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## Background

The Ninth Meeting of the Joint HELCOM-OSPAR Task Group on Ballast Water Management Convention Exemptions (HELCOM-OSPAR TG BALLAST 9-2018) was held on 13-14 December 2018 in Gothenburg, Sweden.

Specifically, the Meeting is invited to note that HELCOM-OSPAR TG BALLAST 9-2018 considered and agreed that the two tasks from the discontinued *ad hoc* Correspondence Group on Ballast Water Management (CG Ballast), the early warning system and the generation of a list of surveyed ports, should be included in the Work Plan of TG Ballast. HELCOM-OSPAR TG BALLAST 9-2018 furthermore agreed that these tasks are already covered by the Terms of Reference for TG Ballast, and that there is consequently no need to revise the ToR for this purpose.

The Meeting may also note that HELCOM-OSPAR TG BALLAST 9-2018 further considered the proposal for adding hull fouling (recreational and commercial craft) to the Terms of Reference for the Group and that this is a matter of great importance that needs to be considered within HELCOM and OSPAR in some way. However, HELCOM-OSPAR TG BALLAST 9-2018 agreed that it may not be appropriate to amend the ToR for TG Ballast at this stage, noting, *inter alia*, challenges with the timeline for this work and recalling that the main purpose of TG Ballast is to consider exemptions under the BWM Convention.

## Action requested

The Meeting is invited to take note of the attached outcome of HELCOM-OSPAR TG BALLAST 9-2018.

**OUTCOME OF THE NINTH MEETING OF THE JOINT HELCOM/OSPAR TASK GROUP ON  
BALLAST WATER MANAGEMENT CONVENTION EXEMPTIONS  
(HELCOM/OSPAR TG BALLAST)**

**TABLE OF CONTENTS**

Introduction .....	2
Agenda Item 1 Adoption of the Agenda .....	2
Agenda Item 2 Feedback from Relevant Bodies, including HELCOM, OSPAR and IMO MEPC .....	2
Agenda Item 3 Updates to the Joint HELCOM/OSPAR Harmonised Procedure on the Granting of BMW Convention Exemptions.....	3
Agenda Item 4 Port Sampling .....	6
Agenda Item 5 On-line decision support tool .....	7
Agenda Item 6 Target Species.....	8
Agenda Item 7 Open Issues.....	8
Agenda Item 8 Any other business .....	8
Agenda Item 9 Work plan and future meetings .....	9
Agenda Item 10 Outcome of the Meeting.....	9
Annex 1 List of Participants .....	10
Annex 2 List of Documents.....	14
Annex 3 Updated Joint HELCOM/OSPAR TG Ballast Water Work Plan 2019-2020 .....	16
Annex 4 Official Contact Points for BWMC A-4 Exemptions (Missing information to be added).....	17

## OUTCOME OF THE NINTH MEETING OF THE JOINT HELCOM/OSPAR TASK GROUP ON BALLAST WATER MANAGEMENT CONVENTION EXEMPTIONS (HELCOM/OSPAR TG BALLAST)

### Introduction

0.1 The Ninth Meeting of the Joint HELCOM/OSPAR Task Group on Ballast Water Management Convention Exemptions was held on 13-14 December 2018 in Gothenburg, Sweden.

0.2 The Meeting was attended by Delegations from Denmark, Estonia, Finland, Germany, Latvia, Lithuania, the Netherlands, Poland, Spain and Sweden and by Observers from INTERFERRY, Wega and Chalmers University as well as the Chair of the OSPAR Expert Working Group for non-indigenous species attended as invited guests. Consent for publication of the list of participants and the information contained therein (**Annex 1**) was received by all participants. The list of documents is set out in **Annex 2**.

0.3 Mr Mikael Krysell, Head of the Environmental Monitoring Science Affairs Department at the Swedish Agency for Marine and Water Management, opened the meeting and welcomed the participants to Gothenburg.

