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ASSEMBLY MATTERS

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

Note by the Secretary-General

SUMMARY

Executive summary: This document contains the Council's draft report to the Assembly on the work of the Organization since the latter's twenty-seventh regular session in November 2011

Strategic direction: 4

High-level action: 4.0.5

Planned output: No related provisions

Action to be taken: Paragraph 2

Related documents: Council Summaries of Decisions and Committee reports

1 Annexed is the draft report of the Council on the work of the Organization since the twenty-seventh regular session of the Assembly, with the exception of subjects covered in reports submitted by the Committees. Developments of importance occurring after 31 May 2013 will be included in an updated report to the Assembly, which will be submitted to the Council's twenty-seventh extraordinary session.

Action requested of the Council

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

ANNEX

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

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Introduction

1 This report is presented in accordance with Article 23 of the IMO Convention and describes developments in the work of the Organization since the twenty-seventh regular session of the Assembly in November 2011. In accordance with the Council's decision at its ninety-fourth session (C 94/D), the report summarizes issues of importance to the Organization that have occurred during the biennium under review which have not been dealt with by the Committees and limits reports on subjects, which are substantively reported on under other, separate ad hoc Assembly agenda items, to cross-references to those agenda items. All cross-references are to the items on the provisional agenda of A 28, as presented in document C 110/17(a).

GENERAL MATTERS

Status of the IMO Convention

2 Membership of the Organization, as at 31 May 2013, stood at 170, with three Associate Members. A full report on the status of the Convention and membership of the Organization will be submitted to the Assembly for consideration under agenda item [22].

Officers of the Council and Committees of IMO

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

Body	Chairman	Vice-Chairman	Sessions
Council	Mr. J. Lantz (United States of America)	Mr. D. Ntuli (South Africa)	107th – 109th sessions
Maritime Safety Committee	Mr. C. Breinholt (Denmark)	Captain M. Segar (Singapore)	90th and 91st sessions
Legal Committee	Mr. K. Mbiah (Ghana)	Mr. J.E. De Boer (Netherlands)	99th session
	Mr. K. Mbiah (Ghana)	Mr. W. de Sá Leitão (Brazil)	100th session
Marine Environment Protection Committee	Mr. A. Chrysostomou (Cyprus)	Mr. A. Domínguez (Panama)	63rd – 65th sessions
Facilitation Committee	Mr. Y. Melenas (Russian Federation)	Mrs. M. Angsell (Sweden)	38th session
Technical Co-operation Committee	Ms. N.W. Karigithu (Kenya)	Mr. Sammy Park (Republic of Korea)	62nd session

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

International conferences

2012 International Conference on the Safety of Fishing Vessels

Location and dates: Cape Town, South Africa, 9 to 11 October 2012

Purpose: To consider the adoption of an Agreement on the implementation of the provisions of the 1993 Torremolinos Protocol relating to the Torremolinos International Convention for the Safety of Fishing Vessels, 1977

Results: Adoption of the Cape Town Agreement of 2012 on the Implementation of the Provisions of the Torremolinos Protocol of 1993 relating to the Torremolinos International Convention for the Safety of Fishing Vessels, 1977, together with six associated Conference resolutions

A full report on the Conference will be submitted to the Assembly for consideration under agenda item [16].

Strategy, planning and reform

5 A 27 adopted resolutions A.1037(27) and A.1038(27) on IMO's Strategic Plan for the six-year period 2012-2017 and its High-level Action Plan and priorities for the 2012-2013 biennium, respectively.

6 C 108 agreed to discontinue the practice of reporting on the status of the planned outputs under the High-level Action Plan (HLAP) at the June session of the Council in the second year of a biennium. Further, C 108 was informed of the Secretary-General's review and reform initiative and that specific proposals would be forthcoming at the next session, including the possible restructuring of sub-committees. The Council decided that, as a result of the United Nations system-wide Agreement with the International Association of Conference Interpreters for the Council, the committees and the sub-committees meeting plans should be made on the basis of eight (instead of 10) plenary sessions requiring interpretation in a five-day period.

7 C 108 also decided that the Risk Management Framework should be applied to both planned outputs and unplanned outputs; that the assessment should be carried out by both the proponent(s) of an unplanned output and the relevant IMO Committee; and that these issues should be considered by the forthcoming sessions of the Ad Hoc Working Group on the Strategic Plan and the Council Risk Review, Management and Reporting Working Group, respectively.

8 C 109 endorsed a trial using modified reporting formats when reporting on the status of planned outputs to be generated from the Organizational Planning Module in GISIS and instructed the Ad Hoc Council Working Group on the Organization's Strategic Plan to evaluate the trial and, if appropriate, propose changes to the reporting formats of the *Guidelines on the application of the Strategic Plan and the High-level Action Plan of the Organization*.

9 On the review and reform of the Organization, the Council welcomed the proposals by the Secretary-General in general and, regarding the restructuring of the sub-committees, noted the potential saving of four meeting-weeks per biennium and invited the MSC and the MEPC to give early consideration to the implications and practicability of the relevant proposals under their purview, and to report to C 110 accordingly.

