessional working group on the STCW-F Convention, tentatively scheduled to take place from 10 to 14 February 2020, and relevant draft terms of reference, as set out in annex 4 to document HTW 6/WP.5, subject to endorsement by C 122.

Date of the next session

10.10 The Sub-Committee noted that its seventh session had been tentatively scheduled to take place from 1 to 5 June 2020.

Urgent matters to be considered by MSC 101

10.11 The Sub-Committee noted that, in accordance with paragraph 6.9 of the Committees' method of work (MSC-MEPC.2/Circ.5/Rev.1), "in exceptional cases, a subsidiary body may invite the Committee to take action on a matter that the subsidiary body considers to be urgent and important emanating from a session that took place less than nine weeks prior to the Committee's session. In such cases, the subsidiary body Chair should consult the Committee Chair for approval of the contemplated action."

10.12 Having noted the close proximity of HTW 6 and MSC 101, in addition to the actions set out in paragraphs 10.4 to 10.6 and 10.9, the Sub-Committee invited MSC 101 to take action on urgent matters emanating from HTW 6, as set out in paragraph 13.1, with the remaining issues being considered by MSC 102.

11 ELECTION OF CHAIR AND VICE-CHAIR FOR 2020

In accordance with the Rules of Procedure of the Maritime Safety Committee, the Sub-Committee unanimously re-elected Ms. Mayte Medina (United States) as Chair and Ms. Farrah Fadil (Singapore) as Vice-Chair, both for 2020.

12 ANY OTHER BUSINESS

Update on the STCW GISIS module

12.1 The Sub-Committee recalled that, following endorsement by HTW 4 of the framework for the GISIS module related to reporting and information communication requirements under the 1978 STCW Convention, as amended (HTW 4/16, paragraph 5.33 and annex 2), MSC 98 had approved it and instructed the Secretariat to develop the module.

12.2 The Sub-Committee also recalled that HTW 5 had been advised that the GISIS module was expected to address not only information requirements of the Convention but also the information provided by Parties on simulators (STCW regulation I/12 (Use of simulators) and the *Information on simulators available for use in maritime training* (MSC.1/Circ.1209)); dispensations (article VIII); the list of competent persons (paragraph 7 of section A-I/7 of the STCW Code and the corresponding revisions of MSC.1/Circ.797)); STCW focal points; and information on fraudulent certificates.

12.3 The Sub-Committee noted that, following the request of HTW 5 for STCW Parties to provide updated information on STCW focal points authorized to enter information or to have access to restricted information in the new GISIS module, in the absence of this updated information, persons/national bodies listed in the *National authorities maintaining registers of STCW Convention certificates and endorsements* (STCW.8/Circ.1/Rev.1) (18 September 2003) would be used in the new GISIS module.

12.4 The Sub-Committee also noted that a revised prototype had been finalized and would be tested until October 2019, with a view to the module becoming operative thereafter.

Draft Interim guidelines for the safety of ships using methyl/ethyl alcohol as fuel

12.5 The Sub-Committee noted that, following the invitation by CCC 5, MSC 100 had endorsed the referral of section 16 of the draft Interim guidelines for the safety of ships using methyl/ethyl alcohol as fuel, containing training-related provisions, to HTW 6 for consideration and advice to CCC 6, as appropriate.

12.6 The Sub-Committee also noted that document HTW 6/12/1 (Secretariat) provided, in its annex, section 16 of the draft Interim guidelines, as prepared by CCC 5.

12.7 Having considered the aforementioned document, the Sub-Committee instructed the Working Group on Certification and Training Matters to consider section 16 of the draft interim guidelines set out in the annex to document HTW 6/12/1 and advise the Sub-Committee accordingly.

Procedures for port State control, 2017 (resolution A.1119(30))

12.8 The Sub-Committee noted that III 5 had invited the Sub-Committee to carry out a technical review of the draft amendments to appendices 8 and 11 of the *Procedures for port State control, 2017*, on the *Guidelines for port State control officers (PSCOs) on the ISM Code* and the *Guidelines for PSCOs on certification of seafarers, manning and hours of rest*, respectively, and to advise III 6, as appropriate.

12.9 The Sub-Committee further noted that document HTW 6/12/2 (Secretariat) provided, in its annexes 1 and 2, appendices 8 and 11, respectively, as prepared by III 5.

12.10 In this connection, noting the work being undertaken under agenda item 5 (Guidance for STCW Code, section B-I/2), the Sub-Committee agreed that table B-I/2 included in appendix 11 should be replaced with a reference to table B-I/2 of the STCW Code, as amended, in order to ensure that the latest version of this table was always referred to.

12.11 Following discussion, the Sub-Committee instructed the Working Group on Certification and Training Matters to carry out a technical review of the draft amendments to the above-mentioned appendices 8 and 11 set out in annexes 1 and 2 to document HTW 6/12/2, respectively.

Definition of the term "high-voltage" and inclusion of the term "electro-technical officer" in the definition of "operational level" in the STCW Code

12.12 The Sub-Committee considered document HTW 6/12/4 (ITF), proposing to clarify the operational level of the functions of "electro-technical officer" in the definition of "operational level" in section A-I/1 of the STCW Code (Definitions and clarifications) and the inclusion of a new definition of the term "high-voltage" in this section.

12.13 During the ensuing discussion, the Sub-Committee noted the following views:

- .1 in developing a definition of the term "high-voltage", the following should be taken into account:
 - .1 there were industry standards dealing with high-voltage on ships, in particular, International Electrotechnical Commission (IEC) standards;
 - .2 "high-voltage" should be defined in the context of the STCW Convention;
 - .3 those responsible for the operation of high-voltage systems should take due account of the systems currently installed on board ships;
 - .4 there were high-voltage alternating current (AC) and direct current (DC) systems on board;
 - .5 whether the combination of voltage and associated frequencies in AC systems was the most appropriate parameter to define high-voltage; and
 - .6 a new output may be required if this new definition entailed the revision of standards of competence in part A of the STCW Code; and
- .2 the inclusion of "electro-technical officer" in the definition of "operational level" could be addressed as a consequential amendment emanating from the introduction of the "electro-technical officer" capacity in the 2010 Manila Amendments.

12.14 Following the discussion, the Sub-Committee referred these matters to the Working Group on Certification and Training Matters for further consideration and advice.

Instructions to the Working Group on Certification and Training Matters

12.15 The Sub-Committee instructed the Working Group on Certification and Training Matters, established under agenda item 5 (see paragraph 5.6), taking into account the comments made and decisions taken in plenary, to:

- .1 consider section 16 of the draft Interim guidelines for the safety of ships using methyl/ethyl alcohol as fuel set out in the annex to document HTW 6/12/1 and advise the Sub-Committee accordingly;

- .2 carry out a technical review of the draft amendments to appendices 8 and 11 of the *Procedures for port State control, 2017*, on *Guidelines for port State control officers (PSCOs) on the ISM Code* and *Guidelines for PSCOs on certification of seafarers, manning and hours of rest* set out in annexes 1 and 2 to document HTW 6/12/2, respectively, and advise the Sub-Committee accordingly; and
- .3 prepare draft amendments to section A-I/1 of the STCW Code (Definitions and clarifications) in order to address the inclusion of "electro-technical officer" in the definition of "operational level"; and consider a new draft definition of "high-voltage" based on document HTW 6/12/4 and advise the Sub-Committee accordingly.

Report of the Working Group

12.16 Having considered the relevant part of the report of the Working Group (HTW 6/WP.4), the Sub-Committee took action as outlined in the ensuing paragraphs.

Procedures for port State control, 2017 (resolution A.1119(30))

12.17 The Sub-Committee invited III 6 to consider the Group's review of appendices 8 and 11 to the *Procedures for port State control, 2017*, as set out in annexes 2 and 3 to document HTW 6/WP.4, respectively, including the following matters:

- .1 appendix 8:
 - .1 clarity and necessity of the definitions for "ISM related" and "ISM deficiency"; and
 - .2 paragraph 1.4, which is unclear, vague and does not provide guidance in case the PSCO does not understand the ship's working language, taking into account that paragraph 6.6 of part A of the ISM Code requires that relevant information on the Safety Management System (SMS) be given in a working language or languages understood by the ship's personnel; and
- .2 appendix 11:
 - .1 clear grounds listed in paragraph 6.3.2 are wider than those provided in STCW regulation I/4.1.3, therefore, it should be determined whether all should remain and, if so, relevant provisions such as the *Procedures for the control of operational requirements related to the safety of ships and pollution prevention* (resolution A.742(18)) and SOLAS chapter XI-1 should be taken into account and proper references be included; and
 - .2 proposed replacement of table B-I/2 in the annex with a proper reference to the latest amended version of the table.

Draft Interim Guidelines for the safety of ships using methyl/ethyl alcohol as fuel

12.18 The Sub-Committee invited CCC 6 to consider the Group's proposed amendments to section 16 of the draft Interim Guidelines for the safety of ships using methyl/ethyl alcohol as fuel, as set out in annex 4 to document HTW 6/WP.4, and take action, as appropriate.

12.19 In this connection, the Sub-Committee noted that STCW regulation V/3 and section A-V/3 of the STCW Code might need to be amended once the CCC Sub-Committee had completed its work.

Draft amendments to STCW regulation I/1 and section A-I/1 of the STCW Code

12.20 The Sub-Committee noted the views on the definition of "high-voltage" expressed in the course of the Group's work (HTW 6/WP.4, paragraph 24).

12.21 The Sub-Committee agreed on the draft definition of "high-voltage" to be included in STCW regulation I/1, as set out in annex 7, for submission to MSC 102 for approval with a view to adoption.

12.22 The Sub-Committee noted the Group's recommendation that interested Member States and international organizations be invited to submit proposals for a new output to address any possible competence differences between high-voltage alternating current (AC) and direct current (DC) in the STCW Code, taking into account the comments made and concerns expressed by the Group (see paragraph 12.20).

12.23 The Sub-Committee also agreed to the draft amendment to section A-I/1 of the STCW Code on the inclusion of the capacity "electro-technical officer" in the definition of "operational level", as a consequential amendment to the introduction of this capacity as part of the 2010 Manila Amendments, as set out in annex 8, for submission to MSC 102 for approval with a view to adoption.

Draft Interim guidelines for minimizing the incidence and consequences of fires in ro-ro spaces and special category spaces of new and existing ro-ro passenger ships

12.24 The Sub-Committee noted that SSE 6 had agreed to the draft Interim guidelines for minimizing the incidence and consequences of fires in ro-ro spaces and special category spaces of new and existing ro-ro passenger ships (SSE 6/WP.4, annex 1) with a view to approval by MSC 101.

