

**DRAFT AUDIT TIMETABLE AND PROGRAMME
28 OCTOBER – 4 NOVEMBER 2024**

Prasad Panicker (ATL)
Pinehas Auene (ATM)
Vasudeva Aji (ATM/IMO)

Taxi at the airport 15:45 (via TaksiHelsinki, with name plaque)

(Pre-audit meeting – to be decided)

--> The meeting room is booked from the hotel 27.10.2024 17:00 - 19:00

(coffee available and facilities for teams meeting)

All times local time

| Day 1 Monday (28 October 2024) | | | | | | | |
|----------------------------------|---|---|---------------------------|---|----------|--|---|
| Time (1) | Activity (2) | Participants (3) | Division and Location (4) | | | | |
| 8:50 | Taxi at the hotel | All auditors | Sokos Tripla | | | | |
| 09:15-09:30 | Coffee available | | | | | | |
| 0930-1015 (Session 1) | Opening meeting Introduction of auditors & audit The opening words by Ms. Laura Eiro, followed by a short introduction round of the participating organisations (total 15 min). The intro of audit team, ATL presentation approx. 15 mins. | All auditors Member State representatives/bodies <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 20%; text-align: center;">MINTC</td> <td> Laura Eiro, Anne Miettinen (ses.3), Katja Viertävä, Laura Sarlin, Paula Rinne, Saara Reinimäki (ses.2) </td> </tr> <tr> <td style="text-align: center;">Traficom</td> <td> Jarkko Saarimäki, Juha-Matti Korsi, Hanna Suutarla, Sanna Sonninen, Susanna Jansson </td> </tr> </table> | MINTC | Laura Eiro, Anne Miettinen (ses.3), Katja Viertävä, Laura Sarlin, Paula Rinne, Saara Reinimäki (ses.2) | Traficom | Jarkko Saarimäki, Juha-Matti Korsi, Hanna Suutarla, Sanna Sonninen, Susanna Jansson | Ministry of Environment Aleksanterinkatu 7 <u>Pankkisali</u> (08:00-12:00). |
| MINTC | Laura Eiro, Anne Miettinen (ses.3), Katja Viertävä, Laura Sarlin, Paula Rinne, Saara Reinimäki (ses.2) | | | | | | |
| Traficom | Jarkko Saarimäki, Juha-Matti Korsi, Hanna Suutarla, Sanna Sonninen, Susanna Jansson | | | | | | |

| Day 1 Monday (28 October 2024) | | | | |
|--------------------------------|--------------|--------------------------|---|---------------------------|
| Time (1) | Activity (2) | Participants (3) | | Division and Location (4) |
| | | ELY | Jenni Ojala , Suvi Hjorth | |
| | | MOEC | Petri Lempinen + Minna Balint, Katri Tervaspalo | |
| | | MOSAH | Arto Teronen + Noora Pajukoski | |
| | | Fintraffic | Sari Talja | |
| | | MOE | Saara Bäck, Eeva-Maija Puheloinen | |
| | | The Finnish Border Guard | Juha Vuolle , Sami Järvenpää, Eeva Havas, Heli Haapasaari | |
| | | OTKES | Kurt Kokko, Suvi Jokinen, Risto Haimila, Ilkka Kervinen, Tiina Bieber | |
| | | FTIA | Jarkko Toivola , Elisa Mikkolainen, Joonatan Ahlroos | |
| | | ESAVI | Frans Lähdesmäki, Teemu Lukkari | |
| | | Syke | Mika Raateoja , Tommi Kontto | |
| | | PMO | Jussi Soramäki | |
| | | MOI | Ville Estlander | |
| | | FMI | Juhana Hyrkkänen, Patrick Eriksson, Sanna Mäkinen | |

