



COUNCIL
23rd session
Agenda item 3(d)

C/ES.23/3(d)/Add.1
3 November 2005
Original: ENGLISH

RESOURCE MANAGEMENT

(d) Work programme and budget prospects for 2005

Note by the Secretary-General

SUMMARY

<i>Executive summary:</i>	This document and its annex provide a synopsis of the status of the Major Programmes for 2005, as at 31 October 2005.
<i>Action to be taken:</i>	Paragraph 5
<i>Related documents:</i>	C 94/3(e), C 94/3(e)/Add.1 and C/ES.23/3(d)

1 The Secretary-General presented, in document C/ES.23/3(d), his assessment of the budget prospects for 2005 based on expenditure trends as at 31 July 2005. As was advised in that document, an update on the work programme, by reference to Major Programme deliverables for 2005 is annexed to this document.

2 The Secretary-General has further reviewed the Organization's overall expenditure position on the basis of the outturn level of expenditure as at 31 October 2005, and can advise the Council that expenditure is on course, and will be contained within the level of the total approved appropriation for 2005.

3 The updated expenditure forecast for 2005 takes account of the latest developments in pay costs as at 31 October 2005. As foreshadowed in document C/ES.23/3(d), a possible cost-of-living adjustment for Professional staff was not triggered in July 2005, and thus Professional staff costs will remain at the current level. However, movements in the pay and price indices in the United Kingdom economy call for a new salary scale to be promulgated for the staff in the General Service (GS) category, in accordance with the interim adjustment methodology approved by the International Civil Service Commission (ICSC). The interim salary scale adjustment represents an increase in the GS salary scale of 3.1%, with effect from 1 October 2005, which is 1.1% points above the estimated provision made in the budget for the current biennium 2004-2005. As noted in document C/ES.23/3(d), the additional GS staff costs of approximately £13,800 will be offset from other savings. The Council may wish to note that this interim increase in GS salary scales will roll forward to future years and the annual increase in the GS staff costs in 2006 of £55,200 has been reflected in the Secretary-General's revised programme budget proposals for the forthcoming biennium 2006-2007.

For reasons of economy, this document is printed in a limited number. Delegates are kindly asked to bring their copies to meetings and not to request additional copies.

4 In summary, on the basis of the latest outlook on the annual expenditure programme for 2005, the Secretary-General would re-affirm his earlier assessment that the expenditure will be contained within the level of appropriation approved for 2005, as projected in document C/ES.23/3(d). However, in accordance with the Organization's Financial Regulations and Financial Rules and further to the approval given by the Council's 94th session, the Secretary-General seeks the Council's prior approval to make transfers between Major Programmes to the extent that balances are available to cover or reduce deficits in programme appropriation balances.

Action requested of the Council

5 The Council is invited to:

- .1 take note of the status report on the Major Programmes provided at annex;
- .2 endorse the interim adjustments to the salary scale for the staff in the General Service category with effect from 1 October 2005, in accordance with the ICSC methodology (paragraph 3); and
- .3 authorize the Secretary-General to make transfers between Major Programmes to the extent that balances are available to cover or reduce deficits in programme appropriations balances (paragraph 4).

ANNEX

STATUS REPORT ON MAJOR PROGRAMMES AS AT 31 OCTOBER 2005

MAJOR PROGRAMME 1 – GENERAL POLICY AND DIRECTION

1 This major programme aims to deliver the Organization's strategic and policy directives. It comprises four programmes:

- Governance (Assembly and Council);
- Office of the Secretary-General;
- Policy and Planning; and
- Member State Audit and Internal Oversight

2 The expenditure in this major programme includes the costs of the Organization's governance in respect of the Council meetings and the Assembly. The Programme also embraces the costs of the Secretary-General and his Office.

3 Policy and planning

3.1 Policy input has been given to the development and preparation of a more concise draft work programme and budget for the 2006-2007 biennium and work undertaken to ensure that its layout and structure reflects the revised Programme Structure and supports the Organization's strategic objectives. Outline proposals have been developed for consideration by the Senior Management Committee aimed at refining the current systems for managing and retaining paper records. A circular on the organization and method of work of the Council was prepared and issued. Draft documents have been prepared for consideration by the Committees on the draft high-level action plan and the Committees' related biennium priorities. Data has been collected and collated against the performance indicators in the Strategic Plan.

3.2 The report of the fifth meeting of the Council's *ad hoc* working group, which met from 19 to 21 September 2005, has been submitted for the Council's consideration at its 23rd extraordinary session, in particular, conclusions based on the analysis of data collected and collated against the agreed performance indicators. The Unit continues to represent the Organization providing assistance in preparatory works on the planned Headquarters Building refurbishment as well as provide support to the Secretary-General's negotiations with the Host Government for an efficient and cost-effective programme of works.

3.3 Information and policy advice have been prepared to support the Secretary-General in advance of visits to Member States and meetings with Government and industry representatives. Presentations and keynote speeches on IMO policies with regard to issues of current concern to the Organization have been prepared.

4 Member State Audit and internal oversight

4.1 During the period under review, the Member State Audit and Internal Oversight Section (MSA & IOS) has completed two separate audits of payroll and the administration of entitlements, which were major cost components of the Regular Budget for 2004. An audit of the

administration and management of the recruitment of consultants under the Organization's Integrated Technical Co-operation Programme was also undertaken and a financial and management audit of a regional programme was completed. One further audit programme is planned for the year, which would concentrate on procurement of goods by the Organization. The separation and leave entitlements of 27 full time staff members and 20 temporary employees, as well as all refundable VAT records for the period up to July 2005 have been audited and certified. On the closure of 4 TC/MEDA projects, the associated financial statements were audited and certified accordingly. Evaluations of 4 training events were completed during the period under review, whilst 5 other training events are under evaluation. MSA & IOS continued to provide support for the implementation of the management accounting and information system, especially through recommendations emanating from the various audit projects.

4.2 The Section continued to serve as the focal point for matters originating from the Joint Inspection Unit (JIU) and has collated the Secretary-General's response to 6 JIU reports which was considered by C 94. Further work with the JIU included the provision of information on IMO's response and actions with respect to recommendations contained in JIU reports, with a view to their inclusion in the JIU's annual report as mandated by UN General Assembly resolution 59/267.

4.3 MSA & IOS continued its work on the development and future implementation of the Voluntary IMO Member State Audit Scheme. In this regard, the third session of the Joint Working Group was held in March and its outcome was considered by MSC, MEPC, TCC and the Council. MSA & IOS participated in the launch of the auditors training course for the Audit Scheme, which included the delivery of the pilot auditors training course in co-operation with the Maritime Safety Division and the Technical Co-operation Division.

MAJOR PROGRAMME 2 – MARITIME SAFETY

1 The objective of this major programme is to reduce the risks of accidents and mitigate the consequences by improved design, equipment and ship operations, including the handling of cargoes; by improved training; and by focussing on the human element and enhancing the safety and security of maritime transport. The programmes under this major programme include the following:

- Direction and management;
- Training and human element matters;
- Stability, load lines and fishing vessel safety;
- Ship design and equipment;
- Fire protection;
- Radiocommunications and search and rescue;
- Navigational operations and equipment;
- Bulk liquids and gases;
- Dangerous goods, solid cargoes and containers;
- Technical co-operation and institutional development;
- Maritime and port security;
- Flag and port State matters; and
- Special safety initiatives.

2 Direction and management

2.1 Under this programme, the Secretariat continued to provide management and direction, within the Maritime Safety Division, for the co-ordination and implementation of all the safety- and security-related programmes which fall within the purview of the Division. In this regard, activities relating to the preparation and organization of meetings of the 51st session of the NAV Sub-Committee, the 48th session of the SLF Sub-Committee, the 10th session of the DSC Sub-Committee were successfully carried out.

2.2 Based on the decisions taken by the 80th session of the Maritime Safety Committee and the 94th session of the Council, the Secretariat is executing some 117 specific actions and tasks requested of it. In doing so, final edited texts of resolutions, circulars, recommendations and draft amendments were produced and preparatory work attendant to the decisions of the MSC relating to its subsidiary bodies has been undertaken.

2.3 In addition, the Secretariat also continued to provide direction and management in the execution of major programmes 5 (Facilitation of maritime traffic) and the implementation of the Organization's Integrated Technical Co-operation Programme.

2.4 Co-operation, monitoring and follow-up actions related to the Organization's common work with the United Nations and other international bodies (e.g. FAO, ICAO, IEC, ILO, ISO, IACS, ITU, WCO, etc.) and participation in international conferences and seminars relating to maritime safety and security topics of interest to IMO have also continued. The various activities undertaken by the Secretariat in this regard are reported under the programmes concerned.

3 Training and human element matters

3.1 In addition to executing the follow up action to the 36th session of the STW Sub-Committee, the Secretariat supported panels of competent persons to evaluate the information communicated by STCW Parties concerned. The process of evaluation of information communicated pursuant to regulation I/7 of the STCW Convention is continuing in respect of STCW Parties. The process of evaluation by panels of competent persons of reports submitted pursuant to regulation I/8 is underway. Presently, 65 such reports have been evaluated and work continues on reports of a further 13 STCW Parties.

3.2 In addition, the Secretariat also provided support and services to an Independent Group of Experts, selected from shipping companies, classification societies, the P&I Clubs and the Secretariat, which was established by the Secretary-General to collect data for an in-depth analysis of the impact and contribution of the ISM Code and its effectiveness to enhance safety of life at sea, security and protection of the marine environment. The group is presently considering the responses to a questionnaire circulated to shipboard personnel, shore-based personnel, companies and Administrations. The report of this group along with its recommendations is expected towards the end of 2005.

3.3 Under the technical assistance programme, the Secretariat, assisted by external consultants as necessary, has provided advice and guidance on the STCW Convention, ISM Code and related issues. A regional seminar/workshop aimed at raising awareness of the STCW-F Convention was held in Teheran, Iran from 1 to 5 October 2005, for countries in the Persian Gulf. In response to requests from Governments and as planned in the ITCP, regional training courses for the training of simulator instructors and a Maritime English Instructors Training Course (MEITC) have been conducted. In addition, a programme of training and technical assistance covering the STCW Convention and ISM Code implementation, including quality standards and auditing, are being conducted through the approved ITCP for the biennium 2004-2005. The programme of development, revision and translating of IMO model courses has continued.

