

COUNCIL
118th session
Agenda item 16(c)

C 118/16(c)
17 July 2017
Original: ENGLISH

ASSEMBLY MATTERS

**(c) Draft report of the Council to the Assembly on the work of the Organization
since the twenty-ninth regular session of the Assembly**

Note by the Secretary-General

SUMMARY

Executive summary: This document contains the Council's draft report to the Assembly on the work of the Organization since the latter's twenty-ninth regular session in November/December 2015

Strategic direction: 4

High-level action: 4.0.5

Output: No related provisions

Action to be taken: Paragraph 2

Related documents: Council Summaries of Decisions and committee reports

1 Annexed is the draft report of the Council on the work of the Organization since the twenty-ninth regular session of the Assembly, with the exception of subjects covered in reports submitted by the committees. Developments of importance occurring after 30 April 2017 will be included in an updated report to the Assembly, which will be submitted to the Council's twenty-ninth extraordinary session.

Action requested of the Council

2 The Council is invited to consider the annexed draft report and approve it, with such amendments as it may deem necessary, for submission to the thirtieth regular session of the Assembly in accordance with Article 23 of the Convention on the Organization.

ANNEX

**DRAFT REPORT OF THE COUNCIL TO THE ASSEMBLY ON THE WORK OF THE
ORGANIZATION SINCE THE TWENTY-NINTH REGULAR SESSION OF THE ASSEMBLY**

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Introduction

1 This report is presented in accordance with Article 23 of the IMO Convention and describes developments in the work of the Organization since the twenty-ninth regular session of the Assembly in November/December 2015. In accordance with the Council's decision at its ninety-fourth session (C 94/D), the report summarizes issues of importance to the Organization that have occurred during the biennium under review which have not been dealt with by the committees and limits reports on subjects substantively reported on under other, separate ad hoc Assembly agenda items to cross-references to those agenda items. All cross-references are to the items on the provisional agenda of A 30, as presented in document C 118/16(a).

GENERAL MATTERS

Status of the IMO Convention

2 Membership of the Organization, as of 30 April 2017, stood at 172, with three Associate Members. Since the twenty-ninth regular session of the Assembly, one State has accepted the IMO Convention and has become a Member of the Organization, i.e. the Republic of Belarus, on 29 November 2016. A full report on the status of the Convention and membership of the Organization will be submitted to the thirtieth session of the Assembly (A 30) for consideration under agenda item [19].

Officers of the Council and Committees of IMO

3 During the biennium under review, the following officers served as Chair and Vice-Chair of the Council and the committees:

Body	Chair	Vice-Chair	Sessions
Council	Mr. J. Lantz (United States of America)	Vacant	115th session
	Mr. J. Lantz (United States of America)	Mr. X. Zhang (China)	116th and 117th sessions
Maritime Safety Committee	Mr. B. Groves (Australia)	Mr. J. C. Cubisino (Argentina)	96th and 97th sessions
Legal Committee	Dr. K. Mbiah (Ghana)	Mr. W. de Sá Leitão (Brazil)	103rd session
	Dr. K. Mbiah (Ghana)	Ms. G. Grant (Canada)	104th session
Marine Environment Protection Committee	Mr. A. Domínguez (Panama)	Mr. H. Saito (Japan)	69th and 70th sessions

Body	Chair	Vice-Chair	Sessions
Technical Cooperation Committee	Mr. Z. Ayub (Malaysia)	Mr. L. Parente (Vanuatu)	66th session
Facilitation Committee	Mr. Y. Melenas (Russian Federation)	Mrs. M. Angsell (Sweden)	40th and 41st sessions

4 The Council wishes to record its deep appreciation of the work of these officers (as well as that of the officers who served the Organization's other bodies, i.e. sub-committees, working and other groups, during the period under review), whose able guidance has contributed to the successful outcome of the work of the respective committees (and their subsidiary bodies) and the Council.

Strategy, planning and reform

5 IMO has been undertaking an important exercise to overhaul its strategic framework. During 2016, the Member States first discussed the proposed trends, developments and challenges facing the Organization throughout the period 2018 to 2023, which were agreed upon by the Council in July 2016. This was followed up by an agreement by the Council in December 2016, of the first-ever vision statement for the Organization, the mission statement, the overarching principles to be taken into account in all of the Organization's work, and seven focused strategic directions. The complete Strategic Plan, as well as performance indicators and outputs, will be submitted to A 30 for consideration under agenda item [7].

Periodic review of administrative requirements in mandatory IMO instruments

6 During the biennium, the IMO committees have been analysing and considering recommendations to reduce administrative burdens in IMO instruments, based on the report of the Ad Hoc Steering Group for Reducing Administrative Requirements (SG-RAR). This report, published in 2014, included 13 general recommendations capturing the main trends from a consultation process on mandatory administrative requirements, and made several recommendations to alleviate administrative burdens from the individual requirements. The committees are expected to finish the work during 2017 and report to Council at its extraordinary session in November. A full report on this subject will be submitted to A 30 for consideration under agenda item [15].

IMO Member State Audit Scheme

7 Since A 29, the institutionalization of the Audit Scheme was completed by the adoption of amendments to eight treaties in order to make the use of the IMO Instruments Implementation (III) Code (resolution A.1070(28)) and auditing of Parties to those treaties mandatory. The Scheme provides a mechanism for objectively assessing whether Member States are meeting their treaty obligations and for systematically feeding back any lessons learned from the audits into the regulatory and technical cooperation work of the Organization. Up to 25 audits per year are expected to be carried out under the Scheme over the first audit cycle of seven years, in accordance with the overall audit schedule developed in accordance with the *Framework and Procedures for the IMO Member State Audit Scheme* (resolution A.1067(28)). During 2016, 19 audits were scheduled and all were successfully completed. For 2017, as of April 2017, six mandatory audits have been carried out, with a further 17 scheduled to be completed during the year.

8 In order to support the implementation of audits under the Scheme, the Member State Audit module has been developed within the Global Integrated Shipping Information System (GISIS) as the common platform for Member States, audit teams and the Secretariat in all major steps of the process, from planning through to the reporting phases of the audit.

9 The analysis of Consolidated Audit Summary Reports (CASRs) based on audits carried out during the voluntary phase of the Scheme was reviewed by the Sub-Committee on Implementation of IMO Instruments (III) in 2016. The MEPC and the MSC endorsed the five main areas of recurrent findings and noted the identified highest numbers of non-conformities, recorded against specific provisions of the mandatory instruments, which demonstrated a lack of effective implementation. The Committees also noted the four areas of root causes that led to a majority of shortcomings, as well as areas where additional assistance to Member States was needed, and forwarded those identified areas to the Technical Cooperation Committee for consideration.