| Day 1 Monday (28 October 2024) | | | | | | | |
|--------------------------------|--|---|--|------------------------------|----------|---|--|
| Time (1) | Activity (2) | Participants (3) | Division and Location (4) | | | | |
| 1015-1045 (Session 2) | Member State Presentation <ul style="list-style-type: none"> Structure of the maritime administration - Entities and other agencies involved in the implementation and enforcement of relevant IMO instruments Division of responsibilities among entities involved in implementation and enforcement | All auditors Member State representatives/bodies Attendees as presented above. | Ministry of Environment Aleksanterinkatu 7 Pankkisali (08:00-12:00). | | | | |
| 1045-1130 (Session 3) | Common areas - Strategy <ul style="list-style-type: none"> Overall maritime policy and strategy of the State Linkage of entities to overall maritime strategy Overall coordination and communication of strategy Performance measurement and continual review for improvement of overall organisational performance | All auditors Member State representatives/bodies Attendees as presented above. | Ministry of Environment Aleksanterinkatu 7 Pankkisali (08:00-12:00). | | | | |
| 11:30-12:30 | Lunch break | All auditors | RAVINTOLA BANK Unioninkatu 20, 00130 Helsinki | | | | |
| | and transit by walking (total 600 m) | | | | | | |
| 12:30 - 14:00 (Session 4) | Common areas - Legislation Processes <ul style="list-style-type: none"> Legal system and hierarchy of legislation (Overall), the process for the integration of IMO mandatory instruments and their amendments into national law How is a treaty ratified/promulgated/implemented and enforced? (e.g. SOLAS) Relevant principal legislations under various ministries (SOLAS, MARPOL, LL, etc.) Primary and subordinate legislation (Acts, regulations, circulars, policies and officially published guidance) General enforcement procedures and arrangements in legislation Review of legislation, and amendment policies | All auditors Member State representatives/bodies <table border="1" data-bbox="1064 1150 1507 1273"> <tr> <td>MINTC</td> <td>Katja Viertävä, Laura Sarlin</td> </tr> <tr> <td>Traficom</td> <td>Matti Mämmi, Intovuori, Ikonen, Uttula, Korsi</td> </tr> </table> | MINTC | Katja Viertävä, Laura Sarlin | Traficom | Matti Mämmi, Intovuori, Ikonen, Uttula, Korsi | Location: Ministry of Transport and Communications Eteläesplanadi 4, Helsinki Espa 4 (booking: 11:30-19:00) |
| MINTC | Katja Viertävä, Laura Sarlin | | | | | | |
| Traficom | Matti Mämmi, Intovuori, Ikonen, Uttula, Korsi | | | | | | |

| Day 1 Monday (28 October 2024) | | | | | | | |
|------------------------------------|---|---|---------------------------|--|----------|--|---|
| Time (1) | Activity (2) | Participants (3) | Division and Location (4) | | | | |
| | <ul style="list-style-type: none"> Review of legislation, interpretations, and guidance notes | | | | | | |
| 14:00- 14:15 | Coffee | | | | | | |
| 14:15-15:15 (Session 5) | <p>Common areas</p> <p>Records</p> <p>Communication of information to IMO</p> <ul style="list-style-type: none"> Mechanism of communication and coordination within the maritime administration <p>Improvement</p> <ul style="list-style-type: none"> Maritime culture (continual training programme, national and regional drills, reward and incentive mechanism) Control measures (Evaluation, review and improvement measures) | <p>All auditors</p> <p>Member State representatives/bodies</p> <table border="1"> <tr> <td>MINTC</td> <td>Miettinen Anne, Tervonen Juha; (via teams: Katja Viertävä, Sarlin Laura)</td> </tr> <tr> <td>Traficom</td> <td>Korsi Juha; Uttula Aleks; Salo Maija; Suutarla Hanna; (via teams Nykyri Satu)</td> </tr> </table> | MINTC | Miettinen Anne, Tervonen Juha; (via teams: Katja Viertävä, Sarlin Laura) | Traficom | Korsi Juha; Uttula Aleks; Salo Maija; Suutarla Hanna; (via teams Nykyri Satu) | <p>Ministry of Transport and Communications</p> <p><u>Espa 4</u> (<u>booking:</u> 11:30-19:00)</p> |
| MINTC | Miettinen Anne, Tervonen Juha; (via teams: Katja Viertävä, Sarlin Laura) | | | | | | |
| Traficom | Korsi Juha; Uttula Aleks; Salo Maija; Suutarla Hanna; (via teams Nykyri Satu) | | | | | | |