4 Stability, load lines and fishing vessel safety

4.1 Following MSC 80, the Secretariat prepared, organized and provided its support to the 48th session of the SLF Sub-Committee and undertook relevant follow-up action. Of particular importance was progress made on the development of the explanatory notes to the recently adopted revised SOLAS chapter II-1 on passenger ship safety and the revision of the Intact Stability Code. Work has started in preparation for the 49th session of the Sub-Committee. The Secretariat has continued to provide technical advice to Member Governments on matters within competence of the Sub-Committee.

5 Ship design and equipment

5.1 In addition to finalizing the remaining tasks emanating from the 48th session of the DE Sub-Committee, and after serving MSC 80, the Secretariat completed its work related to the adoption of amendments to mandatory instruments, in particular regarding amendments to SOLAS and amendments to resolution A.744(18). The Secretariat has commenced preparatory work for the scheduled 49th session of the DE Sub-Committee. The Secretariat has continued to provide technical advice to Member Governments on matters within competence of the Sub-Committee.

6 Fire protection

6.1 In addition to finalizing work emanating from MSC 80, the Secretariat has commenced the preparatory work for the scheduled 50th session of the FP Sub-Committee, dealing with organizational matters, and reporting the outcome of other IMO bodies relevant to the work of the Sub-Committee, processing submissions for that session and has continued to provide technical advice to Member Governments on matters within the competence of the Sub-Committee.

7 Radiocommunications and search and rescue

7.1 Following the decisions of MSC 80, sessions of the Joint IMO/ITU Experts Group on Maritime Radiocommunication Matters and the Joint ICAO/IMO Working Group on Harmonization of Aeronautical and Maritime Search and Rescue were organized in June and August/September 2005, respectively. The outcome of those sessions was submitted to COMSAR 10 for consideration.

7.2 In addition, the Secretariat co-operated closely with ICAO, IALA, IHO, UNESCO/IOC, ITU and other relevant international organizations and attended several international meetings relating to the work of the COMSAR Sub-Committee, in particular concerning the follow-up actions relating to the South Asian tsunami disaster and the proposed establishment of natural disaster early warning systems.

7.3 In relation to resolution A.920(22) on Review of safety measures and procedures for the treatment of persons rescued at sea, and the subsequent amendments to the SOLAS and SAR Conventions, adopted by MSC 78 and associated Guidelines, close co-operation has continued between the Secretariat and relevant UN agencies in relation to incidents of persons rescued at sea who subsequently appear to be illegal migrants. In addition, the Secretariat has been closely associated with several international meetings hosted by UNHCR in relation to illegal migration by sea and its effects on the safety of life at sea.

7.4 The Secretariat updated the Global Maritime Distress and Safety System (GMDSS) Master Plan and issued GMDSS/Circ.8/Corr.12 containing the latest information concerning shore-based facilities installed worldwide. Based on submissions by Member Governments in accordance with COMSAR/Circ.27 on Data format for a new combined SAR.2 and SAR.3 circular concerning the current availability of SAR services, has issued SAR.8/Circ.3.

7.5 Following the establishment of the International Search and Rescue (ISAR) Fund, the Secretariat progressed the pilot project on the establishment, outfitting and operation of the Maritime Rescue Co-ordination Center (MRCC) Mombasa and the Maritime Rescue Co-ordination Sub-Centers (MRSCs) in the Seychelles and Tanzania. In particular, satellite communication equipment generously donated through Inmarsat Ltd. by Thrane & Thrane (Denmark), JRCC (Japan) and Nera (Norway) manufacturers has been delivered to the MRCC Mombasa and MRSC Mahé (Seychelles) and is under installation and commissioning.

7.6 The Secretariat, in co-operation with the SAR Authorities in Norway, organized an introductory training course and arranged a technical visit, scheduled from 24 to 28 October 2005, to the advanced Joint Rescue Co-ordination Center (JRCC) in Stavanger for 7 experts from Kenya, the Seychelles and Tanzania, with responsibilities for the MRCC and/or MRSCs.

8 Navigational operations and equipment

8.1 The Secretariat, in addition to finalizing its follow-up actions from MSC 80, continued preparation for and served the scheduled 51st session of the NAV Sub-Committee and carried out other follow-up actions resulting from that session. In addition, the Secretariat has provided extensive technical advice to Member Governments on matters within the competence of the NAV Sub-Committee and support to the work of UN agencies, IGOs and NGOs relating to the revised SOLAS chapter V, ships' routing, collision regulations, navigational aids, electronic charting, AIS, aids to navigation, archipelagic sea-lanes, meteorological matters and hydrographic matters, including technical input for the ongoing Marine Electronic Highway project in the Straits of Malacca and Singapore. A technical advisory mission on ships' routing issues was undertaken to Tangiers, Morocco during July 2005.

8.2 The Secretariat also undertook missions to Bangladesh and Yemen to assist sub-regional efforts for combating piracy and armed robbery against ships, and attended meetings of the IHO on Hydrographic Surveying and Electronic Charting issues and two Board meetings of ICC/IMB during March and September 2005 respectively.

9 Bulk liquids and gases

9.1 In addition to finalizing work emanating from MSC 80, the Secretariat served the scheduled eleventh intersessional session of the Working Group on Evaluation of Safety and Pollution Hazards of Chemicals (ESPH) and, following MEPC 53, has commenced the preparatory work for the scheduled 10th session of the BLG Sub-Committee. The Secretariat has continued to provide technical advice to Member Governments on matters within competence of the Sub-Committee.

10 Dangerous goods, solid cargoes and containers

10.1 The Secretariat, in addition to the preparation of, and serving the scheduled 10th session of the DSC Sub-Committee, served the Editorial and Technical Group of the Sub-Committee which finalized draft amendments to the IMDG Code for adoption at MSC 81. The Secretariat has continued to provide technical advice to Member Governments on matters within the competence of the Sub-Committee and support to IAEA and the United Nations Sub-Committee of Experts on the Transport of Dangerous Goods on matters relating to dry cargo operations.

10.2 In November, the Secretariat will organize a regional course for the implementation of the provisions of the International Maritime Dangerous Goods (IMDG) Code in Barbados, to which 22 countries from the region have been invited to nominate participants. In addition, in December the Secretariat will support the IAEA in the conduct of Transport Safety Appraisal Service on the safe carriage of class 7 radioactive material.

11 Technical co-operation and institutional development

11.1 The Secretariat continued to co-ordinate and monitor the provision of technical assistance through the approved activities of the Integrated Technical Co-operation Programme (ITCP) relating to maritime safety, security and facilitation. The Secretariat has been responsible for the execution of seminars, workshops, courses and assessment/advisory missions relating to, *inter alia*, flag and port State responsibilities; casualty investigation; the harmonization of

PSC procedures; training of ship surveyors and port State control officers; implementation of IMO's maritime security regime including the train-the-trainer activities; compliance with the ISM and IMDG Codes; the safety of non-Convention sized ships; promotion and implementation of the 1993 Torremolinos Protocol; training of seafarers and fishing vessel personnel (STCW and STCW-F Conventions); prevention/suppression of illicit acts; ship/port interface issues; establishment of SAR and GMDSS facilities; and facilitation of maritime traffic. Such activities have included the delivery of 20 regional and 8 national seminars globally, as well as a number of technical advisory missions, all of which involve liaising with host governments, preparation of terms of reference, identification and briefing of consultants, development of training programmes and material, arrangements for course participants and technical evaluation and clearance of consultants' reports.

12 Maritime and port security

12.1 The Secretariat provided services relating to measures to enhance maritime security (namely SOLAS chapter XI-2 and the ISPS Code) at STW, NAV 51, FAL 32, DSC 9, the Diplomatic Conference on the SUA Treaties and the intersessional working group on LRIT.

12.2 Following the entry-into-force of requirements for the special measures to enhance maritime security (SOLAS chapter XI-2 and the ISPS Code), the Secretariat has continued to collect, collate and promulgate information, provided by SOLAS Contracting Governments pursuant to SOLAS regulation XI-2/13, via the ISPS Code database, part of the Global Integrated Shipping Information System (GISIS) and made plans for redesigning the ISPS Code database in order to effectively respond to demand and to make the database more user-friendly.

12.3 The Secretariat has continued to provide technical advice to SOLAS Contracting Governments, to the shipping and port industries and to the Organization's regional co-ordinators for technical co-operation on matters related to SOLAS chapter XI-2 and the ISPS Code on request and to give technical/expert assistance for the implementation of the global technical co-operation programme on Maritime Security. Twelve sub-regional and three national maritime security "train-the-trainer" courses were conducted and two further such courses are planned. The maritime security "train-the-trainer" programme has been reviewed and modified to reflect the experience gained from the pilot projects and has been updated to reflect the decisions of MSC 79.

12.4 The Secretariat has actively co-operated with the International Labour Organization (ILO) on the delivery and validation of a revised training course on the ILO/IMO Code of practice for security in ports, in Singapore in March 2005. The Secretariat attended the Fourth Special Meeting of the United Nations Security Council Counter-Terrorism Committee (UNCTC) with International, Regional and Sub-Regional Organizations which was held in Almaty, Kazakhstan, in January 2005. The Secretariat also attended the meetings of the World Customs Organization Council and of the Organization for Security and Co-operation in Europe which, *inter alia*, addressed container security. In addition, the Secretariat has attended meetings of the International Standardization Organization (ISO) in relation to the development of publicly available specifications for supply chain security. The Secretariat gave presentations on maritime security and/or piracy and armed robbery against ships to meetings held by APEC, the European Commission and the ASEAN Regional Forum and to fourteen other international meetings outside IMO related to the subject matter in the period under review.

12.5 The Secretariat has continued to promote action to ensure the protection of vital shipping lanes, while, at the same time, respecting the sovereignty of the littoral States concerned on the basis of decisions of C 93. To this end, a Meeting on the Straits of Malacca and Singapore: Enhancing Safety, Security and Environmental Protection was held in Jakarta, Indonesia in September 2005.

12.6 The Secretariat has also continued to provide input in relation to contributions of the Organization to the reports of the Secretary-General of the United Nations on matters such as measures for eliminating international terrorism, preventing terrorists acquiring weapons of mass destruction, and fighting transnational organized crime.