10 The Council decided to establish a one-off Council Working Group on Prioritization to develop a process to be used on an interim basis to prioritize the planned outputs for the 2014-2015 biennium. This Working Group will be reporting to the Council at its current session. At the same time, the Council agreed to defer, until the 2014-2015 biennium, the implementation of the proposals on applying the risk management framework to all elements of the Strategic Direction and the High-level Action Plan.

11 A full report on this subject will be submitted to the Assembly for consideration under agenda item [8].

Reducing administrative burdens

12 Consequent upon the adoption by A 27 of resolution A.1043(27) on *Periodic review of administrative requirements in mandatory IMO instruments*, C 107 (December 2011) decided to establish a one-off working group to meet during C 108, to develop terms of reference for an ad hoc Steering Group for Reducing Administrative Requirements (SG-RAR), its work plan and membership. Following its approval of the SG-RAR's terms of reference and on the basis of a proposal from the Secretary-General, C 108 established the SG-RAR.

13 C 109 noted the first report on the work of the SG-RAR, including its work plan, and requested the SG-RAR to review its timelines with a view to completing its work as soon as possible.

14 A full report on this subject will be submitted to the Assembly for consideration under agenda item [17].

Voluntary IMO Member State Audit Scheme

15 Since A 27, implementation of the Voluntary IMO Member State Audit Scheme has continued with additional Member States volunteering for audits, the completion of several audits and the nomination of individuals for inclusion in the roster of auditors maintained by the Secretariat. Several reports relating to audits have been issued and circulated to all Member States. With respect to the further development of the Scheme, as provided for in resolution A.1018(26), progress was made in the revision of the documents relating to the Scheme's institutionalization. A full report on the progress of the implementation of the Voluntary IMO Member State Audit Scheme and related activities will be submitted to the Assembly for consideration under agenda item [9].

Internal Oversight

16 Consistent with its terms of reference, the Internal Oversight Services (IOS) assisted the Secretary-General in the implementation of financial regulation 10.1 and in fulfilling his internal oversight responsibilities with independent, objective assurance, review and advice designed to add value and improve the effectiveness of the risk and results-based management and control processes, as designed and represented by management, to attain the objectives of the Organization.

17 During the period under review, IOS undertook nine special and regular audit projects based on risk assessment of operational activities of the Secretariat. These projects included follow-up of previous audit recommendations; separation benefits and payments for 2011 and 2012; application of placement and promotion policies; cafeteria operations; payroll; assessments; contribution incentive scheme; and publications year-end inventory. IOS carried out the regular review of tax claims, year-end write-off proposals and financial and management reports, and provided consulting services to management on financial, administrative and human resources matters, when requested.

18 Analysis of responses from ex-post evaluation questionnaires of 10 training courses, seminars and workshops were carried out to determine their effectiveness and to identify areas for improvement. Reports prepared from these ex-post evaluations were provided to the Divisions concerned for information and action, where necessary.

19 IOS maintained its membership and actively participated in the work of Representatives of Internal Audit Services of United Nations organizations and the United Nations Evaluation Group.

Protection of vital shipping lanes

Piracy and armed robbery against ships in waters off the coast of Somalia

20 C 108 took note of United Nations Security Council resolution 2060 (2012) adopted on 25 July 2012 (see United Nations website <http://www.un.org/Docs/sc/>), which, inter alia, reinforces the arms embargo on Somalia and Eritrea and extends, until 25 August 2013, the mandate of the Monitoring Group established by resolution 1558 (2004).

Piracy and armed robbery against ships in the Gulf of Guinea

21 The Maritime Safety Committee, at its 91st session, noted the downward trend in piracy attacks in the western Indian Ocean but expressed concern at the increase in the number of incidents of piracy and armed robbery against ships in the Gulf of Guinea and the increasing level of violence of those attacks.

High-level discussions on arms on board

22 The first ever high-level segment of the Maritime Safety Committee was held at its ninetieth session. Three issues addressed by the high-level segment were:

- .1 guidance and standards for private maritime security companies (PMSC) providing privately contracted armed security personnel (PCASP);
- .2 issues related to PCASP of concern to littoral States; and
- .3 guidelines on the use of firearms.

23 Subsequently, the Maritime Safety Committee agreed that:

- .1 the carriage of firearms by seafarers should continue to be strongly discouraged;
- .2 the use of PCASP was an exceptional measure to be used only in exceptional circumstances in the high-risk area and that use of armed personnel on board ships should not become institutionalized;

- .3 the carriage of armed personnel on board ships for enhancing their protection should be left to flag States to decide, once a thorough risk assessment exercise has been carried out and following consultations with the shipowners concerned;
- .4 Governments should decide, as a matter of national policy and taking into account the guidance developed by the Organization, whether ships entitled to fly their flag should be authorized to carry privately contracted armed security personnel and, if so, under what conditions, and urged all Governments to promulgate that information widely, including to the Organization;
- .5 guidance to private maritime security companies, to complement existing related guidance to flag, port and coastal States and to shipowners, ship operators and ship masters should be developed by IMO;
- .6 further guidance was needed to assist policy development at the national level and facilitate greater harmonization of policies at the international level related to the issue of arms on board. The development of such guidance did not constitute a recommendation or an endorsement of the general use of PCASP;
- .7 the guiding principles for standards for PMSC and PCASP on board ships should be developed by IMO; and
- .8 IMO should work closely with the International Organization for Standardization in the development of international standards for PMSCs and PCASP to ensure consistency with the Organization's guidance on the matter.