0.4 The Meeting was co-chaired by Ms. Susanne Heitmüller, Germany, and Mr. Henrik Ramstedt, Sweden.

0.5 Mr. Philip Stamp, OSPAR Deputy Secretary, Mr. Markus Helavuori, HELCOM Professional Secretary and Ms. Marta Ruiz, HELCOM Secretariat, acted as Secretaries of the Meeting.

### Agenda Item 1 Adoption of the Agenda

Documents: 1-1, 1-2, 1-3

1.1 The Meeting adopted the Agenda as contained in **document 1-1** and **1-2**.

1.2 The Meeting noted the letters of the Co-Chairs on the plan of work for TG BALLAST 9-2018 (**document 1-3**), in which they propose prioritization for the following aspects:

- target species (TS) selection criteria / further guidance for the expert group updating the target species list;
- technical updates and modifications to the online decision support tool; and
- content of the new chapter 7 (see document 3-2), including an update on the SRA concept and related research results.

1.3 The Meeting noted the aim to develop a draft revised Joint Harmonised Procedure (JHP) intersessionally, based on the relevant outcomes of the present Meeting as well as previous agreements, for consideration by TG BALLAST 10-2019.

### Agenda Item 2 Feedback from Relevant Bodies, including HELCOM, OSPAR and IMO MEPC

Documents: 2-1, 2-2, 2-3, 2-4

2.1 The Meeting noted that Estonia, Latvia and Lithuania have ratified the BWM Convention since the last meeting, and that Poland's ratification process is ongoing, with an aim to accede to the Convention as soon as possible.

2.2 The Meeting took note of the Outcome of HELCOM Ministerial Meeting as contained in **document 2-1**, which includes a reference to the fruitful cooperation of HELCOM and OSPAR on ballast water issues as part of the statement by Ms. Susana Salvador, Executive Secretary of the OSPAR Commission (Annex 6 of the Outcome).

2.3 The Meeting took note of the information on the process to update the Baltic Sea Action Plan (BSAP) by 2021 as presented by the HELCOM Secretariat in **document 2-2**. The Meeting also noted that many of the HELCOM Expert Groups will be requested to contribute to the work on the BSAP update, as appropriate.

2.4 The Meeting further noted that HOD 55-2018 (4-5 December 2018) had approved the work plan for the BSAP update and also the Terms of Reference for a new interdisciplinary platform for analysing the sufficiency of measures (SOM Platform).

2.5 The Meeting noted information reported by the OSPAR Secretariat, that on the side of the OSPAR Convention a similar process is under way to develop a new strategy for the period 2020 to 2030. This will include strategic and operational objectives, and will need to include reference to work on non-indigenous species (NIS).

2.6 The Meeting took note of the extracts from HELCOM [MARITIME 18-2018](#) (25-27 September, Hamburg, Germany) which are of relevance for TG Ballast as contained in **document 2-3**.

2.7 In this context, the Meeting considered and agreed that the two tasks from the discontinued Ad Hoc Correspondence Group on Ballast Water Management (CG Ballast) discussed by MARITIME 18-2018, namely the early warning system and the generation of a list of surveyed ports, should be included in the Work Plan of TG Ballast which is to be discussed under Agenda Item 9. The Meeting furthermore agreed that these tasks are already covered by the Terms of Reference for TG Ballast, and that there is consequently no need to revise the ToR for this purpose.

2.8 The Meeting took note of a summary of the issues discussed under Agenda Item 4 on *Harmful aquatic organisms in ballast water* at the 72<sup>nd</sup> and 73<sup>rd</sup> sessions of the IMO Marine Environment Protection Committee (MEPC 72 and MEPC 73) as described in **document 2-4**. In this respect, the Meeting noted that the Ballast Water Management module in the IMO's Global Integrated Shipping Information System (GISIS) has been made available by the IMO Secretariat, and that it contains a tab to report on "Exemptions granted to ships" as well as a list of "Contact point for receipt of applications for exemptions in accordance with regulation A-4 of the BWM Convention". The Meeting noted that so far Sweden is the only country from the HELCOM-OSPAR area that has completed information in this module, and encouraged the other countries to do the same.

