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## **Second Intersessional Meeting of the Working Group on Energy Efficiency Measures for Ships (EE-WG 2) London, 9 – 13 januar 2012**

Til orientering vedlegges kopi av IMO Circular letter No. 3217, inkl. EE-WG 2/1 Provisional Agenda av 29. juli 2011.

Vennligst meld endelig tilbake innen fredag 23. desember hvem som ønskes å representere Deres organisasjon/institusjon i den norske delegasjonen til møtet.

Vi ber om at hver enkelt deltaker fyller ut vedlagte skjema "Pre-registration form", og returnerer dette til direktoratet samtidig som tilbakemelding om deltakelse i norsk delegasjon gis. Skjemaet kan fås elektronisk ved henvendelse til Bjørg Rossebø ([bjr@sjofartsdir.no](mailto:bjr@sjofartsdir.no))

Når det gjelder selve skjemaet kan følgende bemerkes:

Skjema inneholder to hoveddeler. Permanent Contact information (optional), med utfyllende arbeidsadresse, e-post etc., behøver ikke fylles ut. Det kan imidlertid være hensiktsmessig å gjøre det.


Den øverste delen skal fylles ut for alle deltakere. Når det gjelder rubrikken *Delegation* skal det bare stå NORWAY. For rubrikken *Attendee Status* skal delegasjonsformannen krysse av som Representative. Deltakere fra departementer, direktorater og andre offentlige etater skal normalt krysse av for Alternate. Deltakere fra organisasjoner, private firma og lignende, krysser av som Adviser. Observer nyttes normalt bare av observatørdelegasjoner, og vil derfor ikke ha relevans for oss.

Når det gjelder rubrikken *Preferred adress during meeting* fyller man ut med den planlagt benyttede adresse selv om dette ikke er endelig avklart ved utfylling av skjema.

De organisasjoner/institusjoner som ønsker å sende representanter til møtet må selv dekke utgiftene for disse.

For ordens skyld gjør vi oppmerksom på at dersom et stort antall interessenter ønsker å delta i delegasjonen, må Sjøfartsdirektoratet begrense antallet ut ifra emner der det er størst behov for rådgivere.

Med hilsen



Olav Akselsen  
sjøfartsdirektør



Einar Arnesen  
seniorrådgiver

Vedlegg

# Adresseliste

## EE-WG

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Circular letter No.3217  
29 July 2011

To: All IMO Members and Associate Members  
United Nations and Specialized Agencies  
Intergovernmental Organizations  
Non-Governmental Organizations in Consultative Status with IMO

Subject: **Second Intersessional Meeting of the Working Group on Energy Efficiency Measures for Ships (EE-WG 2) (9 to 13 January 2012)**

1 Pursuant to the decisions of the Marine Environment Protection Committee, at its sixty-second session, and subject to approval by the Council, the Secretary-General has the honour to invite representation at the second Intersessional Meeting of the Working Group on Energy Efficiency Measures for Ships (EE-WG 2), to be held at IMO Headquarters, 4 Albert Embankment, London SE1 7SR, United Kingdom. The intersessional meeting will commence at 9.30 a.m. on Monday, 9 January 2012 and is expected to end on Friday, 13 January 2012. It may be noted that the holding of this intersessional meeting is subject to confirmation by Council (C/ES.26) on 17 and 18 November 2011.

2 The meeting will be conducted in English without interpretation. The terms of reference as approved by MEPC 62 (MEPC 62/24, annex 10) and the provisional agenda for the intersessional meeting are attached hereto. An annotated agenda will follow in due course.

3 The Secretary-General would appreciate being informed, in due course, of the names of representatives, alternates, advisors and observers, as appropriate, intending to participate in the forthcoming intersessional meeting.

#### **Submission of documents**

4 Documentation will be distributed as and when received by the Secretariat. Participants are invited to note that the meeting documentation will be in English only and, in order for any documents to be circulated in time for consideration at the session, they should be received by the Secretariat not later than Friday, 2 December 2011.

#### **Security at IMO meetings**

5 With reference to Circular letter No.2692 of 20 January 2006 concerning security at IMO meetings, all delegates are required to carry a specially-issued pass to gain access to IMO meetings.

6 All delegates will be required, on first arrival at an IMO meeting, to show proof of identity, e.g., their passport or identity card.