12.7 The Secretariat organized a sub-regional seminar on piracy and armed robbery against ships and maritime security for selected countries from the Red Sea and Gulf of Aden area which was held in Sana'a, Yemen, in April 2005. A follow-up meeting is planned for early in 2006 and a similar seminar is scheduled in Veracruz, Mexico in October 2005, with further events planned for South East Asia in November 2005 and for the Caribbean, and South Asia for early 2006.

12.8 The Secretariat has continued to monitor incidents of piracy and undocumented migrants globally, record incidents reported to IMO and produce circulars providing information on such incidents.

13 Flag and port State matters

13.1 The Secretariat carried out follow-up actions on the decisions of the 13th session of the FSI Sub-Committee. These activities included the preparation/distribution of reports on investigations into casualties to the members of the FSI Correspondence Group on Casualty Analysis, as well as the issuance of circulars under the newly created series of joint MSC/MEPC circulars.

13.2 In pursuance of resolution A.682(17) concerning the promotion of regional agreements on PSC, and in line with its objective of promoting the global harmonization and co-ordination of PSC activities, the Secretariat participated in the PSC Committee meetings of the Indian Ocean and Abuja MoU's, the Viña del Mar Agreement, and will participate in Tokyo MoUs Committee meeting. These meetings considered *inter alia*, the outcome of the third IMO Workshop for PSC MoUs/Agreement Secretaries and Directors of Information Centres.

13.3 The Secretariat took action in order to allow the implementation of the procedures described in circular letter No.2639 on the granting of access by Member States to IMO Global Integrated Shipping Information System (GISIS) electronic reporting facilities.

13.4 The Secretariat has also undertaken work related to the harmonization of PSC data collection and dissemination between the Equasis server and the future GISIS module on PSC; the implementation of the unique identification number scheme for companies and registered owners; the increased collection of preliminary data on casualties in collaboration with RCCs, in particular MRCC Stavanger; and the harmonization of the GISIS casualty module with the equivalent EMSA database so as to avoid possible duplication of Member States' compliance with reporting requirements.

13.5 With regard to technical co-operation activities, the Secretariat continued to provide backstopping for flag State implementation- and PSC-related projects, which included support for the development of model safety regulations for non-Convention vessels in the Mediterranean region. It is intended that these model regulations should be implemented in a harmonized manner by the flag and port States of that region and that, in due course, they may be extended to the States of the Black Sea region.

14 Special safety initiative: bulk carrier safety

14.1 The Secretariat prepared, organized and provided its support to the Intersessional Working Group on Interpretation of SOLAS Regulation XII/6, which met in September 2005. Of particular importance was the preparation of draft unified interpretations for paragraphs 5.1 and 5.3 of SOLAS regulation XII/6 in time for consideration by the Technical Committee of A 24.

MAJOR PROGRAMME 3 – MARINE ENVIRONMENT PROTECTION

1 This major programme aims to prevent and control pollution of the marine environment and it comprises six programmes:

- Direction and Management;
- Pollution Prevention (Amendments to and Implementation of MARPOL and Related Codes, Ballast Water Management Convention and Anti-Fouling System Convention);
- Pollution Preparedness and Response (OPRC Convention, OPRC-HNS Protocol, including the MEPC-OPRC/OPRC-HNS Technical Group);
- Management of Waste Disposal at Sea in Relation to the London Convention 1972 and the 1996 Protocol thereto;
- Co-operation with UN Agencies on ocean governances, including GESAMP; and
- Technical Co-operation and Institutional Development: Implementation of Environmental Programme.

2 Direction and management

2.1 The Secretariat provided management and direction within the Marine Environment Division for the co-ordination and implementation of the various programmes which fall within the purview of the Division and cross-sectoral activities. In this regard, activities relating to the preparation of meetings of the 53rd session of MEPC, the 28th meeting of the London Convention Scientific Group, the 27th Consultative Meeting of Contracting Parties to the London Convention 1972, the ESPH Working Group, and the GESAMP/EHS Working Group were successfully carried out.

2.2 The Secretariat continued to perform its duties and responsibilities as required in the execution of cross-sectoral activities in order to assist the BLG, FSI, DE and DSC Sub-Committees.

2.3 Co-operation with intergovernmental bodies and international organizations on matters related to marine environment protection and sustainable development has continued. The Secretariat participated in the sixth meeting of the United Nations Open-ended Information Consultative Process on Oceans and the Law of the Sea (ICP, June 2005), the Workshop on the “Regular Process” on assessment of the state of the marine environment, the UN Co-ordinating body, UN-Oceans and, in addition, organized meetings of the GESAMP Inter-secretariat.

3 Pollution prevention

3.1 The Secretariat carried out preparatory work for and assisted MEPC 53 and a number of Sub-Committee meetings, including DE 48, FSI 13, BLG 9 and DSC 10, which had environmental items on their agendas. In addition, the Secretariat organized and assisted in the intersessional meetings of the ESPH Working Group and the GESAMP-EHS Working Group to support the work of the MEPC and relevant Sub-Committees.

3.2 The Secretariat initiated and carried out a large number of activities to facilitate the more effective implementation of the conventions and codes which are already in force and to promote the entry into force of the other conventions.

Accelerated phase-out of single-hull oil tankers

3.3 With a view to facilitating implementation by Parties of the amended regulation 13G on the accelerated phase-out of single-hull oil tankers and the new regulation 13H on prevention of pollution from tankers carrying heavy grade oil as cargo, which entered into force on 5 April 2005, the Secretariat took a series of actions, including prompt circulation of MEPC circulars on communications received from the Administrations on implementation of the amended regulation 13G, new regulation 13H and the Condition Assessment Scheme (CAS).

3.4 In view of the importance of the matter and for the timely information of all parties concerned with a view to facilitating their action as appropriate, the Secretariat put all communications on regulations 13G and 13H of MARPOL Annex I as a “hot topic” on the IMO website.

3.5 The Secretariat assisted BLG 9, which clarified the definition of fuel oil in relation to the implementation of regulations 13G and 13H of MARPOL Annex I.

Harmful aquatic organisms in ballast water

3.6 The Secretariat carried out preparatory work for and assisted DE 48, FSI 13 and BLG 9 in relation to ballast water management issues, including development of a number of guidelines required under the BWM Convention, as well as draft Guidelines for survey and port State control to support the implementation of the BWM Convention.

3.7 The Secretariat carried out preparatory work for and assisted the intersessional meeting of the Ballast Water Working Group and MEPC 53 in finalization and adoption of five priority guidelines required under the BWM Convention. In addition, the Secretariat assisted in the establishment of the GESAMP-Ballast Water Technical Group on Active Substances and made preparations for the first meeting of the Technical Group.

3.8 With a view to promoting early and effective implementation of the BWM Convention, the Secretariat initiated the production of a TV Documentary on Ballast Water Management, which will be finalized in December 2005 and distributed internationally by BBC Worldwide. The Secretariat continued a series of awareness-raising activities, including delivery of presentations to relevant events.

Recycling of ships

3.9 The Secretariat organized, prepared and managed the first session of the *ad hoc* Joint ILO/IMO/Basel Convention Working Group on Ship Scrapping, which acted as a platform for consultation, co-ordination and co-operation in relation to the work programme and activities of ILO, IMO and the Conference of Parties to the Basel Convention concerning ship recycling issues.

3.10 The Secretariat assisted a correspondence group and an intersessional meeting of the Working Group on Ship Recycling in preparation of their reports to MEPC 53.

3.11 The Secretariat carried out preparatory work and assisted MEPC 53 in reaching agreement to develop a new instrument on ship recycling to provide legally binding and globally applicable regulations for the shipping industry and ship recycling facilities.

3.12 The Secretariat assisted in preparations for the second session of the Joint ILO/IMO/Basel Convention Working Group on Ship Scrapping, which will be held in Geneva, Switzerland, in December 2005.

Prevention of air pollution from ships

3.13 The Secretariat assisted DE 48 and FSI 13 to complete consideration of a number of issues relating to MARPOL Annex VI, including the draft Guidelines for on-board exhaust gas SO_x cleaning systems, a large number of Unified Interpretations, the draft Guidelines for port State control under MARPOL Annex VI and draft Survey Guidelines under the HSSC for the purpose of MARPOL Annex VI.

3.14 The Secretariat assisted the Intersessional Technical Workshop on the GHG Indexing Scheme in its preparation of the draft Interim Guidelines for voluntary ship CO₂ emission indexing for use in trials, which were subsequently approved by MEPC 53 and issued as an MEPC circular.

3.15 The Secretariat carried out preparatory work for and assisted MEPC 53 in its consideration and adoption of the Guidelines and Unified Interpretations for the implementation of MARPOL Annex VI prepared by the DE and FSI Sub-Committees.

3.16 The Secretariat also assisted MEPC 53 in its consideration and its decision to undertake a general review of MARPOL Annex VI and the NO_x Technical Code with a view to revising the regulations to take account of the current technology and the need to further reduce air pollution from ships.

Harmful anti-fouling systems for ships

3.17 The Secretariat initiated a number of actions to promote the early entry into force of the AFS Convention, including dissemination of information to relevant parties and preparation of letters to all countries that signed the Final Act of the 2001 AFS Conference, urging them to accede to the AFS Convention as soon as possible.

Designation of Particularly Sensitive Sea Areas (PSSAs)

3.18 The Secretariat carried out preparatory work for and assisted MEPC 53 in its review and approval of the draft revised PSSA Guidelines, which have been submitted to the twenty-fourth session of the Assembly for adoption. The Secretariat also assisted MEPC 53 in its consideration and designation of four new PSSAs.

3.19 The Secretariat also provided assistance, including presentations and technical advice, to the interested countries with regard to identification of potential PSSAs.

Evaluation of bulk chemicals subject to MARPOL Annex II and the IBC Code

3.20 The Secretariat carried out work in relation to evaluation of bulk chemicals subject to MARPOL Annex II and the IBC Code, including provision of assistance to the ESPH Working Group and the GESAMP-EHS Working Group.

3.21 The Secretariat compiled and circulated MEPC circulars on Provisional categorization of liquid substances, which include information on noxious liquid substances (NLS) with associated categories and minimum carriage requirements established through Tripartite Agreements and registered with the Secretariat.

3.22 The Secretariat also continued work to update the Bulk Chemical Database for MARPOL Annex II and the IBC Code and the associated GESAMP/EHS Composite List Database.