10 In order to support Member States in responding to their duties under the Scheme and in building capacity to address related needs, assistance has been provided to Member States under the Integrated Technical Cooperation Programme through training courses for auditors and audit team leaders, regional and national workshops for maritime administrators and through participation of observers/auditors in audits of Member States. During the biennium 2016-2017, a total of 54 participants from 27 countries were trained as auditors and a centralized course for audit team leaders is scheduled to be held in October 2017. In addition, 146 participants from 19 countries benefited from five workshops conducted in 2016 and during the first four months of 2017 and there are five more workshops scheduled to be conducted by the end of 2017.

11 The III Sub-Committee continued to focus on the issues under its mandate related to fostering global compliance with IMO instruments and striving for their uniform implementation through a series of monitoring, assessing and supporting activities.

12 A full report on the IMO Member State Audit Scheme will be submitted to A 30 for consideration under agenda item [8].

Internal Oversight and Ethics

13 Aside from acting as the IMO focal point to the UN Joint Inspection Unit (reported in page 19), the functions of the Internal Oversight and Ethics Office (IOEO) include:

- Internal Audit: ensuring the integrity of financial information; compliance with established regulations, rules, policies and procedures; an effective system of internal controls; safeguarding of the assets of the Organization; economic, efficient and effective use of resources; and, effective programme management for achieving stated objectives;
- Evaluation: assessing the efficiency, effectiveness, relevance, impact and sustainability of the Organization's programmes, projects and activities measured against their stated goals and objectives;
- Investigation: inquiring into allegations of wrongdoing which involve violations of the Organization's rules, regulations and pertinent administrative issuances, and acts of mismanagement, misconduct, waste and abuse of authority by staff; and
- Ethics: ensuring that all staff members observe and perform their functions consistent with the highest standards of integrity as international civil servants through fostering a culture of ethics, transparency and accountability.

14 Six internal audit reports have been issued since the start of 2016, i.e. training and development fund; 2015 payroll; separation benefits and payments in 2015; risk management process; temporary assistance; and status of implementation of internal audit recommendations (2015 and prior years). In addition, an audit of property management at the World Maritime University was conducted in 2016.

15 The IOEO has also provided assurance services by certifying the accuracy of Member State assessments for 2017; publications 2015 year-end inventory and write-off; write-off proposals of losses and receivables at year-end 2015; Council documents relating to budget, accounts, Member State arrears in contributions; and other financial reports submitted to the Secretary-General for approval.

16 During 2016, the IOEO conducted an independent Impact Assessment Exercise to measure the effectiveness, outcome, relevance and sustainability of all Integrated Technical Cooperation Programmes (ITCP) for the period 2012-2015 inclusive.

17 The exercise entailed extensive primary and secondary research including 28 in-depth one-to-one interviews; nine focus group discussions; two participatory meetings (larger groups of delegates convened at the 2015 IMO Assembly); large-scale quantitative research in three languages (English, French and Spanish) among 5,184 participants from 115 beneficiary countries, 13 partners, and 212 consultants; and desk research on secondary data. It resulted in a comprehensive 90-page report containing 21 recommendations covering four broad themes, i.e. investment in technology and resources; programme enrichment; stakeholder outreach; and monitoring and evaluation techniques.

18 The IOEO also reported twice during 2016 on its analysis of responses to Evaluation Questionnaires from ITCP Training Courses, Seminars and Workshops:

	March 2016 report (for 2015)	November 2016 report (for January to June 2016)
No. of training events	53	21
No. of participants	1,933	667
No. of responses	1,487	550

19 During the period to date, the IOEO has conducted investigatory work regarding misconduct in engagement of consultants; processing of claim forms; abuse of authority; and retaliation for reporting misconduct.

20 In the period to date, the IOEO has introduced an IMO Code of Ethics for staff members; an IMO Policy on Outside Activities for staff members; and a mandatory online ethics training course for staff members, attempted so far by 206 IMO personnel.

21 One complaint of alleged retaliation for reporting misconduct has been brought, of which IOEO has conducted a preliminary review in accordance with the IMO whistle-blower protection policy.

22 Annual Financial Disclosure Programmes were conducted in 2016 and 2017, marking three consecutive years following the introduction of the IMO Policy on Financial Disclosure in 2015.

23 The IMO Ethics Officer has provided written advice to both staff members and senior management on ethics issues such as conflicts of interest, receiving gifts and honours, outside activities, and retaliation.

Protection of vital shipping lanes

Jeddah Amendment to the Djibouti Code of Conduct, 2017

24 The Organization's work in building regional capacity for the repression of piracy and armed robbery against ships in the western Indian Ocean and the Gulf of Aden continued during the biennium.

25 In response to recommendations made by signatory States to the Djibouti Code of Conduct and taking into account the lessons learned from countering piracy, similar initiatives in the Gulf of Guinea, and the maritime security table-top exercises, the Djibouti Code of Conduct was amended and broadened in scope to help regional Governments to develop capacity to address a range of illicit maritime activities that threaten maritime safety and security in the region, including trafficking of arms, drugs and wildlife, maritime terrorism, illegal, unreported and unregulated fishing, illegal oil bunkering, crude oil theft, human trafficking, and illegal dumping of toxic waste.

26 In particular, signatory States agreed to new measures including a focus on national organization of security and facilitation, strengthening national capacity, enhanced communication and meeting sustainable development goals.

27 The revised Code of Conduct, to be known as the Jeddah Amendment to the Djibouti Code of Conduct 2017, was adopted by a high-level meeting of signatories to the Djibouti Code of Conduct, held in Jeddah, Saudi Arabia, in January 2017.

West and Central Africa Maritime Security Programme

28 The West and Central Africa Maritime Security Programme continued to deliver capacity-building activities focusing on providing direct assistance to Member States in the region with a view to developing and enhancing their capacity to address issues and challenges in their maritime domain. This includes development of national maritime strategies, security strategies, security committees and security implementation plans and procedures. The Programme also focused on assistance for the implementation of SOLAS chapter XI-2, the ISPS Code and IMO maritime security measures.

29 C 116 expressed its appreciation to Member Governments and organizations for contributing to the IMO West and Central Africa Maritime Security Trust Fund and encouraged further contributions to that Fund.