**TERMS OF REFERENCE FOR THE INTERSESSIONAL WORKING GROUP ON ENERGY  
EFFICIENCY MEASURES FOR SHIPS**

The second Intersessional Meeting of the Working Group on Energy Efficiency Measures for Ships (EE-WG 2) is instructed, taking into account all relevant documents, to:

- .1 further improve the following Guidelines, with a view to finalization at MEPC 63:
  - .1 draft Guidelines on the method of calculation of the Energy Efficiency Design Index (EEDI) for new ships;
  - .2 draft Guidelines for the development of a Ship Energy Efficiency Management Plan (SEEMP);
  - .3 draft Guidelines on Survey and Certification of the EEDI;
  - .4 draft interim Guidelines for determining minimum propulsion power and speed to enable safe manoeuvring in adverse weather conditions;
- .2 consider developing EEDI frameworks for other ship types and propulsion systems not covered by the draft Guidelines on the method of calculation of the Energy Efficiency Design Index (EEDI) for new ships;
- .3 identify the necessity of other Guidelines or supporting documents for technical and operational measures;
- .4 consider EEDI for larger size segments of tankers and bulk carriers;
- .5 consider improvement of guidelines on Ships Energy Efficiency Operational Indicator (EEOI) (MEPC.1/Circ.684); and
- .6 submit a written report to MEPC 63.

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INTERSESSIONAL MEETING OF THE  
WORKING GROUP ON ENERGY  
EFFICIENCY MEASURES FOR SHIPS  
2nd session  
Agenda item 1

EE-WG 2/1  
29 July 2011  
ENGLISH ONLY

**PROVISIONAL AGENDA**

**for the second Intersessional Meeting of the Working Group  
on Energy Efficiency Measures for Ships  
to be held at IMO Headquarters, 4 Albert Embankment, London SE1 7SR  
from Monday, 9 January to Friday, 13 January 2012**

**Session commences at 9.30 a.m. on Monday, 9 January 2012**

Opening of the session

- 1 Adoption of the agenda
- 2 Further improvement of Guidelines:
  - .1 on the method of calculation of the EEDI for new ships
  - .2 for the development of a SEEMP
  - .3 on Survey and Certification of the EEDI
  - .4 for determining minimum propulsion power and speed to enable safe manoeuvring in adverse weather conditions
- 3 EEDI requirements for large tankers and bulk carriers
- 4 EEDI frameworks for ships not covered by the current EEDI
- 5 Other Guidelines or supporting documents for technical and operational measures
- 6 Energy Efficiency Operational Indicator (EEOI)
- 7 Any other business
- 8 Consideration of the report to MEPC 63

Closing of the session

**Note:** All documents for the intersessional meeting should be submitted electronically to IMO's e-mail address (i.e. [info@imo.org](mailto:info@imo.org)) and should reach the IMO Secretariat not later than **Friday, 2 December 2011**, so that they can be processed and distributed in time for the meeting.

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## PROCEDURES GOVERNING THE SUPPORT BY IMO OF VISA APPLICATIONS

Delegates invited by the Organization, and who require United Kingdom entry visas, should, in the first instance, apply for a visa at the nearest British Consulate or Embassy and obtain reference numbers. The necessary documentation (such as copy of the IMO programme of meetings (usually issued during December/January each year); the original and relevant IMO official letter of invitation (usually issued some six months prior to the time the meeting is to convene at IMO); copy of the completed IMO Pre-Registration Form; nomination letter and note verbale from the Ministry of Foreign Affairs) must accompany such visa applications.

Delegates must be nominated by the Ministry of Transport (or any other competent Ministry) or the National Maritime Administration. The nomination letter should be taken to the Ministry of Foreign Affairs to prepare a note verbale to the British Embassy/High Commission.

If, upon following the above procedures, the delegates still have visa problems, then either the Ministry of Foreign Affairs, Ministry of Transport or the National Maritime Administration should communicate, on letterhead, the following details to the Head, Human Resources Services of IMO, requesting visa assistance and communicating the reasons, given by the British Embassy/High Commission, why visas have been refused or may be refused.

- i First Name:  
Surname:  
Profession:  
Date of birth:  
Place of birth:  
Type of passport:  
Passport No:  
Place of issue:  
Date of issue:  
Valid until:  
Visa reference number:  
Date and place of visa application:
- ii Purpose of visit:
- iii Duration of anticipated stay in the United Kingdom:

This exercise must be undertaken **at least six weeks** before the date on which the meeting is to take place to enable the Organization to support the visa application accordingly and the visa to be issued in good time\*.

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\* Request for visa assistance should be sent to IMO by fax at (+44(0)20 7587 3210) or by e-mail at: [visa@imo.org](mailto:visa@imo.org).