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Circular Letter No.4208/Rev.1  
19 October 2020

To: IMO Member States and Associate Members  
United Nations and specialized agencies  
Intergovernmental organizations  
Non-governmental organizations in consultative status

Subject: **Fourth Annual Meeting (virtual) of the Arctic Shipping Best Practice Information Forum (24 to 25 November 2020)**

1 The Fourth Annual Meeting of the Arctic Shipping Best Practice Information Forum (the Forum), originally scheduled to be held from 11 to 12 May 2020, at IMO Headquarters, was postponed due to the COVID-19 pandemic.

2 The Organization invites representation at the fourth Meeting of the Forum, which has been rescheduled to take place via the GoToMeeting videoconference platform on 24 and 25 November 2020. The virtual meeting will commence on both days at 2 p.m. (GMT).

3 The meeting, hosted by the Chair of the Protection of the Arctic Marine Environment (PAME) Working Group of the Arctic Council, is supported by the Organization which gained observer status at the Arctic Council in May 2019.

4 As an accredited observer of the Arctic Council, IMO has participated in the Forum since its inception and contributed to the Forum's web portal ([www.arcticshippingforum.is](http://www.arcticshippingforum.is)), a publicly accessible website containing information specific to each chapter of the Polar Code and relevant to all those involved in safe and environmentally sound Arctic shipping, including, but not limited to, regulators, international organizations, vessel owners/operators, regulators, classification societies/Recognized Organizations, marine insurers, indigenous and local communities and other interested parties. A particular emphasis is placed on information used by shipowners and operators in developing Polar Water Operational Manuals.

5 Participation in the Forum is open to Arctic States, permanent participants and Arctic Council observers, as well as to any widely recognized professional organization dedicated to improving safe and environmentally sound marine operations in the Arctic as demonstrated by expertise and experience in Arctic shipping and/or related issues. The Forum also draws on experience from the Antarctic. The theme of this fourth annual Forum meeting is: The Polar Code: Trending Toward Success.

6 This invitation has been expanded to all interested IMO Member States and Associate Members, United Nations and specialized agencies, intergovernmental organizations and non-governmental organizations in consultative status.

7 More information on the Arctic Council's PAME Working Group and the Forum's web portal can be found at: <https://pame.is/index.php/shortcode/about-us>; and on the Forum's website at: <https://pame.is/arcticshippingforum>.

8 The meeting will take place via the GoToMeeting videoconference platform on 24 and 25 November 2020. The virtual meeting will convene on the first day from 2 p.m. to 5 p.m. (GMT) (5 a.m. to 8 a.m. Alaska/9 a.m. to 12:00 p.m. North America East Coast/2 p.m. to 5 p.m. Iceland and United Kingdom/3 p.m. to 6 p.m. Norway, Sweden and Denmark/4 p.m. to 7 p.m. Finland and Russian Federation (Moscow)). The second day will end at 5.15 p.m. GMT.

9 Registration is required by 1 November 2020 by registering here: [online registration](#). As the GoToMeeting platform can accommodate no more than 150 participants, delegation size has been limited to ensure remaining below that number. The number of participants per delegation is therefore limited to 2.

10 The provisional agenda is set out in the annex.

11 In case of further queries about this virtual Forum meeting, please contact the PAME Secretariat at [pameshippingforum@pame.is](mailto:pameshippingforum@pame.is).