Cooperative Mechanism for the Straits of Malacca and Singapore

30 Since the last Assembly, the littoral States of Indonesia, Malaysia and Singapore have continued to implement the various components of the Cooperative Mechanism on Safety of Navigation and Environmental Protection in the Straits of Malacca and Singapore.

31 Member States, intergovernmental and non-governmental organizations have made contributions to the various projects under the Cooperative Mechanism and the IMO Malacca and Singapore Straits Fund, set up to support capacity-building activities in the Straits. The Council has invited Member Governments and organizations to continue contributing to the projects under the Mechanism and the IMO Fund and, in 2016, reaffirmed its mandate to the Secretary-General to continue his work relating to the protection of shipping lanes of strategic importance and significance, and to report to the Council as and when appropriate.

Financial Services

32 Financial Services continued to meet the financial accounting and treasury management requirements of the Organization. The final accounts for 2015 and 2016 were completed and received an unqualified opinion from the Organization's External Auditor, the Auditor General of Ghana.

33 For the first time, the 2015 financial statements included a Statement on Internal Control in which the Secretary-General, as the Organization's accounting officer, acknowledged his responsibility for establishing rules and procedures to ensure effective financial administration and the exercise of economy, and for maintaining internal financial control, along with the key features of the system of internal control and the outcome of an annual review of its effectiveness. The production of this Statement is the conclusion of a process involving all those to whom the Secretary-General has delegated authority for conducting a self-assessment of their respective areas of responsibility, an assessment which is itself then subject to review by the Organization's Internal Oversight and Ethics Office. The Statement on Internal Control is now an annual feature of the financial statements, and was also included with the 2016 financial statements, improving the transparency and accountability of the Organization's financial management and reporting. The final accounts for the financial periods ending 31 December 2015 and 31 December 2016, together with the External Auditor's Opinions and the External Auditor's Reports thereon, will be submitted to A 30 for consideration under agenda item [16(b)].

34 The collection rates of contributions received from Member States were 99.2% and 98.9% of the assessed contributions in 2015 and 2016, respectively. The collection rate continues to be one of the strongest in the UN system. The collection rate for the 2017 along with information on the status of individual Member States with respect to Article 61 of the IMO Convention, will be submitted to A 30 for consideration under agenda item [16(a)].

35 During 2015 and 2016, the Treasury Committee further refined the Organization's investment policy to better manage exposure to counterparty risk, taking a tiered approach to the amounts and time periods for which funds can be placed with each counterparty based on their long-term credit rating. The Organization has historically placed surplus funds on short-term deposit, and with the introduction of the Treasury Committee to oversee investment, IMO has been keen to explore other options for funds placement. While the risk of losing capital through short-term investment is low, the reality is that in the current market the rate of return is sufficiently low that there can be an erosion of funds in real terms over time. There is therefore the potential to review the investment strategy in order to produce significantly better returns without significantly increasing the risk through investing in other financial instruments. This approach was outlined to the Council at its July session in 2016, with the initial target being the funds set aside to meet the After Service Health Insurance liability. Financial Services has recently begun a process to develop an investment strategy and then implement that strategy in partnership with an investment manager. To ensure consistency with UN-wide policies and guidelines, the Organization has also joined the UN Treasury Community of Practice, a working group of the Finance and Budget Network, which offers IMO the opportunity to share knowledge and experience with other organizations, something which will be of significant value as the Organization moves towards a more appropriate means of investing its surplus funds.

36 Financial Services has also developed and piloted a policy and procedure to allow for more complete capturing and reporting of services received in kind, i.e. support and assistance provided to the Organization which do not come in the form of a financial payment. Such contributions can come in many forms, from hosting of national and regional conferences and workshops, to consultancy support and the provision of Junior Professional Officers who remain on the payroll of their respective Member State. Capturing and reporting these contributions provide a much more holistic view of those supporting IMO's work than can be given measuring only direct financial contributions, and Financial Services will be working to refine the process to provide that more complete picture over the coming years.

Management Accounting and ERP Services

37 In respect of budget management, Management Accounting and ERP Services (MAES) continued to carry out key activities such as periodic reviews of budgetary performance and cost analysis of all IMO Funds, thereby supporting proper control of resources and adequate management decisions in achieving savings and identifying austerity and efficiency measures; assessments of the budgetary impact of changes in the prevailing budgetary parameters (in particular, pay rises, inflation and exchange rates) and exploration of any mitigation measures to reduce budgetary risks; reviews of requests for fund transfers to ensure that annual expenditure is contained within approved appropriations; and provision of advice to programme managers in respect of additional funding sources for ad hoc activities and programmes.

38 An outline of the Organization's results-based budget proposals for the 2018-2019 biennium was considered by C 117 with a further high-level budget outline being provided for consideration by C 118. A full budget will be submitted to A 30 for consideration under agenda item [16(c)].

39 More generally, MAES is seeking to enhance financial management at IMO, particularly with respect to the integration of human resources, information and communication technologies and building management strategies with the budgeting process, providing budget holders with more user-friendly reporting tools, and further aligning performance and financial management. SAP, as the Organization's financial and budgeting system, will be at the heart of this process, building on the solid technical platform put in place in recent years, and taking advantage of enhanced capabilities such as SAP Fiori and Hana, along with projects delivered to improve project management and financial reporting capabilities.

40 During 2015 and 2016, the changes made to the International Civil Service Commission salary and entitlement arrangements for the UN system were successfully implemented in SAP in a project led from the business side by Human Resources Services, and making good use of MAES's network of contacts with other users of SAP in the UN system through the UN SAP Special Interest Group. That sharing of knowledge across the UN system is also contributing to the implementation of a second interface with the United Nations Joint Staff Pension Fund to provide them with up-to-date financial and payroll information on participants.

Human Resources Services

41 Human Resources Services (HRS) continued to deliver core services to the Organization, including staff planning and recruitment; training and development; and processing of payroll, benefits and entitlements, pension and medical insurance. HRS continued to develop and improve existing policies and procedures to enhance the working environment, staff engagement and efficiency of the Organization and to further harmonize practices with the rest of the United Nations system.

42 The new International Civil Service Commission compensation package for staff members in the Professional and higher categories, which offers a new streamlined and modernized framework of salaries and allowances, was introduced during the biennium.

43 HRS has been very actively contributing to the move towards a paperless environment in IMO with over 90% of HR forms now being created, approved and processed through SharePoint. Efforts are still being made to introduce additional forms in the system and further reduce the reliance on paper-based documentation.

44 Flexible working arrangements have become established patterns of the working culture and opportunities for expansion of the programme are being explored.

