

MARITIME SAFETY COMMITTEE
91st session
Agenda item 1

MSC 91/1
11 June 2012
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PROVISIONAL AGENDA

**for the ninety-first session of the Maritime Safety Committee to be held
from Monday, 26 to Friday, 30 November 2012
at IMO Headquarters, 4 Albert Embankment, London SE1 7SR**

Session commences at 9.30 a.m. on Monday, 26 November 2012

Opening of the session

- 1 Adoption of the agenda; report on credentials
- 2 Decisions of other IMO bodies
- 3 Consideration and adoption of amendments to mandatory instruments
- 4 Measures to enhance maritime security
- 5 Goal-based new ship construction standards
- 6 LRIT-related matters
- 7 Passenger ship safety
- 8 Making the Polar Code mandatory
- 9 Radiocommunications and search and rescue (report of the sixteenth session of the Sub-Committee)
- 10 Flag State implementation (report of the twentieth session of the Sub-Committee)
- 11 Training and Watchkeeping (report of the forty-third session of the Sub-Committee)
- 12 Safety of navigation (report of the fifty-eighth session of the Sub-Committee)
- 13 Dangerous goods, solid cargoes and containers (urgent matters emanating from the seventeenth session of the Sub-Committee)
- 14 Technical co-operation activities relating to maritime safety and security
- 15 Capacity-building for the implementation of new measures
- 16 Formal safety assessment

- 17 Piracy and armed robbery against ships
- 18 Implementation of instruments and related matters
- 19 Work programme
- 20 Election of Chairman and Vice-Chairman for 2013
- 21 Any other business
- 22 Consideration of the report of the Committee on its ninety-first session

Notes:

1 In accordance with the Guidelines on the organization and method of work of the MSC and MEPC and their subsidiary bodies (MSC-MEPC.1/Circ.4/Rev.2):

- .1 documents should be received in the Secretariat as follows:^{*}
 - (a) documents containing proposals for new and unplanned outputs, by **24 August 2012**;
 - (b) documents (including information documents submitted in hard copy only) containing more than 6 pages of text (bulky documents), by **24 August 2012**;
 - (c) non-bulky documents (including information documents) and bulky information documents submitted in electronic format, by **21 September 2012**; and
 - (d) documents, containing 4 pages or less, commenting on those referred to in subparagraphs (a) to (c) above, by **5 October 2012** (see also paragraph 6.12.5 of the Guidelines);
- .2 for reasons of economy, documents should be submitted in single spacing, be as concise as possible and:
 - (a) all documents should include a brief summary prepared in accordance with the Guidelines;
 - (b) substantive documents should conclude with a summary of the action the Committee is invited to take; and
 - (c) information documents should conclude with a summary of the information contained therein;

^{*} In the case of:

- .1 documents exceeding the number of pages specified, the provisions of paragraph 6.12.1 of the Guidelines will apply; and
- .2 documents other than information documents, which contain more than 20 pages, will not be translated into all working languages in their entirety. Such documents should include, for translation purposes, a summary of the document not longer than four pages, with the technical content submitted as an annex in the language needed by working groups (e.g. English).

.3 the following word-processing format should be observed in order to standardize the presentation of documents:

- font: Arial;
- font size: 11;
- justification: full;
- margins: 2 cm top, 2.5 cm bottom, left and right.

In this respect a template is available on the IMODOCS website for use in the preparation of documents; and

.4 to facilitate the processing of documents, they should be accompanied by a USB flash drive preferably in Microsoft Word, where available or sent via e-mail in Microsoft Word to IMO's e-mail address info@imo.org.

2 The MSC has recommended that the provisions of the above 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, should be strictly observed.
