1. Adoption of the agenda
   a. Nothing Significant for IFSMA (NSFI)

2. Agenda item 2 - Decisions of other IMO bodies
   a. III4/2 – Sec – Outcome of MSC 97 – Para 4.4 – Guidance to Port State Control on Hours of Rest - NSFI
   b. III4/2/Add.1 – Sec - Outcome of MSC 98 - Para 4.8 – Guidance to Port State Control on Hours of Rest - NSFI
   c. III4/2/Corr.1 – Sec – NSFI
   d. III4/2/1 – Sec – Outcome of MEPC 70 - NSFI
   e. III4/2/1/Add.1 – Sec - Outcome of MEPC 71 – NSFI
   f. III4/2/2 – Sec – outcome of PPR 4, HTW 4, NCSR 4, SSE 4 and FAL 41 - Guidance to Port State Control on Hours of Rest - NSFI
   g. III4/2/2/Add.1 – Sec – outcome of TCC 67 and C 118 - NSFI

3. Agenda item 3 – Consideration and analysis of reports on alleged inadequacy of port reception facilities (7.1.3.1)
   a. III4/2/3 – Sec - Annual enforcement reports on port reception facilities for 2016 – NSFI
   b. III4/3/1 – INTERCARGO, InterManager – Availability of adequate port reception facilities –
      i. Intermanager came in with a very robust intervention which warranted IFSMA intervention to support.
      ii. IFSMA fully supports this important paper 4/3/1 from INTERTANKO and Intermanager and in particular the forthright intervention by Intermanager. It should be remembered that it is the Shipmaster who is on the frontline and the Ship-owner's Represena when they come into port. It is these lack of facilities that is just another example that leads to the unnecessary increased workload on and pressure on the Shipmaster.
      iii. After a surprisingly long debate, mostly in support of the paper, the Chair summed up that we need to improve GSIS and how people report to GSIS. Need to encourage Nations Governments to urge Ports to improve their facilities. Ask MEPC to look at this a new output for Model Port Facilities. NSFI

4. Agenda Item 4 – Lessons learned and safety issues identified from the analysis of marine safety investigation reports (12.1.2.1) WG1 – Represented by Captain Morten Kviem (NMOA).
   a. III4/4 – UK - Report of the Correspondence Group on Casualty Analysis – A very useful Paper for IFSMA Members
   b. III 4/Inf.3 – Sec - Consolidated text of analyses carried out by the Correspondence Group on Casualty Analysis - NSFI
   c. III 4/4/1 – Sec - Review of reports of investigation into casualties – Interesting list
   d. III 4/4/2 – Sec - Outcome of HTW 4 – NSFI - possible new ways to improve the dissemination of lessons learned, with a view to establishing an effective linkage between casualty investigation and seafarers training;
   e. III 4/4/3 – IACS - Use of casualty and incident data in Formal Safety Assessment (FSA) studies – NSFI -

g. III 4/Inf.33 – CHINA - introduction on the use of typical marine casualty cases in seafarers' training and education by China MSA - NSFI

h. III 4/Inf.34 –Republic of Korea– Near-miss reporting culture and procedures – Interesting Paper

i. III 4/Inf.35 – Sec - Progress made on the GISIS-related redesigning work – NSFI
   i. The WG debriefed the on its deliberations to Plenary, but there was no significant progress to report. Suspect the WG will be required to form at III 5 to complete its work. The full report of the WG is at III4/WP.4.

5. Agenda Item 5 - Measures to harmonize port State control (PSC) activities and procedures worldwide (5.3.1.1) - NSFI on this Agenda Item – WG2