45 The long-service recognition programme acknowledges staff who have achieved 20 and 30 years of service with the Organization, marking these significant milestones with a symbolic celebration.

46 The Internal Staff Mobility Programme continues to provide opportunities for staff to be assigned temporarily to another post in the Organization, thereby increasing their exposure. It allows them to learn new skills and contribute to different areas of the Organization's work. Furthermore, the Programme supports exchange of knowledge across the Organization and is an effective use of staff resources and a valued tool in succession planning.

47 Staff development activities in the form of training continue to be customized and enhanced. An Organization-wide skills and development analysis survey was deployed in early 2016 on the basis of which the training catalogue and programme for the 2016-2017 period was developed. A comprehensive management development programme, including some compulsory modules, is also being implemented.

Office of General Services

Catering Services

48 In the last few years, Catering Services has seen a noticeable increase in sales. Since the introduction of cashless payments and loyalty cards, restaurant sales have increased by more than 10%. The loyalty scheme of "buy 9 coffees or main courses and get the tenth one for free" has been extremely successful. Last year alone, 2,806 free coffees and 1,277 free meals were redeemed.

49 Catering Services continues to have a large part to play in all IMO events. The number of functions has increased, which is mainly due to a number of Member States and maritime linked organizations taking advantage of the ability to hire IMO's venues (the restaurant, terrace and the Delegates' Lounge) and services to celebrate their National Days or other notable occasions. These type of activities enhance the link between industry, Member States and IMO.

50 Income generated by Catering Services goes to the Trading Fund which, in turn, supports Technical Cooperation activities, while the rent for operational space goes to the General Fund which supports the Organization.

	2016	2017 (up to 30 April)
Number of external events	19	6
Number of meals provided at the restaurant	38,404	13,153

Facilities Management

51 Building Management Services have managed several improvements and reconfiguration works in the past biennium. Some of these major projects included:

- Relocation of the IOPC Funds from Portland House, Victoria to the IMO Headquarters building, occupying approximately 600 m² of newly refurbished accommodation on the 1st floor rear wing. The various IMO teams and in-house contractors that were working on the first floor were relocated, along with furniture, to several offices that had been reconfigured to facilitate their move.
- Reconfiguration of offices on the 8th floor to accommodate additional personnel and legal student externs. The project also included the construction of a meeting room for the Human Resources team.
- All emergency lighting at IMO Headquarters underwent major repairs to ensure compliance with current fire safety regulations and British Standards.
- Major repairs to the central air-conditioning plant to ensure integrity of the buildings ventilation requirements for the foreseeable future.
- Upgrade of the building management system to optimize engineering systems performance, i.e. heating, ventilation and air conditioning, as well as ensuring the longevity of system support for the near future.
- Implementation of a computer-aided facilities management system, Shire Pirana, which is specifically dedicated to the maintenance management of all fixed engineering installations, such as lighting, boilers, chillers and generators. Provisional plans are in place to upgrade the system in late 2017 to incorporate a facilities management helpdesk function.

Publishing Service

52 The Publishing Service provides the world's maritime community with numerous texts, including conventions, codes, regulations, recommendations and guidelines, prepared by the Organization. There are over 200 titles available in English. Many are translated into Arabic, Chinese, French, Russian and Spanish. The Publishing Service also produces digital products, including e-books, e-readers, electronic downloads, CDs and internet subscriptions, which are becoming increasingly popular. The dissemination of IMO publications plays an important role in promoting shipping as a safe, secure, efficient and environmentally friendly method of transporting goods around the globe.

53 In 2016, net sales were £12.3 million (up from £11.6 million in 2015), representing the second best result in the history of the Publishing Service. The increase in sales can be attributed to a variety of marketing initiatives that have led to the identification of new customers outside the traditional shipping industry, as well as to continuing efforts to further develop and educate the Publishing Service's worldwide network of distributors, who generated over 90% of total revenues in 2016. These revenues are of crucial importance for the implementation of activities by the Technical Cooperation Division and other funds of the Organization.

54 The distributors' meeting took place on 11 March 2016 at IMO Headquarters, with 75 distributors from 45 companies attending as well as a number of guest speakers. The meeting covered the work of IMO, future titles, sales and marketing activities and future plans, shipping options and marketing opportunities in *IMO News*.

Information and Communication Technology

55 Initiatives in information and communication technology have focused on a digital transformation voyage aimed at consolidating past achievements and enhancing Member States' experience and working methods at the Secretariat. The objectives have been geared towards improving collaboration, data management and preservation of organizational knowledge, reducing our carbon footprint and saving costs.

56 The wired and wireless (Wi-Fi) networking infrastructure has been refreshed to enhance user experience. A new system has been deployed to replace the ageing telephone system at the Secretariat. The new system, Skype for Business (SfB), provides Unified Communication functionality, integrating traditional voice communication with enterprise-grade videoconferencing. Benefits of the new system include low-cost telecoms (on SIP trunks), better collaboration, enhanced organizational agility and improved facility for remote working.

57 In respect of mandatory reporting, GISIS continues to be enhanced with new modules and now covers most aspects of the Organization's work including the Long-Range Identification and Tracking System. Some of its 32 online modules also cover the IMO Member State Audit Scheme, interfaces with port State control information systems, facilitates e-reporting and includes a revamped casualty module in line with the latest reporting format. Self-assessment of reporting is available to Member States in the Reporting Requirements Dashboard module, the scope of which is under continuous review. Some of the modules under development include the Global Maritime Distress and Safety System module, the Standards of Training, Certification and Watchkeeping for Seafarers module, the Ship Fuel Oil Consumption module and the Ballast Water Management module.

58 The Country Maritime Profile module has been enhanced to capture and maintain up-to-date information on the maritime sectors of Member States, who can update their own profiles. This facilitates better targeting of the Organization's technical assistance activities. Complementing this, a portal for e-learning for selected Integrated Technical Cooperation Programme activities is at an advanced stage of development.

59 The Secretariat has moved decisively towards the PaperSmart model for its own internal operations, with the continued enhancement of the knowledge management platform—SharePoint— for managing documents and information through automation of processes, collaboration, elimination of paper flows, ready access to information and a streamlined mechanism for preparing IMO meeting documents. These substantial initiatives have been made possible through the in-house development of the new Intranet (*IMO@Home*). They are also generating efficiency gains and increased flexibility for deploying resources to address emerging needs. New features include audiovisual recordings of meetings with annotation of

video streams for ongoing sessions and video presentations, including guides for new staff members and delegates. It is expected that the knowledge management platform will continue to help reduce IMO's carbon footprint, particularly in terms of paper usage.