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|--------------------------------|--|---|--|--|----------|-----------------------|-------|----------------|--|
| Time (1) | Activity (2) | Participants (3) | Division and Location (4) | | | | | | |
| 1515 – 1715 (Session 6) | SOLAS <ul style="list-style-type: none"> Review of policies for the implementation and enforcement of SOLAS including mandatory Codes (e.g., IMDG) Legislation, design and construction, stability and equipment approval Implementation and enforcement of SOLAS Survey and certification Exemptions, dispensations etc. Control measures, review and improvement Interpretations left to the “satisfaction of the Administration” Safe manning of ships entitled to fly flag of State Reporting to IMO | All auditors Member State representatives/bodies <table border="1"> <tr> <td></td> <td>Jyrki Vähätalo, Toni Karppinen, Aleksi Uttula, Santeri Lunkka/Irina Laine, Sten Sundberg, Tuomas Kokoi</td> </tr> <tr> <td>Traficom</td> <td>[Hanna Suutarla -SPC]</td> </tr> <tr> <td>MINTC</td> <td>Katja Viertävä</td> </tr> </table> | | Jyrki Vähätalo, Toni Karppinen, Aleksi Uttula, Santeri Lunkka/Irina Laine, Sten Sundberg, Tuomas Kokoi | Traficom | [Hanna Suutarla -SPC] | MINTC | Katja Viertävä | Ministry of Transport and Communications Eteläesplanadi 4, Helsinki <u>Espa 4</u> (booking: 11:30-19:00) |
| | Jyrki Vähätalo, Toni Karppinen, Aleksi Uttula, Santeri Lunkka/Irina Laine, Sten Sundberg, Tuomas Kokoi | | | | | | | | |
| Traficom | [Hanna Suutarla -SPC] | | | | | | | | |
| MINTC | Katja Viertävä | | | | | | | | |
| 17:15 (- 18:20) | Debriefing and private meeting | All auditors | Ministry of Transport and Communications <u>Espa 4</u> | | | | | | |
| 18:20 | Taxi | All auditors, SPC + 4 | | | | | | | |
| 18:30 - 19:30 | Visiting onboard icebreaker IB POLARIS and passing a fairway vessel pier while walking (450 m) to the for dinner. | All auditors Member State representatives/bodies Arctia Ltd (Ship Owner): icebreaker director Paavo Kojonen MINTC Laura Eiro, Saara Reinimäki, Anne Miettinen | Arctia Ltd Laivastokatu 9, 00160 Helsinki | | | | | | |

| Day 1 Monday (28 October 2024) | | | |
|--------------------------------|--------------|---|--|
| Time (1) | Activity (2) | Participants (3) | Division and Location (4) |
| | | Traficom: Sanna Sonninen, Juha-Matti Korsi, Susanna Jansson, Hanna Suutarla FTIA: Elisa Mikkolainen | |
| 19.30-21.30 | Dinner | All auditors Member State representatives/bodies MINTC: Laura Eiro, Saara Reinimäki, Traficom: Sanna Sonninen, Aleksi Uttula, Hanna Suutarla FTIA: Elisa Mikkolainen RVL Juha Vuolle | Restaurant Katajanokka Casino Laivastokatu 1, 00160 Helsinki |
| 21:30 | Taxi | All auditors, SPC + 4 | |

