



SUB-COMMITTEE ON  
RADIOCOMMUNICATIONS AND  
SEARCH AND RESCUE  
10th session  
Agenda item 1

COMSAR 10/1  
27 June 2005  
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## PROVISIONAL AGENDA

**for the tenth session of the Sub-Committee  
to be held at IMO Headquarters, 4 Albert Embankment,  
London SE1 7SR, from Monday, 6 to Friday, 10 March 2006\***

**(Session commences at 9.30 a.m. on Monday, 6 March 2006)**

- Opening of the session
- 1 Adoption of the agenda
- 2 Decisions of other IMO bodies
- 3 Global Maritime Distress and Safety System (GMDSS)
  - .1 matters relating to the GMDSS Master Plan
  - .2 operational and technical co-ordination provisions of maritime safety information (MSI) services, including review of the related documents
- 4 ITU maritime radiocommunication matters
  - .1 Radiocommunication ITU-R Study Group 8 matters
  - .2 ITU World Radiocommunication Conference matters
- 5 Satellite services (Inmarsat and COSPAS-SARSAT)
- 6 Matters concerning search and rescue, including those related to the 1979 SAR Conference and the implementation of the GMDSS
  - .1 harmonization of aeronautical and maritime search and rescue procedures, including SAR training matters

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\* Subject to relevant decisions of A 24.

- .2 plan for the provision of maritime SAR services, including procedures for routing distress information in the GMDSS
- .3 medical assistance in SAR services
- 7 Developments in maritime radiocommunication systems and technology
- 8 Revision of the IAMSAR Manual
- 9 Review of the SPS Code
- 10 Measures to enhance maritime security
- 11 Passenger ship safety
- 12 Revision of the performance standards for SART
- 13 Work programme and agenda for COMSAR 11
- 14 Election of Chairman and Vice-Chairman for 2007
- 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.1099 - MEPC/Circ.405):

- .1 documents should be received in the Secretariat as follows:
  - (a) documents (including information documents) containing more than 6 pages of text (bulky documents), by 2 December 2005. As a general rule, documents, other than information documents, should not contain more than 50 pages. In the case of reports from working, drafting and correspondence groups and in other exceptional circumstances, this number of pages may be exceeded, provided that the aforementioned deadline is put back by one week for every 20 pages exceeding 50 pages;
  - (b) non bulky documents (including information documents), by 30 December 2005; and
  - (c) documents commenting on those referred to in subparagraph (a) above containing 4 pages or less, by 13 January 2006. These documents should start with a paragraph clearly indicating the document on which comments are made and stating that the document is submitted in accordance with the provisions of paragraph 4.10.5 of the aforementioned Guidelines;

- .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 paragraph 4.1 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;
- .3 the following word-processing format should be observed in order to standardize the presentation of documents:
  - font: Times New Roman;
  - font size: 12;
  - justification: full;
  - margins (inches) 1 inch left, 0.75 inch right, 0.5 inch top and bottom; and
  - margins (centimetres): 2.54 cm left, 1.91 cm right, 1.27 cm top and bottom.

In this respect, a generic template entitled "Instruction on document presentation" is available on the IMODOCS website for use in the preparation of documents; and

- .4 to facilitate the processing of documents, they should be accompanied by computer diskettes, preferably in Microsoft Word, or sent via e-mail in Microsoft Word 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.

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