12.25 The Sub-Committee noted further that SSE 6 had invited this session of the Sub-Committee to consider sections 3.2 and 3.3 of the draft Interim guidelines related to training and drills for seafarers, as reproduced in the annex to document HTW 6/WP.7, and advise MSC 101, as appropriate.

12.26 In considering the above-mentioned sections, the Sub-Committee:

- .1 noted that there was no unified criterion to categorize alternatively powered vehicles as dangerous goods; and
- .2 agreed that only paragraphs 3.2.1 and 3.2.2 of the draft Interim guidelines were relevant and should be retained, with the following change in paragraph 3.2.2: "conduct" should be replaced with "participate in",

and invited MSC 101 to take this into account when considering the draft Interim guidelines.

Communication of information in accordance with the 1978 STCW Convention, as amended

12.27 The Sub-Committee considered documents HTW 6/12 and Corr.1 (Secretariat), suggesting consideration of action to be taken by MSC with regard to the review of the list of Parties to the 1978 STCW Convention, as amended, contained in MSC.1/Circ.1163/Rev.11. It was noted that the list in this circular should only include Parties that had communicated information demonstrating that they gave full and complete effect to the relevant provisions of the Convention, as provided in STCW regulation I/7.3.2. It was also noted that the Secretariat had provided a draft revised list in accordance with the above-mentioned regulation in the annex to document HTW 6/12/Corr.1.

12.28 In the ensuing discussion, the Sub-Committee noted the following views:

- .1 the responsible body for the implementation of STCW regulation I/7.3.2 was MSC;
- .2 there was no information available on the reasons why this provision had not been implemented by the Committee;
- .3 there was a need to define the purpose of the "White list";
- .4 the list should be dynamic and include those Parties that have communicated information which was being reviewed by a panel of competent persons;
- .5 a more dynamic process for the publication of the list should be considered;
- .6 the Committee should provide instructions on the interpretation of STCW regulation I/7.3.2 and procedures for its implementation;
- .7 STCW Parties were responsible to fulfil the provisions of the Convention;
- .8 it would be important to know the difficulties faced by Parties to give full and complete effect to the provisions of the Convention and, in particular, to implement the provisions on "communication of information";
- .9 there was a need for action to solve the systemic issue of implementation of the Convention, which could be addressed by means of a structured plan, based on gaps identified;
- .10 a regular revision of the "White list" would provide certainty and increase confidence in the whole maritime training system;
- .11 there were problems with the availability of competent persons for the establishment of panels;
- .12 there were inconsistencies in the review process as a result of the lack of skills of both competent persons and STCW Parties' officials;
- .13 changes in the current oversight system combined with an extensive and robust pool of competent persons could have budgetary implications;
- .14 legal and labour consequences emanating from the implementation of STCW regulation I/7.3.2 should be carefully considered;

-
- .15 time frames should be defined for each step of the evaluation of the information communicated by Parties;
 - .16 a set of procedures would assist in the implementation of the provisions on "communication of information"; and
 - .17 the Committee should be made aware of this problem and endorse the development of an action plan.

12.29 In this regard, the Sub-Committee noted a statement by the delegation of the Philippines, as set out in annex 12.

12.30 Following the discussion, the Sub-Committee:

- .1 noted that the responsibility for the communication of information lay with STCW Parties;
- .2 noted that time frames for compliance with the "communication of information" provisions were provided in part A of the STCW Code, as amended;
- .3 noted the availability of procedures and guidance relating to the "communication of information" in MSC.1/Circ.1448 and MSC.1/Circ.1449;
- .4 invited the Committee to:
 - .1 note the discussions concerning the implementation of relevant provisions of the 1978 STCW Convention, as amended, including STCW regulation I/7.3.2 (see paragraphs 12.28 and 12.29); and
 - .2 include the output on "Implementation of the STCW Convention" in the provisional agenda for HTW 7, so that the Sub-Committee may take necessary action; and
- .5 encouraged Parties to the 1978 STCW Convention, as amended, to properly discharge the obligations emanating from STCW regulation I/8 and sections A-I/7 and A-I/8 of the STCW Code.

Comprehensive review of the STCW Convention and Code

12.31 The Sub-Committee had for its consideration the following documents:

- .1 HTW 6/12/3 (ICS), indicating the need to conduct a comprehensive review of the STCW Convention and Code based on concerns of shipowners and operators regarding the 1978 STCW Convention, as amended;
- .2 HTW 6/12/5 (IAMU), providing comments on document HTW 6/12/3 (ICS) in line with industry concerns about the STCW Convention and Code, and proposing the use of a systematic approach for the next comprehensive review of the STCW Convention and Code; and
- .3 HTW 6/12/6 (ITF), providing comments on document HTW 6/12/3 (ICS), agreeing that there should be a comprehensive review of the STCW Convention and Code; and highlighting the responsibility of companies to ensure appropriate competence of seafarers.

12.32 In the ensuing discussion, the Sub-Committee noted the following views:

- .1 a comprehensive review of the Convention may be timely taking into account the recommendation in resolution 15 of the 2010 Conference of the Parties, i.e. "a comprehensive review of the STCW Convention and Code should, as far as possible, be carried out every 10 years to address any inconsistencies identified in the interim; and to ensure that they are up to date with emerging technologies";
- .2 rather than a comprehensive review of the Convention, the work to be conducted should focus on identified weak areas such as implementation, oversight system, alternative certification, flexibility to address emerging technologies and deletion of obsolete competences;
- .3 any work to be undertaken should take into account the outcome of other ongoing work in the Organization, e.g. the regulatory scoping exercise for the use of Maritime Autonomous Surface Ships (MASS);
- .4 the human element should be properly considered and addressed as part of the work to be done;
- .5 it may be premature to carry out this review, taking into account that the transitional provisions for the implementation of the 2010 Manila Amendments set out in STCW regulation I/15 ended in 2017;
- .6 a comprehensive review was timely, taking into account the lack of certain skills and competences in the Convention which were provided to seafarers by the shipping companies; and
- .7 goals of a comprehensive review of the Convention should be the reduction of administrative burdens and a robust, transparent and effective instrument.

12.33 Following the discussion, the Sub-Committee:

- .1 noted that, if this work is to be initiated, the finalization and entry into force of amendments to the 1978 Convention, as amended, would take a lengthy period of time; and
- .2 invited interested Member States and international organizations to note the comments made and submit a proposal for a new output in accordance with the Committees' method of work (MSC-MEPC.2/Circ.5/Rev.1), as appropriate.

Report on dispensations issued under article VIII of the STCW Convention

12.34 The Sub-Committee noted the information provided in document HTW 6/INF.3 (Secretariat), relating to the reports on dispensations granted in 2017 and 2018, which had been submitted by STCW Parties in accordance with article VIII of the Convention.

Introduction of testing standards for colour vision on medical fitness

12.35 The Sub-Committee noted the information provided in document HTW 6/INF.7 (Islamic Republic of Iran), relating to testing standards for colour vision on medical fitness.

Expressions of appreciation

12.36 The Sub-Committee expressed appreciation to those delegates and observers who had recently relinquished their duties, retired or been transferred to other duties, or were about to do so, 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.

12.37 The Sub-Committee in particular expressed its appreciation to Mr. Davis J. Breyer of the United States Coast Guard, on his retirement. Mr. Breyer had been a key person in the work of the Sub-Committee, in particular, he designed the process for the validation of model courses, he coordinated numerous review groups; and he conducted a number of IMO technical cooperation activities in the field of maritime training and human element.

13 ACTION REQUESTED OF THE COMMITTEES

13.1 The Maritime Safety Committee, at its 101st session, is invited to:

- .1 approve the establishment of a joint ILO/IMO working group for the development of Guidelines on the medical examination of fishing vessel personnel, and the holding of a meeting of the group in 2021, subject to endorsement by C 122 (paragraphs 6.21 to 6.23);
- .2 approve the establishment of an Intersessional Working Group on the STCW-F Convention before HTW 7 and its draft terms of reference, subject to endorsement by C 122 (paragraph 6.45);
- .3 note the Sub-Committee's biennial status report and approve the proposed biennial agenda for the 2020-2021 biennium and the provisional agenda for HTW 7 (paragraphs 10.4 to 10.6; and annexes 9 to 11);
- .4 take into account the Sub-Committee's comments on the draft interim Guidelines for minimizing the incidence and consequences of fires in ro-ro spaces and special category spaces of new and existing ro-ro passenger ships, when considering the draft interim Guidelines under agenda item 14 (Ship Systems and Equipment) (paragraphs 12.24 to 12.26) at MSC 101; and
- .5 in relation to the implementation of the 1978 STCW Convention, as amended (paragraphs 12.27 to 12.30):
 - .1 note the discussions at HTW 6 concerning the implementation of relevant provisions of the 1978 STCW Convention, as amended, including STCW regulation I/7.3.2; and
 - .2 include the output on "Implementation of the STCW Convention" in the provisional agenda for HTW 7, so that the Sub-Committee may take the necessary action.

13.2 The Marine Environment Protection Committee, at its seventy-fifth session, is invited to:

- .1 note that conversion of STCW model courses into e-learning model courses would (paragraph 3.3.1):
 - .1 change the current approach and goal of model courses, as they were not courses ready to be delivered, but tools assisting Member States and other stakeholders to develop detailed training programmes; and
 - .2 require careful consideration of any accountability implications for the subsequent assessment of competence, training quality and independent evaluation relating to this training material in accordance with the STCW Convention; and
- .2 consider whether the systematic use of the Model Courses Trust Fund to hire experts for the development and revision of model courses under the Sub-Committee's purview, subject to the Secretariat's contracting process, should apply to all other IMO bodies dealing with model courses and take action, as appropriate (paragraph 3.10.2).

13.3 The Maritime Safety Committee, at its 102nd session, is invited to:

- .1 note that conversion of STCW model courses into e-learning model courses would (paragraph 3.3.1):
 - .1 change the current approach and goal of model courses, as they were not courses ready to be delivered, but tools assisting Member States and other stakeholders to develop detailed training programmes; and
 - .2 require careful consideration of any accountability implications for the subsequent assessment of competence, training quality and independent evaluation relating to this training material in accordance with the STCW Convention;
- .2 invite the III Sub-Committee to consider how e-learning training material could assist with the implementation of instruments other than the STCW Convention (paragraph 3.3.2);
- .3 consider whether the systematic use of the Model Courses Trust Fund to hire experts for the development and revision of model courses under the Sub-Committee's purview, subject to the Secretariat's contracting process, should apply to all other IMO bodies dealing with model courses and take action, as appropriate (paragraph 3.10.2);
- .4 endorse the initiative to develop a new joint ILO/IMO medical guide for ships (paragraph 3.15.1);
- .5 adopt the draft MSC resolution on amendments to table B-I/2 of the STCW Code (paragraph 5.7 and annex 5);

- .6 endorse that the review of the *Checklist for considering human element issues by IMO bodies* (MSC-MEPC.7/Circ.1) and associated guidance and instructions be carried out under the output on the "Role of the human element" (paragraph 7.14);
- .7 approve that the draft definition of "high-voltage" be included in STCW regulation I/1, with a view to adoption (paragraph 12.21 and annex 7); and
- .8 approve the draft amendment to section A-I/1 of the STCW Code on the inclusion of the capacity "electro-technical officer" in the definition of "operational level, as a consequential amendment to the introduction of this capacity as part of the 2010 Manila Amendments, with a view to adoption (paragraph 12.23 and annex 8); and
- .9 approve the report in general.

