

SUB-COMMITTEE ON SAFETY OF
NAVIGATION
58th session
Agenda item 1

NAV 58/1
1 December 2011
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PROVISIONAL AGENDA*

**for the fifty-eighth session of the Sub-Committee
to be held from Monday, 2 to Friday, 6 July 2012
at IMO Headquarters, 4 Albert Embankment, London SE1 7SR**

Session commences at 9.30 a.m. on Monday, 2 July 2012

- Opening of the session
- 1 Adoption of the agenda
 - 2 Decisions of other IMO bodies
 - 3 Routeing of ships, ship reporting and related matters
 - 4 Amendments to the General Provisions on Ships' Routeing (resolution A.572(14), as amended)
 - 5 ITU matters, including Radiocommunication ITU-R Study Group matters
 - 6 Development of an e-navigation strategy implementation plan
 - 7 Development of policy and new symbols for AIS aids to navigation
 - 8 Casualty analysis
 - 9 Consideration of IACS unified interpretations
 - 10 Development of performance standards for inclinometers
 - 11 Biennial agenda and provisional agenda for NAV 59
 - 12 Election of Chairman and Vice-Chairman for 2013
 - 13 Any other business
 - 14 Report to the Maritime Safety Committee

* Agenda item numbers do not indicate priorities.

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):

- .1 documents should be received in the Secretariat as follows:^{*}
- (a) documents (including information documents submitted in hard copy only) containing more than 6 pages of text (bulky documents), by **30 March 2012**;
 - (b) non-bulky documents (including information documents) and bulky information documents submitted in electronic format, by **27 April 2012**; and
 - (c) documents, containing 4 pages or less, commenting on those referred to in subparagraphs (a) and (b)^{**} above, by **11 May 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 Sub-Committee is invited to take; and
 - (c) information documents should conclude with a summary of the information contained therein;
- .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

^{*} In the case of:

- .1 documents exceeding the number of pages specified, the provisions of paragraph 4.10.1 of the Guidelines will apply; and
- .2 documents other than information documents, which contain more than 20 pages, C 104 decided that they 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).

^{**} MSC 87 agreed that paragraph (c) should also apply to documents indicated in paragraph (b).

.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.

3 It should be noted that, in accordance with Circular letter No.2995 on Measures to reduce the costs of IMO meetings and meet United Nations climate neutral objectives, the distribution of meeting documents in hard copy, in advance of a meeting, will cease and hard copies of meeting documents produced in advance of meetings will no longer be available during the meetings themselves.