2.9 The Meeting recalled that the HELCOM Heads of Delegation (HOD 53-2017) had agreed that HELCOM should become a strategic partner to the GEF/UNDP/IMO GloFouling Partnerships project and to support the initiative based on the COMPLETE Project and other available resources and material including the core indicator on non-indigenous species.

### **Agenda Item 3 Updates to the Joint HELCOM/OSPAR Harmonised Procedure on the Granting of BMW Convention Exemptions**

Document: 3-1, 3-2, 3-3, 3-4, 3-5, 8-2

3.1 As a general introduction to the discussions related to the Joint HELCOM/OSPAR Harmonised Procedure on the Granting of BMW Convention Exemptions (JHP), the Meeting took note of the status report of the COMPLETE Project (Completing management options in the Baltic Sea Region to reduce risk of invasive species introduction by shipping, autumn 2017-2020) as set out in **document 8-2** and **Presentation 1**. In this context, the Meeting requested country representatives to provide information on the situation regarding national early warning systems as well as the responsible authorities for non-indigenous species monitoring to Maiju Lehtiniemi of the COMPLETE Project ([maiju.lehtiniemi@ymparisto.fi](mailto:maiju.lehtiniemi@ymparisto.fi)).

3.2 The Meeting took note of the invitation for interested parties and stakeholders who are so far not involved in the COMPLETE Project to get in contact with the lead partner (Miina Karjalainen, [miina.karjalainen@merikotka.fi](mailto:miina.karjalainen@merikotka.fi)).

3.3 The Meeting noted information from Spain, regarding the intention to establish an early warning system by the Ministry of Environment, covering also terrestrial species in addition to maritime ones.

3.4 The Meeting recognized the potential importance of inland water shipping with regard to the spread of non-indigenous species via biofouling. The Meeting noted that a study on this matter is ongoing in Germany and results could be presented to TG BALLAST 10-2019. The Meeting further noted that a questionnaire related to biofouling, including marine and inland water interactions, has been developed as part of the COMPLETE Project, to be circulated to relevant parties soon.

3.5 The Meeting also agreed that the early warning system should also take into consideration developments within the EU regarding invasive alien species.

3.6 The Meeting noted the 2011 IMO *Guidance for evaluating the 2011 Guidelines for the control and management of ships' biofouling to minimize the transfer of invasive aquatic species* (MEPC.1/Circ.811), and agreed that it is to be taken into account also by the COMPLETE Project in relation to the work on biofouling.

3.7 The Meeting noted that shipowners and relevant interest organizations will also be contacted in relation to the biofouling elements of the COMPLETE Project.

3.8 The Meeting took note of the COMPLETE Project output 3.1 "Advanced target species (TS) selection criteria" (**document 3-4** and **Presentation 2**). The proposed selection of TS is based on all pertinent prioritized and ranked values (potential to pose threat to human health, impact on economy, and environment) and on the IMO *Guidelines on risk assessment under regulation A-4 (G7)*. Transparency (expert judgments are open for public scrutiny), consistency (universal applicability of the TS selection criteria and procedure) and precautionary approach (taking into account that information on aquatic organisms ecophysiology, pathways of introduction, environmental and economic impacts is often uncertain and incomplete) are also part of the consideration.

3.9 The Meeting noted that the COMPLETE Project has identified a need to update the risk assessment algorithm based on the current scientific knowledge and agreed that such a proposal could be considered by TG Ballast intersessionally, recognizing that the algorithm is important also for the continuation of the work by the HELCOM Secretariat on updating the risk assessment tool.

3.10 The Meeting considered the possibilities of incorporating the results of the COMPLETE Project with regard to TS selection criteria in the JHP, e.g. as an annex, but also recognized the benefits of the general approach of the current JHP. The Meeting also discussed the importance of distinguishing between acceptable and non-acceptable impacts of species when considering TS selection criteria, and noted that the JHP applies the precautionary approach in this regard.