3.23 In this connection, the Secretariat assisted DSC 10 in preparation of the proposed amendments to MARPOL Annex III concerning "Criteria for the identification of the harmful substances in packaged form", taking into account of the Globally Harmonized System of Classification and Labelling of Chemicals (GHS).

Other major activities

3.24 In addition to the work carried out by the Secretariat for the items listed in the above paragraphs, the Secretariat has continued work on a number of other tasks, including: an updated Condition Assessment Scheme (CAS) Database; an updated interactive BWM database compatible with GISIS; compilation and circulation of MEPC circulars on port reception facilities respectively for oily waste and chemical residues; compilation and circulation of MEPC circulars on shipboard pollution prevention equipment; and development of a user-friendly web page on IMO's website on ship recycling issues. A number of IMO publications were also prepared, including the BWM Convention, the AFS Convention, the Condition Assessment Scheme and a new consolidated edition of MARPOL 73/78.

4 Pollution preparedness and response

4.1 The Secretariat prepared and assisted in the third meeting of the OPRC-HNS Technical Group that took place from 11 to 15 July 2005.

4.2 The Secretariat has initiated a consultancy, as approved by MEPC 53, for the development of two introductory courses on preparedness and response to HNS incidents in the marine environment. The Secretariat will work closely with the consultants to guide the process with a draft of the courses to be presented to the fourth session of the OPRC-HNS Technical Group for review and comment in March 2006.

4.3 The Secretariat, in collaboration with UNEP, has continued its plans and preparations for the third IMO/UNEP Forum on regional co-operation in responding to marine pollution. The objective of the forum will be to bring together regional seas programmes and national focal points to examine issues of common interest and to foster regional and international co-operation in addressing and responding to marine pollution. The forum is scheduled to take place in May 2006.

4.4 A directory of web links related to oil spill preparedness and response including research and development was approved by MEPC 53. This directory is serving as an outline for a web page which the Secretariat is now developing to eventually be hosted on the IMO website. The target completion date for the page is January 2006.

4.5 As a follow-on to the ongoing dialogue with the International Atomic Energy Agency (IAEA) with regard to strengthening preparedness for maritime incidents involving nuclear or radiological substances, the Secretariat has agreed to contribute substantively to the 2006 version of the Joint Radiation Emergency Management Plan of the International Organizations, and is in the process of preparing its input in order to meet IAEA's November deadline.

5 Management of waste disposal at sea

5.1 The Secretariat assisted the 28th session of the London Convention Scientific Group, which was held from 23 to 27 May 2005, on a wide range of technical issues, including the preparation of an initial assessment of the potential risks and benefits for the marine environment of CO₂ sequestration in geological structures within the scope of the London Convention and Protocol and identification of the gaps in knowledge on this issue.

5.2 On 12 September 2005, a Diplomatic Conference under the SPREP Convention held in Apia, Samoa, adopted 'in principle' the amended Dumping and Emergencies Protocols to that Convention, in order to make these consistent with their respective global equivalents, i.e. the London Protocol (1996), OPRC (1990) and the OPRC-HNS Protocol (2000). Formal adoption will take place at the Meeting of Parties to the Noumea Convention in 2006.

5.3 In preparation for this Diplomatic Conference, a SPREP Working Group was convened in Nadi, Fiji, from 1 to 4 February 2005. SPREP had invited the IMO Secretariat to participate in this meeting in view of the substantive comments it had prepared in an earlier stage of the review process, and which had resulted in a decision of the SPREP Convention Parties to postpone the Diplomatic Conference from 2004 to 2005.

5.4 The Secretariat prepared the 27th Consultative Meeting (24 to 28 October 2005). The outcome of this Meeting is reported to Council in documents C/ES.23/12 and C/ES.23/12/Add.1.

London Convention technical co-operation activities

5.5 The Secretariat continued with the execution of various projects under the London Convention Technical Co-operation and Assistance Programme. The main highlights in the reporting period are described in the paragraphs below.

5.6 The Secretariat participated in the UNEP Workshop on Dumping Activities in the Mediterranean Sea in Nicosia, Cyprus, from 17 to 18 February 2005, under the 1995 MED Dumping Protocol. This Workshop was the first of its kind and reviewed the legal and practical aspects of the implementation of this Protocol, including the application of specific guidelines developed hereunder and how these relate to the global dumping requirements under the London Convention and Protocol.

5.7 The Secretariat, together with the Chairman of the Scientific Group, one expert in dredged material management from the United States and several Brazilian experts, gave key presentations at two national seminars on Waste Management and Sea Disposal held by Brazil. These resulted in a better appreciation of the status of marine pollution prevention activities in Brazil and of the London Convention/Protocol and their requirements. The seminars also contributed to the preparation of Brazil to accede to the London Protocol.

5.8 In the framework of the London Convention Technical Co-operation and Assistance Programme contracts were issued in the reporting period for the following projects:

- .1 continuation of the SEAWASTE Network to promote integrated waste management in Eastern and Southern Africa for the period 1 September 2005 to 31 May 2007; and
- .2 continuation of the London Convention Web-site for the period 1 September 2005 to 28 February 2007.

6 Technical co-operation and institutional development: implementation of environmental programmes

6.1 The Secretariat has continued to co-ordinate and to manage environmental programmes and the provision of technical co-operation assistance through the IMO Integrated Technical Co-operation Programme and specifically the Sub-Programme for the Protection of the Marine Environment. A number of activities have taken place during the period under consideration with a view to assisting the implementation of the provisions of the relevant IMO conventions, including the MARPOL, OPRC, BWM and AFS Conventions. In this respect, the Secretariat carried out activities aiming at:

.1 OPRC

- development of national and regional systems for pollution preparedness and response;
- training in the field of pollution preparedness and response through the implementation of IMO model courses programme;
- implementation of the IMO/Industry global initiative on oil pollution preparedness and response;
- management and support to the regional centres and programmes (REMPEC Mediterranean region and REMPEITC Wider Caribbean);
- co-operation with and support to regional centres or Regional Seas Secretariats. The Secretariat participated in or supported a number of activities aimed at the development/strengthening of such centres and Secretariats. These included meetings, seminars and workshops; and
- co-operation with and support to Regional Seas Secretariats: Helsinki Commission – Baltic Sea area; Secretariat of the Bonn Agreement – North Sea area; Black Sea Commission; and SACEP Secretariat – South Asia.

.2 MARPOL

- implementation and enforcement of MARPOL and related codes; and
- promotion of the provision of port reception facilities.

6.2 The Secretariat also developed activities aiming at assisting developing countries in addressing matters pertaining to air pollution, ship recycling, the AFS Convention, the guidelines on the identification and protection of Special Areas and Particularly Sensitive Sea Areas (PSSAs), ballast water control and management measures, and to the OPRC-HNS Protocol. These activities are also included in the ITCP for 2006-2007, which was approved by TCC 55 in June 2005.

6.3 The Secretariat has continued to implement projects that are financed through outside sources. IMO, as executing agency, is currently implementing:

.1 GEF projects

- A five-year GEF/UNDP/IMO project on building partnership for environmental protection and management of the East Asian Seas (PEMSEA) commenced in October 1999 and is expected to end by December 2006. A Meeting of the Working Group on the implementation of the SDS-SEA (Phase 3 of PEMSEA) in May 2005 further refined the regional mechanism for consideration by the Programme Steering Committee at its 11th Meeting, which took place in Cambodia in July 2005.
- GEF/UNDP/IMO project on Removal of Barriers to the Effective Implementation of Ballast Water Control and Management Measures in Developing Countries (GloBallast Project) – GLO/99/G31/A/1G/19 was completed on 31 December 2004. GEF approved a PDF-Block-B grant (around US\$700K) in March 2005 to undertake the preparatory phase activities and to produce a full project document for the second phase. The PDF-B project commenced on 1 April 2005 and is being implemented by the Secretariat for an 18 month period.
- The Secretariat signed an Inter-Agency Agreement with the United Nations Office of Project Services (UNOPS), which is implementing the Caspian Environment Programme (CEP). The general objectives of this agreement include provision of technical assistance to undertake an assessment of aquatic species transfer through ships' ballast water and to undertake a pre-feasibility study into ways and means of controlling these transfers. This project started in July 2005 and is scheduled to end in September 2006.
- The GEF/World Bank/IMO PDF Block B Grant project on the development of a regional Marine Electronic Highway (MEH) in the Straits of Malacca and Singapore commenced in March 2001 and has been completed in June 2005. A 4-year GEF/World Bank/IMO project for the Development of a Regional Marine Electronic Highway Project in the Straits of Malacca and Singapore - Demonstration Phase in Partnership with IHO, INTERTANKO and ICS (MEH Demonstration Project) was endorsed by the GEF Council on 25 July 2005. However, several World Bank requirements for the approval of the proposed MEH Demonstration Project are in progress and should be completed by November 2005. The Memorandum of Understanding to implement the MEH Demonstration Project and the Memorandum on Arrangement involving partnerships with IHO, INTERTANKO and ICS were signed by Indonesia, Malaysia, Singapore, IHO, INTERTANKO and ICS on 8 September 2005 in Jakarta, Indonesia. This milestone is expected to expedite the completion of the

other requirements by the World Bank, such as the Project Implementation Plan, procurement plan and budget.

.2 **UNEP project**

- The Secretariat, under an IMO/UNEP project, has managed the Regional Centre for the Mediterranean region, REMPEC, since 1976. In addition, the Secretariat contributed to the development of the four million Euro SAFEMED project, to be implemented by REMPEC during the period 2005-2008 in ten Mediterranean Partners; namely, Algeria, Egypt, Israel, Jordan, Lebanon, Morocco, the Palestinian Authority, Syria, Tunisia and Turkey under the overall co-ordination of the EC and with technical backstopping from IMO and REMPEC. The primary objective of the project is to promote a coherent, effective and uniform implementation of the relevant international conventions and rules aimed at better protection of the marine environment in the Mediterranean region by preventing pollution from ships.

6.4 The Secretariat was approached by the United Nations Industrial Development Programme (UNIDO) regarding the implementation of part of the GEF-UNDP-funded and UNIDO implemented Guinea Current Large Marine Ecosystem (GCLME) Project. The project aims at addressing the large marine ecosystem operational strategies (productivity, fisheries and other living resources, pollution and ecosystem health, socio-economics and governance) and includes a component covering matters pertaining to aspects of pollution due to shipping and maritime activities. An IMO/UNIDO Letter of Agreement has been finalized and will be signed in September 2005 for the implementation by IMO of those activities under the project falling within its field of competence.