60 An upgrade of the underlying technologies for IMO web presence was carried out to help raise IMO's public profile by engaging with audiences on the web and to improve the e-commerce infrastructure for the purchase of IMO publications. The new facility will help to showcase the work of the Organization in a more structured and user-friendly way, with strong support for social media tools. The three working languages of the Organization are covered.

61 Other initiatives undertaken include:

- upgrade of the storage area network to increase capacity to accommodate increasing volumes of data and documents as a result of PaperSmart working practices;
- doubling of Internet access to 200Mbps, with a backup link of 100Mbps, to improve end-user connectivity to the IMO network and the Internet;
- implementation of mobile device management facility to manage the increasing number of personal mobile computing devices being brought into the IMO Headquarters, while improving the security of all Information and Communication Technologies (ICT)-managed resources against possible cyberattacks;
- annual testing of Business Continuity and Disaster Recovery infrastructure at the UN International Computing Centre, Geneva, by failing over all computing facilities to Geneva, operating all services from Geneva for a period of time and successfully reverting operations back to London to reaffirm readiness to deal with risks from unforeseen circumstances; and
- compliance with ISO 27001 standards and a successful surveillance audit in preparation for recertification in 2018 to provide assurance that ICT services and management are in line with international best practice.

WORK OF THE COMMITTEES OF THE ORGANIZATION

62 The table below summarizes the sessions of the committees of the Organization held during the period under consideration, the documents in which their outcomes were reported to the Council, the Council's decisions thereon and the agenda items under which they will be reported to A 30.

Committee	Session	Meeting dates	Report to Council	Council's decisions	A 30 agenda item
MSC	96	11-20 May 2016	C 116/7	C 116/D	[9]
	97	21-25 November 2016	C 118/9	-	
LEG	103	8-10 June 2016	C 116/9	C 116/D	[10]
	104	26-28 April 2017	C 118/8	-	
MEPC	69	18-22 April 2016	C 116/10	C 116/D	[11]
	70	24-28 October 2016	C 117/7	C 117/D	
TCC	66	10-12 October 2016	C 117/8	C 117/D	[12]
FAL	40	4-8 April 2016	C 116/8	C 116/D	[13]
	41	4-7 April 2017	C 118/7	-	

MARINE ENVIRONMENT PROTECTION

Dumping of wastes and other matter

63 The thirty-eighth Consultative Meeting of Contracting Parties to the London Convention 1972 and the eleventh Meeting of Contracting Parties to the 1996 Protocol to the London Convention were held concurrently from 19 to 23 September 2016. The outcome thereof was reported to C 117 in document C 117/11 and the Council's decision thereon is contained in document C117/D. The outcome of the thirty-ninth Consultative Meeting of Contracting Parties to the London Convention 1972 and the twelfth Meeting of Contracting Parties to the 1996 Protocol to the London Convention (scheduled to take place from 9 to 13 October 2017) will be reported to the twenty-ninth extraordinary session of the Council; and the Council's decision on all of the above-mentioned meetings will be reported to A 30 for consideration under agenda item [14].

64 Also, in September 2016, IMO celebrated the twentieth anniversary of the adoption of the London Protocol. The mandatory waste assessments and precautionary approach principles adopted into the treaty have now been fully embraced, but work remains to be done to support the global aspirations set in the 2030 Sustainable Development Agenda and its Sustainable Development Goals.

TECHNICAL COOPERATION

65 Individual reports on the maritime training activities under the auspices of IMO, i.e. the World Maritime University and the IMO International Maritime Law Institute, which will be included in the TCC reports, will be submitted to A 30 for consideration under agenda items [17(a)] and [17(b)], respectively.

CONFERENCE SERVICES

66 The Conference Division provides comprehensive conference services (meeting arrangements, interpretation, translation, word processing and documentation) to the Secretariat and to IMO Member States. As part of the efforts made by the Organization to reduce costs and improve efficiency, the Division has managed the two budgets for the Conference Division and the Meetings Services during the 2016-2017 biennium with a view to ensuring the successful conduct of all IMO and other meetings and the provision of all support services.

Meeting Services and Interpretation

67 Meeting Services provide logistic support for meetings as well as meeting rooms/facilities, equipment and interpretation services. It deals with the registration of participants and the allocation/hire of rooms to internal and external stakeholders. Meeting Services is also responsible for the technical aspects of the simultaneous interpretation system, audio recording of official multilingual meeting proceedings, including archiving of audio records, and provision and maintenance of meeting-related sound and audio-visual equipment and supplies. Meeting Services provides simultaneous interpretation in the six official languages (Arabic, Chinese, English, French, Russian and Spanish). During the last biennium, over 100 internal and external events were supported, including numerous intersessional and ad hoc meetings, as well as working group meetings, in accordance with the work programme and Strategic Plan of the Organization. About 60 of these required support for the registration of delegates, preparation of the list of participants and provision of relevant support services.

Table 1
Number of meetings and participants
(based on the IMO programme of meetings)

	2015	2016	2017*
Meetings	17	16	6 (17)
Meeting-weeks	15.4	16.8	6.4 (15.8)
Intersessional	10	13	1 (9)
Other	8	5	5
Participants registered	10,556	10,822	2,764

* Up to 31 March 2017

68 New features have been added to the simultaneous interpretation and audio visual (SI/AV) system in the Main Hall during the summer of 2016 and the first part of 2017, in order to facilitate an efficient management of meetings. Meeting Services also completed the replacement of the SI/AV systems in Committee Rooms 9 and 10, providing the Organization with high-quality conference rooms, enhancing the efficient operation of IMO meetings and raising its profile as an outstanding venue for external conferences.

69 In 2016, hiring of IMO conference facilities by external clients generated a gross rental income of £42,000. The Division contributed to a number of outreach activities, including an orientation seminar for delegates, and provided facilities for a Model United Nations conference event organized by an external client. Training opportunities were offered to more than 70 trainee interpreters from a number of academic and educational institutions both in the United Kingdom and abroad.

70 New SLIQ audio files have been introduced, enabling archiving of official multilingual meeting proceedings in audio recorded files, which can be accessed via the IMODOCS website and are also remotely accessible to authorized users. The expansion of audio recording capabilities to Committee Room 9 will enable the Secretariat to record proceedings in both the Main Hall and Committee Room 9 concurrently, so that audio files will be made available for the Plenary as well as Committee 1 and Committee 2 at future Assembly sessions.