| Day 2 Tuesday (29 October 2024) | | | | | | | | | | | | | |
|---------------------------------|---|---|-----------------------|--|----------|-----------------------|--------|--------------------------------------|---|--|--------------------------|---|---|
| Time | Activity | Participants | Division and Location | | | | | | | | | | |
| 08:50 | Transit by walking (total 270 m) and making the visitor registration at the Traficom's info desk (2nd floor). | All auditors, SPC | | | | | | | | | | | |
| 0900-1000 (Session 7) | SOLAS (contd.) | <p>All auditors</p> <p>Member State representatives/bodies</p> <table border="1"> <tr> <td></td> <td>Jyrki Vähätalo, Toni Karppinen, Aleksi Uttula, Santeri Lunkka/Irina Laine, Sten Sundberg, Tuomas Kokoi</td> </tr> <tr> <td>Traficom</td> <td>[Hanna Suutarla -SPC]</td> </tr> <tr> <td>MINTC</td> <td>Katja Viertävä (via skype if needed)</td> </tr> </table> | | Jyrki Vähätalo, Toni Karppinen, Aleksi Uttula, Santeri Lunkka/Irina Laine, Sten Sundberg, Tuomas Kokoi | Traficom | [Hanna Suutarla -SPC] | MINTC | Katja Viertävä (via skype if needed) | <p>The Finnish Transport and Communications Agency Traficom</p> <p>Head office Pasilan virastokeskus (Pasila Government Agency Center) Opastinsilta 12 A, FI-00520 Helsinki</p> <p>2nd* floor <u>Niemi</u> <small>* (first floor if calculated as done in England)</small></p> | | | | |
| | Jyrki Vähätalo, Toni Karppinen, Aleksi Uttula, Santeri Lunkka/Irina Laine, Sten Sundberg, Tuomas Kokoi | | | | | | | | | | | | |
| Traficom | [Hanna Suutarla -SPC] | | | | | | | | | | | | |
| MINTC | Katja Viertävä (via skype if needed) | | | | | | | | | | | | |
| | Coffee break | | | | | | | | | | | | |
| 1000-1200 (Session 8) | <p>MARPOL</p> <ul style="list-style-type: none"> Review of policies for the implementation and enforcement of MARPOL, Legislation Environment protection measures, penal provisions Implementation and enforcement of MARPOL Control measures, FSI, PSC review and improvement Reporting to IMO Interpretations left to the “satisfaction of the Administration” | <p>All auditors</p> <p>Member State representatives/bodies</p> <table border="1"> <tr> <td></td> <td>Mirja Ikonen, Ville-Veikko Intovuori, Aleksi Uttula, Thomas Lundström</td> </tr> <tr> <td>Traficom</td> <td>{Hanna Suutarla -SPC}</td> </tr> <tr> <td>MINTC:</td> <td>Laura Sarlin</td> </tr> <tr> <td>MOE</td> <td>Sirkku Jaakkola, Eeva-Maija Puheloinen</td> </tr> <tr> <td>The Finnish Border Guard</td> <td>Eeva Havas, Heli Haapasaari, Patrick Lundqvist</td> </tr> </table> | | Mirja Ikonen, Ville-Veikko Intovuori, Aleksi Uttula, Thomas Lundström | Traficom | {Hanna Suutarla -SPC} | MINTC: | Laura Sarlin | MOE | Sirkku Jaakkola, Eeva-Maija Puheloinen | The Finnish Border Guard | Eeva Havas, Heli Haapasaari, Patrick Lundqvist | <p>The Finnish Transport and Communications Agency Traficom</p> <p>2nd floor, <u>Niemi</u></p> |
| | Mirja Ikonen, Ville-Veikko Intovuori, Aleksi Uttula, Thomas Lundström | | | | | | | | | | | | |
| Traficom | {Hanna Suutarla -SPC} | | | | | | | | | | | | |
| MINTC: | Laura Sarlin | | | | | | | | | | | | |
| MOE | Sirkku Jaakkola, Eeva-Maija Puheloinen | | | | | | | | | | | | |
| The Finnish Border Guard | Eeva Havas, Heli Haapasaari, Patrick Lundqvist | | | | | | | | | | | | |