Cooperative Mechanism for the Straits of Malacca and Singapore

24 The Council expressed appreciation to the littoral States of Indonesia, Malaysia and Singapore for the timely implementation of the various components of the Cooperative Mechanism for the Straits of Malacca and Singapore. The Council noted, with appreciation, the contributions of the United Arab Emirates and the Malacca Strait Council to the Aids to Navigation Fund and also expressed appreciation to those Member Governments, intergovernmental and non-governmental organizations which had made contributions to, and/or pledged support for, the various projects under the Cooperative Mechanism, the Aids to Navigation Fund and the IMO Straits Fund. The Council invited Member Governments and organizations to continue contributing to the projects under the Mechanism and the two Funds.

25 The Council reaffirmed its mandate to the Secretary-General to continue his work relating to the protection of shipping lanes of strategic importance and significance, and to report to the Council, as and when appropriate.

Financial Services

26 Financial Services (FS) have continued to meet the financial accounting and treasury management requirements of the Organization. The final accounts for 2012 were completed by the due dates and submitted to the External Auditor and the audit of those accounts was conducted during March 2013. The final accounts for the financial period ending 31 December 2012, together with the External Auditor's Opinion and the External Auditor's Report, will be submitted to A 28 for consideration under agenda item [19(b)].

27 The collection rates of contributions received from Member States were 99.25 per cent and 98.67 per cent of the assessed contributions in 2011 and 2012, respectively. The collection rate for the 2013 assessed contribution stood at 58.02 per cent as at 30 April 2013 and will be submitted to A 28 for consideration under agenda item [19(a)].

28 In response to the ongoing global financial situation, the Organization has established a Treasury Committee to further strengthen the governance arrangements for the investment of funds not needed for immediate requirements. The Treasury Committee, which met initially in January 2012, meets monthly to consider proposed investments for the month, along with any necessary changes to the approved counterparty list. The Organization's investment policy has also been refined during the course of 2012 to reflect the revised structure and set out the terms of reference for the Organization's independent treasury advisor. The introduction of the Treasury Committee, along with the work in FS on improving cash flow forecasting, has allowed funds to be put on fixed term deposit for periods of up to six months which has, in turn, increased the overall rate of return for the year. Total interest earned for 2012 and 2011 amounted to £349,716 and £210,582, respectively.

29 FS have also selected and transitioned to a new banking services provider, following an extensive commercial procurement process.

Management Accounting Services

30 Management Accounting Services (MAS) continued to carry out key activities with respect to the management of the results-based budget and the Organization's extra-budgetary funds and, in this respect: reviewed the approved budgets for 2012 and 2013 to assess the feasibility of achieving savings and identified and recommended appropriate austerity and efficiency measures; assessed the budgetary impact of changes in the prevailing budgetary parameters (in particular, pay rises, inflation and exchange rates) and suggested measures to mitigate any associated budgetary risks; reviewed requests for fund transfers to ensure that annual expenditure is contained within the overall approved appropriation; provided advice to programme managers in respect of additional funding sources for ad hoc activities and programmes; and, while monitoring the budgetary status, issued periodical reports on budgetary performance and its financial implications, including year-end analyses of budget-expenditure variances.

31 MAS also assisted in the preparation of the Secretary-General's study on the long-term financial sustainability of the Organization, which was submitted to C 109; and the development of outlines of the Organization's budget proposals for the 2014-2015 biennium, on the basis of the Secretary-General's Mixed Zero Growth policy on the future budget management and the associated review and reform process he has initiated. The results-based budget for the 2014-2015 biennium will be submitted to A 28 for consideration under agenda item [19(c)].

Human Resources Services

32 During the period under review, the Human Resources Services (HRS) continued to perform its regular functions, including payroll preparation, processing of benefits and entitlements, staff selection and placement, staff development, management of the internal dispute resolution mechanism and of the medical insurance and pension programmes. In addition, within the framework of the review and reform process, HRS developed a number of new policies such as the staff mobility programme and the flexible working arrangements scheme. For greater efficiency, HRS also introduced a new arrangement for the collection of After Service Health Insurance contributions from retirees through the United Nations Joint

Staff Pension Fund. HRS continues to be active in designing and creating tools, policies and guidelines that contribute to an improved and effective Secretariat.

33 The new staff mobility programme has been developed as part of a broader career development programme and is aimed at facilitating the transfer of knowledge and skills and maintaining institutional memory at a time when a growing number of staff members are approaching retirement age. It also aims at making staff more flexible and responsive to the requests from Member States, while providing opportunities for career enhancement and development.

34 The flexible working arrangements (FWA) provide individual staff members with some flexibility in their working hours through the option of staggered hours, variable working hours, part-time work and working from home for medical reasons. Such flexibility allows staff members to harmonize their professional and personal commitments resulting in higher job satisfaction and productivity. The FWA was introduced in 2013 as a pilot programme and, while the feedback so far has been positive, a formal evaluation will be conducted in the second semester of the year.

