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From:	Secretary-General of the European Commission, signed by Mr Jordi AYET PUIGARNAU, Director
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To:	Mr Uwe CORSEPIUS, Secretary-General of the Council of the European Union
No. Cion doc.:	COM(2014) 320 final ANNEXES 1 to 2
Subject:	ANNEXES to the Report from the Commission to the European Parliament and to the Council on the functioning of Directive 2010/65/EU on reporting formalities for ships arriving in and/or departing from ports of the Member States

Delegations will find attached document COM(2014) 320 final ANNEXES 1 to 2.

Encl.: COM(2014) 320 final ANNEXES 1 to 2



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Brussels, 25.6.2014
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ANNEXES 1 to 2

ANNEXES

to the

**Report from the Commission to the European Parliament and to the Council
on the functioning of Directive 2010/65/EU on reporting formalities for ships arriving in
and/or departing from ports of the Member States**

ANNEX I: the functioning of the eMS group

In order to discuss specific topics and formalities with the different administrative authorities, the eMS group created eight dedicated subgroups:

- (1) General Maritime sub-group: notification prior to entry into ports, notification of dangerous and polluting goods, FAL form 1 (general declaration) and FAL form 7 (dangerous goods manifest)
- (2) Customs sub-group: entry summary declaration, FAL form 2 (cargo declaration), FAL form 3 (ships store's declaration) and FAL form 4 (crews effects declaration)
- (3) Waste sub-group: notification of waste and residues
- (4) Security sub-group: notification of security information
- (5) Health sub-group: maritime declaration of health
- (6) Border control sub-group: border checks on persons, FAL form 5 (crew list) and FAL form 6 (passenger list)
- (7) Data mapping and functionalities sub-group
- (8) Single Window and Data flow definition sub-group

The eMS group and the sub-groups gather respectively the national coordinators for the implementation of the Directive and national authorities, like transport, customs, health or border control authorities, depending on the specific data they use.

There is an important involvement of the European Maritime Safety Agency (EMSA), who supports the Commission and the Member States with the development of functional and technical specifications, and manages a demonstrator project.

Commission expert groups, like e.g. the SafeSeaNet High Level Steering Group¹ and the Electronic Customs Group², are informed and consulted respectively on data exchange and customs-related information.

¹ Commission Decision 2009/584/EC of 31 July 2009 (OJ L 201/63 of 1.8.2009) establishing the High Level Steering Group on SafeSaeNet comprising of all EU Member States and the Commission

² The Electronic Customs Group is a Commission expert group concerned with the policy implementation of the electronic customs strategy.

ANNEX II: roadmap

(1) Phase 1: Development of Functional specifications

The functional specifications describe what is needed by the stakeholders (authorities and industry) and the processes as well as requested properties of data submitted and shared. Specifications will help to avoid duplication and inconsistencies, and will allow for more accurate estimates of necessary work and resources. They will provide a precise idea of the problems to be solved so that the system architects can efficiently design the system and estimate the cost of design alternatives. Furthermore, the specifications will provide guidance to testers for verification of each technical requirement.

The functional specifications contain the following elements: single window and data flow definition, business rules for each reporting formality, harmonisation of business rules and a map of the data set.

(2) Phase 2: Development of Technical specifications

The technical specifications define the interface between the single window and related network connections including the system architecture, interfaces and performance requirements.

They include guidelines for the interface between the shipping industry and the single window, as well as the single window and the SafeSeaNet system, mandatory functionalities of the single window including the data quality and the management of the access rights, user authentication, commissioning test plans and a ship information repository.

Together, the functional and technical specifications form the implementation guidelines. The National Single Window guidelines provide a definition of the minimum required functionalities that the national single window shall support. They also provide a definition of functionalities that may be implemented by Member States depending on their national legislative provisions. Minimum requirements are qualified as mandatory in the guidelines; others are optional.

(3) Phase 3: Technical implementation

During this phase, the national and central systems have to be implemented by Member States and EMSA following the functional and technical specifications agreed upon in phase 1 and 2.

(4) Phase 4: Testing

In the testing phase functional and non-functional tests will be performed. Functional testing will verify actions of functions specified in the functional specifications. Functional tests tend to answer questions like "can the user do this" and "does this particular feature work". Non-functional testing refers to aspects such as scalability or other performance, behaviour under certain constraints or security.

(5) Phase 5: Initial operational phase

During this final phase, the national implementation will be reviewed against legal and technical requirements.