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|---------------------------------|---|--|--|---|--------|--------------|-----|--|--------------------------|---|---|
| Time | Activity | Participants | Division and Location | | | | | | | | |
| | | | | | | | | | | | |
| 1200 – 1300 | Lunch break | All auditors | Ravintola Vire, Pasilan virastokeskus Opastinsilta 12b, 2nd floor | | | | | | | | |
| 1300 - 1400 | MARPOL (contd.) | Member State representatives/bodies <table border="1"> <tr> <td>Traficom</td> <td>Mirja Ikonen, Ville-Veikko Intovuori, Aleksi Uttula, Thomas Lundström Hanna Suutarla -SPC</td> </tr> <tr> <td>MINTC:</td> <td>Laura Sarlin</td> </tr> <tr> <td>MOE</td> <td>Sirkku Jaakkola, Eeva-Maija Puheloinen</td> </tr> <tr> <td>The Finnish Border Guard</td> <td>Eeva Havas, Heli Haapasaari, Patrick Lundqvist</td> </tr> </table> | Traficom | Mirja Ikonen, Ville-Veikko Intovuori, Aleksi Uttula, Thomas Lundström Hanna Suutarla -SPC | MINTC: | Laura Sarlin | MOE | Sirkku Jaakkola, Eeva-Maija Puheloinen | The Finnish Border Guard | Eeva Havas, Heli Haapasaari, Patrick Lundqvist | The Finnish Transport and Communications Agency Traficom 2nd floor, <u>Niemi</u> |
| Traficom | Mirja Ikonen, Ville-Veikko Intovuori, Aleksi Uttula, Thomas Lundström Hanna Suutarla -SPC | | | | | | | | | | |
| MINTC: | Laura Sarlin | | | | | | | | | | |
| MOE | Sirkku Jaakkola, Eeva-Maija Puheloinen | | | | | | | | | | |
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| Day 2 Tuesday (29 October 2024) | | | | | | | | | | | | | |
|---------------------------------|--|---|-----------------------|---|-------|--|--------|--------------------------------------|--------------------------|---------------------------------|--|------------------------|---|
| Time | Activity | Participants | Division and Location | | | | | | | | | | |
| 1400 – 1500 (Session 9) | COLREG, TONNAGE and LL <ul style="list-style-type: none"> Legislation processes, amendments Review of policies Review of legislation, interpretations and guidance notes Enforcement, penalties, examples Reporting to IMO | All auditors Member State representatives/bodies <table border="1"> <tr> <td>Traficom:</td> <td>Tuomas Kokoi, Toni Karppinen, Ville Häyrinen, Anna Mesimäki, [Hanna Suutarla -SPC]</td> </tr> <tr> <td>FTIA:</td> <td>Elisa Mikkolainen, Henri Hassi; Joonatan Ahlroos (via skype)</td> </tr> <tr> <td>MINTC:</td> <td>Katja Viertävä (via skype if needed)</td> </tr> <tr> <td>The Finnish Border Guard</td> <td>Patrick Lundqvist</td> </tr> <tr> <td>Fintraffic</td> <td>Sari Talja (via skype)</td> </tr> </table> | Traficom: | Tuomas Kokoi, Toni Karppinen, Ville Häyrinen, Anna Mesimäki, [Hanna Suutarla -SPC] | FTIA: | Elisa Mikkolainen, Henri Hassi; Joonatan Ahlroos (via skype) | MINTC: | Katja Viertävä (via skype if needed) | The Finnish Border Guard | Patrick Lundqvist | Fintraffic | Sari Talja (via skype) | The Finnish Transport and Communications Agency Traficom 2nd floor, <u>Niemi</u> |
| Traficom: | Tuomas Kokoi, Toni Karppinen, Ville Häyrinen, Anna Mesimäki, [Hanna Suutarla -SPC] | | | | | | | | | | | | |
| FTIA: | Elisa Mikkolainen, Henri Hassi; Joonatan Ahlroos (via skype) | | | | | | | | | | | | |
| MINTC: | Katja Viertävä (via skype if needed) | | | | | | | | | | | | |
| The Finnish Border Guard | Patrick Lundqvist | | | | | | | | | | | | |
| Fintraffic | Sari Talja (via skype) | | | | | | | | | | | | |
| 1500 – 1530 (Session 10) | STCW <ul style="list-style-type: none"> Implementation and enforcement of STCW Table A-I/16 of STCW Code | All auditors Member State representatives/bodies <table border="1"> <tr> <td>Traficom:</td> <td>Santeri Lunkka, Matti Mämmi, Irina Laine, Aleksi Uttula [Hanna Suutarla -SPC]</td> </tr> <tr> <td>MOEC</td> <td>Hyvönen Ilmari (via skype)</td> </tr> <tr> <td>MINTC:</td> <td>Väinö Pitkänen</td> </tr> <tr> <td>OPH</td> <td>Timo Repo (via skype if needed)</td> </tr> </table> | Traficom: | Santeri Lunkka , Matti Mämmi, Irina Laine, Aleksi Uttula [Hanna Suutarla -SPC] | MOEC | Hyvönen Ilmari (via skype) | MINTC: | Väinö Pitkänen | OPH | Timo Repo (via skype if needed) | The Finnish Transport and Communications Agency Traficom 2nd floor, Niemi | | |
| Traficom: | Santeri Lunkka , Matti Mämmi, Irina Laine, Aleksi Uttula [Hanna Suutarla -SPC] | | | | | | | | | | | | |
| MOEC | Hyvönen Ilmari (via skype) | | | | | | | | | | | | |
| MINTC: | Väinö Pitkänen | | | | | | | | | | | | |
| OPH | Timo Repo (via skype if needed) | | | | | | | | | | | | |