6.5 A GEF-World Bank-funded “Marine Highway Development and Coastal and Marine Contamination Prevention Project” is also being finalized for implementation in early 2006. It aims at reducing the risk of ship-based sources of pollution and at strengthening the project countries’ capacity to respond to oil or chemical spill emergencies in the Western Indian Ocean region.

MAJOR PROGRAMME 4 - LEGAL AFFAIRS

1 This major programme provides legal advice to the Secretary-General, the Divisions and intergovernmental bodies of the Organization, Secretarial services to the Legal Committee and technical co-operation assistance in the field of maritime legislation. It comprises three programmes:

- Direction and Management;
- Legal Affairs; and
- Technical-Co-operation and Institutional Development: Implementation of Maritime Legislation Programme.

2 Legal affairs

2.1 The Legal Affairs Programme comprises five sub-programmes: Development of International Maritime Law; Provision of Secretariat Assistance; Provision of Legal Advice to the Organization; Performance of Depository and Related Functions; and Litigation. These services have been delivered according to plan and the expectation is that they will continue to be so throughout 2005.

3 Development of international maritime law

3.1 The Sub-Division for Legal Affairs (hereinafter “Legal Affairs”) provided assistance of a legal and drafting nature to the Legal Committee, in particular, in its deliberations on the development of an international convention on wreck removal, and the review of the Convention for the Suppression of Unlawful Acts against the Safety of Maritime Navigation, 1988 and its Protocol for the Suppression of Unlawful Acts against the Safety of Fixed Platforms Located on the Continental Shelf, 1988 (the SUA treaties).

3.2 Legal Affairs also provided similar assistance at the International Conference on the Revision of the SUA Treaties (10 to 14 October 2005) which adopted two Protocols to the SUA treaties.

3.3 An officer from Legal Affairs represented IMO at the Sixth Session of the United Nations Open-ended Informal Consultative Process on Oceans and the Law of the Sea (6 to 10 June). Legal Affairs officers, on a number of occasions, presented papers to professionals and students visiting IMO on matters concerning the development of international maritime law, and participated either as lecturers or observers at several meetings of intergovernmental/non-governmental organizations and at academic institutions as well as government organized seminars.

4 Provision of secretariat assistance

4.1 Legal Affairs provided secretariat assistance to the following meetings:

- First session of the Joint IMO/ILO *Ad-Hoc* Expert Working Group on Fair Treatment of Seafarers (17-19 January 2005);
- Legal Committee Working Group on the Review of the SUA Treaties (31 January-4 February 2005);

- First session of the Supplementary Fund Assembly (14-23 March 2005);
- Ninetieth session of the Legal Committee (18-29 April 2005);
- *Ad Hoc* Consultative Meeting of Senior Representatives of International Organizations on the “genuine link” (7-8 July 2005);
- Sixth session of the Joint IMO/ILO Expert Working Group on Liability and Compensation regarding Claims for Death, Personal Injury and Abandonment of Seafarers (19 to 21 September 2005); and
- International Conference on the Revision of the SUA Treaties (10 to 14 October 2005).

4.2 Legal Affairs also provided assistance on an ongoing basis with the examination of credentials for representatives to meetings of the MSC, MEPC, Legal Committee, Council, Assembly, and Diplomatic Conferences, as well as the credentials of Permanent Representatives and Acting Permanent Representatives.

5 Provision of legal advice

5.1 Advice provided by Legal Affairs includes:

- privileges and immunities;
- legal issues governing the work and working conditions of IMO staff;
- agreements of co-operation between IMO and Member Governments/organizations;
- advice and assistance, as necessary, to other divisions and offices of the Secretariat on legal issues arising in the course of their work, or in connection with the relations of IMO or the Secretariat with other bodies;
- advice on implementation of IMO instruments to Governments, shipowners, lawyers and academic institutions; and
- advice on terms and conditions for MoUs, Agreements of Co-operation, contracts and other legal documents.

5.2 In addition to servicing the work of the Legal Committee, Legal Affairs continued to comprehensively address all legal questions referred to it in connection with the work of the Council, the other Committees, intergovernmental bodies of IMO, and the Meeting of Contracting Parties to the London Convention, and provided advice or undertook studies as were required.

6 Depository and related functions

6.1 Legal Affairs continued to perform the depository and related functions assigned to the Secretary-General and the Organization in respect of the multilateral treaty instruments deposited with IMO. These functions include the preparation of authentic texts of IMO treaty instruments and of certified copies of them, monthly updating of the status of acceptance of IMO treaties, and provision of daily advice to Governments on the procedures regarding deposit of instruments of ratification or accession regarding IMO conventions. This aspect of the Sub-Division’s work has increased in the period under review due in part to the increase in the number of Member States which are interested in becoming Parties to IMO treaties.

7 Litigation

7.1 Legal Affairs advised the Secretary-General and the Administrative Division on legal and related administrative questions pertaining to the execution of the Organization's responsibilities regarding the litigation of appeal cases before the United Nations Administrative Tribunal (UNAT), including the preparation of documents, and drafting of pleas to be filed before the Tribunal. During the period under review, two new cases were brought before UNAT.

8 Technical co-operation

8.1 Legal Affairs continued to provide back-stopping assistance to the Technical Co-operation Division, in the implementation of technical assistance projects, especially in the field of maritime legislation and the training of personnel in various aspects of maritime legislation and maritime administration. Advice included preparations of terms of reference for consultants and vetting of mission reports prepared by consultants, as well as briefing and de-briefing consultants before and after missions.

MAJOR PROGRAMME 5 - FACILITATION OF MARITIME TRAFFIC

1 This major programme aims at facilitating and expediting international maritime traffic and at preventing unnecessary delays to ships, persons and property on board. Four programmes are being undertaken under this major programme:

- Direction and management;
- Amendments to, and implementation of, the FAL Convention;
- Technical co-operation and institutional development: Implementation of the FAL programme; and
- Ship/port interface.

2 Direction and management

2.1 The Secretariat co-ordinated, organized and provided the secretarial support for the 32nd session of the FAL Committee and for the SPI Working Group, which adopted amendments to the FAL Convention, refined the Committee's role, mission, strategic direction and work, amended the Committee's Rules and Procedures and approved various FAL Circulars regarding facilitation of international maritime traffic and ship/port interface related matters.

3 Amendments to, and implementation of, the FAL Convention

3.1 Based on the decisions taken by the 32nd session of the FAL Committee, the Secretariat has taken follow-up actions, including editing the final text of the amendments to the FAL Convention adopted at the session, collaborating and compiling up to date information from Contracting Governments to the FAL Convention on differences between national requirements/procedures and the Convention Standards and Practices.

3.2 In addition, the Secretariat has been carrying out a detailed analysis on the above-mentioned information to assist FAL 33 in reviewing the FAL Convention to determine the adequacy of certain provisions of the Convention.

3.3 With regard to stowaway related matters, the Secretariat continued to monitor stowaway incidents globally, record incidents reported to IMO and produce quarterly circulars, providing information on such incidents. In addition, the Secretariat prepared and disseminated annual statistics and an analysis of stowaway incidents for the year 2003 and 2004, which could help Member Governments and/or shipping industries in taking preventative measures to combat stowaway incidents and the Organization in monitoring the effectiveness of the provisions of the FAL Convention and the Guidelines addressing stowaways.

4 Technical co-operation and institutional development: Implementation of the FAL programme

4.1 The Secretariat, within the framework of the Integrated Technical Co-operation Programme (ITCP), provided technical assistance input and, assisted by external consultants as necessary, conducted two national seminars and one advisory mission on facilitation of international maritime traffic for countries of the African and the Asia Pacific region.

5 Ship/port interface

5.1 The Secretariat co-ordinated, organized and provided the secretariat support for the meeting of the SPI Working Group, which was held during the 32nd session of the FAL Committee, including the issuance of background documents to assist the SPI Working Group in the consideration of various issues e.g. difficulties encountered with shipments of radioactive materials and development of guidelines on training and education for shore-side mooring personnel.

5.2 The Secretariat carried out specific actions required to follow-up the above-mentioned SPI Working Group meeting, including the issuance of relevant circulars and updating the list of existing publications relevant to the ship/port interface matters.

MAJOR PROGRAMME 6 – TECHNICAL CO-OPERATION AND INSTITUTIONAL DEVELOPMENT

1 This major programme aims to assist developing countries in their compliance with international rules and standards relating to maritime safety and security, and the prevention and control of marine pollution. It is implemented under the following programmes:

- Direction and Management;
- Regional Africa;
- Regional Arab and Mediterranean;
- Regional Asia and Pacific Islands;
- Regional CIS/Eastern Europe;
- Regional Latin America and Caribbean;
- Global;
- Implementation; and
- Programme and Performance Management.

2 Technical assistance is planned and delivered through the IMO Integrated Technical Co-operation Programme (ITCP), with a focus on the development of human resources and institutional capacity. Technical Co-operation and Institutional Development is an umbrella Programme, which draws on the Secretariat's TC management and technical resources to ensure the effective implementation of the ITCP. The delivery of individual ITCP activities is undertaken by Implementing Agents, the latter being either IMO (e.g., MSD, MED, TCD, Regional Co-ordinators, and IMO-managed regionally-based programmes and entities), or external agents such as regional organizations, regional training institutions, and other regional partners. The internal application of resources in the implementation of TC activities is reflected in this document under Major Programmes 2, 3, 4, 5, and 6, respectively.

3 Direction and management

3.1 During 2005, the direction and management focused on preparation for the 55th session of the Technical Co-operation Committee (TCC), in particular, the development of the Integrated Technical Co-operation Programme (ITCP) for 2006-2007 and proposals for a biennial allocation from the Technical Co-operation (TC) Fund to support its delivery.

3.2 Significant further work was also undertaken to implement resolution A.965(23) on the "Development and Improvement of Partnership Arrangements for Technical Co-operation. This includes an internal impact assessment of the Regional Presence Programme and renewal of several partnership Memoranda of Understanding (MoU), including those with the Government of Egypt and the Arab Academy for Science, Technology and Maritime Transport (AASTMT) and Directorate General of the Maritime Territory and the Merchant Marine (DIRECTEMAR) in Chile. An MoU concerning technical assistance and capacity-building programmes in maritime security was signed in September 2005 between IMO and the Government of Australia.