   a. III 4/5 – Sec – European Commission - Report of the correspondence group
   b. III 4/5/1 – Sec - Progress report on PSC regimes
   c. III 4/5/1 Add1 – Sec - Progress report on PSC regimes
   d. III 4/5/2 – Sec - Development of the Guidelines for port State control officers on certification of seafarers, hours of rest and manning
   e. III 4/5/3 – Sec - Equasis information system
   g. III 4/5/5 – Sec - IMO Workshop for PSC MoU/Agreement Secretaries and Database Managers
   h. III 4/5/6 – Canada - Third Joint Ministerial Conference of the Paris and Tokyo Mou on Port State Control 2016
   i. III 4/5/7 – Paris and Tokyo MOUs - Performance of flag Administrations and recognized organizations
   j. III 4/5/8 – INTERTANKO - Comments on the outcome of NCSR 4 on monitoring of ECDIS issues
      i. there are some ECDIS manufacturers that still need to upgrade their systems to incorporate Edition 4.0 of the S-52 ECDIS Presentation Library, and to carry out the necessary type approval process. The observer delegation stated that it was also evident that there are still a large number of ships using ECDIS that have not been upgraded to the current IHO Standards, and that an ECDIS using Presentation Library Edition 3.4 will continue to function and remain safe, despite possibly not being compliant with the latest ECDIS standards.
      ii. It was agreed that an III Circular would be issued advising PSCOs and Administrations on the issue and providing guidance on dealing with affected vessels until the Manufacturers had provided the required update.

   k. III 4/8/1 – Sec - List of new relevant requirements
   m. III 4/INF.4 - Paris and Tokyo MOUs - Results of the 2015 Paris and Tokyo MoUs – Concentrated Inspection Campaign (CIC) on Crew familiarization for enclosed space entry
   n. III 4/INF.5 - USA, Paris and Tokyo MOUs - Flag Administrations targeted by the United States Coast Guard, the Paris MoU and the Tokyo MoU
   o. III 4/INF.6 - Paris MoU annual report 2015
   p. III 4/INF.7 – Recent developments and PSC activities in the Black Sea MoU Region
   q. III 4/INF.8 - Black Sea MoU annual report 2016
r. III 4/INF.9 - Black Sea MoU - Results of the 2016 CIC on cargo securing arrangements
s. III 4/INF.10 - Caribbean MoU on port State control status of activities and inspections
t. III 4/INF.11 - Results of the 2016 Caribbean MoU concentrated inspection campaign (CIC) on Crew familiarization for enclosed space entry
u. III 4/INF.12 and Add.1 – Sec - List of new relevant requirements
v. III 4/INF.14 Mediterranean MoU annual report 2015
w. III 4/INF.15 - Results of the 2015 Mediterranean MoU Concentrated Inspection Campaign (CIC) on Crew Familiarization for Enclosed Space Entry
x. III 4/INF.16 - Indian Ocean MoU PSC Activities
y. III 4/INF.17 - Results of the 2015 Concentrated Inspection Campaign (CIC) on crew familiarization for enclosed space entry
z. III 4/INF.18 - Summary of Tokyo MoU activities in 2016
aa. III 4/INF.19 Tokyo MoU annual reports 2015 and 2016
bb. III 4/INF.20 Tokyo MoU PSC data for 2016
c. III 4/INF.22 - United States Coast Guard 2016 port State control report
ff. III 4/INF.26 - Report of the 2016 concentrated inspection campaign (CIC) on pilot transfer arrangements
hh. III 4/INF.28 - Flag Administrations targeted by the United States Coast Guard, Paris MoU and Tokyo MoU
ii. III 4/INF.29 - Viña del Mar Agreement annual report 2016
jj. III 4/INF.31 - Concentrated inspection campaigns report 2015
   i. NSFI

6. **Agenda Item 6** – Identified issues relating to the implementation of IMO instruments from the analysis of PSC data (12.1.2.2)
   a. No documents submitted

7. **Agenda Item 7** – Analysis of consolidated audit summary reports (2.0.2.1)
   a. III 4/7 – Sec - Methodology for the analysis of consolidated audit summary reports
   b. III 4/7/1 - China - Proposals for improving the communication of information by Member States