| Day 2 Tuesday (29 October 2024) | | | | | |
|---------------------------------|---|--|---|---|--|
| Time | Activity | Participants | Division and Location | | |
| | | <table border="1"> <tr> <td>MOI</td> <td>Noora Pajukoski (via skype if needed)</td> </tr> </table> | MOI | Noora Pajukoski (via skype if needed) | |
| MOI | Noora Pajukoski (via skype if needed) | | | | |
| 1530 – 1700 (Session 11) | Surveyors' recruitment <ul style="list-style-type: none"> • Process of recruitment of flag State surveyors and port State control officers (PSCOs) • Qualification, training and continual improvement | All auditors Member State representatives/bodies <table border="1"> <tr> <td>Traficom</td> <td>Juuso Halin, Thomas Lundström, Aleksi Uttula [Hanna Suutarla -SPC]</td> </tr> </table> | Traficom | Juuso Halin, Thomas Lundström, Aleksi Uttula [Hanna Suutarla -SPC] | The Finnish Transport and Communications Agency Traficom 2nd floor, Niemi |
| Traficom | Juuso Halin, Thomas Lundström, Aleksi Uttula [Hanna Suutarla -SPC] | | | | |
| 1700 | Debriefing and private meeting | All auditors | The Finnish Transport and Communications Agency Traficom 2nd floor, Niemi | | |
| 17-22:00 | Hotel's meeting room is booked at the 29.10.2024 from 17:00 to 22:00 | | Original Sokos Hotel Tripla Pasila / kokoustila (meeting room) Fredikanterassi 1 B, 00520 Helsinki | | |

| Day 3 Wednesday (30 October 2024) | | | | | |
|-----------------------------------|--|--|---|--|---|
| Time | Activity | Participants | Division and Location | | |
| 0900-1100 (Session 12) | Delegation of authority and RO monitoring <ul style="list-style-type: none"> • Policy • Authorisation and RO Agreements • Instructions to RO • RO monitoring and oversight • Resources | All auditors Member State representatives/bodies <table border="1"> <tr> <td>Traficom :</td> <td>Aleksi Uttula, Toni Karppinen, Thomas Lundström [Hanna Suutarla -SPC]</td> </tr> </table> | Traficom : | Aleksi Uttula, Toni Karppinen, Thomas Lundström [Hanna Suutarla -SPC] | The Finnish Transport and Communications Agency Traficom 2nd floor, Niemi |
| Traficom : | Aleksi Uttula, Toni Karppinen, Thomas Lundström [Hanna Suutarla -SPC] | | | | |
| 1100-1200 (Session 13) | Port State Control: <ul style="list-style-type: none"> • PSC legislation • Practical implementation • PSC officers, • Statistics, Evaluation and review • Records • Evaluation and review | All auditors Member State representatives/bodies <table border="1"> <tr> <td>Traficom :</td> <td>Aleksi Uttula, Juuso Halin, Thomas Lundström [Hanna Suutarla -SPC]</td> </tr> </table> | Traficom : | Aleksi Uttula, Juuso Halin, Thomas Lundström [Hanna Suutarla -SPC] | The Finnish Transport and Communications Agency Traficom 2nd floor, <u>Niemi</u> |
| Traficom : | Aleksi Uttula, Juuso Halin, Thomas Lundström [Hanna Suutarla -SPC] | | | | |
| 1200-1300 | Lunch break | All auditors | Ravintola Vire, Pasilan virastokeskus Opastinsilta 12b, 2nd floor | | |
| 1300-1400 (Session 13) | Port State Control (continues): <ul style="list-style-type: none"> • | All auditors Member State representatives/bodies | The Finnish Transport and Communications Agency Traficom 2nd floor, <u>Niemi</u> | | |
| 1400-1630 (Session 14) | Flag State survey/inspection: <ul style="list-style-type: none"> • Policy on the survey/inspection, • Type of surveys/inspection • Exemption policies • FSI Instructions • Certificate Forms • Survey/inspection checklist • IMO guidance • Enforcement of ships, owners, and operators (examples) • Statistics, Evaluation and review | All auditors Member State representatives/bodies <table border="1"> <tr> <td>Traficom :</td> <td>Aleksi Uttula, Toni Karppinen, Thomas Lundström, Ville-Veikko Intovuori, Juuso Halin, [Hanna Suutarla -SPC]</td> </tr> </table> | Traficom : | Aleksi Uttula, Toni Karppinen, Thomas Lundström, Ville-Veikko Intovuori, Juuso Halin, [Hanna Suutarla -SPC] | The Finnish Transport and Communications Agency Traficom 2nd floor, <u>Niemi</u> |
| Traficom : | Aleksi Uttula, Toni Karppinen, Thomas Lundström, Ville-Veikko Intovuori, Juuso Halin, [Hanna Suutarla -SPC] | | | | |

