



INTERNATIONAL
OIL POLLUTION
COMPENSATION
FUNDS 1971 AND
1992

EXECUTIVE COMMITTEE
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Agenda item 4

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71FUND/EXC.61/11

ANY OTHER BUSINESS

IMPLEMENTATION OF ORGANISATIONAL CHANGES WITHIN THE SECRETARIAT

Note by the Director

Summary:	Suitable alternative premises for the Funds are being sought. An improved electronic mail system is being introduced. Increased activities in the field of information and public relations continue. Developments regarding translation services are also reported.
Action to be taken:	Information to be noted.

1 Introduction

At the Executive Committees' February 1999 sessions, the Director reported on the developments since October 1998 on the measures taken by him to implement the decisions of the 1971 and 1992 Fund Assemblies with regard to the new structure of the Secretariat, the introduction of new working methods and the strengthening of Fund activities in certain fields (document 92FUND/EXC.2/8 and 71FUND/EXC.60/14). Developments in the last three months are set out in this document.

2 Office relocation

2.1 In October 1998 the governing bodies of the IOPC Funds were notified that discussions were being held between the United Kingdom Government and the Director in which the Director had presented the needs of the IOPC Funds in respect of office space in the medium and long term. It was recognised that the IOPC Funds' Secretariat should, if possible, be located within a short distance of the IMO building, so as to

enable the IOPC Funds to continue to use the conference facilities provided by IMO and to facilitate contacts between the Secretariat and Government representatives participating in IMO meetings.

2.2 In October 1998 the Director was authorised to make the necessary decisions with regard to relocation of the IOPC Funds' offices, after consultation with the Chairmen of the Assemblies and Executive Committees of the 1971 Fund and the 1992 Fund.

2.3 A search for suitable premises outside the IMO Building is being carried out actively in co-operation with the United Kingdom Government.

3 Information technology

3.1 An improved electronic mail system is being introduced within the Secretariat. It is expected that this new system will be operational by June 1999 and will facilitate e-mail communication for all concerned. The new e-mail address for the IOPC Funds is:

info@iopcfund.org

3.2 A consultant has been engaged to carry out an IT needs analysis for the Secretariat. It is expected that this analysis will be completed in May 1999.

4 Activities in the field of information and public relations

4.1 During the discussions in the Assemblies at their April 1998 sessions it was generally considered that the IOPC Funds should strengthen their activities in the field of information and public relations. It was suggested that an increased knowledge of the international compensation system would in many cases facilitate claims handling. It was recognised, however, that there were limits to what the IOPC Funds could achieve in this respect and that the main responsibility for disseminating information within a Member State on the compensation system should lie with the competent authorities in that State.

4.2 The Director and the Head of the External Relations and Conference Department have visited the National Pollution Funds Center in Washington (United States) to obtain an insight into the public relations and information activities carried out by the Center.

4.3 The Secretariat continues its increased participation in seminars, conferences and workshops. So far this year members of the Secretariat have participated in conferences or regional seminars in Abidjan (Ivory Coast), Bahrain, Fiji and Mumbai (India), as well as the International Oil Spill Conference in Seattle (United States), and made a presentation to the students at the International Maritime Law Institute in Malta. In the coming months Fund officers will participate in seminars in Mauritius, Japan, Singapore, Malaysia and Vietnam. The purpose of the 1971 Fund's participation is to provide general information on the compensation system established by the 1992 Civil Liability Convention and the 1992 Fund Convention and to make States aware of the consequences of remaining in the 1971 Fund (cf document 71FUND/EXC.59/17/A.21/24).

5 Introduction of Spanish as an official language of the 1992 Fund

Freelance translators have been engaged to prepare Spanish versions of a number of the documents submitted to the 2nd Intersessional Working Group and 3rd session of the Executive Committee of the 1992 Fund.

6 Translation services

6.1 The Director notified the Executive Committees at their February 1999 sessions that he was considering various options for the translation of documents in the medium and long term, including continued reliance on IMO, the inclusion in the Secretariat of posts of translators into French and Spanish, the increased use of freelance translators or a combination of these options. The Director informed the Executive Committee that he intended to submit a document on the question of translation services to the October 1999 sessions of the Assemblies. In the meantime, however, there have been certain developments as a result of which the following steps have been taken.

6.2 In March 1999 the holder of the post of Administrative Assistant (Translation) resigned in order to take up employment abroad. Prior to this, she took a six-month period of unpaid leave to study Spanish, during which time a senior translator was employed on a short-term contract. In view of the extremely satisfactory results of this arrangement, the senior translator has been employed for a further short-term contract from June 1999 until the end of January 2000.

6.3 The Agreement between the IOPC Funds and IMO on French translation services, whereby the Funds finance a post of translator within IMO, has previously been extended to 30 June 1999. Unfortunately, however, in view of the very heavy workload of IMO's French Translation Section, it has not always been possible for the Section to undertake as many of the IOPC Funds' translations as was envisaged. The Director is inclined not to extend this Agreement further, thereby saving funds which can be used for obtaining translations through other channels. The Director intends to discuss with the Secretary-General of IMO what assistance IMO can provide for the Funds in the future, for example during meeting weeks.

6.4 The Director will submit a document to the October 1999 sessions of the Assemblies regarding long-term proposals for the Organisations' translation services.

7 Action to be taken by the Executive Committee

The Executive Committee is invited to take note of the information contained in this document.