ANNEX 1

APPENDIX 1

**REVIEW GROUP ON REVISED MODEL COURSE 3.25 ON SECURITY AWARENESS
TRAINING FOR ALL PORT FACILITY PERSONNEL**

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APPENDIX 2

REVIEW GROUP ON REVISED MODEL COURSE 3.26 ON SECURITY TRAINING FOR SEAFARERS WITH DESIGNATED SECURITY DUTIES

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APPENDIX 3

**REVIEW GROUP ON REVISED MODEL COURSE 3.27 ON SECURITY AWARENESS
TRAINING FOR ALL SEAFARERS**

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ANNEX 2

TERMS OF REFERENCE FOR THE REVISION OF MODEL COURSE 3.25 ON SECURITY AWARENESS TRAINING FOR ALL PORT FACILITY PERSONNEL

Introduction

1 MSC 87 in 2010, having considered the need to enhance maritime security and encourage consistent and harmonized implementation of SOLAS chapter XI-2 and the ISPS Code and the related provisions of the ILO/IMO Code of practice on security in ports and the IMDG Code, approved *Guidelines on security-related training and familiarization training for port facility personnel* (MSC.1/Circ.1341). Model Course 3.25 on *Security Awareness Training for All Port Facility Personnel* was developed and published in English version in 2011, in order to implement the new requirements.

2 In 2012, IMO developed and adopted the Guide to maritime security and the ISPS Code (the Guide). The content of the Guide consolidates the existing IMO maritime security-related material and should be the primary reference document to update the maritime security-related model courses.

3 Furthermore, in 2012 the Asia-Pacific Economic Cooperation (APEC), specifically the APEC transportation working group, developed the Manual of maritime security drills and exercises for port facilities, to assist port facilities with guidelines for the conduct of maritime security drills and exercises in order to comply faithfully with the ISPS requirements.

4 In 2017, IMO approved *Guidelines on maritime cyber risk management* (MSC-FAL.1/Circ.3). The Guidelines provide high-level recommendations on maritime cyber risk management to safeguard shipping from current and emerging cyber threats and vulnerabilities. The Guidelines also include functional elements that support effective cyber risk management in the marine environment.

5 The validation process for model courses is established in the *Revised guidelines for the development, review and validation of model courses* (MSC-MEPC.2/Circ.15/Rev.1). The Guidelines aim to ensure that any model course is consistent with the relevant IMO Instrument. Within every five-year period the Secretariat should review each model course for its consistency with the relevant IMO Instrument, other relevant codes and its relevance to current practices and emerging technology.

Objectives

6 The revision of the Model Course 3.25 on *Security Awareness Training for All Port Facility Personnel* should address the practical aspects of the competencies and related knowledge, understanding and proficiency (KUP) requirements of section 4 and table 1 of MSC.1/Circ.1341. The course should not exceed the competencies and KUP of MSC.1/Circ.1341, but needs to consider and incorporate the latest technological developments and best practices of the industry, and also be aligned with the Guide.

7 Model Course 3.25 should incorporate some material of security drills and exercises from the APEC Manual of maritime security drills and exercises for port facilities as well as material from the *Guidelines on maritime cyber risk management* (MSC-FAL.1/Circ.3) to address necessary functions and competencies in accordance with MSC.1/Circ.1341 and ISPS Code part A, sections 18.3 and 18.4 and part B, sections 18.4, 18.5 and 18.6. Port facilities are required to conduct maritime security drills at least every three months and participate in maritime security exercises at least once a calendar year, with no more than 18 months between exercises.

8 Revision of Model Course 3.25 should cover the following identified areas in need of update, which may include, inter alia:

- .1 removing contents which might not be of relevance to all port facility personnel who do not have designated security duties;
- .2 expanding the concept of handling sensitive security-related information and communications;
- .3 describing main maritime security threats, including cyber risk management, terrorism and weapons of mass destruction;
- .4 including additional key topics under port facility security actions (e.g. a description of security-related provisions for the handling of dangerous goods contained in the 2010 amendments to the International Maritime Dangerous Goods (IMDG) Code; procedures for handling of announced and unannounced visitors; an overview of the setting process of security levels and the implementation of security measures, etc.); and
- .5 reviewing and expanding the module on emergency preparedness, drills and exercises, emphasizing the difference between drills and exercises and adding procedures for responding to additional security incidents (e.g. unattended suspicious package, bomb threat call, etc.).

Activities

9 The course developer will revise Model Course 3.25, based on the competencies and subjects covered in MSC.1/Circ.1341, the ISPS Code, the *Guide to maritime security and the ISPS Code*, *Guidelines on maritime cyber risk management* (MSC-FAL.1/Circ.3) and the material developed by APEC, the Manual of maritime security drills and exercises for Port Facilities, taking into account the model course development guidance for course developers in MSC-MEPC.2/Circ.15/Rev.1, appendix 3. The references and bibliography should make citations using the Harvard Style of Referencing while the common abbreviations for IMO model courses in part C – Detailed Outline should be retained, e.g. R1 for SOLAS 1974, as amended.

10 The course developer, the review group and the IMO Secretariat should take into account the time frame set out in the table in paragraph 11 when undertaking the following activities and specific actions:

- .1 The course developer will submit the initial draft to the Head of Maritime Training and Human Element, Maritime Safety Division (MSD) of the IMO Secretariat, who is the designated representative of the IMO Secretariat for review and development of model courses under the purview of the Sub-Committee. The course developer will then prepare a revised draft taking into account any suggested changes by the IMO Secretariat and forward it again to the IMO Secretariat.
- .2 The IMO Secretariat will forward the draft model course to its review group, which will then provide any comments and guidance to the course developer for inclusion as appropriate in the third draft, which will then be returned by the course developer to the review group for final evaluation and comments, if any.

- .3 The course developer will then finalize the draft model course and submit it to the Head of Maritime Training and Human Element, MSD, for subsequent submission to the relevant session of the Sub-Committee, for consideration and validation.

Reporting

11 The model course should be drafted in English, and IMO should be provided with an electronic version compatible with Microsoft Word, to be submitted to the Head of Maritime Training and Human Element, MSD, with the deadlines for submission, as outlined in the time frame below. All those who are parties to the development and review process are encouraged to exchange comments and information and seek feedback at any appropriate time. The dates and deadlines given in the time frame should be observed and adhered to; however, they should not be considered as limiting the exchange of information.

Deadline	Action to be taken
3 April 2020	The model course developer submits the initial draft of the model course to the designated representative of the IMO Secretariat.
26 June 2020	The IMO Secretariat, following its review of the first draft of the model course for adequacy and consistency with instructions, returns the first draft of the model course to the model course developer with suggested changes, as necessary.
4 September 2020	The model course developer submits the second draft to the IMO Secretariat to forward it to the review group for comments.
27 November 2020	The review group returns any additional comments and guidance to the model course developer for additional edits and development, as appropriate.
5 February 2021	The model course developer submits the final draft of the model course to the IMO Secretariat for forwarding it to the review group for final comments.
9 April 2021	The review group coordinator submits report to the IMO Secretariat including the evaluation questionnaire as contained in appendix 4 to the Revised guidelines.

12 All material shall be prepared in accordance with intellectual property rights and the copyright remains with IMO.

COURSE DEVELOPER – SPECIFIC INSTRUCTIONS / TERMS OF REFERENCE

<p>Course developer specific instructions/terms of reference</p> <p>SECURITY AWARENESS TRAINING FOR ALL PORT FACILITY PERSONNEL</p> <p>Model Course 3.25</p>	
<p>1) The overall goal of this model course is to assist States in their efforts to provide appropriate training to their port facilities personnel without designated security duties, in accordance with the ISPS Code. IMO model courses are intended for a global audience and must be adaptable to a wide range of candidates and teaching resources.</p>	
<p>2) This model course will be validated by HTW 8. The final revised draft of the model course should be submitted to the Head of Maritime Training and Human Element (ModelCourses@imo.org) no later than 5 February 2021 with the following subject line:</p> <p>Revised Model Course 3.25 on <i>Security Awareness Training for All Port Facility Personnel</i> for submission to HTW 8</p>	
<p>3) The following countries, organizations and subject matter experts (SME) have indicated their availability to work with the course developer on this project. Their contact information is listed below. The course developer is also encouraged to use other resources as may also be available to it.</p>	
Country, Organization, SME	Contact information
Captain Ramadhan Hasri Harahap and Ms Devi A. Mamesah, Indonesia	ramadhanhasri@yahoo.com viarianthy@yahoo.com
<p>4) This model course has some common and equal education and training requirements as are found in the listed model courses. The education and training requirements must use similar vernacular and be based upon the same information. However, alterations to reflect individual shipboard departmental requirements are expected.</p>	
Model Course	Training requirement
3.27 on <i>Security Awareness Training for All Seafarers</i>	Paragraph 4 and table A-VI/6-1 in section A-VI/6 of the STCW Code
<p>5) This model course has some common, but lower level education and training requirements than that found in the listed model courses. These education and training requirements must use simpler taxonomy or topics to reflect their prerequisite nature.</p>	
Model Course	Training requirement
3.21 on <i>Port Facility Security Officer</i>	MSC.1/Circ.1188
3.24 on <i>Security Awareness Training for Port Facility Personnel with Designated Security Duties</i>	MSC.1/Circ.1341

<p>Course developer specific instructions/terms of reference</p> <p>SECURITY AWARENESS TRAINING FOR ALL PORT FACILITY PERSONNEL</p> <p>Model Course 3.25</p>	
<p>6) This model course has some common, but higher-level education and training requirements than that found in the listed model courses. The education and training requirements must use a more advanced taxonomy or topics to reflect the advanced nature of the material presented.</p>	
Model Course	Training requirement
N/A	
<p>7) This model course is to be included within these other model courses.</p>	
Model Course	Training requirement
N/A	
<p>8) This model course is to include these other model courses.</p>	
Model Course	Training requirement
N/A	
<p>9) This model course is to include education and training requirements from other IMO Instruments</p>	
Convention and Codes	Training requirement
<ul style="list-style-type: none"> - SOLAS Convention - ISPS Code 	<ul style="list-style-type: none"> - MSC.1/Circ.1341 <i>Guidelines on security-related training and familiarization training for port facility personnel</i> - Guide to maritime security and the ISPS Code, 2012 - Manual of maritime security drills and exercises for port facilities, APEC 2012 - MSC-FAL.1/Circ.3 <i>Guidelines on maritime cyber risk management</i>
<p>These specific instructions are to provide the course developer with guidelines to use during the development of a model course. They are as inclusive as possible. However, the course developer may, at his/her discretion, and in consultation and agreement with the IMO Secretariat, adapt these instructions to meet the intent and goals of the Committee/Sub-Committee concerned.</p>	

ANNEX 3

TERMS OF REFERENCE FOR THE REVISION OF MODEL COURSE 3.26 ON SECURITY TRAINING FOR SEAFARERS WITH DESIGNATED SECURITY DUTIES

Introduction

1 The Sub-Committee on Standards of Training and Watchkeeping (STW) in 2012, consequent to the adoption of the Manila Amendments to the STCW Convention and Code, and keeping in mind the need to enhance maritime security and encourage consistent and harmonized implementation of SOLAS chapter XI-2 and the ISPS Code, as well as related counter piracy guidance, validated the then newly developed Model Course 3.26 on *Security Training for Seafarers with Designated Security Duties*.

