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<b>Document title</b>	HELCOM TG POLREP: Revised timetable and current members
<b>Code</b>	4-10-Add.1
<b>Category</b>	INF
<b>Agenda Item</b>	4 - Matters arising from the subsidiary bodies
<b>Submission date</b>	31.12.2013
<b>Submitted by</b>	Executive Secretary
<b>Reference</b>	HELCOM HOD 41/2013, Paragraph 3.50 (LD 145); HELCOM RESPONSE 18/2014, Paragraphs 10.6, 10.10-10.12

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## Background

HELCOM HOD 41/2003 approved the Terms of Reference for the Task Group to draft a HELCOM Recommendation for means of communication to be used for HELCOM POLREPs when alerting and requesting/offering assistance for pollution incidents at sea and on the shore in Baltic Sea Area (HELCOM TG POLREP).

HELCOM RESPONSE 18/2014 considered the Terms of Reference for HELCOM TG POLREP (document 10/4), including a Secretariat proposal for a new timetable.

HELCOM RESPONSE 18/2014 took note of the comments by Finland to the update on the revised timetable and current members HELCOM TG POLREP (document 10/6) and agreed that more time is needed to test the communication systems to be able to draw any conclusions from the technical point of view and that the TG should also update the Response Manual and Recommendation 33/3 as appropriate. The Meeting amended and agreed on the revised timetable for TG POLREP (document 10/4/Corr.1), as included in **Attachment 1**. The Meeting agreed that the work of TG POLREP should begin with a more in-depth demonstration of the new CECIS and SafeSeaNet and welcomed the offer of Finland to host the first TG POLREP meeting in Kotka, Finland, 27-28 March 2014.

## Action required

The Meeting is invited to:

- take note of the revised timetable (**Attachment 1**) and the list of current members (**Attachment 2**) for TG POLREP.

## Attachment 1

### HELCOM TG POLREP: Revised timetable

**TERMS OF REFERENCE FOR THE TASK GROUP TO DRAFT A HELCOM RECOMMENDATION FOR MEANS OF COMMUNICATION TO BE USED FOR HELCOM POLREPs WHEN ALERTING AND REQUESTING/OFFERING ASSISTANCE FOR POLLUTION INCIDENTS AT SEA AND ON THE SHORE IN BALTIC SEA AREA (HELCOM TG POLREP) – approved by HELCOM HOD 41/2013**

#### 1. Background

This drafting process will look into the possibility to use CECIS in HELCOM POLREP alerting and requesting/offering assistance and detail how this can be carried out in the whole Baltic Sea region in a way which improves the existing HELCOM systems.

These TORs were endorsed by RESPONSE 17/2013 and adopted by HELCOM HOD 41/2013.

#### 2. Tasks

This Task Group was established to produce, as a HELCOM RESPONSE intersessional activity, a draft HELCOM Recommendation for means of communication to be used for HELCOM POLREPs when alerting and requesting/offering assistance for pollution incidents at sea and on the shore in Baltic Sea Area.

The Task Group will submit its final product to the HELCOM RESPONSE meeting in 2015 for adoption at the HELCOM 37/2016 Meeting.

#### 3. Participation

The Task Group shall be open to the Contracting Parties and Observers of HELCOM RESPONSE.

The Task Group Members of the HELCOM Contracting Parties will be nominated by HELCOM RESPONSE Heads of Delegations, via mail to the HELCOM Secretariat. TG Members from HELCOM Observer organisations will be nominated by the HELCOM contact point of the Observer organization, via mail to the HELCOM Secretariat.

#### 4. Working procedures

The Task Group will, *mutatis mutandis*, follow the Rules of Procedure of the Helsinki Commission

The Task Group will decide internally on division of work.

The HELCOM Secretariat will function as the Secretariat to the Task Group.

The Task Group will report the outcomes of its meetings to HELCOM RESPONSE contacts and observers.

The draft Recommendation created by the group will be subject to endorsement of HELCOM RESPONSE and after this to adoption by the HELCOM Heads of Delegations.

If not otherwise decided by HELCOM HODs the Task Group will cease to exist with the adoption of a new Recommendation on notification.

#### 5. Indicative Timeline and Meetings

The Task Group will work by correspondence and through meetings according to the following indicative schedule. Meetings requiring travels indicated with grey shading.

This proposed revised schedule is subject to changes by decisions of the Task Group.

<i>Date</i>	<i>Event</i>
17-18 June 2013	Approval of ToRs at HELCOM HOD 41/2013
5-6 March 2014	Report to HELCOM 35/2014
27-28 March 2014	First Meeting of task group in Kotka hosted by Finland, with demo and discussion on new test version of regionalized CECIS and exchange of views
[by end of May April 2014]	[input to first draft of recommendation]
[June 2014]	[first draft of recommendation circulated for comments]
[December 2014]	[Second draft of recommendation]
[Spring 2015]	[Approval at HELCOM RESPONSE]
[Autumn 2015]	[Approval at HELCOM HOD]
[first week of March 2016]	[Adoption at HELCOM 37/2016]

### Topics to be considered during the work of the Task Group

Based on the national communication channels for alerting and requesting for assistance for pollution at sea and on the shore in the Baltic Sea Area, including the role of Civil Protection authorities in such communications, as well as the functioning of HELCOM POLREP, other regional (BONN, Copenhagen Agreement) POLREPs, EMSA SSN (mandatory incident reporting system for EU member states based on the Directive 2002/59) and CECIS systems come with suggestions how CECIS can be operationally implemented in the regional HELCOM framework.

Consider CECIS as the entry point of regional resources data currently included in the HELCOM Response Manual.

Draft a Recommendation and submit it for adoption by HELCOM.

Keep HELCOM HOD up to date during the process.

Test the new regional application of CECIS and come with feedback to DG ECHO on the test version.

Cooperation with BONN agreement on a joint submission to the SSN high level steering group.

**Attachment 2****HELCOM TG POLREP: Current members**

as available by 23 January 2014. Persons in square brackets are based on interest at HELCOM RESPONSE 17/2013.

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