71 The Online Meeting Registration System (OMRS) allows designated administrators to directly upload details of meeting participants of the delegation for which they are the appointed coordinators (as advised in Circular Letter No.3463). In 2016, the OMRS achieved its goal of 100% online registration, significantly reducing the administrative burden for both IMO and its stakeholders and resulting in long-term financial savings.

Translation Services

72 The Translation Services ensure timely translation, word processing (formatting and proofreading) and editing of IMO meeting documents and publications in all IMO official languages (Arabic, Chinese, English, French, Russian and Spanish), in accordance with UN standards of quality and efficiency.

73 The English, French and Spanish Translation Services ensure translation and word processing of all IMO meeting documents within the prescribed deadlines. Editing services are also provided by the English Translation Section. During the biennium, the translation services often had to work under considerable time constrain in order to finalize all working papers requested during meetings for consideration in the plenary. IMO is unique among UN organizations, as the Secretariat produces a draft report of the meeting in the three working languages for consideration on the last day of the session. During the same period, the Arabic, Chinese and Russian translation services have provided translation, word processing and documentation services as required for these official languages, including translation and editing of Assembly resolutions, Council summary decisions, Committee reports and other documents, as well as IMO publications, including IMO instruments.

74 Translation Services, when translating, editing, proofreading and formatting IMO publications, ensure that the correct terminology is used and that the final copies of those publications meet the high standards expected by the Organization in all its working/official languages. The Division manages the entire process, from the translation of texts to the preparation of final proofs prior to publication. However, when the workload exceeds the capacity of regular staff, contractual translation is required. In such cases, IMO follows the rules specified in the Agreement between the UN System/Chief Executives Board for Coordination and the International Association of Conference Translators, to which IMO is a party. The Agreement regulates the conditions of employment of short-term translators and persons serving in related functions.

75 In 2016 there was a 6.84% decrease in the number of pages translated compared to 2015. This reflects the streamlining of translation according to the cycle of final amendments; for this reason, an increase is expected in the number of pages translated in 2017. During the same period 96,656 pages were proofread and processed, a 15.7% increase on 2015, reflecting an overall upsurge in documentation managed by the Division.

Table 2

Translation and Word processing
(number of pages translated in the six official languages
in 2015, 2016 and the first quarter of 2017)

	2015	2016	Comparison 2015-2016	2017*
Translation (pages)	41,718	38,866	-6.84%	11,110
Word processing (pages)	83,556	96,656	+15.7%	19,864

* Up to 31 March 2017

76 The English Translation Service handles additional work supporting intersessional meetings and provides editorial support, including production of the IMO Style Guide, for the technical divisions and the wider Organization.

Documentation Services and Computer-Assisted Translation Tools

77 On 1 January 2017, the Documentation and Language Technologies Section and the Terminology and Reference Section were merged into a new section, the Documents, Language Technologies, Terminology and Reference Section, with a view to streamlining documentation services so that expertise can be pooled and resources best utilized, especially at peak times. The section covers two main functions:

- the efficient processing of all documents, ensuring strict compliance with deadlines and timely availability on IMODOCS (IMO's online distribution system, which has close to 100,000 registered users), as well as operation of the Documents Counter during meetings; and
- the management of IMOTERM, IMO's terminology database, integrating and centralizing referencing and terminology requirements to support the translators, facilitating the translation process by providing references and compiling glossaries on key subjects.

Integration of language and documentation systems

78 During 2016 and 2017, the Division has strengthened cooperation with the UN Secretariat in order to take full advantage of multilingual systems developed by the UN which might be deployed for similar functions at IMO and to maximize the technological aids available to the multilingual operations of IMO. This takes into account the limited resources of the Secretariat and the advantages of integrating with the larger UN development team specialized in conference applications.

79 The Division has recently been implementing a new Document, Conference and Production Management System (DCPMS), a web-based application used to manage the entire workflow for publishing UN documents. This tailored solution for UN documentation services has been deployed across many other UN agencies and has proven to be highly

efficient and reliable. This initiative highlights the Secretariat's efforts to move towards increased automation of document flows and to streamline dated systems. The DCPMS now integrates the IMO Conference Division in the wider Unite team, based in Vienna, which provides services to 13 UN bodies. This connection with Unite will allow IMO to benefit from close collaboration with many other UN agencies, to continuously implement technical improvements, and to keep abreast of new developments as they are introduced in the UN system.

80 In order to keep up to date with developments in language technologies and translation processes, the Division actively participates in UN interagency meetings, including the International Annual Meeting on Language Arrangements, Documentation and Publications and the Joint International Annual Meeting on Computer-Assisted Translation and Terminology.

EXTERNAL RELATIONS

Coordination with the United Nations system

81 During the biennium, IMO actively participated in meetings of the United Nations system relevant to its aims and objectives. Those included:

- The UN Open-ended Informal Consultative Process on Oceans and the Law of the Sea (ICP), held in June 2016. The meeting focused on the theme "Marine debris, plastics and microplastics" and IMO participated in the main panel as well as in several side events, providing input on MARPOL Annex V, the London Convention and Protocol and the work of the Joint Group of Experts on the Scientific Aspects of Marine Environmental Protection (GESAMP). The role of inter-agency cooperation and the responsibilities of international and national stakeholders were highlighted as the ICP expressed the need to address the issue of land and sea-based marine debris.
- The UN General Assembly High-level Summit for Refugees and Migrants held in September 2016, during which the General Assembly adopted the New York Declaration for Refugees and Migrants, which refers to the facilitation of safe and responsible migrations and migration policies. At the Summit, IMO on behalf of its membership thanked the search and rescue authorities, navies and coastguards, as well as the masters of the hundreds of merchant ships diverted from going about their lawful occasions to rescue mixed migrants, with attendant risks to the seafarers concerned.
- The Global Sustainable Transport Conference held in November 2016 in Ashgabat, Turkmenistan, at which IMO highlighted the MEPC's decisions on energy efficiency (greenhouse gas emissions). The outcome of the conference is likely to be part of the United Nation's 2030 Agenda on Sustainable Development.
- The UN Security Council debate held in February 2017 to discuss preventive strategies for maritime security, in which IMO emphasized the importance of well-coordinated, risk-based preventive strategies to counter maritime security threats. IMO also highlighted the range of mandatory instruments it has adopted which support the protection of critical infrastructure, the range of guidance, self-assessment tools and training materials for the protection of ports, ships and offshore installations and its extensive programme of technical cooperation activities to assist Member States in developing capacity and capability to deter, prevent, detect and respond to security threats.

