

SUB-COMMITTEE ON IMPLEMENTATION
OF IMO INSTRUMENTS
3rd session
Agenda item 1

III 3/1
2 December 2015
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PROVISIONAL AGENDA¹

**for the third session of the Sub-Committee on Implementation of IMO Instruments
to be held at IMO Headquarters, 4 Albert Embankment, London SE1 7SR
from Monday, 18 to Friday, 22 July 2016**

Session commences at 9.30 a.m. on Monday, 18 July 2016

- Opening of the session
- 1 Adoption of the agenda
 - 2 Decisions of other IMO bodies
 - 3 Consideration and analysis of reports on alleged inadequacy of port reception facilities (7.1.3.1)
 - 4 Lessons learned and safety issues identified from the analysis of marine safety investigation reports (12.1.2.1)
 - 5 Measures to harmonize port State control (PSC) activities and procedures worldwide (5.3.1.1)
 - 6 Identified issues relating to the implementation of IMO instruments from the analysis of PSC data (12.1.2.2)
 - 7 Analysis of consolidated audit summary reports (2.0.2.1)
 - 8 Updated Survey Guidelines under the Harmonized System of Survey and Certification (HSSC) (5.2.1.17)
 - 9 Non-exhaustive list of obligations under instruments relevant to the IMO Instruments Implementation Code (III Code) (5.2.1.20)
 - 10 Unified interpretation of provisions of IMO safety, security, and environment related Conventions (1.1.2.3)
 - 11 Biennial agenda and provisional agenda for III 4

¹ To be approved by MEPC 69 and MSC 96.

- 12 Election of Chairman and Vice-Chairman for 2017
- 13 Any other business
- 14 Report to the Committees

Notes:

1 In accordance with the *Guidelines on the organization and method of work of the Maritime Safety Committee and the Marine Environment Protection Committee and their subsidiary bodies* (MSC-MEPC.1/Circ.4/Rev.4):

- .1 documents should be received in the Secretariat as follows²:
 - .1 bulky documents³ (those containing more than six pages) by **Friday, 15 April 2016**;
 - .2 non-bulky documents (those containing six pages or fewer) and also bulky information documents by **Friday, 13 May 2016**; and
 - .3 documents commenting on those referred to in subparagraphs .1 and .2 above and containing four pages or fewer, by **Friday, 27 May 2016** (see also paragraph 6.12.5 of the guidelines);
- .2 for reasons of economy, documents should be submitted in single spacing, and be as concise as possible, and:
 - .1 all documents should include a brief summary prepared in accordance with section 6 of the above-mentioned guidelines;
 - .2 substantive documents should conclude with a summary of the action which the Sub-Committee is invited to take; and
 - .3 information documents should conclude with a summary of the information contain; and
- .3 the following word-processing format should be observed in order to standardize the presentation of documents:
 - font: Arial;
 - font size: 11;
 - justification: full; and
 - margins: 2 cm top; 2.5 cm bottom, left and right.

A template is available on the IMODOCS website for use in the preparation of documents; and

² Documents other than information documents and reports from sub-committees, working, drafting, correspondence and other working groups and the Secretariat, which contain more than 20 pages, in line with paragraph 6.11 of the above-mentioned guidelines will not be translated in their entirety. Such documents should include, for translation purposes, a summary not longer than four pages, with the technical content submitted as an annex in the language needed by working groups (i.e. English).

³ In the case of documents containing more than 50 pages, the provisions of paragraph 6.12.1 of the Committees' Guidelines are to be applied.

To facilitate the processing of documents, they should be submitted in Microsoft Word, preferably to: iii@imo.org.

2 The MSC and the MEPC recommended the sub-committees to strictly observe the above provisions of the aforementioned Guidelines which, inter alia, provide that the Secretariat should strictly apply the rules concerning the submission of documents and not accept late submissions from Governments or delegations.