NSFI

8. **Agenda Item 8** – Updated Survey Guidelines under the Harmonized System of Survey and Certification (HSSC) (5.2.1.17) DG 1 Al 8/9 and 11
   a. III 4/8 - China - Report of the correspondence group
   b. III 4/8/1 – Secretariat List of new relevant requirements
   c. III 4/8/2 - Secretariat - Further development of the GISIS module on RO
   d. III 4/8/3 – IACS - Consistency of in-water survey (IWS) provisions for passenger and cargo ships
   e. III 4/8/4 - Secretariat - Reporting on the voluntary early implementation of amendments to the 1974 SOLAS Convention and related mandatory instruments
9. **Agenda Item 9** - Non-exhaustive list of obligations under instruments relevant to the IMO Instruments Implementation Code (III Code) (5.2.1.20)
   a. III 4/9 – Sec – List of provisions that could be considered for amending the non-exhaustive list of obligations under instruments relevant to the III Code
   b. III 4/8 – China – Report of the correspondence group
   c. III 4/Inf.13 and Add.1 – Sec – List of provisions that could be considered for amending the non-exhaustive list of obligations under instruments relevant to the III Code
      i. NSFI

10. **Agenda Item 10** – Unified interpretation of provisions of IMO safety, security, and environment related Conventions (1.1.2.3)
    a. No documents submitted

11. **Agenda Item 11** – Review the Model Agreement for the authorization of recognized organizations acting on behalf of the Administration (2.0.1.6)
    a. III 4/11 – China – Draft revised Model Agreement for the authorization of recognized organizations acting on behalf of the Administration
    b. III 4/11/1 – China – Policies and principles to be considered in the review of the Model Agreement for the authorization of recognized organizations acting on behalf of the Administration
    c. III 4/11/2 – China – Explanatory notes for the draft revised Model Agreement for the authorization of recognized organizations acting on behalf of the Administration
    e. III 4/Inf.23 – China – Table of comparison of the existing Model Agreement and the draft revised Model Agreement with the corresponding provisions of the RO Code
    f. III 4/Inf.36 – IACS – Text of the draft updated Model Agreement
    g. III 4/14/2 – IACS - Recognized Organization Oversight Programme (ROOP)

12. **Agenda Item 12** – Biennial agenda and provisional agenda for III 5
    a. No documents submitted

13. **Agenda Item 14** – Any other business
    a. MSC 98/22/6 - Iceland, Spain, Vanuatu, FAO and WWF - Amendments to resolution A.1078(28) on the IMO Ship Identification Number Scheme
    b. III 4/WP.3 – Sec - IMO Ship Identification Number Scheme - WG3
       i. NSFI
    c. III 4/14 - FAO, ILO and IMO Secretariats - Outcome of the third session of the Joint FAO/IMO Ad Hoc Working Group on Illegal, Unreported and Unregulated (IUU) Fishing and Related Matters and recent developments – WG 3
    d. III 4/14/1 – WWF - Comments on the outcome of the third session of the Joint FAO/IMO Ad Hoc Working Group on Illegal, Unreported and Unregulated (IUU)
e. III 4/14/4 - Cook Islands, Iceland, Spain and Vanuatu - Comments on the outcome of the third session of the Joint FAO/IMO Ad Hoc Working Group on Illegal, Unreported and Unregulated (IUU) Fishing and Related Matters

f. MEPC 70/17/6 - IMO and FAO Secretariats - Outcome of the third session of the Joint FAO/IMO Ad Hoc Working Group on Illegal, Unreported and Unregulated (IUU) Fishing and Related Matters

g. MSC 97/17/1 - IMO and FAO Secretariats - Outcome of the third session of the Joint FAO/IMO Ad Hoc Working Group on Illegal, Unreported and Unregulated (IUU) Fishing and Related Matters

h. III 4/INF.37 - WWF - Recommendations of the third session of the Joint FAO/IMO Ad Hoc Working Group on IUU Fishing and Related Matters
   i. NSFI

i. III 4/14/3 - Vanuatu, Palau and the Pacific Community - Memorandum of Understanding on Flag State Implementation for Domestic Ship in the Pacific Islands Region

j. III 4/INF.21/Rev.1 - Republic of Korea - International Forum for Small and Medium Ship Safety and the Korea Maritime Week

k. III 4/INF.30 - ICS - Shipping Industry Flag State Performance Table 2016-2017
   i. NSFI on any of the above Papers