2 Also in 2012, IMO developed and adopted the Guide to maritime security and the ISPS Code (the Guide). The content of the Guide consolidates the existing IMO maritime security-related material and should be the primary reference document to update the maritime security-related model courses.

3 In 2017, IMO approved *Guidelines on maritime cyber risk management* (MSC-FAL.1/Circ.3). The Guidelines provide high-level recommendations on maritime cyber risk management to safeguard shipping from current and emerging cyber threats and vulnerabilities. The Guidelines also include functional elements that support effective cyber risk management in the marine environment.

4 In 2018, IMO approved a comprehensive set of revised industry-developed guidance relating primarily to incidents of piracy and armed robbery against ships, but also to other types of security threats (MSC.1/Circ.1601). This includes revised Best Management Practices to Deter Piracy and Enhance Maritime Security in the Red Sea, Gulf of Aden, Indian Ocean and Arabian Sea (BMP5), which addresses the issues of anti-ship cruise missiles and water-borne improvised explosive devices in the Bab el-Mandeb Strait emanating from the conflict in the Yemen.

5 The validation process for model courses is established in the *Revised guidelines for the development, review and validation of model courses* (MSC-MEPC.2/Circ.15/Rev.1). The Guidelines aim to ensure that any model course is consistent with the relevant IMO Instrument. Within every five-year period the Secretariat should review each model course for its consistency with the relevant IMO instrument, other relevant codes and its relevance to current practices and emerging technology.

Objectives

6 The revision of Model Course 3.26 on *Security Training for Seafarers with Designated Security Duties* should address the practical aspects of the competencies and related knowledge, understanding and proficiency requirements in table A-VI/6-2 of the STCW Code, as amended. The course should not exceed the competencies in table A-VI/6-2, but needs to consider and incorporate the latest technological developments and best practices of the industry, and also be aligned with the Guide.

7 Model Course 3.26 should incorporate some material of the *Industry Counter Piracy Guidance* (MSC.1/Circ.1601) as well as material of the *Guidelines on maritime cyber risk management* (MSC-FAL.1/Circ.3) to address necessary functions and competencies in accordance with in table A-VI/6-2 of the STCW Code and ISPS Code part A, sections 13.3

and 13.4 and part B, sections 13.3, 13.5, 13.6 and 13.7. Ships are required to conduct maritime security drills at least every three months and participate in maritime security exercises at least once a calendar year, with no more than 18 months between exercises.

8 The revision of Model Course 3.26 should cover the following identified areas in need of update, which may include, inter alia:

- .1 removing contents which might not be of relevance to seafarers with designated security duties;
- .2 expanding the concept of handling sensitive security-related information and communications;
- .3 describing main maritime security threats, including cyber risk management, terrorism and weapons of mass destruction;
- .4 including potential additional key topics under ship security actions to correspond with additional identified threats; and
- .5 reviewing and expanding the module on emergency preparedness, drills and exercises, emphasizing the difference between drills and exercises and adding procedures for responding to additional security incidents, taking into account the Revised Industry Counter Piracy guidance (MSC.1/Circ.1601), among others.

Activities

9 The course developer will revise Model Course 3.26, based on the competencies and subjects covered in section A-VI/6 of the STCW Code, the ISPS Code, the *Guide to maritime security and the ISPS Code*, *Guidelines on maritime cyber risk management* (MSC-FAL.1/Circ.3) and the material developed by industry in MSC.1/Circ.1601, taking into account the model course development guidance for course developers in MSC-MEPC.2/Circ.15/Rev.1, appendix 3. The references and bibliography should make citations using the Harvard Style of Referencing while the common abbreviations for IMO model courses in part C – Detailed Outline should be retained, e.g. R1 for SOLAS 1974, as amended.

10 The course developer, the review group and the IMO Secretariat should take into account the time frame set out in the table in paragraph 11 when undertaking the following activities and specific actions:

- .1 The course developer will submit the initial draft to the Head of Maritime Training and Human Element, Maritime Safety Division (MSD) of the IMO Secretariat, who is the designated representative of the IMO Secretariat for review and development of model courses under the purview of the Sub-Committee. The course developer will then prepare a revised draft taking into account any suggested changes by the IMO Secretariat and forward it again to the Secretariat.
- .2 The IMO Secretariat will forward the draft model course to its review group, which will then provide any comments and guidance to the course developer for inclusion as appropriate in the third draft, which will then be returned by the course developer to the review group for final evaluation and comments, if any.

- .3 The course developer will then finalize the draft model course and submit it to the Head of Maritime Training and Human Element, MSD, for subsequent submission to the relevant session of the Sub-Committee, for consideration and validation.

Reporting

11 The model course should be drafted in English, and IMO should be provided with an electronic version compatible with Microsoft Word, to be submitted to the Head of Maritime Training and Human Element, MSD, with the deadlines for submission, as outlined in the time frame below. All those who are parties to the development and review process are encouraged to exchange comments and information and seek feedback at any appropriate time. The dates and deadlines given in the time frame should be observed and adhered to; however, they should not be considered as limiting the exchange of information.

Deadline	Action to be taken
3 April 2020	The model course developer submits the initial draft of the model course to the designated representative of the IMO Secretariat.
26 June 2020	The IMO Secretariat, following its review of the first draft of the model course for adequacy and consistency with instructions, returns the first draft of the model course to the model course developer with suggested changes, as necessary.
4 September 2020	The model course developer submits the second draft to the IMO Secretariat to forward it to the review group for comments.
27 November 2020	The review group returns any additional comments and guidance to the model course developer for additional edits and development, as appropriate.
5 February 2021	The model course developer submits the final draft of the model course to the IMO Secretariat for forwarding it to the review group for final comments.
9 April 2021	The review group coordinator submits report to the IMO Secretariat including the evaluation questionnaire as contained in appendix 4 to the Revised guidelines.

12 All material shall be prepared in accordance with intellectual property rights and the copyright remains with IMO.

COURSE DEVELOPER – SPECIFIC INSTRUCTIONS / TERMS OF REFERENCE

<p>Course developer specific instructions/terms of reference</p> <p>SECURITY TRAINING FOR SEAFARERS WITH DESIGNATED SECURITY DUTIES</p> <p>Model Course 3.26</p>	
<p>1) The overall goal of this model course is to provide the knowledge required for seafarers with designated security duties in connection with a Ship Security Plan (SSP) to perform their duties in accordance with the requirements of SOLAS chapter XI-2, the ISPS Code, and section A-VI/6, paragraphs 6 to 8 of the STCW Code. IMO model courses are intended for a global audience and must be adaptable to a wide range of candidates and teaching resources.</p>	
<p>2) This model course will be validated by HTW 8. The final revised draft of the model course should be submitted to the Head of Maritime Training and Human Element (ModelCourses@imo.org) no later than 5 February 2021 with the following subject line:</p> <p>Revised Model Course 3.26 on Security Training for Seafarers with Designated Security Duties for submission to HTW 8</p>	
<p>3) The following countries, organizations and subject matter experts (SME) have indicated their availability to work with the course developer on this project. Their contact information is listed below. The course developer is also encouraged to use other resources as may also be available to it.</p>	
Country, Organization, SME	Contact information
Captain Ramadhan Hasri Harahap and Ms Devi A. Mamesah, Indonesia	ramadhanhasri@yahoo.com viarianthy@yahoo.com
<p>4) This model course has some common and equal education and training requirements as are found in the listed model courses. The education and training requirements must use similar vernacular and be based upon the same information. However, alterations to reflect individual shipboard departmental requirements are expected.</p>	
Model Course	Training requirement
3.24 on <i>Security Awareness Training for Port Facility Personnel with Designated Security Duties</i>	MSC.1/Circ.1341
<p>5) This model course has some common, but lower level education and training requirements than that found in the listed model courses. These education and training requirements must use simpler taxonomy or topics to reflect their prerequisite nature.</p>	
Model Course	Training requirement
3.19 on <i>Ship Security Officer</i>	Section A-VI/5 of the STCW Code

<p>Course developer specific instructions/terms of reference</p> <p>SECURITY TRAINING FOR SEAFARERS WITH DESIGNATED SECURITY DUTIES</p> <p>Model Course 3.26</p>	
<p>6) This model course has some common, but higher-level education and training requirements than that found in the listed model courses. The education and training requirements must use a more advanced taxonomy or topics to reflect the advanced nature of the material presented.</p>	
Model Course	Training requirement
3.27 on <i>Security Awareness Training for All Seafarers</i>	Paragraph 4 and table A-VI/6-1 in section A-VI/6 of the STCW Code
<p>7) This model course is to incorporate within these other model courses.</p>	
Model Course	Training requirement
N/A	
<p>8) This model course is to include these other model courses.</p>	
Model Course	Training requirement
N/A	
<p>9) This model course is to include education and training requirements from other IMO instruments.</p>	
Convention and Codes	Training requirement
<ul style="list-style-type: none"> - SOLAS Convention - ISPS Code - STCW Code section A-VI/6, paragraphs 6 to 8 	<ul style="list-style-type: none"> - MSC.1/Circ.1341 <i>Guidelines on security-related training and familiarization training for port facility personnel</i> - Guide to maritime security and the ISPS Code, 2012 - MSC.1/Circ.1601 <i>Revised Industry Counter Piracy Guidance</i> - MSC.1/Circ.1405/Rev.2 Revised interim guidance to shipowners, ship operators, and shipmasters on the use of privately contracted armed security personnel - MSC-FAL.1/Circ.3 <i>Guidelines on maritime cyber risk management</i> - IMO/UMHCR/ICS publication - A Guide to Principles and Practice as Applied to Refugees and Migrants
<p>These specific instructions are to provide the course developer with guidelines to use during the development of a model course. They are as inclusive as possible. However, the course developer may, at his/her discretion, and in consultation and agreement with the IMO Secretariat, adapt these instructions to meet the intent and goals of the Committee/Sub-Committee concerned.</p>	

ANNEX 4

TERMS OF REFERENCE FOR THE REVISION OF MODEL COURSE 3.27 ON SECURITY AWARENESS TRAINING FOR ALL SEAFARERS

Introduction

1 The Sub-Committee on Standards of Training and Watchkeeping (STW) in 2012, consequent to the adoption of the Manila Amendments to the STCW Convention and Code, and keeping in mind the need to enhance maritime security and encourage consistent and harmonized implementation of SOLAS chapter XI-2 and the ISPS Code as well as related counter piracy guidance, validated the then newly developed Model Course 3.27 on *Security Awareness Training for All Seafarers*.