3.11 The Meeting agreed that it may be advisable to also include justification in the JHP decision support tool for why each TS has been selected to the TS list.

3.12 The Meeting welcomed the outcome of the COMPLETE Project, recognizing that it is based on the best available science and supported by consensus within the Project. The Meeting agreed that further consideration should be given to how the TS selection criteria could be amended based on this outcome.

3.13 The Meeting agreed that the Co-Chairs would take the above into account in preparing a draft revision for the JHP, considering how to adjust the TS selection criteria and possibly including the recommendations from the COMPLETE Project as an annex to the JHP. The draft revision is to be circulated intersessionally, with a view to further consideration and agreement at TG BALLAST 10-2019.

3.14 The Meeting took note of the responses to revision and review request on JHP revision needs as contained in **document 3-1**.

3.15 The Meeting took note of the compilation of proposals on items to be included in a new chapter on the final risk assessment (chapter 7) as contained in **document 3-2**.

3.16 In this context, the Meeting discussed each group of proposals as follows:

- the role of expert judgement is complicated and strict procedures involving neutral expert panels, as proposed in one of the comments set out in document 3-2, may be seen to overrule the principles set out in the JHP with regard to e.g. the prerogative of the Administrations to make the final decisions on applications for exemptions. However, the matter is important and should be addressed in the revised chapter 7 of the JHP;
- a tiered approach for risk assessment may be considered for inclusion in a revised chapter 7 of the JHP;
- additional data on non-indigenous species may be found from other sources, such as species monitoring under the Marine Strategy Framework Directive and other ongoing monitoring programmes, while due consideration should be given to verification and validation of data, especially concerning single observations;
- specific attention should be given to consideration of how to deal with human pathogens;
- case specific target species evaluation could be considered when developing chapter 7;
- natural spread should be considered;
- the same risk area concept should be considered in risk assessment. In this regard also habitat mapping is important;
- consideration should be given to other relevant publications, such as outputs from the BONUS, NSBWO and ALIENS projects;
- tasking the HELCOM or OSPAR Secretariat to maintain and publish a database of relevant scientific publications is not supported;
- historical information on shipping and species introductions needs to be considered;
- seasonal variations/climate should not be considered when conducting risk assessments, but could be relevant for TS selection;
- change of risk level (e.g. increased risk due to new species introductions) should be considered, both in relation to granting and withdrawal of exemptions, as well as part of the development of an early warning system. However, the Meeting agreed that this matter is already to a large extent covered by the JHP as well as the Guidelines (G7).

3.17 Following discussion, the Meeting considered whether any further elements should be covered by the revised JHP. In this context, the Meeting noted that administrative procedures such as handling times of applications for exemptions, duration of validity period of exemptions (possibly less than five years) and suspension of exemptions as an alternative to withdrawal of exemptions may need to be addressed.

3.18 The Meeting noted the view of INTERFERRY, with regard to the challenges related to exemptions with a short validity period, taking also into consideration that the risk assessment and exemption procedure itself would take a long time.

3.19 The Meeting welcomed the offer by the Co-Chairs to develop draft text for chapter 7 of the JHP, taking into account the above discussion related to document 3-2, for consideration at the next meeting of TG Ballast.

3.20 The Meeting took note of the information about recent Same Risk Area (SRA) activities in Denmark (**document 3-5** and **Presentation 3**). The Meeting further noted that the full report on the work done has recently been published and is available through [this link](#).

3.21 The Meeting noted that the administrative procedure for applying for exemptions based on the SRA approach, as well as consultations between countries that may be affected by the exemption, should always follow the principles set out in Guidelines (G7) as well as the JHP.

3.22 INTERFERRY informed about a shipowner intending to apply for a ballast water management exemption in the Øresund area using the SRA approach in 2019.

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3.23 The Meeting discussed the possibility of including the “Same Risk Area- concept” in JHP during its revision and confirmed that this should be considered as part of the new chapter 7, as discussed above.