82 Furthermore, the Organization continued to be represented by the Secretary-General at the United Nations System Chief Executives Board for Coordination, the highest-level coordination forum of the United Nations system, which is chaired by the United Nations Secretary-General and meets biannually.

Joint Inspection Unit

83 The Internal Oversight and Ethics Office (IOEO) continued to serve as the focal point within the Secretariat for all matters originating from the Joint Inspection Unit (JIU). During the biennium under review, the IOEO reported to the Council on three reviews by the JIU containing 25 recommendations for IMO. The IOEO is due to report to C 118 on a further four JIU reviews containing 22 recommendations for IMO. The IOEO has also coordinated interaction between IMO and the JIU on 17 reviews, of which 10 have been completed and seven remain in progress. A report on this subject will be submitted to A 30 for consideration under agenda item [18(b)].

Relations with intergovernmental (IGOs) and non-governmental organizations (NGOs)

84 To date, 64 IGOs have signed agreements of cooperation with IMO and 77 international NGOs have obtained consultative status with IMO.

85 Since A 29, the Council has considered four new applications for consultative status with IMO, none of which was approved by the Council. The Council also noted the change of name of one of the organizations with consultative status.

86 C 118 will consider eight new applications (document C 118/17(d)) and complete its periodic review of NGOs in consultative status with IMO for the period from 1 March 2015 to 28 February 2017 (document C 118/17(d)/1).

87 Full details on the actions taken by the Council on new applications for consultative status and a report on the periodic review, together with a proposed draft resolution, will be submitted to A 30 for consideration under agenda item [18(d)].

World Maritime Day

88 World Maritime Day 2016 was celebrated during the last week of September. The theme of the Day in 2016, as approved by the Council, was "Shipping: indispensable to the world", while that for 2017 is "Connecting Ships, Ports and People".

89 The 2016 World Maritime Day Parallel Event was successfully organized, jointly by IMO and the Government of the Republic of Turkey, in Istanbul, from 4 to 6 November 2016. The Council expressed its appreciation to the Government of the Republic of Turkey for having hosted the event and to the Governments and organizations which sent representatives to the celebrations.

90 World Maritime Day 2017 will be formally celebrated at IMO Headquarters on 28 September 2017 and the Parallel Event will be hosted by the Government of the Republic of Panama, in Panama City, from 1 to 3 October. A full report on World Maritime Day for 2016 and 2017 will be submitted to A 30 under agenda item [18(e)].

International Maritime Prize

91 By decision of the Council, the International Maritime Prize for 2015 was presented to Dr. Frank Lawrence Wiswall Junior, former Chair of the IMO Legal Committee and Vice-President (Honoris Causa) of the Comité Maritime International, at a special ceremony held at IMO Headquarters on 5 December 2016. The Prize for 2016 will be decided at the current session of the Council (document C 118/17(f)). A full report on the International Maritime Prize will be submitted to A 30 under agenda item [18(f)].

IMO Award for Exceptional Bravery at Sea

92 The 2016 IMO Award for Exceptional Bravery at Sea was presented to Captain Radhika Menon, Master of the oil tanker **Sampurna Swarajya**, nominated by the Government of India, at a special ceremony held at IMO Headquarters on 21 November 2016. Certificates of Commendation were also awarded to recipients from China, France, India and the Republic of Korea, or their representatives, at the ceremony.

93 Nominations were invited for the 2017 Award (Circular Letter No.3676) which will be considered at the current session of the Council (document C 118/17(g) and addendum). A full report on the IMO Award for Exceptional Bravery at Sea will be submitted to A 30 under agenda item [18(g)].

Day of the Seafarer

94 The 2016 Day of the Seafarer campaign, celebrated every year on 25 June, adopted the theme "At Sea For All". New features for the 2016 campaign included a Twitter Thunderclap, designed to launch the day with a powerful message to reach far beyond shipping itself, an interactive online quiz to test seafaring knowledge and an online "photo wall".

95 For 2017, the focus of the Day of the Seafarer campaign is to engage ports to demonstrate how much seafarers matter to them, showing their support in imaginative and interesting ways. A full report on the Day of the Seafarer will be submitted to A 30 under agenda item [18(h)].

Special recognition for merchant vessels and their crews involved in the rescue of mixed migrants at sea

96 This recognition was established in January 2016, following the adoption of Assembly resolution A.1093(29). IMO Member States were invited by means of Circular Letter No.3619 to provide information on deserving crews of merchant vessels for acts that have been performed from 1 January 2014. In response to that invitation, eight merchant vessels from three different countries received this commendation from the Assembly, in the form of a certificate, for their bravery, professionalism and compassion.

Research Internship Programme and group visits

97 The External Relations Office (ERO) coordinates the IMO Research Internship Programme. Since A 29, there has been a total of 93 interns (researchers, Master's and PhD students) accepted for the Programme, with each one being given the opportunity to observe IMO meetings, meet with relevant IMO technical officers and delegates, as well as receiving continuous support and guidance from the ERO throughout their time at the Organization. The interns are hosted in the Maritime Knowledge Centre, where they are given access to IMO resources and archives.

98 The ERO has coordinated 97 group visits since A 29, comprising 1,691 students and officials. In addition, arrangements were made for 961 observers from around the world to attend IMO meetings.

99 The ERO trialled a new externship programme in 2016, providing higher education students with experience which was credited in their university curricula. Information on this new programme will be published on the IMO website.

Support to the United Nations

100 An External Relations Officer facilitated the travel arrangements through the United Kingdom and provided associated logistical support to the United Nations Secretary-General, the United Nations Deputy Secretary-General, the United Nations Development Programme Administrator and other high-ranking United Nations officials, as well as Members of the United Nations Security Council.

101 In addition, the Officer continued acting as the United Nations Country Security Focal Point for the United Kingdom, under the overall remit of the United Nations Department of Security and Safety.

Public Information Services

102 The Public Information Services (PIS) continued, in the period under review, to implement the Communication and Outreach Strategy adopted by the Secretary-General and the Senior Management Committee. A coordinated, multi-platform approach was used to disseminate the key messages identified in the Strategy to carefully selected target audiences, with a view to improving global awareness of the Organization and its impact.

103 PIS continued to engage with traditional media, i.e. press and broadcast media. In 2016, 32 press briefings were issued and there were more than 50 collaborations on articles or interviews with external media. Day-to-day interaction with media of all kinds continues to expand and in 2016 PIS began using an online tool to record and measure this interaction. In line with the communication strategy, there was also an increased engagement with TV and radio outlets, resulting in a number of interviews and appearances by PIS team members.