2 Also in 2012, IMO developed and adopted the *Guide to maritime security and the ISPS Code* (the Guide). The content of the Guide consolidates the existing IMO maritime security-related material and should be the primary reference document to update the maritime security-related model courses.

3 In 2017, IMO approved *Guidelines on maritime cyber risk management* (MSC-FAL.1/Circ.3). The Guidelines provide high-level recommendations on maritime cyber risk management to safeguard shipping from current and emerging cyber threats and vulnerabilities. The Guidelines also include functional elements that support effective cyber risk management in the marine environment.

4 In 2018, IMO approved a comprehensive set of revised industry-developed guidance relating primarily to incidents of piracy and armed robbery against ships, but also to other types of security threats (MSC.1/Circ.1601). This includes revised Best Management Practices to Deter Piracy and Enhance Maritime Security in the Red Sea, Gulf of Aden, Indian Ocean and Arabian Sea (BMP5), which addresses the issues of anti-ship cruise missiles and water-borne improvised explosive devices in the Bab el-Mandeb Strait emanating from the conflict in the Yemen.

5 The validation process for model courses is established in the *Revised guidelines for the development, review and validation of model courses* (MSC-MEPC.2/Circ.15/Rev.1). The Guidelines aim to ensure that any model course is consistent with the relevant IMO instrument. Within every five-year period the Secretariat should review each model course for its consistency with the relevant IMO instrument, other relevant codes and its relevance to current practices and emerging technology.

Objectives

6 The revision of Model Course 3.27 on Security Awareness Training for All Seafarers should address the practical aspects of the competencies and related knowledge, understanding and proficiency requirements in table A-VI/6-1 of the STCW Code. The course should not exceed the competencies in table A-VI/6-1, but needs to consider and incorporate the latest technological developments and best practices of the industry, and also be aligned with the Guide.

7 Model Course 3.27 should incorporate some material of the *Industry Counter Piracy Guidance* in MSC.1/Circ.1601 as well as material of the *Guidelines on maritime cyber risk management* (MSC-FAL.1/Circ.3) to address necessary functions and competencies in accordance with table A-VI/6-1 of the STCW Code and ISPS Code part A, sections 13.3

and 13.4 and part B, sections 13.3, 13.5, 13.6 and 13.7. Ships are required to conduct maritime security drills at least every three months and participate in maritime security exercises at least once a calendar year, with no more than 18 months between exercises.

8 Revision of Model Course 3.27 should cover the following identified areas in need of update, which may include, inter alia:

- .1 removing contents which might not be of relevance to seafarers who do not have designated security duties;
- .2 expanding the concept of handling sensitive security-related information and communications;
- .3 describing main maritime security threats, including cyber risk management, terrorism and weapons of mass destruction;
- .4 including potential additional key topics under ship security actions to correspond with additional identified threats; and
- .5 reviewing and expanding the module on emergency preparedness, drills and exercises, emphasizing the difference between drills and exercises and adding procedures for responding to additional security incidents, taking into account the Revised Industry Counter Piracy guidance (MSC.1/Circ.1601), among others.

Activities

9 The course developer will revise Model Course 3.27, based on the competencies and subjects covered in section A-VI/6 of the STCW Code, the ISPS Code, the *Guide to maritime security and the ISPS Code, Guidelines on maritime cyber risk management* (MSC-FAL.1/Circ.3) and the material developed by industry in MSC.1/Circ.1601, taking into account the model course development guidance for course developers in MSC-MEPC.2/Circ.15/Rev.1, appendix 3. The references and bibliography should make citations using the Harvard Style of Referencing while the common abbreviations for IMO model courses in part C – Detailed Outline should be retained, e.g. R1 for SOLAS 1974, as amended.

10 The course developer, the review group and the IMO Secretariat should take into account the time frame set out in the table in paragraph 11 when undertaking the following activities and specific actions:

- .1 The course developer will submit the initial draft to the Head of Maritime Training and Human Element, Maritime Safety Division (MSD) of the IMO Secretariat, who is the designated representative of the IMO Secretariat for review and development of model courses under the purview of the Sub-Committee. The course developer will then prepare a revised draft taking into account any suggested changes by the IMO Secretariat and forward it again to the IMO Secretariat.
- .2 The IMO Secretariat will forward the draft model course to its review group, which will then provide any comments and guidance to the course developer for inclusion as appropriate in the third draft, which will then be returned by the course developer to the review group for final evaluation and comments, if any.

- .3 The course developer will then finalize the draft model course and submit it to the Head of Maritime Training and Human Element, MSD, for subsequent submission to the relevant session of the Sub-Committee, for consideration and validation.

Reporting

11 The model course should be drafted in English, and IMO should be provided with an electronic version compatible with Microsoft Word, to be submitted to the Head of Maritime Training and Human Element, MSD, with the deadlines for submission, as outlined in the time frame below. All those who are parties to the development and review process are encouraged to exchange comments and information and seek feedback at any appropriate time. The dates and deadlines given in the time frame should be observed and adhered to; however, they should not be considered as limiting the exchange of information.

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27 November 2020	The review group returns any additional comments and guidance to the model course developer for additional edits and development, as appropriate.
5 February 2021	The model course developer submits the final draft of the model course to the IMO Secretariat for forwarding it to the review group for final comments.
9 April 2021	The review group coordinator submits report to the IMO Secretariat including the evaluation questionnaire as contained in appendix 4 to the Revised guidelines.

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COURSE DEVELOPER – SPECIFIC INSTRUCTIONS / TERMS OF REFERENCE

<p>Course developer specific instructions/terms of reference</p> <p>SECURITY AWARENESS TRAINING FOR ALL SEAFARERS</p> <p>Model Course 3.27</p>	
<p>1) The overall goal of this model course is to provide the knowledge required for seafarers in connection with a Ship Security Plan (SSP) to perform their duties in accordance with the requirements of SOLAS Chapter XI-2, the ISPS Code and section A-VI/6, paragraphs 1 to 4 of the STCW Code. IMO model courses are intended for a global audience and must be adaptable to a wide range of candidates and teaching resources.</p>	
<p>2) This model course will be validated by HTW 8. The final revised draft of the model course should be submitted to the Head of Maritime Training and Human Element (ModelCourses@imo.org) no later than 5 February 2021 with the following subject line: Revised Model Course 3.27 on Security Awareness Training for All Seafarers for submission to HTW 8</p>	
<p>3) The following countries, organizations and subject matter experts (SME) have indicated their availability to work with the course developer on this project. Their contact information is listed below. The course developer is also encouraged to use other resources as may also be available to it.</p>	
Country, Organization, SME	Contact information
Captain Ramadhan Hasri Harahap and Ms Devi A. Mamesah, Indonesia	ramadhanhasri@yahoo.com viarianthy@yahoo.com
<p>4) This model course has some common and equal education and training requirements as are found in the listed model courses. The education and training requirements must use similar vernacular and be based upon the same information. However, alterations to reflect individual shipboard departmental requirements are expected.</p>	
Model Course	Training requirement
3.25 on <i>Security Awareness Training for All Port Facility Personnel</i>	MSC.1/Circ.1341
<p>5) This model course has some common, but lower level education and training requirements than those found in the listed model courses. These education and training requirements must use simpler taxonomy or topics to reflect their prerequisite nature.</p>	
Model Course	Training requirement
3.26 on <i>Security Training for Seafarers with Designated Security Duties</i> 3.19 on <i>Ship Security Officer</i>	- SOLAS Convention and ISPS Code - STCW A-VI/6, paragraphs 6 to 8 - STCW A-VI/5

Course developer specific instructions/terms of reference	
SECURITY AWARENESS TRAINING FOR ALL SEAFARERS	
Model Course 3.27	
6) This model course has some common, but higher-level education and training requirements than that found in the listed model courses. The education and training requirements must use a more advanced taxonomy or topics to reflect the advanced nature of the material presented	
Model Course	Training requirement
N/A	
7) This model course is to incorporate within these other model courses.	
Model Course	Training requirement
N/A	
8) This model course is to include these other model courses.	
Model Course	Training requirement
N/A	
9) This model course is to include education and training requirements from other IMO instruments.	
Convention and Codes	Training requirement
<ul style="list-style-type: none"> - SOLAS Convention - ISPS Code - STCW Code section A-VI/6, paragraph 4 	<ul style="list-style-type: none"> - MSC.1/Circ.1341 <i>Guidelines on security-related training and familiarization training for port facility personnel</i> - Guide to maritime security and the ISPS Code, 2012 - MSC.1/Circ.1601 <i>Revised Industry Counter Piracy Guidance</i> - MSC-FAL.1/Circ.3 <i>Guidelines on maritime cyber risk management</i>
<p>These specific instructions are to provide the course developer with guidelines to use during the development of a model course. They are as inclusive as possible. However, the course developer may, at his/her discretion, and in consultation and agreement with the IMO Secretariat, adapt these instructions to meet the intent and goals of the Committee/Sub-Committee concerned.</p>	

ANNEX 5

**DRAFT MSC RESOLUTION ON AMENDMENTS TO PART B OF THE SEAFARERS'
TRAINING, CERTIFICATION AND WATCHKEEPING (STCW) CODE**

THE MARITIME SAFETY COMMITTEE,

RECALLING Article 28(b) of the Convention on the International Maritime Organization concerning the functions of the Committee,

RECALLING ALSO regulation I/1.2.4 of the International Convention of Standards on Training, Certification and Watchkeeping for Seafarers, 1978 (the Convention), regarding the procedure for amendments to part B (recommendatory part) of the Seafarers' Training, Certification and Watchkeeping (STCW) Code,

NOTING that, with a view to addressing issues identified during the implementation of the amendments adopted by the 2010 Manila Conference and providing better guidance to Parties to the Convention, Administrations, port State control authorities, recognized organizations and other relevant parties, amendments to section B-1/2 of the STCW Code were necessary,

HAVING CONSIDERED, at its [...] session, amendments to part B of the STCW Code proposed by the Sub-Committee on Human Element, Training and Watchkeeping, at its sixth session,

- 1 ADOPTS amendments to part B of the STCW Code, the text of which is set out in the annex to the present resolution;
- 2 RECOMMENDS that Parties use the amendments to part B of the STCW Code as recommended guidance for the implementation, application and enforcement of measures to give the Convention full and complete effect in a uniform manner; and
- 3 DETERMINES that said amendments should become effective on [...].