3.24 The Meeting took note that the HELCOM Secretariat has been contacted by the Port administration in Gdynia to clarify the information to provide in relation to ship movements (last port of call and next port of call) in “Field data sheet 1”.

3.25 The Meeting discussed the issue and agreed that this matter needs to be clarified in the revision of the JHP. The Meeting also invited interested parties to bring any additional items that are considered unclear to the attention of the Co-Chairs, in order for them to be considered in the revision.

3.26 The Meeting took note of the checklist of elements for a recommended model for an exemption according to the JHP as contained in **document 3-3**. The Meeting supported the idea of agreeing on a checklist, rather than a template for exemptions as different administrations may have different national requirements in that regard.

3.27 In discussing the draft checklist set out in document 3-3, the Meeting noted specific comments regarding e.g. the need for indicating whether the ship in question has an International Ballast Water Management Certificate, the need to indicate donor and recipient ports (for one way exemptions), including other conditions for the exemption (duration of validity, conditions for ballast water discharge/uptake locations, precautionary measures), relevant items from the exemption application (based on appendix to Guidelines (G7)).

3.28 The Meeting welcomed the offer by the Co-Chairs to develop the checklist further for consideration by the next meeting and possible inclusion as an annex to the JHP, taking into account the comments provided above.

3.29 In concluding the discussions related to the JHP, the Meeting agreed that the Co-Chairs will prepare a draft revised JHP, based on previous agreements and also agreements by this Meeting, which will be circulated intersessionally for comments, with the aim to providing an improved draft revised JHP to TG BALLAST 10-2019 for consideration as appropriate.

#### **Agenda Item 4 Port Sampling**

Document 4-1, 4-2

4.1 The Meeting took note of the reports of the MONIS 3 project on the development of 22 species-specific eDNA-based test systems for monitoring and mapping of the occurrence of non-indigenous species in Danish marine waters (**document 4-1** and **Presentation 4**).

4.2 The Meeting discussed some of the technical procedures and challenges related to eDNA-based monitoring and encouraged interested institutions, especially in neighbouring countries, to further develop such systems and exchange information in this regard.

4.3 The Meeting took note of the presentation of an overview of the development process of the port sampling protocol, and how the data collection was carried out using port surveys (Rotterdam and Vlissingen) as presented by the Netherlands at the ICMB-X International Conference on Bio-invasions 16-18 October 2018, Puerto Madryn, Argentina (**document 4-2**).

4.4 The Meeting considered the multiple use of the Port Survey Protocol to be a process that supports the dissemination and to improvement the validity and the quality of the Protocol as a tool for the global management of aquatic alien species.

4.5 The Meeting took note of additional sampling activities in North East Atlantic and Baltic Sea ports during 2017 and 2018 or any such activities planned for 2019 as follows:

- Denmark conducted surveys in Esbjerg and Aarhus ports using the JHP protocol in 2017;
- Estonia is conducting sampling in the port of Muuga using the JHP protocol but excluding pathogens. The data will be submitted to the JHP database soon;

- Finland has recently conducted sampling in the port of Helsinki in accordance with the JHP protocol. The data will be submitted to the JHP database soon;
- Germany informed of surveys being done in Hamburg, Kiel, Cuxhaven and Jade-Weser ports in accordance with the JHP protocol, with data being submitted for inclusion in the JHP database soon. Germany will share their experiences in this regard in more detail at TG BALLAST 10-2019; and
- Poland has conducted port surveys according to the JHP protocol in its major four ports and the data will be submitted for inclusion to the JHP database in early 2019.

## **Agenda Item 5      On-line decision support tool**

### Document 5-1

5.1            The Meeting took note of the update on the improvement of the online JHP decision support tool as presented by the HELCOM Secretariat in **document 5-1** and **Presentation 5**.

5.2            The Meeting discussed the various proposals set out in document 5-1 and recognized that there may be a need to differentiate between the dataset to be included in the decision support tool and the full dataset that may be needed for a more comprehensive risk assessment. The Meeting agreed that the data gathered by the port surveys using the JHP reporting form is valuable and should not be lost.