| Day 3 Wednesday (30 October 2024) | | | |
|--|--|---------------------|---|
| Time | Activity | Participants | Division and Location |
| | <ul style="list-style-type: none"> • Records • Evaluation and review | | |
| 1630-1700 (Session 15) | Meeting with SPC for field visits | | The Finnish Transport and Communications Agency Traficom 2nd floor, Niemi |
| 1700 | Debriefing and private meeting | All auditors | The Finnish Transport and Communications Agency Traficom 2nd floor, <u>Niemi</u> |
| 18-22:00 | Hotel's meeting room is booked at the 30.10.2024 from 18:00 to 22:00 | | Original Sokos Hotel Tripla Pasila / kokoustila Fredikanterassi 1 B, 00520 Helsinki |

| Day 4 Thursday (31 October 2024) | | | | | | | | | | | | | | | |
|---|--|---|---|---|-------|---------------------------------------|---|---------------------------------|--------------------------|-------------------------------------|--------------------------------|------------------------|----------|-----------------------|---|
| Time | Activity | Participants | Division and Location | | | | | | | | | | | | |
| 8:25 | Taxi at the hotel | All auditors | Sokos Tripla | | | | | | | | | | | | |
| 0900-1100 (Session 16) | Field visit Coastal/Port State activities SOLAS Chapters IV and V and COLREG <ul style="list-style-type: none"> • SAR¹ (+ Radiocommunication services) • Meteorological² • Operational pollution response (coastal areas) ¹ • Coordination, review and improvement • Reporting to IMO • Evaluation and review • Radiocommunication services • AtoN | All auditors Member State representatives/bodies <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 20%;">The Finnish Border Guard</td> <td>Sami Järvenpää, Eeva Havas, Joonas Castren, Kim Westman</td> </tr> <tr> <td>MOSAH</td> <td>Noora Pajukoski (via skype if needed)</td> </tr> <tr> <td>Finnish Meteorological Institute²</td> <td>Patrick Eriksson, Sanna Mäkinen</td> </tr> <tr> <td>The Finnish Border Guard</td> <td>Heli Haapasaari, Eeva Havas</td> </tr> <tr> <td>Department for Rescue Services</td> <td>Ville Estlander</td> </tr> <tr> <td>Traficom</td> <td>[Hanna Suutarla -SPC]</td> </tr> </table> | The Finnish Border Guard | Sami Järvenpää , Eeva Havas, Joonas Castren, Kim Westman | MOSAH | Noora Pajukoski (via skype if needed) | Finnish Meteorological Institute ² | Patrick Eriksson, Sanna Mäkinen | The Finnish Border Guard | Heli Haapasaari , Eeva Havas | Department for Rescue Services | Ville Estlander | Traficom | [Hanna Suutarla -SPC] | Border Guard Headquarters Vilhonvuorenkatu 6 00500 HELSINKI, FINLAND |
| The Finnish Border Guard | Sami Järvenpää , Eeva Havas, Joonas Castren, Kim Westman | | | | | | | | | | | | | | |
| MOSAH | Noora Pajukoski (via skype if needed) | | | | | | | | | | | | | | |
| Finnish Meteorological Institute ² | Patrick Eriksson, Sanna Mäkinen | | | | | | | | | | | | | | |
| The Finnish Border Guard | Heli Haapasaari , Eeva Havas | | | | | | | | | | | | | | |
| Department for Rescue Services | Ville Estlander | | | | | | | | | | | | | | |
| Traficom | [Hanna Suutarla -SPC] | | | | | | | | | | | | | | |
| 1100 – 12:00 | Lunch break | All auditors | Ravintola Kummeli Vilhonvuorenkatu 12, Sörnäinen | | | | | | | | | | | | |