ANNEX

DRAFT AMENDMENTS TO PART B OF THE SEAFARERS' TRAINING, CERTIFICATION AND WATCHKEEPING (STCW) CODE*

CHAPTER I – Guidance regarding general provisions

1 "Table B-I/2" in section B-I/2 is replaced with the following:

"Table B-I/2

List of certificates or documentary evidence required under the STCW Convention

The list below identifies all certificates or documentary evidence described in the Convention which authorize the holder to serve in certain capacities, perform certain duties, functions or be assigned certain responsibilities on board ships. The certificates are subject to the requirements of regulation I/2 regarding language and their availability in original form.

The list also references the relevant regulations and the requirements for endorsement, registration and revalidation.

Regulations	Type of certificate or documentary evidence and brief description	Seafarers required to hold the certificate or documentary evidence	Endorsement attesting recognition of a certificate required ¹	Registration required ²	Revalidation of a certificate or maintenance of the required standard of competence ³
II/1, II/2, II/3, III/1, III/2, III/3, III/6, IV/2, VII/2	Certificate of Competency ⁴ For masters, officers and GMDSS radio operators	Masters, officers and GMDSS radio operators	Yes	Yes	Yes ⁵
II/4, II/5, III/4, III/5, III/7, VII/2	Certificate of Proficiency For ratings duly certified to be a part of a navigational or engine-room watch	Ratings forming part of a navigational or engine-room watch (other than those under training or whose duties are of an unskilled nature), and ratings serving as able seafarer deck, able seafarer engine or electro-technical rating	No	Yes	No
II/5, III/5, III/7, VII/2	Certificate of Proficiency For ratings duly certified as able seafarer deck, able seafarer engine		No	Yes	No

* Tracked changes have been created using "strikeout" for deleted text and "grey shading" to highlight all modifications and new insertions, including deleted text.

Regulations	Type of certificate or documentary evidence and brief description	Seafarers required to hold the certificate or documentary evidence	Endorsement attesting recognition of a certificate required ¹	Registration required ²	Revalidation of a certificate or maintenance of the required standard of competence ³
	or electro-technical rating				
V/1-1, V/1-2	Certificate of Proficiency or endorsement to a Certificate of Competency – Basic training for oil and chemical or liquefied gas tanker cargo operations	Officers assigned specific duties and responsibilities related to cargo or cargo equipment on board tankers	Yes	Yes	Yes ⁵
V/1-1, V/1-2	Certificate of Proficiency or endorsement to a Certificate of Competency – Advanced training for oil, chemical or liquefied gas tanker cargo operations For masters and officers on oil, chemical or liquefied gas tankers	Masters, chief engineer officers, chief mates, second engineer officers and any officer with immediate responsibility for loading, discharging, care in transit, handling of cargo, tank cleaning or other cargo-related operations on board tankers	Yes	Yes	Yes ⁵
V/1-1, V/1-2	Certificate of Proficiency or endorsement to an existing Certificate of Proficiency – Basic training for oil and chemical or liquefied gas tanker cargo operations For ratings on oil, chemical or liquefied gas tankers	Ratings assigned specific duties and responsibilities related to cargo or cargo equipment on board tankers	No	Yes	No
V/1-1, V/1-2	Certificate of Proficiency or endorsement to an existing Certificate of Proficiency – Advanced training for oil, chemical or liquefied gas tanker cargo operations	Any person, other than masters and officers, with immediate responsibility for loading, discharging, care in transit, handling of cargo, tank cleaning or other cargo-related operations on board tankers	No	Yes	No
V/2	Documentary evidence – Safety training Training for masters, officers, ratings and other personnel serving on Passenger ships	Personnel providing direct service to passengers in passenger spaces, on board passenger ships	No	No	No ⁴ No

Regulations	Type of certificate or documentary evidence and brief description	Seafarers required to hold the certificate or documentary evidence	Endorsement attesting recognition of a certificate required ¹	Registration required ²	Revalidation of a certificate or maintenance of the required standard of competence ³
V/2	Documentary evidence – Passenger ship crowd management training	Masters, officers, ratings qualified in accordance with chapters II, III and VII and other personnel designated on the muster list to assist passengers in emergency situations on board passenger ships	No	No	Yes ⁶
V/2	Documentary evidence – Crisis management and human behaviour training	Masters, chief engineer officers, chief mates, second engineer officers and any person designated on the muster list of having responsibility for the safety of passengers in emergency situations on board passenger ships	No	No	Yes ⁶
V/2	Documentary evidence – Passenger safety, cargo safety and hull integrity training	Masters, chief engineer officers, chief mates, second engineer officers and every person assigned immediate responsibility for embarking and disembarking passengers, for loading, discharging or securing cargo, or for closing hull openings on board ro-ro passenger ships	No	No	Yes ⁶
V/3	Certificate of Proficiency – Basic training for service on ships subject to the IGF Code	Seafarers responsible for designated safety duties associated with the care, use or in emergency response to the fuel on board ships subject to the IGF Code	No	Yes	Yes ⁶
V/3	Certificate of Proficiency – Advanced training for service on ships subject to the IGF Code Training for masters, officers, ratings and other personnel on ships subject to the IGF Code	Masters, engineer officers and all personnel with immediate responsibility for the care and use of fuels and fuel systems on ships subject to the IGF Code	No	Yes	Yes ⁸ Yes ⁶

Regulations	Type of certificate or documentary evidence and brief description	Seafarers required to hold the certificate or documentary evidence	Endorsement attesting recognition of a certificate required ¹	Registration required ²	Revalidation of a certificate or maintenance of the required standard of competence ³
V/4	Certificate of Proficiency – Basic training for ships operating in polar waters	Masters, chief mates and officers in charge of a navigational watch on ships operating in polar waters, as required by the Polar Code	No	Yes	Yes ⁵
V/4	Certificate of Proficiency – Advanced training for ships operating in polar waters for masters and officers on ships operating in polar waters	Masters and chief mates on ships operating in polar waters, as required by the Polar Code	No	Yes	Yes ⁵
VI/1	Certificate of Proficiency ⁵⁷ – Basic training	Seafarers employed or engaged in any capacity on board ship on the business of that ship as part of the ship's complement with designated safety or pollution-prevention duties in the operation of the ship	No	Yes	Yes ⁶ Yes ⁸
VI/2	Certificate of Proficiency ⁵⁷ – Survival craft and rescue boats other than fast rescue boats Survival craft, rescue boats and fast rescue boats	Seafarers designated to operate survival craft and rescue boats other than fast rescue boats	No	Yes	Yes ⁶ Yes ⁸
VI/2	Certificate of Proficiency – Fast rescue boats	Seafarers designated to operate fast rescue boats	No	Yes	Yes ⁸
VI/3	Certificate of Proficiency ⁵⁷ – Advanced fire fighting	Seafarers designated to control fire-fighting operations	No	Yes	Yes ⁶ Yes ⁸
VI/4	Certificate of Proficiency ⁵⁷ – Medical first aid and medical care	Seafarers designated to provide medical first aid on board ship	No	Yes	No
VI/4	Certificate of Proficiency ⁷ – Medical care	Seafarers designated to take charge of medical care on board ship	No	Yes	No
VI/5	Certificate of Proficiency – Ship security officer	Seafarers designated as ship security officer	No	Yes	No

Regulations	Type of certificate or documentary evidence and brief description	Seafarers required to hold the certificate or documentary evidence	Endorsement attesting recognition of a certificate required ¹	Registration required ²	Revalidation of a certificate or maintenance of the required standard of competence ³
VI/6	Certificate of Proficiency ^{7,9, 10} – Security awareness training or security training for seafarers with designated security duties	Seafarers employed or engaged in any capacity on board a ship which is required to comply with the provisions of the ISPS Code on the business of that ship as part of the ship's complement without designated security duties	No	Yes	No
VI/6	Certificate of Proficiency ^{9, 10} – Training for seafarers with designated security duties	Seafarers designated to perform security duties, including anti-piracy and anti-armed-robbery-related activities	No	Yes	No

Notes:

1 *Endorsement attesting recognition of a certificate* means endorsement in accordance with regulation I/2, paragraph 7, issued under the conditions specified in regulation I/10, paragraph 1. Documentary proof that an application for an endorsement has been submitted to the Administration shall also be accepted under the conditions specified in regulation I/10 paragraph 5.

2 *Registration required* means as part of register or registers in accordance with regulation I/2, paragraph 14.

3 *Revalidation of a certificate or maintenance of the required standard of competence* means establishing continued professional competence in accordance with regulation I/11, undertake appropriate refresher training or provide evidence of having achieved or maintained or maintaining the required standards of competence in accordance with regulations V/2 and V/3; and sections A-V/3 and A-VI/1 to A-VI/3, as applicable.

4 In accordance with article VIII, if a seafarer serves in a capacity for which they do not hold the appropriate certificate, a dispensation issued by the Administration should be necessary. However, this is not applicable to radio operators, unless the relevant radio regulations provide otherwise.

5 Revalidation in accordance with regulation I/11.

64 As required by regulations V/2, paragraph 4 and V/3, paragraph 12, seafarers shall, at intervals not exceeding five years, undertake appropriate refresher training or be required to provide evidence of having achieved the required standard of competence within the previous five years. ~~As required by regulation V/2, paragraph 4 seafarers who have completed training in "crowd management", "crisis management and human behaviour" or "passenger safety, cargo safety and hull integrity" shall, at intervals not exceeding five years, undertake appropriate refresher training or to provide evidence of having achieved the required standards of competence within the previous five years.~~

~~75~~ The certificates of competency issued in accordance with regulations II/1, II/2, II/3, III/1, III/2, III/3, III/6 and VII/2 include the proficiency requirements in "basic training", "survival craft and rescue boats other than fast rescue boats", "advanced fire fighting", ~~and "medical first aid" and "medical care"~~, therefore, holders of mentioned certificates of competency are not required to carry Certificates of Proficiency in respect of those competences of chapter VI.

