

COUNCIL
120th session
Agenda item 1

C 120/1
31 January 2018
Original: ENGLISH

PROVISIONAL AGENDA

**for the 120th session of the Council
to be held at IMO Headquarters, 4 Albert Embankment, London SE1 7SR,
from Monday, 2 July 2018 to Friday, 6 July 2018¹**

(The session commences at 9.30 a.m. on Monday, 2 July 2018)

- Opening of the session
- 1 Adoption of the agenda
 - 2 Election of the Vice-Chair of the Council
 - 3 Report of the Secretary-General on credentials
 - 4 Strategy, planning and reform
 - 5 Rules of Procedure of the Assembly
 - 6 Resource management:
 - (a) Human resources matters, including amendments to the Staff Regulations and Staff Rules
 - (b) Financial report and audited financial statements for the financial period ended 31 December 2017
 - (c) Report on investments for 2017
 - (d) Report on the status of Member States' contributions and implementation of Article 61 of the IMO Convention, and advances to the Working Capital Fund
 - (e) Budget considerations for 2018
 - (f) Resource management – review of funds and ASHI liability funding strategy
 - 7 IMO Member State Audit Scheme
 - 8 Consideration of the report of the Facilitation Committee

¹ The meeting will be held with 8 sessions of interpretation in a five-day meeting and it is expected the sessions will take place from Monday, 2 July to Thursday, 5 July, with no meeting held on Friday, 6 July 2018.

- 9 Consideration of the report of the Legal Committee
- 10 Consideration of the report of the Marine Environment Protection Committee
- 11 Consideration of the report of the Maritime Safety Committee
- 12 Consideration of the report of the Technical Cooperation Committee
- 13 Technical Cooperation Fund: Report on activities of the 2017 programme
- 14 World Maritime University
- 15 IMO International Maritime Law Institute
- 16 Protection of vital shipping lanes
- 17 External relations
- 18 Report on the status of the Convention and membership of the Organization
- 19 Report on the status of conventions and other multilateral instruments in respect of which the Organization performs functions
- 20 Place, date and duration of the next session of the Council (C 121)
- 21 Supplementary agenda items, if any

Notes:

1 In accordance with the document on the *Organization and method of work of the Council* (Circular Letter No.3797):

- .1 as specified in paragraph 3.3, documents should be received by the Secretariat as follows:
 - .1 documents (including information documents) containing more than six pages of text (bulky documents),² by **Friday, 18 May 2018 (six-week deadline)**, except where not practicable (e.g. in the case of the report of any IMO organ meeting shortly before the Council's session);
 - .2 documents containing six pages or less of text (non-bulky documents) by **Friday, 1 June (four-week deadline)**;
 - .3 Council Members and other Member Governments and international organizations should not, other than in exceptional circumstances, submit any documents under the item "Supplementary agenda items, if any" less than four weeks in advance of the scheduled meeting; and

² C 104 decided that documents, other than information documents and those referred to in subparagraph 3.3.1 of the annex to Circular Letter No.3797, which contain more than 20 pages, will not be translated into all working languages in their entirety. They should include, for translation purposes, a summary of the document not longer than four pages, with the remaining content submitted as an annex in one of the three working languages (see Circular Letter No.3797, annex, subparagraph 3.3.2).

- .4 Council Members and other Member Governments wishing to raise urgent matters or to react to documents submitted in accordance with subparagraphs 3.3.3 and 3.3.4 of the Council's document on the organization and its method of work should, as far as practicable, ensure that their submissions are less than two pages in length, expressly requesting that the special procedure provided in paragraph 3.5 thereof be applied;
- .2 for reasons of economy, documents should be submitted in single spacing, be as concise as possible and:
- .1 all documents should include a brief summary prepared in accordance with the Council's document on the organization and its method of work;
- .2 substantive documents should conclude with a summary of the action that the Council is invited to take; and
- .3 information documents should conclude with a summary of the information contained therein;
- .3 the following word-processing format should be observed in order to standardize the presentation of documents:
- font: Arial;
 - font size: 11;
 - justification: full;
 - margins: 2 cm top, 2.5 cm bottom, left and right.

In this respect, a template is available on the IMODOCS website for use in the preparation of documents.

To facilitate the processing of documents, they should be sent via email in Microsoft Word to IMO's email address: council@imo.org

2 The Council's document on the organization and its method of work requests, amongst other things, that the Secretariat strictly apply the rules concerning the submission of documents and not accept late submissions from Governments or international organizations, or to submit documents late itself, except in the circumstances described in subparagraphs 3.3.3 (e.g. in the case of the report of any IMO organ, which has met shortly before a particular session of the Council) and 3.3.5 (e.g. exceptional circumstances), or in paragraph 3.4 (e.g. Council Members and other Member States wishing to raise urgent matters or to react to documents submitted in accordance with subparagraphs 3.3.3 and 3.3.4 thereof).