35 The new secondee policy allows the Organization to obtain high-level technical advice in areas where the Organization lacks manpower or specific expertise, at no cost to the Organization, for periods of limited duration not normally exceeding two years.

Office of General Services

36 As part of continuing major repair and improvement work, doors were replaced to toilets in office areas, safety edges were installed to rear gates, soil pipes in the car park were cleaned and redecorated, steam humidifiers to all air-conditioning plants were replaced, some electrical distribution boards in plant rooms were also replaced, and a new UPS system was installed for the protection of audio-visual systems for the committee rooms. In addition, a feasibility study was carried out and consultants appointed in connection with refurbishment of the lifts and escalators, lift No.3 was overhauled, latent defects to transformers and calorifiers were identified, and repair work and space alterations were carried out in the Publishing Despatch and first-floor office areas.

Publishing Service

37 In 2012 and early 2013, the following major publications and revised editions were published: IAMSAR Manual (volumes I, II and III); IMDG Code; MARPOL Annex VI & NTC; and Guide to Maritime Security & the ISPS Code. In total, 56 titles were published in 2012, as well as the new IMO Bookshelf, containing all major titles on one CD (which can also be downloaded from the IMO website).

38 Sales reached £10.5 million in 2012, another good year, with unit sales exceeding 367,000. Half of these sales originated from new titles. Sales are likely to be about £3.7 million (125,000 units) in the first five months of 2013.

39 As more and more distributors provide electronic copies of IMO publications to their customers, sales of products other than printed books (mainly electronic products, but also royalties) continue to rise; in 2012, they represented about 4.6 per cent of all revenues; in the first five months of 2013, the figure will be closer to 6.9 per cent.

Information and Communication Technology

40 Progress has continued to be made on an organizational Information and Communication Technology strategy aimed at ensuring a more flexible and agile Secretariat able to quickly respond to changing requirements in the meetings delivery mechanism and the administrative/logistic support arrangements.

41 The PaperSmart initiative, which was piloted successfully at C 109, has now been extended to all IMO meetings, with resulting cost savings and with IMODOCS now forming the single platform for the dissemination of all pre-, in- and post-session documentation (e.g. submissions, working papers and reports), as well as for all other IMO-generated documentation such as Notes Verbales, circular letters, circulars, etc. In future, certified copies of IMO instruments will be similarly uploaded onto IMODOCS, thus further minimizing paper usage, printing and postal costs and the Organization's carbon footprint.

42 The Secretariat is moving progressively towards the PaperSmart model for its own operations, with most internal meetings now being held without paper. Furthermore, a document management system has been developed with in-house resources and is now at the prototype stage, using a workflow management system. Designed initially for the paperless preparation, review, approval, translation and production of IMO meeting documents, it will eventually automate all other internal Secretariat documentation that requires similar sequential tasks, after experience has been gained from a trial period of some six months.

43 Significant progress has been made on the Global Integrated Shipping Information System, in particular through the introduction of an Organizational Planning module to track performance against the Organization's Strategic and High-level Action Plans, the development of a prototype module on dumping data for the London Convention, enhancements to several other existing modules, and increased data exchange arrangements with external collaborators.

44 Other initiatives undertaken include enhancements to IMO's public outreach programme through the Organization's public websites and social media sites; and the introduction of a web-based online registration system for meetings and of audio recordings of such meetings in all six official languages (with indexing and search facilities), both of which significantly reduce the need for written records. Additionally, technologies are being explored to enable remote, or virtual, participation in meetings (the Symposium on the Future of Ship Safety (10 and 11 June 2013) will be used as an experimental trial), which may be rolled out in the future to certain types of IMO meetings (e.g. working groups), thus reducing participation costs for delegations. And, finally, with a view to better targeting and improving the Organization's technical assistance delivery, a web-based module on country maritime profiles is being developed.

SAP Unit

45 The SAP Unit has continued to provide SAP services with respect to day-to-day administration and enhancement of the system and the provision of support to users. A SAP services delivery strategy has been developed, together with a system development roadmap, guiding principles and key performance indicators, all of which direct the SAP Unit's short-, medium- and long-term activities and measure its effectiveness.

46 The main focus of work has been improving SAP system-enabled internal controls; identifying inefficiencies, gaps, manual and fragmented processes within the administrative functions of the Organization; and designing and implementing automated and integrated processes. The improved processes have been based on industry best practice with a focus on reducing paper usage and making greater use of the SAP system capability.

47 A key area of work in 2012 was the completion of two interface integration projects, namely, the integration of the IMO SAP system with, firstly, that of the Organization's new banker and, secondly, with their gateway for credit card payment, processing and transaction clearing for the sale of IMO publications. The new interfaces provide robust security, improved reporting and analysis and cost-effective payment processing services.

48 Work on process automation and integration is progressing further, with current projects comprising automation of invoicing of IMO's revenue streams from catering services, conference room rental services and producing electronic invoices and payment advice notes, in lieu of paper based documents.

