

THE ROYAL INSTITUTION OF NAVAL ARCHITECTS

IMO COMMITTEE A Standing Committee of the Council

CONSTITUTION AND TERMS OF REFERENCE (March 2014)

INTRODUCTION

1. The IMO Committee is a Standing Committee responsible to the Council for all matters relating to the Institution's work and responsibilities as a Non-Governmental Organisation (NGO) with Consultative Status at the International Maritime Organisation (IMO).
2. The membership will comprise members of RINA holding the level of expertise necessary to supply technical input at the IMO meetings. Individuals holding specific technical expertise may be appointed as ex officio members, either as full time members or for a specified period of time, e.g. a specific IMO meeting.
3. The Chairman and Vice-Chairman will be appointed by Council, on the recommendation of the IMO Committee, and their appointments confirmed annually.
4. Membership of the IMO Committee shall be by the invitation of the Chairman, in consultation with other members of the IMO Committee.
5. The Chairman will be an ex-officio member of the Council.
6. The Chairman will be an ex-officio member of the Safety Committee and will be responsible for ensuring that, on relevant IMO issues, there is good liaison with the Chairman of the Safety Committee.

PURPOSE

7. The purpose of the IMO Committee is to represent the Institution in its capacity as a Non-Governmental Organisation with Consultative Status at the IMO.

TERMS OF REFERENCE

8. To identify and monitor matters of relevance to naval architecture to be discussed by IMO committees, sub-committees, working groups and correspondence groups by regular attendance at IMO meetings.
9. To study and debate IMO-related material, providing input to IMO on behalf of the Naval Architecture Group and by informal networking of those interested in IMO matters; and to pass relevant papers to the Group for comment. (It is anticipated that the IMO Committee will restrict such matters to a limited number of issues, commensurate with the limited resources available, both from members of the Institution and the Group).

10. To represent the consensus view on matters raised by the IMO Committee, or members of the Naval Architecture Group, in the relevant IMO committee, sub-committee, working group and correspondence group.

11. The Chairman or the Vice Chairman is to approve the attendance of all persons at IMO Meetings as part of the RINA delegation.

12. A leader of delegation will be appointed for all attended IMO meetings, who is responsible for ensuring a report is made of the meeting. Any interventions made in IMO committees, sub-committee's and working groups are to be recorded in the report of that meeting.

13. To advise the RINA standing committees and the Naval Architecture Group of any areas of concern or specific interest to the naval architectural profession.

14. To develop, co-ordinate and refine all submissions made by the Institution to the IMO.

15. To maintain a list of specialists of members having in-depth expertise in topics being considered by the IMO, who are able to advise the IMO Committee as requested.

16. To make statements on behalf of the Institution to external authorities on matters relating to its activities at IMO, seeking approval of Council where considered appropriate. Such statements will normally be made by the Chairman or vice-Chairman.

17. The IMO Committee will take all reasonable measures to mitigate the risk to the status and standing of the Institution by its activities at the IMO, taking full account of the Risk Register.

ADMINISTRATION

18. The Director of Professional Affairs will act as Secretary to the IMO Committee which will meet at least three times a year.

19. All correspondence with the IMO Committee and the Naval Architecture Group will be by email or the Internet. All correspondence with the Naval Architecture Group will be co-ordinated by the Secretary of the committee.

20. IMO documents that are not in the public domain (such as working papers issued at IMO meetings) need careful control in their distribution. The Chairman or vice-Chairman are to be advised of any such distribution.