~~86~~ Seafarers qualified under regulation VI/1 (basic training) related to the competences "personal survival techniques" and "fire prevention and fire fighting", regulation VI/2 (survival craft, rescue boats and fast rescue boats) and regulation VI/3 (advanced fire fighting) are required, every five years, to provide evidence of having maintained the required standards of competence in accordance with the provisions of sections A-VI/1, paragraph 3; A-VI/2, paragraphs 5 and 11; and A-VI/3, paragraph 5. ~~In accordance with sections A-VI/1, A-VI/2 and A-VI/3, seafarers shall provide evidence of having maintained the required standards of competence every five years.~~

~~97~~ Ship security officer training encompasses the competence requirements of section A-VI/6, and therefore, holders of such a certificate of proficiency should not be required to undergo further training and obtain certification under section A-VI/6 related to competency for security awareness and training for seafarers with designated security duties. In addition, training for seafarers with designated security duties encompasses the competence requirements of section A-VI/6, paragraph 4, and therefore, holders of such certificate of proficiency, should not be required to undergo further training and obtain certification related to competency for security awareness. ~~Where security awareness training or training in designated security duties is not included in the qualification for the certificate to be issued.~~

~~10~~ Where security awareness training or training in designated security duties is not included in the qualification for the certificate to be issued.

~~8~~ ~~In accordance with regulation V/3, seafarers shall, at intervals not exceeding five years, undertake appropriate refresher training or be required to provide evidence of having achieved the required standard of competence within the previous five years.~~

ANNEX 6

**WORK PLAN FOR THE COMPLETION OF THE COMPREHENSIVE REVIEW
OF THE STCW-F CONVENTION**

No	Work item	Meeting	Date
1	Re-establishment of the Correspondence Group	HTW 6	3 May 2019
2	Meeting of the Intersessional Working Group	IWG 1	10-14 February 2020 (tentative)
3	Further development of draft amendments to the STCW-F Convention and corresponding parts in the draft STCW-F Code	HTW 7	1-5 June 2020
4	Re-establishment of the Correspondence Group	HTW 7	5 June 2020
5	[Meeting of the Intersessional Working Group	IWG 2	2021]
6	Development of draft Guidelines on the Medical Examination of Fishing Vessel Personnel	Joint ILO/IMO Working Group	2021
7	Finalization of the draft revised Convention and new Code	HTW 8	2nd half of 2021
8	Consideration and approval of the draft revised Convention and new Code	MSC 105	May 2022
9	Adoption of the draft revised Convention and new Code	MSC 106*	November 2022

* The procedure by default would be adoption by the Maritime Safety Committee, however, there exists a possibility that amendments could be adopted by a Conference upon the request of a Party concurred with by at least one third of the Parties, as per Article 10 of the STCW-F Convention.

ANNEX 7

**DRAFT AMENDMENTS TO THE INTERNATIONAL CONVENTION ON
STANDARDS OF TRAINING, CERTIFICATION AND WATCHKEEPING
FOR SEAFARERS (STCW), 1978, AS AMENDED**

CHAPTER I

General provisions

1 In regulation I/1.1, the following definition is added:

".44 *High-voltage* means an alternating current (AC) or direct current (DC) voltage in excess of 1,000 volts."

ANNEX 8

DRAFT AMENDMENTS TO PART A OF THE SEAFARERS' TRAINING, CERTIFICATION AND WATCHKEEPING (STCW) CODE*

CHAPTER I – Standards regarding general provisions

1 In section A-I/1, the definition for "operational level" is amended as follows:

"3 *Operational level* means the level of responsibility associated with:

.3.1 serving as officer in charge of a navigational or engineering watch or as designated duty engineer for periodically unmanned machinery spaces or as electro-technical officer or as radio operator on board a seagoing ship; and"

* Tracked changes have been created using "strikeout" for deleted text and "grey shading" to highlight all modifications and new insertions, including deleted text.

ANNEX 9

BIENNIAL STATUS REPORT 2018-2019

Sub-Committee on Human Element, Training and Watchkeeping (HTW)									
Reference to SD, if applicable	Output number	Description	Target completion year	Parent organ(s)	Associated organ(s)	Coordinating organ	Status of output for Year 1	Status of output for Year 2	References
SD 1 (Improve implementation)	1.3	Validated model training courses	Continuous	MSC/MEPC	CCC/III/NCSR/PPR/SDC/SSE	HTW	Ongoing	Ongoing	MSC 100/20, paragraphs 10.3 to 10.6 and 17.25; HTW 6/13, section 3
SD 1 (Improve implementation)	1.21	Guidance for STCW Code, section B-I/2	2019	MSC	HTW		Extended	Completed	MSC 98/23, paragraph 9.2; HTW 6/13, section 5
SD 1 (Improve implementation)	1.22	Comprehensive review of the 1995 STCW-F Convention	2021	MSC	HTW		Extended	Extended	MSC 95/22, paragraphs 19.3 and 19.4; MSC 96/25, paragraph 12.3; HTW 6/13, section 6
SD 1 (Improve implementation)	1.23	Revision of the Guidelines on fatigue	2018	MSC	HTW		Completed		MSC 94/21, paragraph 18.8; MSC 95/22, paragraph 9.18; MSC 98/23, paragraphs 9.8 and 9.11; and MSC 100/20,

Sub-Committee on Human Element, Training and Watchkeeping (HTW)									
Reference to SD, if applicable	Output number	Description	Target completion year	Parent organ(s)	Associated organ(s)	Coordinating organ	Status of output for Year 1	Status of output for Year 2	References
									paragraphs 10.7 and 10.8
SD 1 (Improve implementation)	1.28	Development of amendments to the Revised guidelines for the development, review and validation of model courses (MSC-MEPC.2/Circ.15/Rev.1)	2020	MSC	HTW			In progress	MSC 100/20, paragraphs 17.7 and 17.8; HTW 6/13, section 8
SD 2 (Integrate new and advancing technologies in the regulatory framework)	2.3	Amendments to the IGF Code and development of guidelines for low-flashpoint fuels	2019	MSC	HTW/PPR/SDC/SSE	CCC	No work requested	Completed	MSC 94/21, paragraphs 18.5 and 18.6; MSC 96/25, paragraphs 10.1 to 10.3; MSC 97/22, paragraph 19.2; MSC 100/20, paragraph 11.6; HTW 6/13, section 12
Note: This output is completed in the context of the work requested of the Sub-Committee at the current biennium.									

Sub-Committee on Human Element, Training and Watchkeeping (HTW)									
Reference to SD, if applicable	Output number	Description	Target completion year	Parent organ(s)	Associated organ(s)	Coordinating organ	Status of output for Year 1	Status of output for Year 2	References
SD 2 (Integrate new and advancing technologies in the regulatory framework)	2.8	Development of guidelines for cold ironing of ships and consideration of amendments to SOLAS chapters II-1 and II-2	2020	MSC	III/HTW/SDC	SSE	No work requested	No work requested	MSC 98/23, paragraph 20.36
SD 2 (Integrate new and advancing technologies in the regulatory framework)	2.10	Revision of SOLAS chapters III and IV for Modernization of the GMDSS, including related and consequential amendments to other existing instruments	2021	MSC	HTW/SSE	NCSR	No work requested	No work requested	MSC 98/23, paragraphs 20.27; HTW 6/13, section 2
SD 5 (Enhance global facilitation and security of international trade)	5.13	Development of amendments to the STCW Convention and Code for the use of electronic certificates and documents of seafarers	2020	MSC	III	HTW		In progress	MSC 100/20, paragraph 17.12; HTW 6/13, section 9

Sub-Committee on Human Element, Training and Watchkeeping (HTW)									
Reference to SD, if applicable	Output number	Description	Target completion year	Parent organ(s)	Associated organ(s)	Coordinating organ	Status of output for Year 1	Status of output for Year 2	References
SD 6 (Ensure regulatory effectiveness)	6.15	Role of the human element	Continuous	MSC/MEPC	CCC/III/NCSR/PPR/SDC/SSE	HTW	Ongoing	Ongoing	MSC 89/25, paragraphs 10.10, 10.16 and 22.39; and annex 21; HTW 6/13, section 7
OW (Other work)	OW 10	Measures to harmonize port State control (PSC) activities and procedures worldwide	Continuous	MSC/MEPC	HTW/PPR/NCSR	III	No work requested	Completed	MEPC 66/21, paragraph 18.8; MSC 94/21, paragraph 18.2.1; MEPC 68/21, paragraph 17.3; HTW 6/13, section 12
Note: This output is completed in the context of the work requested of the Sub-Committee at the current biennium.									
OW (Other work)	OW 14	Reports on unlawful practices associated with certificates of competency	Annual	MSC	HTW		Completed	Completed	MSC 83/28, paragraph 12.2; HTW 6/13, section 4
OW (Other work)	OW 31	Revised SOLAS regulation II-1/3-8 and associated guidelines (MSC.1/Circ.1175) and new guidelines for safe mooring operations for all ships	2019	MSC	HTW/SSE	SDC	No work requested	No work requested	MSC 95/22, paragraph 19.22

Sub-Committee on Human Element, Training and Watchkeeping (HTW)									
Reference to SD, if applicable	Output number	Description	Target completion year	Parent organ(s)	Associated organ(s)	Coordinating organ	Status of output for Year 1	Status of output for Year 2	References
OW (Other work)	OW 34	Requirements for onboard lifting appliances and anchor handling winches	2019	MSC	HTW	SSE	No work requested	No work requested	MSC 89/25, paragraph 22.26; MSC 98/23, annex 38
OW (Other work)	OW 36	Review SOLAS chapter II-2 and associated codes to minimize the incidence and consequences of fires on ro-ro spaces and special category spaces of new and existing ro-ro passenger ships	2019	MSC	HTW/SDC	SSE	No work requested	Completed	MSC 97/22, paragraph 19.19; MSC 98/23, paragraph 12.42; HTW 6/13, section 12
Note: This output is completed in the context of the work requested of the Sub-Committee at the current biennium.									