3.3 Discussions are underway with several governments and industry with a view to developing further partnerships, including proposals for new MoUs to provide technical assistance to support the implementation of the ITCP.

3.4 During 2005, there have been further donations to the International maritime Security Trust Fund and some cash contributions to the ITCP activities and International SAR Fund. However, the long-term funding of the ITCP remained an issue of concern. In this respect, a comprehensive analysis prepared by the Secretariat in a TC Financial Forecast was presented to TCC in June 2005. As a result the formulation of a resource-mobilization strategy on the long-term financial sustainability of the ITCP, based on five precepts, was endorsed by the Committee.

4 Regional Africa

4.1 Following the establishment of two new MoUs between IMO and the Port Management Association for Eastern and Southern Africa (PMAESA) and the Port Management Association of West and Central Africa (PMAWCA), in 2005 two Sub-regional theoretical training courses on port State control (PSC) were implemented by PMAWCA (Congo) and PMAESA (Tanzania), respectively, and a regional workshop on Sensitivity Mapping was implemented by PMAESA in Kenya.

4.2 Through the IMO Regional presence office for the Eastern and Southern Africa sub-region five ITCP activities have been implemented, namely: a one-week regional workshop on inland waterways for lakes Nyasa and Tanganyika (Tanzania) in March 2005, one national workshop on OPRC (Kenya) in April 2005, one national workshop on FSI (Eritrea) in April 2005, one regional workshop on implementation of MARPOL 73/78 in South Africa in July 2005 and a needs assessment mission on MARPOL Port Reception Facilities (Sudan).

4.3 One regional training course was held in Ghana in August 2005, one national workshop on Flag State Implementation was held in Senegal in July 2005 and three national workshops on Contingency Planning were delivered in South Africa (August 2005) and in Gabon and Cameroon (September 2005). Additionally, two legal advisory missions were fielded to Seychelles and Sao Tome and Principe for the review and updating of the countries' merchant shipping legislation. One further mission is planned to Ghana in November 2005.

4.4 In the aftermath of a collision on Lake Victoria between two rail wagon ferries, the M.V Kabelaga and the M.V Kahawa, IMO fielded an advisory mission to Uganda in June 2005. A High Level workshop on implementation of the project on Safety of Navigation on Lake Victoria, funded by the IMO/France Protocol, was held in Tanzania during the first week of October 2005.

4.5 Three national workshops on the implementation of MARPOL 73/78 (Nigeria), Safety of Fishing Vessels (Senegal), IMO model course Train the Trainers (Tanzania); one regional training course for Maritime English Instructors (Senegal), and one regional training course on the ISM Code (Congo) are scheduled to take place by the end of the year 2005.

4.6 The Government of Egypt offered six part-funded fellowships for students from Anglophone Africa to enrol in AASTMT's four-year programme leading to the award of a bachelor's degree on maritime transport. For the Academic year starting September 2005, two students from Eritrea and Kenya have been enrolled. Six fellowships for a study tour to a Maritime Rescue Co-ordinating Centre (MRCC) in Norway have been awarded to participants from Kenya, Seychelles and Tanzania for one week in October 2005.

5 Regional Arab and Mediterranean

5.1 Between January and October 2005, a total of 26 activities were carried out in the Arab and Mediterranean region as follows: four advisory missions on traffic separation schemes (Morocco), aids to navigation (Yemen), security of fishing vessels (Algeria) and facilitation (Syria) and four regional workshops on PSC, STCW-F, maritime English and piracy as well as one national (Morocco) and three regional workshops on the IMO model course "Train the trainer" (Bahrain, Algeria and Malta). With respect to marine environment protection, two studies were carried out for the establishment of reception facilities (Jordan and Sudan), one national (Yemen) and three regional OPRC workshops for the Regional Organization for the Conservation of the Environment of the Red Sea and Gulf of Aden (PERSGA) and Marine Emergencies Mutual Aid Centre (MEMAC), and one regional meeting on OPRC in Egypt. The Maghreb countries (Morocco, Algeria and Tunisia) have adopted a sub-regional operational agreement on co-operation (South-Western Mediterranean) concerning preparedness and response to accidental marine pollution. In Yemen, one advisory mission for the updating of national maritime law took place.

5.2 Extensive work on the preparation of safety regulations for non-convention ships in the Mediterranean was concluded at a regional meeting held in Malta in February 2005. The text of the safety regulations for non-convention ships was approved and a follow-up plan of action was prepared. The Mediterranean countries met again during MSC 80, and discussed the importance of implementing and incorporating these regulations into their respective national legislations.

5.3 Consultations are ongoing for the delivery of the following activities by the end of the year 2005: one regional workshop on facilitation, one regional "Train the trainer" course, one national PSC course and two missions on traffic separation schemes.

6 Regional Asia and Pacific Islands

6.1 In collaboration with the Government of Singapore, new training activities have been undertaken for the year 2005 under the Singapore-IMO MoU on the Third Country Training Programme (TCTP).

6.2 In response to last year's Tsunami earthquake disaster, joint IALA/IHO/IMO needs assessment missions were fielded to Indonesia and Sri Lanka. Two further needs assessment missions (Democratic People's Republic of Korea and Pakistan) and two advisory missions (Iran and Vietnam) have been undertaken in the region. Four national workshops were organized as follows: piracy and armed robbery (Bangladesh), facilitation of maritime traffic (Vietnam) and two on maritime security (Myanmar and Bangladesh). Three regional training events were carried out, one on marine casualties and incidents investigation (China), one on reception facilities in the vicinity of ship recycling yards to receive ship-generated wastes (Turkey) and one on the OPRC-HNS Protocol, AFS Convention and identification and establishment of PSSAs (India).

6.3 By the end of 2005, delivery of one regional training course on port State control (Singapore), one national training course on flag State implementation (Democratic People's Republic of Korea) a needs assessment mission to Bangladesh and two national "Train the trainer" seminars (Philippines and Indonesia) are scheduled to be completed.

7 Regional CIS/Eastern Europe

7.1 During 2005, in the CIS/Eastern Europe region, a regional training for the Voluntary IMO Member State Audit Scheme, a regional training course on ISM Code auditing, and a regional Maritime English Instructors course were carried out.

7.2 One national Maritime English Instructors course, one national OPRC Level 2 course, and one Flag State Implementation Training are planned to take place at the International Marine Academy in Trieste before the end of the year 2005.

8 Regional Latin America and Caribbean

8.1 It is expected that 21 national and regional technical assistance activities will have been carried out in the region during 2005 by the end of the year. From 1 January to 30 October 2004, these activities covered the following topics: (a) senior administrators, STCW quality standards and maritime security in the Caribbean; (b) PSC inspections, training of maritime instructors, search and rescue, marine accident investigations, STCW implementation and maritime security in Latin America; and (c) development/updating of national contingency plans and OPRC model courses in the Wider Caribbean. In addition, a region-wide forum on maritime security is expected to be held in Veracruz, Mexico, from 24 to 28 October 2005.

8.2 Activities planned for November and December 2005 include two seminars on OPRC model courses and a strategic planning workshop in the Caribbean as well as a seminar on port reception facilities and a seminar in GloBallast water management in Latin America.

9 Global programmes

Maritime security

9.1 The Global Programme on Maritime Security has provided continuous support to developing countries since 2002, to strengthen the global implementation of the ISPS Code. In 2005, three national seminars/workshops on maritime security (including piracy) have been delivered, and a sub-regional seminar on piracy and armed robbery against ships and maritime security for PERSGA was conducted in Sana'a, Republic of Yemen in April 2005, with a follow up planned for early in 2006. Other regional initiatives include the convening of a Meeting on the Straits of Malacca and Singapore: Enhancing Safety, Security and Environmental Protection held in Jakarta, Indonesia in September 2005, a regional seminar on maritime security held in Veracruz, Mexico in October 2005 and a regional seminar/workshop on the implementation of the ISPS Code to be held in Philippines in November 2005. In addition, twelve sub-regional and three national maritime security "Train-the-Trainers" courses have been conducted and another two regional courses are planned for November and December 2005.

9.2 An IMO Model Course on Control and Compliance Measures is being finalized. Working in co-operation with Videotel, a CD-ROM on port security has been produced in Arabic, Chinese, English, French, Russian and Spanish and will be distributed to developing countries. The Secretariat has further co-operated with Videotel to produce a multimedia CD-ROM course for PFSOs and a further five training videos on aspects of maritime security. The Secretariat is also in the process of finalizing a tender specification on the conversion of the IMO security Model Courses into distance learning tools.

Enhancement of maritime safety

9.3 The “Enhancement of maritime safety” programme provides assistance in the practical implementation of IMO instruments, supports the efforts of various regional PSC agreements to harmonize their operations, and the wider acceptance of the 1993 Torremolinos Protocol and the effective global applications of the FAO/ILO/IMO fishing vessel safety Code and Voluntary Guidelines.

9.4 In 2005 an international workshop on flag State implementation was held in IMO, one regional training course on the implementation of the IMDG Code, and one regional seminar on STCW-F implementation were held.

Facilitation of international maritime traffic

9.5 The “Facilitation of international maritime traffic” programme seeks to promote the effective implementation of the Convention on Facilitation of International Maritime Traffic, 1965, and to develop a global harmonized strategy on FAL. During 2005, three national and one sub-regional seminar on FAL implementation were conducted, and one other sub-regional seminar has been planned for the end of the year.

Support to maritime training institutions

9.6 Administrative support was provided to the Executive Council of the World Maritime University (WMU) and the Governing Board of the IMO International Maritime Law Institute (IMLI), both of which met at IMO in April 2005. Detailed reports were prepared on WMU, IMLI, and IMA, Trieste, for consideration by the Council and by TCC in June 2005.

9.7 The “Global Programme for the enhancement of training institutions and the provision of fellowships” was revised with the addition of training activities supported by the balance of the Seafarers Memorial Fund, and a number of fellowships were provided under that global programme. The month-long 19th Advanced course on port operations and management, Le Havre, was successfully concluded in October 2005 including a special port visit to Teesport in the United Kingdom.

9.8 A six-week course on flag State implementation for nationals of 12 Black Sea States will be held at IMA from 8 November to 21 December 2005.

