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| Document title | HELCOM TG HNS MANUAL: Revised timetable and current members |
| Code | 4-10-Add.2 |
| Category | INF |
| Agenda Item | 4 - Matters arising from the subsidiary bodies |
| Submission date | 31.1.2014 |
| Submitted by | Executive Secretary |
| Reference | HELCOM HOD 41/2013, Paragraph 3.51 (LD 146); HELCOM RESPONSE 18/2014, Paragraphs 10.13-10.14 |

Background

HELCOM HOD 41/2013 approved the Terms of Reference for the Task Group on revising the HELCOM Response Manual Volume II (HELCOM TG HNS MANUAL).

HELCOM RESPONSE 18/2014 considered the Terms of Reference for HELCOM TG HNS MANUAL (document 10/5), including a Secretariat proposal for a new timetable.

HELCOM RESPONSE 18/2014 agreed on the revised timetable (document 5/1/Corr.1) and the work plan of TG HNS MANUAL, as included in **Attachment 1**. The Meeting noted that so far only four Contracting Parties have nominated members to TG HNS MANUAL and requested the remaining Contracting Parties to consider participating and to notify the Secretariat by 14 February 2014 (cf **Attachment 2**).

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 HNS MANUAL.

Attachment 1**HELCOM TG HNS MANUAL: Revised timetable****TERMS OF REFERENCE FOR THE TASK GROUP ON REVISING THE HELCOM RESPONSE MANUAL VOLUME II (HELCOM TG HNS MANUAL) – approved by HELCOM HOD 41/2013****1. Background**

In the Helsinki Convention Annex VII Regulation 11 (on the HELCOM Combatting Manual) the Contracting Parties agree to apply, as far as practicable, the principles and rules included in the Manual on Co-operation in Combatting Marine Pollution, detailing the regulations in the Annex, adopted by the Commission or by the Committee designated by the Commission for this purpose.

Volume II of the Manual on Co-operation in Combatting Marine Pollution, focusing on response to accidents at sea involving spills of hazardous substances and loss of packaged dangerous goods, was adopted on 1 December 2001. This document has not been revised since its adoption.

The HELCOM Response 16/2012 considered a proposal by Sweden for updating the HELCOM Response Manual, Volume II and decided that Terms of Reference for this revision work should be available by March 2013.

Accordingly, these TORs were prepared by a group consisting of Finland, Germany, Poland, and EMSA, under the lead of Sweden and supported by the Secretariat, based on initial drafting carried out during a meeting in Helsinki, Finland 22 January 2013.

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

2. Tasks

This Task Group was established to produce, as an HELCOM RESPONSE intersessional activity, a revised and updated version of the Volume II of the HELCOM Response Manual.

A major revision of the entire HELCOM Response Manual Volume II is anticipated during the course of the TG work. This work will include updating and restructuring the existing material as well as compilation and creation of new content, as needed.

The Task Group will submit its final product to the first HELCOM RESPONSE meeting in 2016.

3. Participation

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

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 group will identify a Lead Country for the Task Group after its establishment.

The Task Group will decide internally on division of work.

The Task Group will consider, as appropriate, input on Chemical Warfare Agents and other hazardous submerged objects emerging from the HELCOM SUBMERGED expert group and the EU-funded CHEMSEA project as well as recent EMSA tools including MAR-ICE and MAR-CIS.

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 revised Manual 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 revised Vol II of the HELCOM Response Manual.

5. Indicative Timeline and Meetings

The Task Group will work by correspondence and through meetings according to the following indicative schedule.

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

| <i>Date</i> | <i>Event</i> |
|--|---|
| 17-18 June 2013 | TORs adopted by HELCOM HOD |
| 21-23 January 2014 (HELCOM RESPONSE 18) | Revised timetable |
| 19 March 2014 | Kickoff Meeting of TG (Online) |
| 31 August 2014 | Completed subtask: Identification and grouping of chemicals |
| 30 December 2014 | Completed subtask: Drift, Spread & Monitoring |
| 30. March 2015 | Completed subtask: Risks (human & environmental) |
| September 2015 | Completed subtask: Response (Strategy, tools, coordination, communication) |
| Autumn 2015 | 1st compiled Draft of Revised Manual |
| Autumn 2015 - Spring 2016 | (revisions) |
| 2016 (spring?) | Approval by RESPONSE |
| 2016 (autumn?) | Adoption by HELCOM HOD |

Topics to be considered in a revised HELCOM Response Manual Vol II:

Topics one by one

Operational approach

Final draft to 1st Response meeting 2016

Definitions

General Intro

Likely Hazards encountered (tentative leads: Finland and Poland)

- Pre-defined scenarios (General description e.g. Bulk & packaged HNS different, Tankship with single substance but large quantities, containership with smaller quantities of more than one substance)
- Spills& Fire
- Groundings&Towing
- Predicting drift and spread (Chapter 2 of HELCOM Vol 2) to be included here?
- Monitoring & sampling
- Identifying threats (types of situations, properties of chemical)
- (both for the environment and humans)

Safety issues (tentative leads: Finland and Poland)

- Warnings to be issued & areas
- Protection of the responders

Operational Part (tentative leads: Germany and Sweden)

(provide References to HELCOM Manual Vol I)

Contact points, available resources and other similar need-to-know information

What you need to prepare for advance?

What do you need to consider during the accident?

What do you need to consider after the accident?

Attachment 2**HELCOM TG HNS MANUAL: Current members**

based on previous work and as available by 23 January 2014.

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