



International Users Group of ISPO-certified organizations

MINUTES OF THE MEETING OF ASSOCIATES

Location: Stamford Plaza hotel, Brisbane

Date: Thursday, October 18th, 2018

Present during the meeting:

Board:

mr. J.W. Bentinck (Willem)
mr. K.M. Duncan (Kurt)
mr. B.A.L. Dockx (Bruno)
mr. T.S. de Groot (Tjitte)
mr. C.C. Kline (Chris)
mr. K.A. McLean (Keith)
mr. L. Al-Murtaji (Lafi)

Netherlands - Amsterdam-IJmond (chairman)
Trinidad & Tobago (vice-chairman)
Belgium - Antwerp-Brabo (secretary)
Netherlands - Rotterdam-Rijnmond (treasurer)
Australia – Brisbane (member)
Scotland – Edinburgh (member)
Kuwait – KOC (member)

mr. A. Leemborg (Hans)

Netherlands - IUG (IUG administrator)

Associates:

000 - NLC/NLBV

001 - Rotterdam-Rijnmond
002 – Brabo Antwerp

003 – Amsterdam-IJmond
004 – Varna Pilots
005 – Noord-Eemshaven
006 – Forth Pilots
007 – Trinidad Tobago
008 – Liverpool

009 – Brisbane

010 – Port Hedland

mr. Joost Mulder
ms. Slivia Linssen
mr. Martijn Drenth
mr. Diederik Cogghe
mr. Ronny Detienne
mr. Johan van der Laan
ms. Mariya Todorova Mihaylova
mr. Bert Oldenbeuving
mr. Tim Wingate
ms. Gillian Simon
mr. Matt Easton
mr. Nev Dring
mr. Andrew Cambridge
mr. Geoffrey Dawson
mr. Chris Gallagher
mr. Rod Mathers
mr. Ross Nichols
mr. Steven Jukes
mr. Cade Richardson
mr. Rob Crozier
ms. Jennifer Robertson
ms. Tuula Malie
mrs. Robyn Kinman
ms. Kerrie Quine
mr. Mick Wall



MINUTES OF THE MEETING OF ASSOCIATES

013 – Scheldemonden
014 – Kuwait

016 – Port of Cork
017 – Palma de Mallorca

020 – Woodside Energy Ltd

mr. Edwin Schoon
mr. Osama Bujarrah
mr. Yaqoud Al Wazzan
mr. Aidin Fleming
mr. Pere Marroig Sancho
mr. José Pérez Lorente
mr. David Kenny
mr. Eric Barron

Observers:

Australia - Bunbury
Mid West

Fremantle Pilots

Armidale
Port Authority NSW

mr. Craig Rogers
ms. Sally Anderson
mr. Shannon Nicholson
mr. Stuart Proctor
mr. Stuart Davey
mr. Gerrut-Jan Hulsebos
mr. Adam Roberts

Danmark- Danish Pilots

mr. Soren Westerkov
mr. Hanne Hinrichsen
mr. Anders Thomsen
ms. Anne Jorgensen

Oman - Sohar

mr. Jacob Bac
mr. Rodger Ebelthite

Korea – Korea Maritime Pilots Association

mr. Steve Kim
mr. Weul Koo Kang

Greenland – Greenland Pilots

mr. Peer Boje Brandenburg
mr. Jakob Nordstrom

Not present during the meeting:

Associates:

011 - DİTAŞ Deniz İşletmeciliği ve Tankerciliği A.Ş
012 – Port of Tyne
015 – Abu Dhabi Marine Services LCC Safeen
018 – DP World Dubai
019 – ADNOC Logistics & Services

Chairman of the meeting:
Mr. Willem Bentinck

Minutes secretary:
Mr. Hans Leemborg



MINUTES OF THE MEETING OF ASSOCIATES

1. Welcome/opening.

Chairman opens the meeting at 13:30 and welcomes everybody especially the observers. We hope that the interested pilot organizations will get a good view of what the IUG stands for and hopefully they will go for ISPO certification and become a member of the IUG. The observers do not have the right to vote.

The chairman gives a small evaluation of the conference here in Brisbane. He thanks the associates and speakers. He appreciates the effort of everyone present here.

2. Announcements from the board.

The chairman summarizes the highlights of the meeting at Rotterdam last year. The translation of the code in the Spanish language, policy membership fee, guideline financial support, appointment of Capt. Tjitte de Groot as treasurer, appointment of Capt. Hans Leemborg as administrator and strategic plan.

Since the last meeting we have two new pilot organizations ISPO-certified, Adnoc Logistics & Services (former Irshad) and Woodside Energy Ltd. Welcome. Total members 918.

Greenland pilots are currently working on ISPO certification and are expected to be certified in 2019. The Danish Pilots will start in spring of 2019 with the certification process.

In October 2017 the chairman gives a presentation ISPO at the congress in Izmir.

The DNV Rules for Pilot Organisations has been discontinued. Hong Kong is the only certified pilot organisation according to these Rules and will remain certified, but we hope they will switch to ISPO at one time.

A request for recognition of Tasneef, an inland classification Society in Dubai, as ISPO certification society was declined. They did not meet the requirements in Part C, art. 2.4.

A request of Lloyds and Bureau Veritas on behalf of DP World Dubai to certify the Main Head Office together with the two other terminals in Cyprus and Mozambique to audit the terminals in Cyprus and Mozambique once in the five years. This request was declined due to the fact that Cyprus and Mozambique have different legislation.