5.3            The Meeting consequently agreed that from now on, the new form for port survey data submission as included in Annex 1 of document 5-1 should be used when submitting data to the HELCOM Secretariat for inclusion in the JHP decision support tool. In addition, the Meeting agreed that the previous form should continue to be filled in and stored in a dedicated workspace to be made available in the HELCOM Meeting Portal. The Meeting invited the HELCOM Secretariat to inform the Meeting Participants and TG Ballast nominated contact points of the details of this arrangement, when operational.

5.4            With regard to the proposal to include an additional level in the risk assessment algorithm evaluating human pathogen concentrations, the Meeting noted a comment that pathogens are not considered in risk assessments conducted by the responsible authorities in some countries, and agreed that the matter would be best to be considered as part of chapter 7 of the JHP rather than as part of the JHP algorithm in the decision support tool.

5.5            The Meeting agreed on the importance to ensure that the JHP and the decision support tool are in line with Guidelines (G7).

5.6            Following discussion, the Meeting also considered and agreed on the following proposals set out in document 5-1:

- redesigning the online user interface (moving away from Oracle APEX platform) and inclusion of GIS component as well as the display of selected map layers proposed in relation to the implementation of GIS functionalities;
- the automatic report on the outcome of the risk assessment for a particular route as included in Annex 2 of document 5-1;
- the substitution in the current species salinity tolerance range data for SALINITY\_MAX and SALINITY\_MIN and use of these values when conducting the risk assessment;
- on-going process to create a link between the online JHP decision support tool and AquaNIS database; and
- transferring the so far collected port survey data from the online JHP decision support tool to the BaltiCheck database and storing of future port survey observations in the BaltiCheck database.

**Agenda Item 6 Target Species**

No documents

6.1 Apart from the detailed discussions on target species under Agenda Item 3 above, the Meeting did not discuss any further matters related to cooperation between HELCOM and OSPAR on updating the target species lists.

**Agenda Item 7 Open Issues**

Document: 7-1

7.1 The Meeting took note of the information provided by the Netherlands on biofouling as important pathway for non-native species by recreational boating in the Dutch Delta area, the North Sea coast and the Wadden Sea as contained in **document 7-1** and **Presentation 6**.

7.2 Recalling the discussion on biofouling in relation to the COMPLETE Project under Agenda Item 3 above, the Meeting discussed the occurrence and relevance of hull-fouling as pathway for NIS and concerns regarding awareness and application of IMO guidance on this issue among recreational boat owners and harbour masters in the HELCOM and OSPAR areas.

7.3 Several of the participating countries expressed interest to also circulate the biofouling questionnaire set out in the IMO Guidance for evaluating the Biofouling Guidelines (MEPC 1/Circ.811) to relevant stakeholders, as done by the Netherlands.

7.4 The Meeting discussed the harmonization of the proposed evaluation procedure of the IMO Biofouling Guidelines MEPC.207(62) (commercial ships) and MEPC.1/Circ.792, (recreational craft) with a view to contribute to the work done in IMO's Sub-Committee on Pollution Prevention and Response (PPR), using (MEPC.1/Circ.811) as the basis.

7.5 The Meeting noted information provided by the OSPAR Secretariat on initial discussions amongst OSPAR EIHA Heads of Delegation, where one option going forward would be to have a group focusing on NIS pressures.

7.6 The Meeting considered the proposal for adding hull fouling (recreational and commercial craft) to the ToR for TG Ballast and that this is a matter of great importance that needs to be considered within HELCOM and OSPAR in some way. However, the Meeting agreed that it may not be appropriate to amend the ToR for TG Ballast at this stage, noting inter alia challenges with the timeline for this work and recalling that the main purpose of TG Ballast is to consider exemptions under the BWM Convention.

7.7 The Meeting noted the complexity of the matter, including both pleasure craft and commercial vessels, as well as regional and global (IMO) developments. The Meeting therefore agreed that a more flexible approach than amending the ToR for TG Ballast is needed, such as a biofouling workshop to which the HELCOM and OSPAR Contracting Parties would be invited, as well as the COMPLETE Project partners and other interested stakeholders.