ANNEX 10

PROPOSED BIENNIAL AGENDA FOR THE 2020-2021 BIENNIUM*

Reference to SD, if applicable	Output number	Description	Parent organ(s)	Associated organ(s)	Coordinating organ	Target completion year
SD 1 (Improve implementation)	1.3	Validated model training courses	MSC/MEPC	CCC/III/ NCSR/ PPR/SDC/ SSE	HTW	Continuous
Notes: MSC 100 agreed to include the CCC, III, NCSR, SDC and SSE Sub-Committees as associated organs in output 1.3 on "Validated model training courses".						
SD 1 (Improve implementation)	1.21	Guidance for STCW Code, section B-1/2	MSC	HTW		2019
SD 1 (Improve implementation)	1.22	Comprehensive review of the 1995 STCW-F Convention	MSC	HTW		2021
SD 1 (Improve implementation)	1.23	Revision of the Guidelines on fatigue	MSC	HTW		2018
SD 1 (Improve implementation)	1.28	Development of amendments to the Revised guidelines for the development, review and validation of model courses (MSC-MEPC.2/ Circ.15/Rev.1)	MSC	HTW		2020
SD 1 (Improve implementation)	1.32	Implementation of the STCW Convention	MSC	HTW		Continuous

* Outputs printed in bold have been selected for the draft provisional agenda for HTW 7, as shown in annex 3. Struck-out text indicates proposed deletions against the current biennial agenda.

Reference to SD, if applicable	Output number	Description	Parent organ(s)	Associated organ(s)	Coordinating organ	Target completion year
SD 2 (Integrate new and advancing technologies in the regulatory framework)	2.3	Amendments to the IGF Code and development of guidelines for low flashpoint fuels	MSC	HTW/PPR/SDC/SSE	CCC	2019
SD 2 (Integrate new and advancing technologies in the regulatory framework)	2.8	Development of guidelines for cold ironing of ships and consideration of amendments to SOLAS chapters II-1 and II-2	MSC	III/HTW/SDC	SSE	2020
SD 2 (Integrate new and advancing technologies in the regulatory framework)	2.10	Revision of SOLAS chapters III and IV for Modernization of the GMDSS, including related and consequential amendments to other existing instruments	MSC	HTW/SSE	NCSR	2021
SD 5 (Enhance global facilitation and security of international trade)	5.13	Development of amendments to the STCW Convention and Code for the use of electronic certificates and documents of seafarers	MSC	III	HTW	2020
SD 6 (Ensure regulatory effectiveness)	6.15	Role of the human element	MSC/MEPC	CCC/III/ NCSR/ PPR/SDC/ SSE	HTW	Continuous
OW (Other work)	OW 10	Measures to harmonize port State control (PSC) activities and procedures worldwide	MSC/MEPC	HTW/PPR/ NCSR	III	Continuous

Reference to SD, if applicable	Output number	Description	Parent organ(s)	Associated organ(s)	Coordinating organ	Target completion year
OW (Other work)	OW 14	Reports on unlawful practices associated with certificates of competency	MSC	HTW		Annual
OW (Other work)	OW 31	Revised SOLAS regulation II-1/3-8 and associated guidelines (MSC.1/Circ.1175) and new guidelines for safe mooring operations for all ships	MSC	HTW/SSE	SDC	2019
OW (Other work)	OW 34	Requirements for onboard lifting appliances and anchor handling winches	MSC	HTW	SSE	2019
OW (Other work)	OW 36	Review SOLAS chapter II-2 and associated codes to minimize the incidence and consequences of fires on ro-ro spaces and special category spaces of new and existing ro-ro passenger ships	MSC	HTW/SDC	SSE	2019

ANNEX 11

PROPOSED PROVISIONAL AGENDA FOR HTW 7

- Opening of the session
- 1 Adoption of the agenda
 - 2 Decisions of other IMO bodies
 - 3 Validated model training courses (1.3)
 - 4 Role of the human element (6.15)
 - 5 Reports on unlawful practices associated with certificates of competency (OW 14)
 - 6 Implementation of the STCW Convention (1.32)
 - 7 Development of amendments to the Revised guidelines for the development, review and validation of model courses (MSC-MEPC.2/Circ.15/Rev.1) (1.28)
 - 8 Comprehensive review of the 1995 STCW-F Convention (1.22)
 - 9 Development of amendments to the STCW Convention and Code for the use of electronic certificates and documents of seafarers (5.13)
 - 10 Biennial status report and provisional agenda for HTW 8
 - 11 Election of Chair and Vice-Chair for 2021
 - 12 Any other business
 - 13 Report to the Maritime Safety Committee

ANNEX 12

STATEMENTS BY DELEGATIONS*

AGENDA ITEM 4

Statement by the delegation of the Russian Federation

"В комментарии к документу, представленном Украиной, хотели бы отметить следующее. Требование Украинской стороны о непризнании решений российских компетентных органов и выдаваемых ими документов носит сугубо политический характер и противоречит задачам Подкомитета.

Как признается в самом комментируемом украинском документе (пункт 12), Российская Федерация приняла на себя соответствующее обеспечение безопасности мореплавания и сертификацию членов экипажей. Российская сторона неукоснительно соблюдает свои обязательства в этом отношении.

В соответствии с российским законодательством решение о выдаче дипломов и квалификационных документов принимается капитанами портов Российской Федерации при условии соответствия членов экипажей судов установленным требованиям. Вне зависимости от порта, в котором выдан диплом, все они считаются выданными от имени Российской Федерации и обладают равной юридической силой.

Российская сторона неоднократно обращала внимание на то, что все выданные Российской Федерацией дипломы и квалификационные документы членов экипажей в полном объеме соответствуют положениям Конвенции ПДНВ. Этот факт также был отражен в выпущенном Секретариатом ИМО циркуляре STCW.2/Circ.69.

С учетом изложенного Российская сторона вновь хотела бы заверить членов Подкомитета в том, что выдаваемые ею дипломы и квалификационные документы членов экипажей морских судов удовлетворяют соответствующим международным и национальным требованиям, что подтверждается регулярными проверками Морской администрации и ИМО.

Российская сторона оставляет без комментариев все прочие утверждения в документе Украинской стороны и в только что сделанном устном представлении как не имеющие отношения к деятельности ИМО. Такая позиция, естественно, не означает согласия Российской стороны с подобными утверждениями.

Предлагаем Подкомитету принять к сведению вышеприведенную информацию, а также включить настоящее заявление в итоговый отчет Подкомитета."

* Statements have been included in this annex as provided by delegations, sorted by agenda item, and in the language of submission (including translation into any other language if such translation was provided). Statements are accessible in all official languages on audio file at <http://docs.imo.org/meetings/media.aspx>

Translation into English provided by the Russian Federation

In comments to the document which was submitted by Ukraine we would like to point out the following.

The Ukrainian demand not to recognize decisions of the Russian Authorities and any documents issued by them is of purely political nature and outside the remit of this Sub-Committee.

As reflected in the Ukrainian document itself (paragraph 12) the Russian Federation took over relevant responsibility for the safety of navigation and certification of crew members. The Russian side has strictly complied with all obligations in this respect since then.

Under Russian law, the decision on issuance of certificates or qualification documents is taken by harbour masters of the Russian ports provided that crew members fully comply with relevant requirements. All certificates are issued on behalf of the Russian Federation and have equal legal effect, regardless of the port where they have been issued.

The Russian side has numerously advised Member States of the International Maritime Organization of its full compliance with the STCW Convention and Code requirements in respect of all certificates and qualification documents issued in the Russian Federation for crew members of seagoing ships. This information was promulgated by STCW.2/Circ.69 in November 2016.

In light of the above, the Russian Side would like, once again, to reassure the Sub-Committee that certificates and qualification documents issued by the Russian Federation for crew members of seagoing ships fully comply with the relevant international and national requirements. This is regularly verified by both the Maritime Administration and IMO.

The Russian Side refrains from commenting on other allegations in the Ukrainian document and in its oral presentation, due to their irrelevance to the competence and work of IMO. Needless to say, such position does not imply the Russian acceptance of these allegations. We invite the Sub-committee to take note of this information and to include our statement in the final report.

Statement by the delegation of Romania (on behalf of the European Union)

"Madam Chair, distinguished delegates,

Five years on from the illegal annexation of the Autonomous Republic of Crimea and the city of Sevastopol by the Russian Federation, the European Union remains steadfast in its commitment to Ukraine's sovereignty and territorial integrity.

The European Union reiterates that it does not recognise and continues to condemn this violation of international law. It remains a direct challenge to international security, with grave implications for the international legal order that protects the unity and sovereignty of all states.

The Russian Federation's violations of international law have led to a dangerous increase in tensions at the Kerch Strait and the Sea of Azov. The unjustified use of force by Russia against Ukraine on 25 November 2018 is a reminder of the negative effects of the illegal annexation of the Crimean Peninsula on regional stability.

The European Union reiterates its call on Russia to release the illegally captured Ukrainian crew members, vessels and equipment unconditionally and without further delay. Pending their release, Russia should respect their rights to legal representation and access by consular authorities, and to provide the injured crewmen with appropriate medical treatment.

The European Union remains committed to fully implementing its non-recognition policy, including through restrictive measures. The European Union calls again on United Nations Member States to consider similar non-recognition measures in line with the United Nations General Assembly Resolution 68/262.

I would ask for this statement to be included in the report of the Sub-Committee.

Thank you, Madam Chair."

AGENDA ITEM 6

Statement by the delegation of Canada

"Thank you, Madam Chair.

The task was given by the chair to examine and look at how the requirements could be softened. Canada's proposal to move celestial to part B as a means to soften the requirement was not accepted by the WG and no other suggestions were put forward by any other delegation.

As per the proposed STCW-F, it will be not mandatory to have training in ECDIS if a fishing vessel is not fitted with ECDIS. Also, It will not be mandatory for any fishing vessel to carry a sextant and the related publications and plotting charts, but as the proposed STCW-F, it will be mandatory to have the training.

Thank you, Chair."

AGENDA ITEM 12

Statement by the delegation of the Philippines

"Thank you, Madam Chair. We express appreciation to the Secretariat in preparing and submitting document HTW 6/12.

Madam Chair, the implementation of the 2010 Manila Amendments has presented challenges, not only to the Philippines, but also to other Member States. The release of document HTW 6/12 has caught the Philippine maritime administration, by surprise and, as many may be aware, reached the media and created unnecessary anxiety to the thousands of Filipino seafarers and their families. We cannot over emphasize the negative economic and social impact to the Philippines, as one of the major providers of seafarers in international shipping, and to the other major maritime countries, of this so called "whitelist" should it be endorsed.

The Philippine delegation cannot agree to include in MSC.1/Circ.1163, as amended, the proposed revised list of Parties that communicated information that demonstrated that they give full and complete effect to the relevant provisions of the Convention. We cannot endorse said revised list.

We, however, propose that the practice of issuing revisions to MSC.1/Circ.1163 and MSC.1/Circ. 1164 be maintained until such time that procedures and timelines have been sufficiently clarified and observed. Then and only then can a revised list be prepared and properly endorsed to the MSC.

We request that our intervention be included in the report to the Committee.

Thank you, Chair."