49 Following the implementation of the HR and payroll system in SAP in 2010, the SAP Unit has produced a number of managerial, statutory and statistical reports on human resources data to meet reporting requirements within and outside IMO.

50 As part of continuing maintenance work, the SAP system was updated with annual changes and releases, including country specific legal changes, that impact on the HR and payroll processes, and periodic reports that are sent to external bodies such as the United Nations Joint Staff Pension Fund and HM Revenue and Customs.

51 The SAP Unit also participated in Joint Inspection Unit studies and assisted the work of external auditors. It has implemented recommendations proposed by the External Auditor to improve internal controls.

52 In anticipation of the expiry of the first-term outsource contract for SAP services in May 2013, the outsource contract has been extended for a further two years, to May 2015. The second-term contract was negotiated with the key objectives of shifting the focus from SAP system maintenance to SAP system enhancement and development, and further utilization of investments made in hardware costs to host the SAP system. The contract renewal negotiation has enabled IMO to ensure that the outsource service remains competitive, providing the highest value, at a minimum possible cost.

53 The SAP Unit has maintained close working relationships with other United Nations organizations particularly with WFP, ITU, IOM, UNIDO and UNICEF to exchange information, validate SAP system development options and decisions and to benefit from the re-use of resources deployed to develop the SAP system. In relation to this, the SAP Unit hosted the 2013 Customer Advisory Board for International Organizations (CABIO) and Special Interest Group (SAP-SIG) annual meetings from 8 to 10 May 2013. The meetings were attended by over 100 participants from 40 United Nations and other international organizations. Twenty-five senior management representatives from Enterprise Resource Planning (ERP) software providers, Oracle, PeopleSoft and SAP attended the meeting to brief participants on their respective strategies and roadmaps.

54 The CABIO and the SAP-SIG groups met for a joint session on 10 May 2013 to discuss "ERP system interoperability" within the United Nations system. This forum addressed the growing need for using the ERP systems to further streamline administrative processes, particularly in field office operations. The forum also discussed the exchange of data contained in ERP systems in a harmonized way and the potential of using shared services to reduce the overall cost of administrative processes.

TECHNICAL WORK OF THE ORGANIZATION

MARITIME SAFETY AND SECURITY

55 The Maritime Safety Committee (MSC) met three times during the biennium: MSC 90 met from 16 to 25 May 2012; MSC 91 from 26 to 30 November 2012; and MSC 92 will meet from 12 to 21 June 2013. The outcome of MSC 90 was reported to C 108 in document C 108/9 and the Council's decision thereon is contained in document C 108/D; and the outcomes of MSC 91 and MSC 92 are being reported to C 110 in documents C 110/8 and C 110/8/Add.1, respectively.

56 The reports of the MSC, which will be submitted to the Assembly for consideration under agenda item [10], will give details of the substantive work accomplished by the Committee and its subsidiary bodies during the biennium under review. A number of recommendations will be proposed for adoption by the Assembly.

The Symposium on the Future of Ship Safety

57 The Symposium on the Future of Ship Safety will be held on 10 and 11 June 2013. The outcome of the Symposium will be included in the outcome of MSC 92. The Symposium will bring together an international panel of highly influential and knowledgeable speakers from across the broad spectrum of ship design, building and operation to look ahead in the decades to come to the ships of the future that meet clear goals and functional requirements to fulfil the safety and, increasingly, the environmental protection expectations of society.

MARINE ENVIRONMENT PROTECTION

58 The Marine Environment Protection Committee (MEPC) met three times during the biennium: MEPC 63 met from 27 February to 2 March 2012; MEPC 64 from 1 to 5 October 2012; and MEPC 65 from 13 to 17 May 2013. The outcome of MEPC 63 was reported to C 108 in document C 108/7 and the Council's decision thereon is contained in document C 108/D; the outcome of MEPC 64 was reported to C 109 in document C 109/6 and the Council's decision thereon is contained in document C 109/D; and the outcome of MEPC 65 is being reported to C 110 in document C 110/11.

59 The reports of the MEPC, which will be submitted to the Assembly for consideration under agenda item [12], will give details of the substantive work accomplished by the Committee and its subsidiary bodies during the biennium under review. A number of recommendations will be proposed for adoption by the Assembly.

Dumping of wastes and other matter

60 The 34th Consultative Meeting of Contracting Parties to the London Convention 1972 and the 7th Meeting of Contracting Parties to the 1996 Protocol to the London Convention were held concurrently from 29 October to 2 November 2012. The outcome thereof was reported to C 109 in documents C 109/7 and C 109/7/Add.1 and the Council's decision thereon, contained in document C 109/D, will be reported to the Assembly for consideration under agenda item [18].

FACILITATION OF MARITIME TRANSPORT

61 The Facilitation Committee met once during the biennium: FAL 38 met from 8 to 12 April 2013. The outcome of FAL 38 is being reported to C 110 in document C 110/9.

62 The report of FAL 38, which will be submitted to the Assembly for consideration under agenda item [14], will give details of the substantive work accomplished by the Committee during the biennium under review.