7.8 The Meeting welcomed the offer by the Netherlands to consider organizing such a workshop in 2019 to share experiences and ideas related to biofouling management, as well as to consider harmonization of the proposed evaluation procedure of the IMO Biofouling Guidelines MEPC.207(62) using MEPC.1/Circ.811, with a view to contribute to the work done in IMO's Sub-Committee on Pollution Prevention and Response (PPR).

**Agenda Item 8 Any other business**

Documents: 8-1

8.1 The Meeting took note of the information on the ongoing Study of Ballast Water Indicative Analysis Devices Testing in Finland (**document 8-1**). The Meeting noted that the results of the study will be submitted by Finland to MEPC, as well as future meetings of HELCOM Maritime and TG Ballast.

8.2 The Meeting thanked Finland for sharing this information and encouraged other countries to do the same if similar studies have been conducted.

8.3 The Meeting noted that there is an Interreg project [Atlantic Blue Ports](#) with 20 partners conducting similar tests on a specific ballast water management system in France and Spain, and that Spain will provide further information to TG BALLAST 10-2019.

8.4 The Meeting noted information provided by the Chair of the OSPAR Expert Working Group for non-indigenous species with regard to ongoing work on establishing data flows for non-indigenous species and the potential use of the AquaNIS as the centralized database.

8.5 The Meeting took note of an invitation to participate in an international survey on "[Marine bioinvasions 2050](#)".

#### **Agenda Item 9 Work plan and future meetings**

Documents: 9-1, 9-2

9.1 The Meeting took note of the current Joint HELCOM/OSPAR TG BALLAST Work Plan (**document 9-1**).

9.2 The Meeting updated and agreed on the work plan of the Task Group for 2019-2020 as contained in **Annex 3**.

9.3 The Meeting updated the Official Contact Points for BWMC A-4 Exemptions as contained in **Annex 4**.

9.4 The Meeting updated the contact list for both HELCOM and OSPAR (**document 9-2**) and agreed that, taking into account the EU General Data Protection Regulation (GDPR, (EU) 2016/679), the List of Contacts and Observers of TG BALLAST will be published on the HELCOM Meeting Portal and OSPAR website after the meeting only upon receipt of consent for publication by all contact persons. Otherwise the list will be kept as a restricted document.

9.5 The Meeting welcomed the offer by Estonia to consider hosting the next meeting, to be held tentatively in November 2019.

9.6 The Meeting thanked Ulrik Berggreen for his contribution to this group and wished him the best for the future.

9.7 The Meeting thanked Sweden for hosting as well as the excellent arrangements.

#### **Agenda Item 10 Outcome of the Meeting**

Documents: 10-1

10.1 The Meeting adopted the draft outcome (**document 10-1**). The full outcome of the Meeting including Annexes will be finalised by the Secretariats in consultation with the Chair, and will then be made available in the HELCOM Meeting Portal and on the OSPAR website.

## Annex 1 List of Participants

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## Annex 2 List of Documents

