



Ref. AG/A/1.08

Circular letter No. 2390
5 July 2002

To: All IMO Members

Subject: **First session of the *Ad Hoc* Council Working Group on the Organization's Strategic Plan**

The Secretary-General has the honour to refer to the decision of the Assembly at its twenty-second session, on the basis of the Council's advice, to:

“establish an *Ad Hoc* Working Group, open to all Member States and the Secretary-General, for the preparation of the Organization's strategic plan for a five-year period for consideration by the Council. The Plan shall outline the Organization's broad direction and strategic objectives, including a projection of the high level financial requirements”.

At its recent eighty-eighth session, the Council decided on terms of reference for the *Ad Hoc* Council Working Group, which are to be found at annex 1 to this document. The Council decided that the Vice-Chairman of the Council, Mr. J. Franson (Sweden), will be the Chairman of the *Ad Hoc* Council Working Group.

The *Ad Hoc* Council Working Group will meet on 16, 17 and 18 September 2002, in Conference Room 2 at IMO Headquarters. A provisional agenda for the meeting is attached (see annex 2). The meeting will be conducted in English only.

The Secretary-General also draws the attention of Member States to resolution A.909(22), ‘Policy making in IMO – Setting the Organization's policies and objectives’ which is attached at annex 3, and particularly to the concerns of the Assembly and the Council (operative paragraph 2(a)):

“to ensure that the whole Membership is provided with an opportunity to contribute constructively to any policy preparation and evaluation, all Member Governments, whether Members of the Council or not, should be encouraged to submit policy documents to the Council for consideration.”

In that context, the Secretary-General draws the attention of Member States to the Organization's dedicated Intranet site, which can be accessed by the Organization's Membership. A Discussion Page is being established on the site, to enable any Member State who wishes to do so to comment and to access the views of other contributors. The site will be online from 19 July 2002 (<http://www.imodocs.imo.org>).

Alternatively, if Members of the Organization wish to make formal submissions to the *Ad Hoc* Council Working Group, they are invited to transmit them to the Secretary-General as early as possible so that they may be processed in good time for the meeting.

The Secretary-General would appreciate being informed in due course of the names of representatives from those Member States which intend to participate in the meeting.

ANNEX 1

TERMS OF REFERENCE FOR THE *AD HOC* COUNCIL WORKING GROUP

1 The *Ad Hoc* Council Working Group on the Organization's Strategic Plan will prepare for the Council's consideration a draft strategic plan for the Organization. The Plan shall cover, according to the decision of the 22nd Assembly, a five-year period. The Plan shall also outline the strategy of the Organization for the years following the initial five-year period.

2 The Strategic Plan shall incorporate a mission statement for the Organization. Further, the Strategic Plan shall take account of the emerging trends, developments and challenges in the shipping and maritime world, i.a. safety, technology development, marine environment, globalization and maritime security. The Strategic Plan shall establish the strategic directions, including defined objectives, in which the Organization shall go, based on the aforementioned emerging trends, developments and challenges. The strategic directions shall be translated into high-level action plans, including a prioritisation of areas of work with assessment of achieved results, covering a five-year period. The Strategic Plan shall provide a projection of the Organization's prospective resource requirements. The Strategic Plan shall also cater for flexibility, when necessary.

3 The *Ad Hoc* Council Working Group shall formulate its proposals within the framework of the IMO Convention and take into account Assembly resolution A.909(22), with particular reference to operative paragraph 2. The work of the *Ad Hoc* Council Working Group will be guided in particular by resolutions A.900(21) "Objectives of the Organization in the 2000s" and A.901(21) "IMO and Technical Co-operation in the 2000s".

4 The *Ad Hoc* Council Working Group shall also propose a mechanism for the review and up-date of the Strategic Plan.

5 In making proposals, the *Ad Hoc* Council Working Group will take into account the following timetable:

November 2002: Council 89	-	Establish broad planning guidelines for the Work Programme and Budget for the biennium 2004-2005
	-	Review outline of a draft five-year plan 2004-2008
June 2003: Council 90	-	Review Secretary-General's proposals for Work Programme and Budget for 2004-2005. Review draft five-year plan 2004-2008
November 2003 – Council ES.22 and Assembly 23	-	Consider and adopt Work Programme and Budget for 2004-2005 and Strategic Plan for 2004-2008

ANNEX 2

CWGSP 2/1
4 July 2002
ENGLISH ONLY

Ad Hoc Council Working Group on the
Organization's Strategic Plan
Agenda item 1

PROVISIONAL AGENDA

First session of the *Ad Hoc* Council Working Group on the Organization's Strategic Plan
to be held at IMO Headquarters, 4 Albert Embankment, London SE1
from Monday, 16 September to Wednesday, 18 September 2002

(Session commences at 9.30 a.m. on Monday, 16 September 2002)

Opening of the session

- 1 Adoption of the agenda
- 2 Review of the submissions received
(The Secretariat will provide a summary of the contributions which have been made on the Organization's Intranet Web Site Discussion Page at www.imodocs.imo.org/plan/)
- 3 Preparation of the Organization's Strategic Plan:
 - .1 establishment of strategic directions, including defined objectives
 - .2 consideration of high-level action plans, including priorities for a 5-year period
 - .3 elaboration of the Organization's mission statement
 - .4 projection of the Organization's prospective resource requirements
 - .5 outline of the Organization's strategy beyond the initial 5-year period
- 4 Any other business
- 5 Consideration and adoption of draft report
(A draft framework of the report of the *Ad Hoc* Council Working Group will be circulated)

ANNEX 3

Resolution A.909(22)

**Adopted on 29 November 2001
(Agenda item 8)**

**POLICY MAKING IN IMO - SETTING THE ORGANIZATION'S
POLICIES AND OBJECTIVES**

THE ASSEMBLY,

RECALLING PART I of the Convention on the International Maritime Organization, and in particular Article 1(a) thereof,

RECALLING ALSO Part II of the Convention, and in particular Article 2(a) and (c) thereof,

RECALLING FURTHER resolution A.900(21) on Objectives of Organization in the 2000s,

HAVING CONSIDERED the recommendation of the Council at its twenty-first extraordinary session,

1. ENDORSES the decision taken by the Council to encourage the development of an open and transparent system of setting the broad policies of the Organization within the Council for approval by the Assembly;
2. AGREES with the Council that:
 - (a) when defining the goals of the Organization, maximum care should be exercised to ensure that the wishes of its Member Governments are properly reflected in such goals, in the shaping of which the proposals of the Secretary-General and the needs of the shipping industry should be duly taken into account;
 - (b) all Member Governments should be aware that they have an opportunity to contribute to the shaping of the Organization's broad policies;
 - (c) Council should review and elaborate the Organization's general vision of the way ahead; and
 - (d) to ensure that the whole Membership is provided with an opportunity to contribute constructively to any policy preparation and evaluation, all Member Governments, whether Members of the Council or not, should be encouraged to submit policy documents to the Council for consideration;
3. REQUESTS the Council to take appropriate action to ensure the implementation of this resolution; and to report to the Assembly as appropriate.