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# ARCTIC SHIPPING BEST PRACTICE INFORMATION FORUM



4<sup>th</sup> ANNUAL MEETING  
ONLINE  
24-25 NOVEMBER 2020

*Meeting theme: The Polar Code: Trending Toward Success.*

**PAME**

Protection of the Arctic Marine Environment

# DAY 1: 24 NOVEMBER

## Session 1: Opening Session

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ALL TIMES GMT

- 14.00** **Opening Remarks: The Arctic Council, PAME and the Forum**  
Mr. Peter Oppenheimer and Mr. Drummond Fraser (*Co-chairs of PAME's Shipping Expert Group*)  
Mr. Sverrir Konráðsson (*Forum Chair*)
- 14.10** **Forum Web-Portal ([www.arcticshippingforum.is](http://www.arcticshippingforum.is))**  
Mr. Michael Kingston (*Michael Kingston Associates, Special Advisor to PAME*)
- 14.20** **Shipping in the Arctic Polar Code Area**  
Mr. Hjalti Hreinsson (*PAME Secretariat*)
- 14.30** **Update from the IMO: Polar Code and Regulation Development during COVID-19**  
Ms. Heike Deggim (*Director, Maritime Safety Division, IMO*)
- 14.45** **Discussion**

## Session 2: Supporting Awareness, Interpretation, and Implementation of the Polar Code

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- 15.10** **Norwegian Research Centre (NORCE) Project: Polar Code Implementation, Compliance, and Enforcement**  
Mr. Piotr Graczyk (*Research Scientist, NORCE*)
- 15.25** **International Chamber of Shipping (ICS) / Oil Companies International Marine Forum (OCIMF) – Guidelines for the Development of a Polar Water Operational Manual**  
Mr. Chris Oliver (*Nautical Director, ICS*)
- 15.40** **Discussion**
- 15.55** **Health Break**

## Session 3: Multilateral Bodies – Support Related to Safe Arctic Navigation

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- 16.00** **Arctic Regional Hydrographic Commission (ARHC): Status of Nautical Charting in the Arctic**  
Rear Admiral Shepard M. Smith (*ARHC Chair; Director, Office of Coast Survey, NOAA*)
- 16.15** **International Ice Charting Working Group (IICWG): Status of Ice Charting in the Arctic**  
Ms. Marianne Thyrring (*IICWG Co-Chair; Director-General, Danish Meteorological Institute*)
- 16.30** **World Meteorological Organization (WMO): Marine Weather Service in the Arctic - Towards Safety of Life at Sea**  
Dr. Sarah Grimes (*Head, Marine Services Division, WMO*)
- 16.45** **Discussion**
- 17.00** **Closing of Day 1**

# DAY 2: 25 NOVEMBER

ALL TIMES GMT

## Session 4: POLARIS Review

### (Polar Operational Limitation Assessment Risk Indexing System)

14.00

#### Welcome and Day 1 Recap

Mr. Peter Oppenheimer, Mr. Drummond Fraser (*Co-chairs of PAME's Shipping Expert Group*) and Mr. Sverrir Konráðsson (*Forum Chair*)

14.10

#### POLARIS Review

Mr. James Bond (*Director, Polar Research and Ice Class Ships, American Bureau of Shipping (ABS)*) & Mr. Rob Hindley (*Head of Machinery & Structural Design, Aker Arctic*)

14.35

#### Discussion

## Session 5: Polar Code – The Human Element

14.50

#### Survival in Cold Waters

Capt. Hilmar Snorrason (*Principal, Maritime Safety and Survival Training Centre, Icelandic Association for Search and Rescue*)

15.05

#### Search and Rescue (SARex) Update

Mr. Knut Espen Solberg (*University of Stavanger – GMC Yard*)

15.20

#### Crew Training for Polar Waters and Inspection Campaign on the Polar Code in 2022

Mr. Vladimir Kuzmin (*Russian Federation*)

15.35

#### Discussion

15.55

#### Health Break

## Session 6: Arctic Voyage Planning

16.00

#### Voyage Planning and Navigating on the Northern Sea Route

Mr. Sergey Tomalchev (*Counsellor, Mission of the Russian Federation to the IMO*)

16.15

#### Mariner's Guide: A Voyage Planning Tool based on Indigenous Knowledge and Community Recommendations

Mr. Sam Davin (*Marine Shipping & Conservation Specialist, WWF-Canada*)

16.30

#### Subsistence Hunting & Arctic Shipping

Ms. Mellisa Johnson (*Executive Director of the Bering Sea Elders Group*)

16.45

#### Discussion

17.00

#### Next steps and Closing by meeting Chairs

17.15: END OF MEETING