Women in the maritime sector

9.9 The Programme for the Integration of Women in the Maritime Sector (IWMS) continued to support activities such as the provision of short-term fellowships for women and an on-going series of regional workshops. As a follow-up to an earlier regional seminar in the Pacific Island countries, the launch of the Pacific Women in Maritime Association (WIMA) took place in February 2005 to promote active participation of women in the maritime sector.

10 Implementation

10.1 Comprehensive details on the implementation of TC activities are available in document TC 55/3 “ITCP Interim Report on the status of ITCP implementation (2004-2005)”. The report highlighted a sustained increase in financial delivery which reached a record level of some US\$14 million in 2004 and a marked increase in the delivery rate of 77.9%.

10.2 The document also outlined the outputs delivered in 2004 which included:

- 97 technical advisory missions were carried out, with a preponderance of Maritime Safety and Security assignments;
- one package of model primary or secondary legislation was developed;
- 115 courses, seminars and workshops were held at the national, regional and global levels covering a wide range of topics, reflecting the priority given over the biennium to the issue of Maritime and Port Security; and
- approximately 4181 participants worldwide attended the courses, although it may be noted that a number of officials may have attended two or more of the various national and regional seminars which took place on related issues.

11 Programme and performance management

11.1 The planning and funding frameworks for the next biennium were submitted to the Council and TCC in June 2005. Documentation included the ITCP for 2006-2007, and the TC Fund Programme for 2006-2007.

11.2 As at October 2005, the TC Human Resources and Fellowships Unit have processed the recruitment of 108 consultants for the purpose of carrying out technical advisory missions and to implement technical co-operation activities under the disciplines of Maritime Safety, Security, Marine Environment Protection, Facilitation, Maritime Legislation and other aspects of the General Maritime Sector. Based on planned activities to the end of 2005, it is estimated that approximately 130 consultants will have undertaken missions on behalf of IMO.

Interactive websites

11.3 A significant number of responses were received on the subject of the web-based inventory on maritime training institutes (CMTI). Both CMTI and the website on technical co-operation activities related to maritime safety and marine environment protection (MARTECAID) are designed to facilitate global access to information on maritime technical assistance and maritime training institutes around the world, and to promote the exchange and accuracy of data.

MAJOR PROGRAMME 7 – CONFERENCE SERVICES

1 This major programme comprises five programmes to provide logistical support and related services to all IMO intergovernmental meetings.

- Direction and management;
- Translation services;
- Word processing services;
- Conference services; and
- Documents services.

2 Translation and word processing services

2.1 All documents related to the IMO meetings have been translated into the three official working languages and processed. Since the beginning of the year up to the time of writing, an average of approximately 18,000 pages of documentation has been received for translation and processing in both French and Spanish.

2.2 The volume of documentation to be processed for meetings continued to be high and the considerable pressure put on staff in the Translation Sections and Word Processing Units resulted in the need for overtime and recruitment of temporary assistance.

2.3 For reasons of economy and to rationalize and increase the efficiency of translation processes within the Organization, a centralized Terminology and Reference Unit has been established in the Conference Division. The existing terminology database which has become an essential tool for translators in the French and Spanish Translation Sections is being upgraded by software that will be available in the six official languages of the Organization, Arabic, Chinese, English, French, Russian and Spanish.

3 Conference organization and servicing

3.1 There were 18.2 official meeting weeks in the first ten months of 2005, comprising the International Conference on the Revision of the SUA Treaties, a one-week meeting of the Council, five committee meetings, nine sub-committee meetings and a meeting of the Contracting Parties to the London Convention. All these meetings were organized and serviced as planned and interpreters in Arabic, Chinese, English, French, Russian and Spanish were recruited, as appropriate. Temporary assistance required for logistical support of the above meetings was successfully organized.

3.2 In addition to the meetings mentioned above, numerous intersessional meetings as well as other working groups and informal meetings were provided with support. The meetings of the IOPC Funds were also serviced.

3.3 Conference Division will be heavily engaged in preparatory works for and serving Council's 23rd extraordinary and 24th session of the Assembly.

3.4 Since the beginning of the year up to the time of writing, the total cost of interpretation is approximately £473,000. The total cost of temporary translators recruited to assist translation of all the documentation for the meetings is approximately £334,000, that of temporary General Service staff approximately £62,000 and that of other related costs approximately £20,000.

Although further costs are still to be incurred in connection with the meetings for 2005, total expenditure for 2005 is expected to be within the budget allocation.

3.5 The registration of delegates and production of lists of participants to meetings has been centralized in one integrated Unit in the Conference Section to ensure the smooth-running of IMO meetings. The paging system in the Main Hall and Meeting Rooms 1 and 2 has been improved, as has the software that runs the system. The IMO Business Centre has been further upgraded to facilitate the work of delegates.

3.6 Video conferencing facilities have been installed and successfully tried out and are now available for use.

4 Documents processing and production

4.1 To date, approximately 64,500 pages of documents have been produced.

4.2 The large volume of documentation was processed for translation, word processing, printing and dispatch as speedily as possible with the help of the computerized monitoring system. The amount of working papers and pages that had to be produced, sometimes overnight, for each of the meetings stretched the documents processing and production system to the limit. However, digital printing continued to be successful and enabled overtime to be kept to a minimum.

MAJOR PROGRAMME 8 – ADMINISTRATIVE SERVICES

1 The functions under this major programme relate to the management of the Organization's resources, i.e. financial resource, human resource and office facility/materials and supplies. It comprises four programmes (IT Services and Publishing Service are separately reported as Major programmes 10 and 11 respectively):

- Direction and Management;
- Financial Services;
- Human Resource Management;
- Office of General Services; and
- Management Accounting Services

2 Financial Services

2.1 Financial Services (FS) continued to meet the ongoing financial accounting, treasury, payroll and travel functions required by the Organization. In addition, FS provided income and expenditure reports and ensured that the transactions were in accordance with the Organization's Financial Regulations and Financial Rules. The final accounts of the Organization for the first year of the biennium 2004-2005 were completed on time, and an interim audit on the second year was also completed. Comments of the External Auditor were followed up. The Section has continued to take advantage of SAP to streamline procedures where possible, and to provide information on a more timely basis. In particular, FS has played a lead role in the re-design and amendment to the SAP travel management system, producing a significant improvement in the operation of that aspect of the system.

2.2 The operation of the FS Accounts Unit included effective management of the Organization's monies to maximize interest income, administration of contribution accounts in respect of Member States, including the collection of contributions and the issuance of status of contributions and reminders to Members falling under Article 56 thereby securing timely payment of annual contributions from Member States. The Unit also completes a month-end process to reconcile all accounts to ensure the validity of data being reported, and is responsible for approving all payments made by the Organization. Increased automation of the posting and clearing of payments has streamlined this process during the year. The work of the Operations Unit includes the preparation of monthly payroll for the Headquarters and field staff within the target date; effective control over processing of vendor invoices and prompt settlement of valid vendor claims; weekly/monthly payments to short-term temporary assistance; management of travel requests and claims, including the provision of travellers cheques, and settlement of consultants/fellowship payments.

3 Human resource management

3.1 The management of the Organization's Human Resources (HR) largely focused on the administration of staff training and the pay and benefits system in accordance with UN standards and the Organization's Staff Regulations and Staff Rules. The Organization has launched an externally provided programme of performance management training, with a view to introducing an up-dated staff performance appraisal system. Following the Secretary-General's decision to contract out the Organization's publications printing work, all staff members whose posts will be abolished as a consequence of the closure of the Production Unit have been assessed and received training and it is expected that all concerned will be effectively redeployed within the Secretariat by end December 2005.

4 General services

4.1 The Office of General Services continued to work closely with the Host Government on building maintenance and in the planning for the Headquarters Building refurbishment programme. The recommendations of a security review and risk assessment of the Building carried out at the request of the Organization by the Diplomatic Protection Group of the London Metropolitan Police have now been implemented.

4.2 The ERP system has proved beneficial to the Organization's procurement process and the Office of General Services continues to work closely with other ERP users to fully utilize other aspects of the system. The costs of communication and postal services are being monitored continuously following the Council's recent decision to reduce the amount of documents being distributed. Catering Services continue to provide a quality service and a complete review of suppliers has taken place with a view to sustaining efficiency.

5 Management accounting services

5.1 Management Accounting Services (MAS) continued providing assistance to Programme Directors and the Secretary-General thereby facilitating the management's decision making processes in timely delivery of the approved work programmes within the available financial and human resources. The reports included recommendations on transfer of surplus funds within the Organization's Administrative Funds to ensure adequate financial resources are available to implement programmes of activities. Expenditure and budgetary status reports in respect of technical co-operation programmes financed from the Technical Co-operation Fund and various donors were provided to senior managers on the status of the Organization's ITCP and its financial replenishment mechanism.

5.2 Biennium budget proposals for the forthcoming biennium 2006-2007 were submitted by the Secretary-General to the Council for its 94th session. Following the Council's general support, the Secretary-General and Programme Directors, assisted by the MAS, further reviewed the required appropriation and assessment levels for 2006-2007. MAS provided the core financial data and analysis of the policy options for securing the Secretary-General's financial objectives for presentation to the Council's 23rd extraordinary session in November 2005. The works of MAS over the next two months will include setting up new budgetary structures in ERP System to reflect the direction of the Council's ad hoc working group on the Organization's Strategic Plan; issuance of approved budgetary allotment notices to Programme Managers; and conduct of a review of the final budgetary status of the Organization for the current year.

MAJOR PROGRAMME 9 - EXTERNAL RELATIONS AND INFORMATION SERVICES

1 This major programme aims to promote harmonious relations with States, organizations of the United Nations system and intergovernmental and non-governmental organizations and to disseminate information about the Organization, its objectives and activities. It comprises four programmes:

- Direction and Management;
- External Relations;
- Information Services; and
- Library Services.

2 External Relations

2.1 This programme has been delivered according to plan. It may be noted that, with the increased membership of the Organization and the growing concerns over maritime security, a notable increase in the demand for visits to the Organization as well as for the participation of IMO officers in external meetings and conferences organized by Member States and organizations in consultative status with IMO took place.