WORK OF THE LEGAL COMMITTEE

63 The Legal Committee met twice during the biennium: LEG 99 met from 16 to 20 April 2012 and LEG 100 from 15 to 19 April 2013. The outcome of LEG 99 was reported to C 108 in document C 108/8 and the Council's decision thereon is contained in document C 108/D; the outcome of LEG 100 is being reported to C 110 in document C 110/10.

64 The reports of the Legal Committee, which will be submitted to the Assembly for consideration under agenda item [11], will give details of the substantive work accomplished by the Committee during the biennium under review.

Special event to commemorate the 100th session of the Legal Committee

65 A special event to commemorate the 100th session of the Legal Committee was held on 18 April 2013. Presentations were made by eminent speakers, including past and present Chairmen of the Committee, a former Director of the Legal Affairs and External Relations Division, the former Director of the International Oil Pollution Compensation Funds, the current President of the International Tribunal for the Law of the Sea and a former President of the Comité Maritime International.

66 The presentation to the Legal Committee of the IMLI Award for Meritorious Contribution towards the Progressive Development and Codification of International Maritime Law was made by the Secretary-General, in his capacity as Chairman of the IMLI Governing Board, to the Chairman of the Legal Committee. The latter, in turn, expressed his appreciation to IMLI on behalf of the Committee.

TECHNICAL CO-OPERATION

67 The Technical Co-operation Committee (TCC) met twice during the biennium: TC 62 met from 6 to 8 June 2012 and TC 63 will meet from 10 to 12 July 2013. The outcome of TC 62 was reported to C 108 in document C 108/10/Add.1 and the Council's decision thereon is contained in document C 108/D. The outcome of TC 63 is being reported to C 110 in document C 110/12/Add.1.

68 The TCC reports, which will be submitted to the Assembly for consideration under agenda item [13], will give details of the substantive work accomplished by the Committee during the biennium under review. Individual reports on the maritime training activities under the auspices of IMO, i.e. the World Maritime University (Malmö) and the IMO International Maritime Law Institute (Malta), which will be included in the TCC reports, will be submitted to the Assembly for consideration under agenda items [20(a)] and [20(b)], respectively.

CONFERENCE SERVICES

Servicing the IMO meetings

69 A successful service was delivered for all meetings included in the Official Programme of Meetings of the Organization for 2011(19 plus 13 intersessionals) and 2012 (18 plus 8 intersessionals), including the 2012 International Conference on the Safety of Fishing Vessels in Cape Town in October 2012.

70 The introduction of the Digital Recording System of Proceedings to replace the production of Summary Records for Council and Assembly during the current biennium produced a significant reduction of 84 per cent of costs from the 2010-2011 biennium, being the costs associated with the hiring of précis-writers, whose services are no longer required. The new system offers the ability to record all six interpreted languages for sessions in the Main Hall and Committee Room 9 and playback of the audio via IMODOCS is also available to all users with a valid login/password, among other important functions.

71 The Online Meeting Registration System, which allows designated users to directly upload the details of their participants, is fully operational and integrated within the IMODOCS website. It also allows users to complete the registration process online, greatly reducing the use of paper at both users' and IMO's end, and significantly increasing efficiency in the internal procedures.

72 A total of 10,601 participants attending IMO meetings in 2012 were registered, in accordance with the safety and security procedures currently in place. The use of IMO's conference facilities by external organizations generated a gross income of £19,980 for 2012.

73 As stated in paragraph 6, the successful implementation of the new UN/AIIC Agreement, on 1 July 2012, and the proposed new working practices for interpretation services approved by C 108, greatly contributed to control the budget costs for interpretation, with a 14 per cent reduction in expenditure with respect to 2012.

Working languages (English/French/Spanish)

74 In 2012, approximately 38,577 pages were translated into French and Spanish. This represented a reduction of 12 per cent over the number of pages translated in 2011.

75 The Word Processing Units successfully processed, formatted and proofread a volume of 82,115 pages in 2012, representing a 6 per cent reduction, compared with 87,150 pages in 2011. The English Word Processing Unit continues to handle an additional amount of work in supporting intersessional meetings.

76 Increasing support of an editorial nature is being provided by the English Translation Section to the Technical Divisions and to delegates with respect to quality-editing requirement for meeting documentation. The English Translation Section is working with the Legal Affairs Office to produce a Style Guide to assist with the writing and processing of IMO documents.

77 The Terminology and Reference Section maintains and continuously updates the MultiTrans software in use in the Translation Services which provides terminology and linguistic support for staff translators, external translators and interpreters.

Documents

78 The Conference Division took the initiative to introduce a Document Management System in the Organization and has been working with the IT and IS Section of the Administrative Division on the operational and technical requirements to implement it.

79 Through the measures adopted by the Organization (Circular letters Nos. 2995 and 3087) and the introduction of the PaperSmart concept, trialled at C 109, and which was expanded upon in Circular letter No.3325, the Organization has seen a reduction of 61 per cent in the total printing volume of IMO meeting documentation, with the IMO Secretariat reducing its requirements for hard copies by 54 per cent. Further savings have also been achieved in the consequent reduction in postage costs for pre-session

meeting documentation and additional measures are being assessed to continue the exercise to become more environmentally friendly.

