



23rd BSHC Meeting
27-29 August 2018
Aalborg, Denmark

Agenda item B.6
Proposal to establish a Baltic Sea MSIWG to
supersede the BALTICO meetings
SWEDEN

Proposal to establish a Baltic Sea MSIWG to supersede the BALTICO meetings

1. Background

In March 2004, National Coordinators and other persons involved in the MSI service in the Baltic Sea Sub-area were invited to Norrköping, Sweden, to a meeting concerning MSI in the area. The meeting was named the Baltico Meeting. Since then, the Baltico Meeting has been held in one of the nations in the Sub-area every second year.

The Baltico Meetings have gathered persons involved in international MSI service in the Baltic Sea region.

Although these meetings have had no formal authority, many decisions for improvements to the MSI service in the region have been made. Suggestions for improvements have also been forwarded to relevant bodies and have subsequently been implemented.

The only statement regarding the purpose of the Baltico Meetings is the following short text on the website www.sjofartsverket.se/balticomeeting: *The aim of these meetings is to harmonize and improve the MSI services to shipping by exchanging experiences and by learning from each other and from international bodies and organizations and from other regions in the world.*

At the recent Baltico Meeting in Sankt Petersburg in April 2018, a proposal to formalize the Baltico meeting under BSHC was discussed. The meeting agreed upon that Sweden forwards a proposal, to the coming BSHC meeting in August 2018, which is done hereby.

2. Recommended actions

To make the Baltico Meetings more official and their authority, aims and procedures more formal, Sweden suggests the following:

1. The existing forum to be organized as a permanent Working Group under the Baltic Sea Hydrographic Commission (BSHC).
2. The name of the Working Group to be the Baltic Sea MSI Working Group (BSMSIWG).
3. That suggested Terms of Reference and Rules of Procedure for the Baltic Sea MSI Working Group (BSMSIWG) are included in Annex 1.

3. Action required of BSHC 23

The BSHC 23 is invited to approve the recommended actions as above.



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Annex 1.

Terms of Reference and Rules of Procedure for the Baltic Sea MSI Working Group (BSMSIWG)

Approved by the BSHC 23rd Conference 27 – 29 August 2018

1. Background

- a) The Baltic Sea Hydrographic Commission (BSHC) recognizes the need to actively develop and maintain Maritime Safety Information (MSI) in its region. Accordingly, it appoints and directs a Working Group to undertake this task. The working group is named the *Baltic Sea MSI Working Group (BSMSIWG)*.
- b) The BSMSIWG is a subsidiary body of the Baltic Sea Hydrographic Commission. It shall conduct its work in accordance with these Terms of Reference and Rules of Procedure. The Regional Hydrographic Commission may clarify or amend these generic Terms of Reference and Rules of Procedure for the MSIWG in order for these to be made specifically relevant and applicable to its region. Its work should be reported to the commission at the annual BSHC Conferences.
- c) The Baltic Sea region constitutes a defined sub-area denominated the *Baltic Sea Sub-area* within the World-Wide Navigational Warning Service (WWNWS).
- d) The Sub-area includes the following nine nations: Denmark, Estonia, Finland, Germany, Latvia, Lithuania, Poland, Russia and Sweden.
- e) The following documents should be considered
 - IMO/IHO/WMO Manual on Maritime Safety Information (S-53)



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- IMO NAVTEX Manual
 - IMO Resolution A.705(17), Promulgation of Maritime Safety Information
 - IMO Resolution A.706(17), Word-wide Navigational Warning Service
- f) MSI should be drafted and broadcast in accordance with the recommendations in the documents under 1 e) above.
- g) Each nation in the Baltic Sea Sub-area should have a National Coordinator on Navigational Warnings and a National Meteorological institute.
- h) The Swedish Maritime Administration (SMA) is appointed by the International Hydrographic Organization (IHO) as Sub-area Coordinator for the Baltic Sea Sub-area.
- i) The Swedish Meteorological and Hydrological Institute (SMHI) is appointed by the World Meteorological Organization (WMO) as Coordinator for meteorological and hydrological information to coastal shipping in the Baltic Sea Sub-area.

2. Terms of Reference

- a) To facilitate that the GMDSS MSI services in the Sub-area are arranged in compliance with the regulations and recommendations set up in the documents stated under 1 e).
- b) To facilitate cooperation concerning technical and administrative matters related to the MSI service.
- c) To facilitate the exchange of information about events that could affect safety at sea within the Sub-area.
- d) To facilitate the exchange of advice concerning all aspects of daily MSI work.
- e) To facilitate harmonization of new and existing methods that make MSI and other relevant information to shipping available by means other than GMDSS.
- f) To evaluate and compile views on new and changed methods of providing MSI and to forward these to the relevant body.
- g) To exchange information about major planned operations at sea that are expected to affect international shipping in coastal waters of neighboring countries.
- h) To discuss and summarize the Sub-area's common views and suggestions for changes to the documents mentioned under 1 e), to be forwarded to WWNWS-SC by Sweden.



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3. Rules of Procedures

- a) Membership is open to member states and associate member states of the BSHC. Each member state shall be represented by governmental organizations dealing with MSI and/or other relevant information to shipping. The National Coordinator of Norway, the Navarea One Coordinator, the IMO Navtex Coordinating panel and other relevant official international bodies could also be invited to the BSMSIWG meetings and may be consulted through correspondence.
- b) Non-governmental organizations may attend meetings wholly or to the extent decided by the chair.
- c) BSMSIWG meetings should be held every second year.
- d) In the time between BSMSIWG meetings, the group should work through correspondence.
- e) At the end of a BSMSIWG meeting, the host and the approximate time for the next meeting should be decided.
- f) The chair and the coming host nation decide who shall be the point of contact regarding the coming meeting.
- g) A preliminary invitation, including meeting dates and place, should be sent out by e-mail approximately one year before each meeting.
- h) The final invitation, including logistic information, a first draft agenda, a request for additional agenda items, a national report, and other papers, should be distributed not later than half a year before the meeting.
- i) A national report and other papers should be sent to the Sub-area coordinator and to the host nation not later than six weeks before the meeting. All documents should be published by the chair on the BSHC website, www.bshc.pro
- j) The BSMSIWG chair should be proposed by the WG and thereafter elected by the BSHC conference. The secretary should be elected by the WG.
- k) The agenda should be adopted at the beginning of the meeting.
- l) Decisions should be made through consensus among the nine BSHC Member States (1b).
- m) Decisions and agreed upon actions made during the meeting should be summarized at the end of the meeting and included as an annex to the minutes.
- n) The draft minutes shall be distributed within six weeks of the meeting's conclusion. Comments should be returned no later than three weeks after the distribution of the draft minutes. Final minutes should be distributed and



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posted on the BSHC website within three months of a meeting.

- o) The continued existence of BSMSIWG and the Terms of Reference shall be a standing point on the agenda. Any suggestions for changes should be addressed by the chair of the working group to the chairman of the following BSHC conference.

These Terms of Reference shall be available on the Baltic Sea Hydrographic Commission webpage, www.bshc.pro