104 2016-2017 has also seen an increased emphasis on video output, with extensive use being made of in-house expertise and equipment. Among several notable video projects, a PIS film team carried out location shooting in Antarctica to produce a promotional/educational film on the Polar Code.

105 Social media formed an increasingly significant component of the Organization's outreach. In 2016, the Organization achieved 41,500 Twitter followers and more than 3.5 million Twitter impressions; and more than 200,000 Facebook "likes" and a total reach of more than five million. PIS also created, in-house, a great deal of new content for these platforms, notably infographics and digital cards.

106 PIS also has responsibility for the upkeep of major parts of the IMO public-access website, which provides a comprehensive and constantly growing source of information about the Organization. In 2016, the home page of the IMO website received more than 10 million visits. During the biennium, PIS reviewed and updated content, style and presentation on this platform. Several new sections were created to improve visibility and engagement.

107 As the figures clearly reveal, the IMO public website is now a strong and valuable communication tool in its own right. In particular, the "What's New" section has provided a showcase for IMO's regular technical cooperation and capacity building work. By mid-2017, more than 875 short news stories had been promulgated via this platform.

108 Following a trial period, French and Spanish versions of the IMO public website were established, under PIS management. By mid-2017, the French and Spanish websites together accounted for more than 12% of the total IMO website visits.

109 A number of separate IMO-related websites have also been created, either dealing with a specific project or initiative (e.g. GMN, GloMeep, GloBallast, GESAMP) or addressing a particular audience (e.g. "Kids' website").

110 During the biennium, PIS provided coordinated and strategic communication and outreach support to several IMO projects and initiatives, including the GMN project, GloMeep, GloBallast, GESAMP, and the Norad-East Asia Project: as well as IMO's regular Headquarters events such as the Bravery Award ceremony and World Maritime Day.

111 In addition to the above-mentioned activities, PIS also utilized a variety of other content-creation opportunities to implement the Communication Strategy, including: media background briefings; talks and presentations on the work of IMO to groups visiting the Organization and externally; researching, writing and disseminating summary reports of all IMO meetings; assisting in the production of materials for exhibitions and events; expanding and organizing an online photographic library; researching and drafting speeches for the Secretary-General; writing articles on the work of IMO and related topics; and writing and editing IMO's quarterly magazine, *IMO News*.

IMO Maritime Ambassadors Scheme

112 The IMO Maritime Ambassador Scheme was launched in 2015 to reach out to young people, to inform them about the maritime and seafaring professions and to raise awareness of the positive benefits of choosing a career at sea or other maritime profession. The number of designated IMO Maritime Ambassadors has continued to grow. As of 30 April 2017, there were 44 Ambassadors, representing 21 Member States and six IGOs/NGOs.

113 During 2016, IMO held two meetings for the Ambassadors to share ideas. On 29 September 2016, the second meeting of the year was held at IMO Headquarters in conjunction with World Maritime Day. The Ambassadors have taken part in many activities, including visits to ships and training facilities, attendance at awards ceremonies, and involvement in maritime campaigns. A full report on the IMO Maritime Ambassador Scheme will be submitted to A 30 under agenda item [18(i)].

Maritime Knowledge Centre

114 The Maritime Knowledge Centre (MKC) provides effective support for the work of the Secretariat, Member States, representatives and delegates by ensuring the visibility of and access to IMO's extensive store of knowledge in print and digital collections. This also benefits the maritime industry, a global audience of researchers, and the public. The MKC continued to modernize and to align its activities, processes and services with standards, best practices and technologies of the library and information professions.

115 The most significant projects included the procurement and implementation of a new Integrated Library System (ILS), migration of data from the old system, and MKC staff training on the system.

116 The migration to the new ILS was the culmination of a two-year effort to: (1) replace an antiquated catalogue (over 30 years old); (2) streamline and automate MKC services and processes; and (3) incorporate the best features of modern library technology across the MKC. The features of the ILS will allow the MKC to maximize efficiencies while harnessing the power of technological developments to benefit both MKC users and staff.

117 The public face of the ILS is the [new online catalogue](#). It allows users to search for print or digital content within the MKC collections. Future enhancements will provide options for users to create accounts, renew or request items, amongst other features. The catalogue is available from the [Search the MKC Online Catalogue](#) link of the [MKC site](#).

118 For MKC staff the new system provides the essential infrastructure upon which modern library staff depend in order to support daily operations for delivering content, public and technical services (cataloguing, inventory, circulating and processing materials, amongst others). Future modernization projects linked to the new system include barcoding the collection for control, circulation and inventory of materials, as well as re-cataloguing and classification of MKC collections.

119 Print collections still constitute the bulk of collections, but the MKC seeks to be responsive and user focused. Therefore, it is licensing and managing access to a complex mix of institution-wide and password-controlled digital subscriptions and relevant free resources: shipping and maritime content, reference resources such as language dictionaries, specialized encyclopaedias, and legal and financial content services are increasingly available throughout the Secretariat. Some of the important financial constraints and administrative burdens of digital subscriptions are mitigated by the MKC's participation in the UN System for Electronic Information Acquisition Consortium (UNSEIAC).

120 The MKC has continued to work to systematically preserve, archive, ensure access to and disseminate historic IMO content. The most valuable information resource of the IMO is the knowledge contained in IMO documents. While documents since 1997 are digitized, those from 1957 to approximately 1997 are only available in print in the MKC.

121 The web has increased visibility of and references to IMO content which is not yet digitized. There has been a marked increase in consultation of these documents by interns, delegates and researchers from across the globe. Reference questions from external users most often relate to IMO documents. As these documents are quite fragile, MKC staff curate access, scanning requested documents whenever possible for dissemination and preservation. This is done on an ad hoc basis but has increased significantly in the past year.

122 The systematic digitization of IMO documents is ongoing. The MKC [Index of IMO Resolutions](#) site has been redesigned and updated. English language resolutions since the first sessions of both the MSC and the MEPC are now available to download. Assembly resolutions are in preparation, to be followed by the Council and the other Committees.

123 The MKC maintains a digital presence via the MKC pages on the IMO website as well as on IMO intranet pages. The MKC provides a daily news service for the Secretariat and other subscribers, and produces a monthly *Current Awareness Bulletin* (CAB), freely available to download. CAB is a retrospective digest of global news focusing on areas related to the work of IMO and it has over 2,000 subscribers internationally. More than 150 new subscribers were added in 2016. Many subscribers are made aware of the bulletin, the work of the MKC and access to its services and collections through briefings with visitors to IMO.