2.2 The Sub-Division for External Relations continued to co-ordinate the relations of IMO with the United Nations and its specialized agencies, including the contributions of IMO to the work of the United Nations Chief Executives Board for Coordination (CEB) in 2005 and to its two High-Level Committees and its network of focal points. The Office also co-ordinated the Secretary-General's participation at the 60th regular Assembly of the United Nations. It takes care, on an ongoing basis, of the responses to invitations to IMO to attend meetings and exhibitions sponsored by organizations in the UN system and by intergovernmental and non-governmental organizations and assists Member States in the consultative process regarding election of officers for diplomatic conferences, technical committees and intersessional working groups.

2.3 The Inter-Agency Relations Office continued to be the focal point for the initiatives to promote the Cook Islands' application for membership of IMO and reported to the Council the progress made with regard to the initiatives to promote the acceptance of the 1991 amendments to the IMO Convention by which the Facilitation Committee would be institutionalized. It also continued to co-ordinate the requests by Member States for the use of the name and logo of the Organization and responded to the requests from Member States regarding the nomenclature of different geographical areas in line with United Nations practice.

2.4 The Inter-Agency Relations Office implemented the procedures and guidelines on the granting of consultative status to interested non-governmental organizations and continued to serve as secretary of the *Ad Hoc* Group of the Council responsible for reviewing the new applications for consultative status with IMO. With respect to the relations of IMO with intergovernmental organizations, it made the necessary consultations with regard to the draft Agreements of Co-operation between IMO and the Commonwealth Telecommunications Organisation (CTO), the International Criminal Police Organization - Interpol, the International Oil Pollution Compensation Supplementary Fund (IOPCSF), the Mediterranean Memorandum of Understanding on Port State Control (MED MoU), the Memorandum of Understanding on Port State Control in the Black Sea Region (BS MoU) and the South Asia Co-operative Environment Programme (SACEP). The Office has also been involved in ongoing consultations with the

African Union (AU) with a view to finalizing an Agreement of Co-operation between it and IMO.

2.5 The Accreditation and Liaison Office of the Sub-Division for External Relations has taken necessary action following the decision of C 94 to award the 2004 International Maritime Prize and has made arrangements for the award ceremony to take place in November 2005. All arrangements for the commemoration of World Maritime Day 2005 at Headquarters on 29 September were also made. The Office organized 49 group visits (809 persons) by the end of October 2005, with more visits scheduled until December 2005. This number does not reflect the requests which could not be accommodated for various reasons. As has been stated already, the growing number of requests, year by year, and the feedback received, amply demonstrate the success of these group visits to the Organization, the aim of which is to acquaint and raise the awareness of students and other interested parties in the work of the Organization.

2.6 The Office also continued to respond to the growing number of enquiries and applications from students requesting attachments to the Organization as interns, and will have co-ordinated the activities of 25 interns by the end of December 2005, as compared with 18 in 2004. The Office continued to prepare letters and communications of a protocol character in connection with the arrival and departure of Ambassadors/High Commissioners and the accreditation of Permanent Representatives of Member States to IMO and other members of Permanent Missions (this has also increased in number in view of the growing membership); and continued to liaise with Missions in London to update the lists of Heads of Diplomatic Missions in London, Permanent Representatives, among other important activities entrusted to this Office.

2.7 The Sub-Division for External Relations continued to carry out other protocol duties and will have provided assistance and support for six official functions and receptions at IMO Headquarters until November 2005, which will be hosted by the Secretary-General, Member States and organizations. The Sub-Division for External Relations actively participated in the preparatory work relating to the World Maritime Day parallel event in Portugal for 2005 and assisted in the development of draft guidelines for the IMO Award for Bravery at Sea.

3 Information Services

3.1 The Public Information Services (PIS) of the External Relations Office handles an ever-increasing number of enquiries from the general public, media and the shipping and maritime industries. These enquiries are handled mainly by email and telephone; between 300-400 are dealt with in a typical month.

3.2 PIS continued to be responsible for creating original text for, and updating and maintaining, large parts of the IMO website, a valuable resource in meeting external demands for information. Among many items, PIS prepared summary reports of all IMO meetings and regular "hot topics" for the website.

3.3 PIS continued to co-ordinate IMO's relations with the media. As well as preparing and issuing press releases (currently being issued at the rate of about one per week), the unit co-ordinates requests for interviews with IMO staff, writes articles for external publications and handles media requirements around major meetings and conferences.

3.4 PIS also drafted the Secretary-General's speeches for external fora (around 30 by end October) and for the IMO Assembly, as well as the message and background paper for World Maritime Day, for which it also arranged the recording and production of cassette tapes and

audio files for the public website. This year, PIS has also written and produced a “flyer” for distribution at World Maritime Day in London.

3.5 The editorial content and design of the quarterly magazine IMO News as well as the maintenance of the extensive distribution list (more than 14,000 readers worldwide) were also undertaken by PIS. PIS has continued to build its electronic and “hard copy” photo library, and continues to offer presentations to groups of visitors to IMO, such as maritime students and members of national delegations, and to new IMO staff members.

3.6 In accordance with the Council decision that meetings of IMO Committees and subsidiary bodies should, in principle, be open to media coverage, PIS has established and now maintains a media accreditation system, based on similar systems operated by the United Nations and other agencies, which allows automatic access to meetings of IMO technical bodies to accredited representatives of the media. PIS co-ordinates arrangements for journalists attending meetings and deals with any requests or requirements they may have during their visit.

4 Library Services

4.1 The IMO Library continued to develop its resources in order to maintain its role of knowledge centre and information provider to the Secretariat, delegates, the maritime community researchers, students, and the public at large.

4.2 The IMO Library services respond to over 1,000 enquiries per year and provide answers, material, documents, bibliographies and information resources documents or references to the enquirer if necessary. It receives an average of 320 visitors/enquiries by phone, over 300 delegates and makes presentations to all official group visits.

4.3 Daily monitoring of the trade, legal and technical press as well as various newswires, is provided for the Secretariat and Regional Offices and special attention is given to maritime security. The Current Awareness Bulletin which is posted monthly on the website, is distributed to over 200 subscribers (mainly in developing countries) and over 400 subscribers by e-mail. New Information Resources Documents have been introduced on: Port State Control; Ship Recycling; Fair Treatment of Seafarers; The Tsunami Disaster.

4.4 Information for use by IMO Staff was added to the Intranet e.g. maritime statistical information, Index of IMO Resolutions (also on Internet); full text of MEPC, MSC, LEG resolutions in English; New e-sources were added to the website as well as a guide to “How and where to find IMO Documentation”, a guide to Information Resources on Treaties and Agreements and a guide to IMO Treaties and Agreements. The Citations and sources for IMO Conventions was also updated.

4.5 SeaLibrary, the catalogue of books/reports/selected IMO documents, has now reached 12,150 records (650 added since January 2005) and the database of bibliographic details of articles reached 67 218,000 records (over 3,600 articles added since January 2005).

4.6 The Library is currently working with the Library of the Arab Academy for Science and Technology and Maritime Transport (AASTMT) with a view to integrating the catalogues and making them available on the website through SeaLibrary (PHAROS project). It is hoped that more libraries will join the scheme in the future. In addition, the Directory of Maritime Links increased to nearly 2000 links thereby giving the maritime community direct access to a large array of websites of interest. As co-editor and in partnership with the Marine Environment

Division, the Library updated and increased the coverage on IMO activities on the United Nations Atlas of the Ocean. A presentation on the IMO Library Services and its work on the IMO website was given during MEPC 53. Foundations have also been laid for “INFOGATE” a maritime information portal.

MAJOR PROGRAMME 10 - INFORMATION TECHNOLOGY AND OFFICE AUTOMATION SERVICES

1 The Information Technology and Office Automation Services Programme aims to provide information and communication technology to support various Sections and Divisions of the Organization for effective programme delivery. It is formed of five programmes:

- Management and Co-ordination;
- Information Systems and Knowledge Management;
- Software Development;
- IT Infrastructure; and
- User Support.

2 The IT and Information System Services (IT&IS Services) continued to develop new information systems and to enhance the IT infrastructure with a view to improving information management, enhancing policy decisions and enabling the Organization's business strategy. The goal is to make IMO the first point of call on maritime safety and security issues, efficiency of navigation, prevention and control of pollution from ships as well as the consideration of legal matters related thereto. It also aims to provide a platform for the effective implementation of its instruments.

3 Work continued on the development of an integrated management information system known as the "Management Dashboard". This facility will provide senior management with a "one stop shop" for both financial and programme related information. The IMODOCS system for the electronic distribution of meeting documents to Member States was further enhanced and the redesign of this facility is being conducted to meet the demands of Member States.

4 The Global Integrated Ship Information System (GISIS) continued to be enhanced with additional modules and functionalities. Work continued on the Port Reception Facility module. These interactive modules provide a three-tier interface for Member States, staff members, and the general public, respectively. These modules were designed, programmed and successfully implemented in-house. Also a number of systems were further developed or enhanced to improve the management of information.

5 The review of the backup process and disaster recovery arrangement at the United Nations International Computing Center (UNICC) in Geneva for our entire information technology infrastructure is being implemented.

6 A special emphasis has been given to in-house training and on various user support initiatives.

MAJOR PROGRAMME 11 - PUBLISHING SERVICE

1 The objective of the Publishing Service Programme is to produce high-quality publications containing IMO texts and to disseminate them as widely as possible to the international maritime community, in particular, to those responsible for the effective implementation of IMO conventions and rules. It is formed of five programmes:

- Management and Co-ordination;
- Marketing and Sales;
- Editorial Work;
- Production; and
- The Printing Fund.

2 Programme delivery up to the end of October has been achieved, with net revenues of £5.5 million. Sales activities are expected to achieve slightly higher than estimated revenues for 2005. Important titles published so far include new editions of the International Code of Signals, Load Lines, BCH Code, Basic Documents (volume I), Ballast Water Convention, IAMSAR Manual (volume III) and the Manual on Oil Pollution (section IV) and version 10 of the IMO-Vega Database. Several new model courses and “virtual” editions of several titles have also been issued in English, French and Spanish, the goal being eventually to have most titles available in downloadable form. Online versions of the IMDG Code and the SOLAS Convention are now available by subscription.

3 The main publications scheduled for the last two months of the year include new editions of the ISPS and BC Codes and amendments to MARPOL 73/78. An online version of the MARPOL Convention is scheduled for release late in the year.

4 In April, the Secretary-General announced that in-house production of IMO publications would cease at the end of 2005. Some staff have accepted an agreed termination package; the remainder are in the process of being redeployed. The transition to a wholly outsourced operation will continue to be a major priority.