Non-working languages (Arabic/Chinese/Russian)

80 Approximately 3,000 pages were translated into each of the non-working languages in 2012. This represented a minimal increase over 2011.

81 Successful arrangements were negotiated with the Russian and Chinese Authorities for the contracting out of the translation of the amendments to the IMDG Code.

82 Publications which are completed or nearing completion in the non-working languages include the STCW Convention and Code, SOLAS Amendments, MARPOL and the FAL Convention amongst others. These publications are fully prepared, formatted and revised in-house by the Translation Sections.

Publications Non-Working Languages						
Year	ATS	Pgs	CTS	Pgs	RTS	Pgs
2012	SOLAS Amendments 2010 and 2011	43	SOLAS Amendments 2010 and 2011	43	STCW, 2011 edition	420
	MARPOL Consolidated Edition 2011	547	MARPOL Consolidated Edition 2011	547		
	FAL Convention & Explanatory Notes 2011 Edition	202	CSC Convention, 2012 Edition	63		
	IMO's Contribution to Sustainable Maritime Development	12	Resolutions and other decisions of the 27 th Assembly	760		
	CSC Convention, 2012 edition	63				

EXTERNAL RELATIONS

Coordination with the United Nations system

83 The main focus of cooperation with the United Nations and specialized agencies has been IMO's participation in and follow-up to Rio+20, the United Nations Conference on Sustainable Development, held in Rio de Janeiro, Brazil, from 20 to 22 June 2012.

84 Sustainable Development and the post-2015 development agenda have also become major topics for the United Nations Chief Executives Board for Coordination as the United Nations system considers how to best deliver results and fulfil its role in a changing world.

Joint Inspection Unit

85 The Internal Oversight Services continued to serve as the focal point within the Secretariat for all matters originating from the Joint Inspection Unit (JIU). During the biennium under review, the Council considered six reports issued by the JIU and took action, as appropriate, on the various recommendations contained in those reports. A further six reports will be considered by C 110. A report on the work of the Council with respect to the JIU is being submitted to the Assembly under agenda item [21(b)].

Relations with other intergovernmental organizations

86 During the period under review, the Council noted the Secretary-General's report that the formal procedures for the signing of two Agreements of Cooperation on bilateral matters with the following organizations were complete:

- the Sub-Regional Fisheries Commission (SRFC); and
- the Indian Ocean Commission (IOC).

87 With regard to three proposed new Agreements of Cooperation between IMO and the International Copper Study Group (ICSG), the International Lead and Zinc Study Group (ILZSG) and the International Nickel Study Group (INSG), C 108 decided not to approve the conclusion of these new Agreements of Cooperation; and invited the organizations to submit further detailed information to assist the Council in deciding whether these Agreements would be of value to the Organization. The additional information, which was subsequently received, could not be considered at C 109, due to lack of time. The matter was therefore deferred to C 110 for consideration. Document C 110/18(c) refers.

88 A full report on this subject will be submitted to the Assembly for consideration under agenda item [21(c)].

Relations with non-governmental organizations

89 Since A 27, the Council has considered and turned down seven applications from organizations for consultative status with IMO.

90 C 108 continued to review the *Guidelines on the Grant of Consultative Status* and agreed to reconvene a group of Council members at C 109, with the task of further discussing the Rules Governing Relationship with Non-Governmental International Organizations and the Guidelines, as well as the questionnaire to be attached to new applications for consultative status, and submitting amendments to them for the Council's consideration, including consideration as to how the Secretariat could engage in the process of screening new applications.

91 C 109 approved the consolidated revised text of the Rules and Guidelines for submission to A 28 for approval, as well as the revised questionnaire, and endorsed the existing role of the Secretariat in the process of screening new applications.

92 C 110 will complete its biennial review of non-governmental organizations in consultative status with IMO for the period from 1 March 2011 to 28 February 2013 (document C 110/18(d)/1).

93 Details on the actions taken by the Council on new applications for consultative status and a report on the biennial review, together with the proposed draft resolution, will be submitted to A 28 for consideration under agenda item [21(d)]. The outcome of the examination of the *Guidelines on the Grant of Consultative Status* will also be reported to A 28 under the same agenda item.

World Maritime Day

94 World Maritime Day 2012 was celebrated during the last week of September. The theme of the Day in 2012, as approved by the Council, was "**IMO: One hundred years after the *Titanic***", while that for 2013 is "**Sustainable Development: IMO's contribution beyond Rio+20**".

95 The 2012 World Maritime Day parallel event was successfully organized, jointly by IMO and the Government of the Kingdom of Bahrain, in Manama, on 17 and 18 October. The Council expressed its appreciation to the Government of the Kingdom of Bahrain for having hosted the event and to the Governments and organizations which had sent representatives to the celebrations.

96 The 2013 World Maritime Day parallel event will be hosted by the Government of Peru, in the city of Lima, on 2 and 3 October. A full report on World Maritime Day for 2012 and 2013 will be submitted to A 28 under agenda item [21(e)].

International Maritime Prize

97 By decision of the Council, the International Maritime Prize for 2011 was awarded to **Mr. Efthimios E. Mitropoulos (Greece)**, IMO Secretary-General Emeritus. The Prize for 2012 will be decided at the current session of the Council (document C 110/18(f)). A report on the International Maritime Prize will be submitted to A 28 under agenda item [21(f)].

