

**ACTION PLAN FOR THE
TM CONVENTION CORRESPONDENCE GROUP
ESTABLISHED AT SLF 54**

1 **Purpose** This document provides the action plan for the Tonnage Measurement (TM) Convention Correspondence Group established at the 54th session of the Sub-Committee on Stability and Load Lines and on Fishing Vessels Safety (SLF 54) of the International Maritime Organization (IMO). The group's work is being conducted under the planned output "Development of provisions to ensure the integrity and uniform implementation of the 1969 TM Convention", approved by the Maritime Safety Committee (MSC) at its 89st Session (MSC 89), with a target completion year of 2014 for finalization of these provisions.

2 **Terms of Reference** As reflected in documents SLF 54/WP.1 Rev 1 and SLF 54/WP.6, the Sub-Committee agreed to establish the Correspondence Group on the development of provisions to ensure the integrity and uniform implementation of the 1969 TM Convention. The Sub-Committee instructed the group, taking into account the comments and decisions taken by the Sub-Committee and documents SLF 54/9, SLF 54/9/1, SLF 54/9/2, SLF 54/9/3, SLF 54/9/4, SLF 54/9/5, SLF 54/INF.11, MSC 89/9/5, and MSC 89/9/8, to:

- .1 review the rules and requirements of the TM Convention and associated interpretations, addressing issues raised in annex 3 to document SLF 54/9/1;
- .2 recommend and develop revised/updated interpretations of the TM Convention as described in paragraph 4.1 of annex 1 to document SLF 54/9/1, using the format described in annex 2 to the above document;
- .3 identify areas for improvement of the TM Convention, including alternate approaches, as described in paragraphs 3.1 and 3.2 of annex 1 to document SLF 54/9/1;
- .4 recommend and develop draft amendments to the TM Convention, as appropriate, including those emanating from the discussion under the terms of reference in subparagraphs .1 to .3 above; and
- .5 submit a report to SLF 55.

3 **Approach and Schedule to Complete Taskings** The work of the Correspondence Group is organized into three rounds, as described below, to be completed in accordance with the schedule in the annex.

.1 **Round 1: Identify Issues and Solutions (13 Feb 2012 - 11 May 2012)**

This round focuses on identifying issues that affect the integrity or uniform application of the measurement system of the existing TM Convention, and developing solutions that will address these issues. Participants are invited to review the rules and requirements of the TM Convention and associated interpretations (e.g., TM.5/Circ.5) and identify any issues not previously identified in other documents that are within the scope of the Correspondence Group's work. Participants will develop and submit recommended solutions to the coordinator, who will compile and post the results. The coordinator will issue a Round 1

Questionnaire, developed with input from the participants, to allow participants to evaluate the various issues and proposed solutions.

.2 Round 2: Develop Implementing Text and Figures (21 May 2012 - 17 Aug 2012)

This round focuses on developing text of amendments to, and associated interpretations of, the TM Convention to implement the proposed solutions that the group agrees to carry forward, consistent with the results of the Round 1 Questionnaires. Participants are invited to submit specific proposed changes to text for either the TM Convention or the draft Unified interpretations document to supersede TM.5/Circ.5, along with any new or revised illustrative figures. The coordinator will issue a Round 2 Questionnaire, developed with input from the participants, to allow participants to evaluate the text that is offered to address the agreed to solutions.

.3 Round 3: Draft the Report to SLF 55 (27 Aug 2012 - 21 Oct 2012)

This round focuses on drafting the Correspondence Group report to SLF 55, which will reflect the work done by the group, and include a draft Unified interpretations document and any recommended amendments to the TM Convention for consideration by the Sub-Committee.

4 Administration of the Correspondence Group The guidelines of document MSC-MEPC.1/Circ.4 apply to the work of the Correspondence Group. Per paragraph 5.32 of the annex to this document, participants are responsible for copying all other participants when providing comments, or other input, to the coordinator that is related to the work of the group. Normally, this will be done via email. A listing of participant email addresses will be maintained in a password protected document on the Correspondence Group website described in paragraph 5 below, in a form that can be readily copied and pasted into an email. To minimize unnecessary email traffic, inquiries of an administrative nature to the coordinator should, preferably, not be circulated to the entire group, unless such inquiries are of interest to the group.

5 Correspondence Group Website To facilitate the use of modern communications technology per Paragraph 5.27 of the annex to document MSC-MEPC.1/Circ.4, the coordinator has established and will be responsible for maintaining a website for use by the Correspondence Group at <http://www.uscg.mil/imo/slf/tonnagecg.asp>, which is an expansion of the website used by the Tonnage Correspondence Group established at SLF 52. Correspondence Group documents and other general information available on this website will be open to the public, along with names of participants. In balancing the need for transparency and open communication against privacy concerns, access to detailed contact information is restricted to participants through a password protected document posted on the website, with the password to be made available to all participants via the coordinator. Participant input in response to questionnaires, including recommended solutions, proposed text and comments of participants will also be posted on this website in summarized form, where appropriate, using password protected documents.



P. D. Eareckson
Coordinator,
TM Convention Correspondence Group

ANNEX**Action Plan Schedule for the
Correspondence Group Established at SLF 54**

Round	Due Date	Action	Responsible Party
-	23 Jan 2012	Issue draft Action Plan for comment.	Coordinator
-	10 Feb 2012	Provide comments on draft Action Plan.	Participants
-	13 Feb 2012	Resolve comments and issue Action Plan.	Coordinator
1	13 Feb 2012	Request review of the TM Convention and associated interpretations. Solicit recommendations to resolve concerns with identified issues. Solicit comments on draft Round 1 Questionnaires.	Coordinator
1	23 Mar 2012	Complete review of the TM Convention and associated interpretations. Recommend solutions to identified issues, and comment on draft questionnaires.	Participants
1	02 Apr 2012	Distribute Round 1 Questionnaires to evaluate the identified issues and the recommended solutions.	Coordinator
1	11 May 2012	Submit completed Round 1 Questionnaires.	Participants
-	21 May 2012	Distribute Round 1 Questionnaire results.	Coordinator
2	21 May 2012	Solicit recommended text of amendments to, and associated interpretations of, the TM Convention to implement the agreed to solutions. Solicit comments on draft Round 2 Questionnaires.	Coordinator
2	29 Jun 2012	Recommend text for TM Convention and associated interpretations, and comment on draft questionnaires.	Participants
2	09 Jul 2012	Distribute Round 2 Questionnaire to evaluate the recommended text of the TM Convention and associated interpretations.	Coordinator
2	17 Aug 2012	Submit completed Round 2 Questionnaires.	Participants
-	27 Aug 2012	Distribute Round 2 Questionnaire results.	Coordinator
3	27 Aug 2012	Distribute draft report for comment.	Coordinator
3	21 Sep 2012	Provide comments on draft report.	Participants
3	01 Oct 2012	Distribute revised draft report for comment.	Coordinator
3	26 Oct 2012	Provide comments on revised draft report.	Participants
-	09 Nov 2012	Submit report to Secretariat.	Coordinator
-	16 Nov 2012	SLF 55 bulky papers (> 6 pages) and info papers in hard copy*.	-
-	14 Dec 2012	SLF 55 non-bulky and E-info papers*.	-
-	28 Dec 2012	SLF 55 comment papers*.	-
-	18 Feb 2013	SLF 55 begins in London*.	-

* Dates based on the tentative date for SLF 55 per document SLF 54/WP.1 Rev 1. Finalized dates will be available following MSC 90, which is scheduled to meet 16-25 May 2012.