



SUB-COMMITTEE ON STANDARDS OF
TRAINING AND WATCHKEEPING
32nd session
Agenda item 1

STW 32/1
23 June 2000
Original: ENGLISH

PROVISIONAL AGENDA

**for the thirty-second session of the Sub-Committee to be held at
IMO Headquarters, 4 Albert Embankment, London SE1 7SR
from Monday, 22 to Friday, 26 January 2001**

(Session commences at 9.30 a.m. on Monday, 22 January 2001)

Opening of the session

- 1 Adoption of the agenda
- 2 Decisions of other IMO bodies
- 3 Validation of model training courses
- 4 Training and certification of maritime pilots and revision of resolution A.485(XII)
- 5 Follow-up action to the 1995 STCW Conference
- 6 Unlawful practices associated with certificates of competency
- 7 Follow-up action to the 1995 STCW-F Conference
- 8 Casualty analysis
- 9 Development of guidance on training in the use of ECDIS
- 10 IMO Standard Marine Communication Phrases
- 11 Development of requirements for training in ballast water management
- 12 Development of guidelines for ships operating in ice-covered waters
- 13 Work programme and agenda for STW 33
- 14 Election of Chairman and Vice-Chairman for 2002
- 15 Any other business
- 16 Report to the Maritime Safety Committee

Notes:

1 In accordance with the Guidelines on the organization and method of work of the MSC and the MEPC and their subsidiary bodies (MSC/Circ.931/MEPC/Circ.366):

- .1 documents should be received in the Secretariat as follows^{*}:
 - .1 documents (including information documents) containing more than 6 pages of text (bulky documents), by 20 October 2000;
 - .2 non bulky documents (including information documents), by 17 November 2000; and
 - .3 documents commenting on those referred to in sub-paragraph .1 above containing 4 pages or less, by 1 December 2000^{**};
- .2 for reasons of economy, documents should be submitted in single spacing, be as concise as possible and:
 - .1 all documents should include a brief summary prepared in accordance with appendix 5 of the above-mentioned Guidelines;
 - .2 substantive documents should conclude with a summary of the action which the Sub-Committee is invited to take; and
 - .3 information documents should conclude with a summary of the information contained therein; and
- .3 to facilitate the processing of documents, they should be accompanied by computer diskettes, preferably in MicrosoftWord, where available, or sent via the Internet as text or in MicrosoftWord to IMO's e-mail address "info@imo.org", in which case hard copies of the documents should also be sent by mail or facsimile.

2 The MSC recommended the sub-committees to strictly observe the above provisions of the aforementioned Guidelines which, *inter alia*, provide that the Secretariat should strictly apply the rules concerning the submission of documents and not accept late submissions from Governments or delegations.

^{*} In the case of documents exceeding 50 pages, the provisions of paragraph 46.1 of the Guidelines will apply.
^{**} In these documents, the provisions of paragraph 46.5 of the Guidelines will apply.