

SUB-COMMITTEE ON HUMAN ELEMENT,
TRAINING AND WATCHKEEPING
6th session
Agenda item 1

HTW 6/1/1
10 December 2018
Original: ENGLISH

ADOPTION OF THE AGENDA

Annotations to the provisional agenda¹

Note by the Secretariat

SUMMARY

Executive summary: This document provides information on actions the Sub-Committee will be invited to take on the agenda items of its sixth session

Strategic direction, if applicable: Not applicable

Output: Not applicable

Action to be taken: Paragraph 16

Related documents: HTW 6/1/Rev.1 and as specified in the text

Agenda item 1 Adoption of the agenda

HTW 6/1	Secretariat	Provisional agenda
HTW 6/1/1	Secretariat	Annotations to the provisional agenda
HTW 6/1/2	Secretariat	Arrangements for working and drafting groups at HTW 6

1 The Sub-Committee will be invited to consider and adopt its provisional agenda (HTW 6/1/Rev.1). Ad hoc working and/or drafting groups on the following subjects are envisaged to be established during the session (HTW 5/16, paragraph 13.5):

- .1 validated model training courses (agenda item 3);
- .2 guidance for the STCW Code, section B-I/2 (agenda item 5);

¹ Documents listed herein are those received, under preparation or prepared by the Secretariat by the date of the present document.

- .3 comprehensive review of the 1995 STCW-F Convention (agenda item 6); and
- .4 role of the human element (agenda item 7).

The final selection of, and arrangements for, the working/drafting groups to be established depend on the submissions received and will be advised (HTW 6/1/2) in due time before the meeting.

Agenda item 2 Decisions of other IMO bodies

HTW 6/2	Secretariat	Outcome of TCC 68, CCC 5, III 5, MEPC 73 and MSC 100
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2 The Sub-Committee will be informed of relevant decisions and actions taken by other bodies of the Organization and will be invited to take action, as appropriate, under the relevant agenda items.

Agenda item 3 Validated model training courses

HTW 6/3	Secretariat	Report on the model courses programme under the <i>Revised guidelines for the development, review and validation of model courses</i> (MSC-MEPC.2/Circ.15/Rev.1)
HTW 6/3/1	Secretariat	Report of the Review Group on the draft new model course on Basic training for masters, officers, ratings and other personnel on ships subject to the IGF Code
HTW 6/3/1/Add.1	Secretariat	Draft new model course on Basic training for masters, officers, ratings and other personnel on ships subject to the IGF Code
HTW 6/3/2	Secretariat	Report of the Review Group on the draft new model course on Advanced training for masters, officers, ratings and other personnel on ships subject to the IGF Code
HTW 6/3/2/Add.1	Secretariat	Draft new model course on Advanced training for masters, officers, ratings and other personnel on ships subject to the IGF Code
HTW 6/3/3	Secretariat	Report of the Review Group on the draft new model course on Passenger safety, cargo safety and hull integrity training
HTW 6/3/3/Add.1	Secretariat	Draft new model course on Passenger safety, cargo safety and hull integrity training

HTW 6/3/4	Secretariat	Report of the Review Group on draft revised model course 2.03 on Advanced training in fire fighting
HTW 6/3/4/Add.1	Secretariat	Draft revised model course 2.03 on Advanced training in fire fighting

3 The Sub-Committee will be provided with a report on the model courses that were validated by HTW 5, those that have been developed/revised and submitted to HTW 6 for validation and the arrangements for the validation of model courses by HTW 8, including information on the challenges faced during the process of developing and revising model courses together with possible solutions to address those challenges, as well as information on how to proceed with the revision of the joint ILO/IMO/WHO International Medical Guide for Ships (IMGS), as requested by HTW 5. In this context, the Sub-Committee will be invited to validate new and revised model courses, as agreed by HTW 5.

Agenda item 4 Reports on unlawful practices associated with certificates of competency

HTW 6/INF.2	Secretariat	Report of fraudulent certificates
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4 The Sub-Committee will be invited to note the information provided on fraudulent certificates, as reported to the Secretariat.