HELCOM-OSPAR TG BALLAST 7-2016	Date dd.mm.yy	Title	Submitted by
1-1	17.10.2018	Provisional Agenda	HELCOM and OSPAR Secretariats
1-2	6.11.2018	Provisional Annotated Agenda	The Chairs and the Secretariats
1-3	27.11.2018	Co-Chairs Letter - plan of work for HELCOM/OSPAR TG BALLAST 9-2018	Co-Chairs
2-1	14.11.2018	Outcome of HELCOM Ministerial Meeting	HELCOM Secretariat
2-2	14.11.2018	Update of the Baltic Sea Action Plan (BSAP)	HELCOM Secretariat
2-3	14.11.2018	Outcomes of relevant HELCOM meetings	HELCOM Secretariat
2-4	27.11.2018	Update on MEPC outcomes	HELCOM and OSPAR Secretariats
3-1	27.11.2018	Responses to revision and review request on JHP revision needs	Co-Chairs
3-2	27.11.2018	Items for the new chapter (chapter 7) on the final risk assessment	Co-Chairs
3-3	27.11.2018	Checklist of elements for a recommended model for an exemption according to the Joint Harmonised Procedure (JHP)	Co-Chairs
3-4	28.11.2018	Target species selection criteria for risk assessment based exemptions of ballast water management requirements in the Baltic Sea	HELCOM Secretariat
3-5	29.11.2018	Note on including natural dispersal as part of Risk Assessment of Marine Invasive Species when using the joint OSPAR/HELCOM harmonized procedure for granting exemptions	Denmark
4-1	20.11.2018	Monitoring of non-indigenous species in Danish marine waters by development of species-specific eDNA-based test systems	Denmark
4-2	29.11.2018	Multiple uses of a Port Survey Protocol as a tool for alien species management	The Netherlands
5-1	27.11.2018	Update on the improvement of the online JHP decision support tool	HELCOM Secretariat
7-1	29.11.2018	OSPAR-EIHA proposal for the provisional inclusion of hull fouling issues to the ToR of the HELCOM/OSPAR TG BALLAST	The Netherlands

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8-1	27.11.2018	Information on the ongoing Study of Ballast Water Indicative Analysis Devices Testing in Finland	Finland
8-2	28.11.2018	Status report of the COMPLETE Project	HELCOM Secretariat
9-1	14.11.2018	Current Joint HELCOM/OSPAR TG Ballast Water Work Plan	HELCOM and OSPAR Secretariats
9-2	27.11.2018	Contact addresses of Joint HELCOM/OSPAR TG BALLAST	HELCOM and OSPAR Secretariats

## Annex 3 Updated Joint HELCOM/OSPAR TG Ballast Water Work Plan 2019-2020

WP	Actions from TOR	Activity	Timing	Task leader
1	Meeting organisation	Arrange meetings and documentation	TG BALLAST 10 November 2019	OSPAR Secretariat and HELCOM Secretariat
2	Overall revision	Carry out overall revision of the JHP	First formal revision proposal to be considered by TG BALLAST 10-2019	Intersessional correspondence work under lead of Co-Chairs
3	Port surveys	Port Survey Testing in the Baltic	Continuous	National Initiatives
	Port surveys	Port Survey Testing in the North East Atlantic	Continuous	National Initiatives
	Port surveys	Consider potential synergies with MSFD monitoring	Continuous	TG BALLAST and other HELCOM/OSPAR groups
	Port surveys	Generate a list of surveyed ports according to JHP protocol	Continuously	HELCOM/OSPAR Secretariats
	Port surveys	Generate a list of ports surveyed under other methods	Information to be submitted to TG Ballast meetings	CPs & HELCOM/OSPAR Secretariats
4	Target Species	Review of HELCOM target species List	Continuous	HELCOM Maritime sub-group on Baltic A-4 target species list (Maiju Lehtiniemi)
	Target Species	Review of OSPAR target species List	Continuous	OSPAR NIS Expert Group (Paul Stebbing)
	Target Species	HELCOM/OSPAR cooperation on target species list	Continuous	HELCOM Maritime sub-group on Baltic A-4 target species list (Maiju Lehtiniemi) & OSPAR NIS Expert Group (Paul Stebbing)
8	Data storage and decision support tool	Update online decision support tool	Continuous. Larger revisions according to COMPLETE timeplan.	HELCOM/OSPAR Secretariats
	Data storage and decision support tool	Early warning system	According to COMPLETE timeplan (tentatively September 2019).	HELCOM/OSPAR Secretariats
9	Outstanding issues	Elaboration of same risk area concept as part of Chapter 7 of JHP	TG BALLAST 10-2019	Belgium, Denmark, The Netherlands and Sweden
10	Terms of reference	Proposal for Terms of Reference for 2021-	By TG BALLAST 2020	Secretariats

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