IMO Award for Exceptional Bravery at Sea

98 The 2012 Award for Exceptional Bravery at Sea was presented to the joint winners, Sergeant Janick Gilbert (posthumously), Master Corporal Max Lahaye-Lemay and Master Corporal Marco Journeyman, crew members of the Royal Canadian Air Force's 424 (Transport and Rescue) Squadron, nominated by the Government of Canada, and Able Seaman César Flores, a rescue swimmer in the aerial detachment of the Chilean Navy, nominated by the Government of Chile, at a special ceremony held at IMO Headquarters on 26 November 2012. Certificates in recognition of meritorious services rendered were also awarded to the winners and to other recipients or their representatives at the 2012 Award ceremony.

99 Nominations have been invited for the 2013 Award (Circular letter No.3311 dated 25 September 2012), which will be considered at the current session of the Council (document C 110/18(g) and addendum). A full report on the IMO Award for Exceptional Bravery at Sea will be submitted to A 28 under agenda item [21(g)].

Day of the Seafarer

100 Following the decision by A 27 (November 2011) to designate 25 June each year as the "Day of the Seafarer", IMO has taken action to mark the Day in 2012. Similar action will be taken to mark the Day on 25 June 2013 (document C 110/18(h)). A full report on the Day of the Seafarer will be submitted to A 28 under agenda item [21(h)].

Public Information Services

101 IMO's Public Information Services (PIS) continued, in the period under review, to disseminate information on the Organization's objectives and work activities, and to improve global awareness of the Organization and its impact.

102 This was carried out through a number of tasks, including: writing and distributing press releases and briefings; arranging press conferences, background briefings, press, television and radio interviews; responding to information requests by phone and e-mail; giving talks and presentations on the work of IMO to groups visiting the Organization and externally; researching, writing and disseminating summary reports of all IMO meetings; assisting in the production of materials for exhibitions and events; expanding and organizing a photographic library; researching and drafting speeches for the Secretary-General and

writing articles on the work of IMO and related topics; and writing and editing IMO's quarterly magazine. PIS also has responsibility for the upkeep of major parts of the IMO public-access website, which provides a comprehensive and constantly growing source of information about the Organization.

103 In addition, and in line with developments in the wider United Nations system, PIS has established and developed a significant social media presence for IMO. IMO is now active on all the leading social media platforms, including Facebook, Twitter, Tumblr, YouTube and Pinterest. PIS has also created, in-house, a great deal of new content for these platforms, notably several videos, podcasts and blogs. A full report on social media is being submitted to the Council in document C 110/3/4.

Maritime Knowledge Centre

104 The Maritime Knowledge Centre's (MKC) key responsibilities are the dissemination of information about IMO and its work, as well as the broader maritime industry, through a comprehensive collection in-house and an array of products on the IMO website for the benefit of delegates, researchers, the public and the maritime community worldwide.

105 During the period under review, the MKC responded to approximately 800 enquiries, mainly by e-mail, or by providing IMO documents and materials or by referring the enquirer, where necessary, and extended its facilities and services to delegates attending IMO meetings, researchers, students, interns and group visitors.

106 Another of the MKC's functions was the provision of the News Intelligence Service to the Secretariat, with approximately 2,700 news items delivered. This involved monitoring worldwide events daily and capturing information from the shipping press and newswires. Major casualties and pollution incidents were also followed up closely. The MKC also contributed to the preparation of country briefs for the Secretary-General's missions.

107 The MKC, assisted by the External Relations Office, also hosted 75 interns in support of the IMO Internship Programme. These interns as well as 237 individual visitors (researchers and students) were inducted into the use of the MKC facilities, put in touch with technical officers when required and provided with ongoing support. The MKC also facilitated 95 group visits, comprising 2,459 students and other officials. In addition, arrangements were made for 813 observers to attend IMO meetings.

108 As part of its responsibilities for the Knowledge Centre pages on the IMO website, which provide a comprehensive and constantly growing source of information, the MKC regularly updated these pages with products such as the Index of IMO Resolutions, the full text in English of MEPC, MSC and LEG resolutions, and an increasing number of Assembly resolutions. The SeaLibrary online catalogue reached 97,000 bibliographic records. The monthly Current Awareness Bulletin attracted over 27,500 pageviews. In addition, the Information Resources on Current Topics section was expanded significantly and attracted over 24,500 pageviews. Other pages were also developed, including the "The Origin of IMO", "History of Safety at Sea", "History of SOLAS" and "History of MARPOL". As a result, the MKC page visits on the IMO website increased significantly, reaching nearly 940,000 pageviews. This amounted to approximately half of the 1,936,665 pageviews for the IMO website overall for the same period.

109 The IMO presence on the United Nations Atlas of the Oceans, a website entirely dedicated to oceans issues, was strengthened.

Support to the United Nations

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

111 In addition, this Officer has been appointed to act as the United Nations Country Security Focal Point for the United Kingdom, under the overall remit of the United Nations Department for Security and Safety.