3. Minutes of the IUG meeting in Rotterdam June 22nd, 2017.

No written comments have been received and no comments were made during the meeting. The minutes have been adopted.

4. Financial Statements.

• Financial Report 2017

The treasurer explains the figures. The equity is above the minimum threshold. The overall result is more than budgeted due to lower costs of the conference in Rotterdam. For 2018, the figures remain so far within the budget.

Both internal financial auditors, Aidan Fleming and Edwin Schoon, have gone through the figures of the Financial Report 2017. The reports of the auditors were sent to all members. The auditors propose the Board to be discharged in respect of the management carried out and advises the members to approve the Financial report 2017.

There are no comments and the Financial Report 2017 has been adopted.



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- Budget 2019 & Membership Fee

The treasurer explains the figures. The membership fee income is higher than 2018, the travel and accommodation is lower because of the conference in Palma. Palma has indicated they will request not more than €10.000 as financial support of their conference. The total result will be €1.180.

There are no comments and the budget 2019 has been adopted

5. New financial auditor.

Capt. Edwin Schoon is not eligible for re-election and stepping down. The chairman thanks Edwin for his commitment and ask for a new candidate as financial auditor. Capt. Tim Wingate was asked as Edwin's successor. He accepts to be the new financial auditor.

Capt. Tim Wingate is appointed as the new financial auditor.

6. Election Board member / Composition of IUG Board

The term of Capt. Bruno Dockx as a member of the Board is at the end, but the IUG is pleased he has indicated to go on for another term as Board member. He gives the meeting an explanation about his motivation for another term as a Board member.

Capt. Bruno Dockx is appointed as Board member and remains as secretary of the IUG.

In 2019, Kurt will no longer be eligible for a new term as a member of the IUG Board. We have to look for new candidates.

7. Amendment Internal Regulations

The proposal to add a new article into the Internal Regulation regarding termination IUG after a question of one of the associates when the membership IUG can be terminated. The original text was:

Article 10.

Termination of membership

The board may terminate IUG membership if an associate violates the ISPO code, the articles of association, the internal regulations, the associate agreement, other IUG regulations and/or resolutions, or acts in such a way that the IUG would be unreasonably prejudiced.

The Board has amend the article with the yellow marked text because they want to have an advice of the associate but the Board will always take the final decision.

Article 10.

Termination of membership

The board may on the advice of the associates terminate IUG membership if an associate violates the ISPO code, the articles of association, the internal regulations, the associate agreement, other IUG regulations and/or resolutions, or acts in such a way that the IUG would be unreasonably prejudiced.

The article with the marked text is put to the vote and adopted unanimously.



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8. Strategic plan

- Audit check qualifications classification societies and auditors

According to the strategic plan the IUG has to hold every three years a compliance check on the classification societies and auditors if they meet the requirements in Part C, art. 2.4. This has been carried out by asking the three classification societies for a confirmation of IACS membership and to send the cv's of the used auditors to check if they meet the requirements in Part C, art 2.4.4.

DNVGL and Bureau Veritas has given the information without any questions. The certificates issued by these two societies are signed by the lead auditor and therefore controllable by IUG.

Lloyds let us know they have problems finding auditors who fully comply with the requirements. This mainly concerns the requirement of having a STCW certificate, see Part C, art. 2.4.4 It will increase the costs of ISPO certification if they can only use the six auditors recognized by IUG. Lloyds proposes if they can't use one of the six auditors to send a letter to the IUG with the CV of the auditor they want to deploy. The IUG can decide if the auditor can carry out the certification audit.

In the discussion that followed, it became clear that an auditor with a maritime background should certainly be used for the ISPO certification. The Board will consider an answer to Lloyds concerning their problem. They think about using external auditors who meet our requirements.

- Feasibility of auditing compliance with rules, regulations and ISPO Part C

The discussion is about are we complying with Part C. The idea was to look if it is possible to certify the IUG to ISO or ISPO. This is very complicated and therefore the Board has decide to ask the independent internal auditor of the Dutch Pilot Organization to do an audit charter.

9. GDPR (General Data Protection Regulation)

The administrator demonstrates the website with the added privacy policy and cookie statement. You can read what we do with all the data known by the IUG. We are complying with the new legislation.

10. Composition of IUG Working Group.

Mariya Todorova Mihaylova	Varna Pilots, Bulgaria
Bruno Dockx	Brabo Antwerp, Belgium
Silvia Linssen	Dutch Pilot organization
Chris Kline	Brisbane, Australia
Lennox Bailey	Trinidad & Tobago
Tim Wingate	Forth Pilots
Hans Leemborg	Administrator

There is nobody who wants to step out or join the group.

11. Promotional activities.

The conference can be regarded as a promotional activity and is very important. It is always difficult to measure the spin-off of such an ISPO conference but keep in mind that ISPO conferences will interest more pilot organizations to get ISPO certified.

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We will ask the speakers if it is possible to share their presentations on the website.

12. Location of 2019 (Palma de Mallorca) and 2020 (to be decided) IUG meeting.

The location for the conference in 2018 is Palma de Mallorca, the dates are September 11th and 12th. The location will be Melia Marina Palma. They are looking for more sponsors and speakers for the conference.

Port of Cork indicates they want to organize the conference in 2021. So, we still looking for a location in 2020.

13. Any other business.

During the conference several presentations were held regarding risk management. In the discussion it become clear it may be necessary to review chapter 11 of the code. There is a different approach between countries, but overall the code provides sufficient room for each pilot organization to look which vision best suits the organization.

14. Closing.

Chairman closes the meeting at 15:10.