Agenda item 5 Guidance for STCW Code, section B-I/2

HTW 6/5	India	Report of the Correspondence Group on Amendments to Table B-I/2 of the STCW Code
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5 The Sub-Committee will be invited to consider the report of the Correspondence Group on Amendments to Table B-I/2 of the STCW Code and any relevant documents submitted to this session with a view to finalizing draft amendments to table B-I/2 of the STCW Code.

Agenda item 6 Comprehensive review of the 1995 STCW-F Convention

HTW 6/6	Japan	Report of the Correspondence Group on the Comprehensive Review of the 1995 STCW-F Convention
HTW 6/6/1	Secretariat	Legal advice in relation to the definition of "limited waters" in the context of the STCW-F Convention

6 The Sub-Committee will be invited to consider the report of the Correspondence Group on the Comprehensive Review of the 1995 STCW-F Convention; together with the legal advice by the Secretariat in relation to the definition of "limited waters" in the context of the STCW-F Convention, as requested by HTW 5 (HTW 5/16, paragraph 6.21); and any other relevant proposals relating to this output.

Agenda item 7 **Role of the human element**

8 The Sub-Committee will be invited to consider proposals to develop guidance on the application of maritime casualty cases and lessons learned to seafarers' training and education; proposals on fatigue risk management tools to be included as appendices to the *Guidelines on fatigue* (MSC.1/Circ.1598); and any other relevant documents submitted under this agenda item to this session.

Agenda item 8 **Development of amendments to the Revised guidelines for the development, review and validation of model courses (MSC-MEPC.2/Circ.15/Rev.1)**

MSC 100/17/4	China and IMLA	Proposal for a new output to amend the Revised guidelines for the development, review and validation of model courses (MSC-MEPC.2/Circ.15)
MSC 100/17/12	IMHA	Comments on document MSC 100/17/4

9 Following consideration of document MSC 100/17/4, proposing to develop an action verb taxonomy for the detailed teaching syllabus applicable to IMO model courses for inclusion in the *Revised guidelines for the development, review and validation of model courses* (MSC-MEPC.2/Circ.15/Rev.1); and document MSC 100/17/12 commenting on the proposal (MSC 100/20, paragraph 17.6 to 17.8), this output was included in the 2018-2019 biennial agenda of the Sub-Committee and the provisional agenda for HTW 6, with a target completion year of 2020.

Agenda item 9 **Development of amendments to the STCW Convention and Code for the use of electronic certificates and documents of seafarers**

MSC 100/17/7	Belarus and Russian Federation	Proposal for a new output to address the use of electronic certificates pursuant to the STCW Convention and Code
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10 Following consideration of document MSC 100/17/7 (MSC 100/20, paragraph 17.12), proposing to allow the use of electronic certificates and documents issued pursuant to the STCW Convention and Code, this output was included in the 2018-2019 biennial agenda of the Sub-Committee and the provisional agenda for HTW 6, with a target completion year of 2020.

Agenda item 10 **Biennial status report and provisional agenda for HTW 7**

11 The Sub-Committee will be invited to review its biennial status report, taking into account the progress made at the session, and to prepare the draft provisional agenda for HTW 7, in accordance with 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.5/Rev.1), for approval by MSC 102.

Agenda item 11 Election of Chair and Vice-Chair for 2020

12 In accordance with the Rules of Procedure of the Maritime Safety Committee, the Sub-Committee will be invited to elect its Chair and Vice-Chair for 2020.

Agenda item 12 Any other business

13 Following MSC 98's approval of the framework for the proposed new GISIS module related to reporting and information communication requirements under articles IV, VIII and IX of the STCW Convention, 1978, as amended, the Sub-Committee will be updated on the development of this module.

14 The Sub-Committee will also consider any matters that may be submitted by Member States or international organizations or referred to it by the committees or other sub-committees.

Agenda item 13 Report to the Maritime Safety Committee

15 The Sub-Committee will be invited to consider and adopt its draft report for submission to the Committee for approval.

Action requested of the Sub-Committee

16 The Sub-Committee is invited to consider the above information and take action, as appropriate, under the relevant agenda items.