| Day 4 Thursday (31 October 2024) | | | | | | | | | |
|--|--|---|-------------------------|--|--|---|-----------------------|--|---|
| Time | Activity | Participants | Division and Location | | | | | | |
| 1200-1430 (Session 17) | <p>Field visit</p> <p>Coastal/Port State activities</p> <ul style="list-style-type: none"> VTS^{3 4 5} + safety radio communication Ship routing (Safety of navigation)^{3 4 5} Hydrographic^{4 5} AtoN services^{4 5} <p>(OBS. There is booked rooms for splitting up the audit team, if necessary)</p> | <p>All auditors</p> <p>Member State representatives/bodies</p> <table border="1"> <tr> <td>Fintraffic³</td> <td>Sari Talja, Samu Koski</td> </tr> <tr> <td>Finnish Transport Infrastructure Agency⁴</td> <td>Toni Sobott, Elisa Mikkolainen, Joonatan Ahlroos, Toni Sobott; Kalle Muinonen via teams</td> </tr> <tr> <td>Traficom⁵</td> <td>Matti Latvalahti, Janne Virtanen, Jouni Lappalainen, Rainer Mustaniemi, Henrika Björkell-Virta; Valtteri Laine + Kalle Muinonen + Maarit Mikkelsso + Janina Tapia Cotrino (via teams) [Hanna Suutarla -SPC]</td> </tr> </table> | Fintraffic ³ | Sari Talja, Samu Koski | Finnish Transport Infrastructure Agency ⁴ | Toni Sobott, Elisa Mikkolainen, Joonatan Ahlroos, Toni Sobott; Kalle Muinonen via teams | Traficom ⁵ | Matti Latvalahti, Janne Virtanen, Jouni Lappalainen, Rainer Mustaniemi, Henrika Björkell-Virta ; Valtteri Laine + Kalle Muinonen + Maarit Mikkelsso + Janina Tapia Cotrino (via teams) [Hanna Suutarla -SPC] | <p>Fintraffic Vessel Traffic Services Ltd Gulf of Finland VTS Centre Vilhonvuorenkatu 6 00500 HELSINKI, FINLAND</p> |
| Fintraffic ³ | Sari Talja, Samu Koski | | | | | | | | |
| Finnish Transport Infrastructure Agency ⁴ | Toni Sobott, Elisa Mikkolainen, Joonatan Ahlroos, Toni Sobott; Kalle Muinonen via teams | | | | | | | | |
| Traficom ⁵ | Matti Latvalahti, Janne Virtanen, Jouni Lappalainen, Rainer Mustaniemi, Henrika Björkell-Virta ; Valtteri Laine + Kalle Muinonen + Maarit Mikkelsso + Janina Tapia Cotrino (via teams) [Hanna Suutarla -SPC] | | | | | | | | |
| 14:30 - 14:45 | Coffee | | | | | | | | |
| 14:50 | Taxi | | | | | | | | |
| 15:30 - 17:00 (Session 18) | <ul style="list-style-type: none"> Provision of port reception facilities^{6 8} Handling of dangerous goods (e.g. IMDG Code)^{5 8 9} Operational pollution response (port areas)^{7 8} Verified Gross Mass (VGM)^{5 8 9} | <p>Member State representatives/bodies</p> <table border="1"> <tr> <td>Traficom</td> <td>Mirja Ikonen, Miina Grönlund, Sami Sällsten, Jyrki Vähätalo [Hanna Suutarla -SPC]</td> </tr> </table> | Traficom | Mirja Ikonen, Miina Grönlund, Sami Sällsten, Jyrki Vähätalo [Hanna Suutarla -SPC] | <p>Gatehouse (Vuosaari Harbour) Komentosilta 1 00980 Helsinki, Finland https://www.portofhelsinki.fi/en/professionals/cargo-and-passenger-harbours/vuosaari-harbour/</p> | | | | |
| Traficom | Mirja Ikonen, Miina Grönlund, Sami Sällsten, Jyrki Vähätalo [Hanna Suutarla -SPC] | | | | | | | | |

| Day 4 Thursday (31 October 2024) | | | | |
|----------------------------------|---|--|------------------------|--|
| Time | Activity | Participants | | Division and Location |
| | | MINTC | Laura Sarlin | |
| | | Port of Helsinki Ltd ⁸ | N.N | |
| | | Steveco (TBA) ⁹ | N.N | |
| | | Mol, The Department for Rescue Services ⁷ | Ville Estlander | |
| → 18:30 | back at the Sokos Hotel Tripla | | | |
| 18-22:00 | Debriefing and private meeting Hotel's meeting room is booked at the 31.10.2024 from 17:00 to 22:00 | All Auditors | | Original Sokos Hotel Tripla Pasila / kokoustila Fredikanterassi 1 B, 00520 Helsinki |
| | Traficom meeting room is available 17:00 - 00:00 | All Auditors (+ SPC stand-by in the lobby) | | The Finnish Transport and Communications Agency Traficom 2nd floor Harju |

| Day 5 Friday (1 November 2024) | | | |
|--------------------------------|--|---|--|
| Time | Activity | Participants | Division and Location |
| 08:45 | <ul style="list-style-type: none"> Transit by walking (total 400 m) | All auditors, SPC | |
| 0900 – 1030 (Session 19) | Casualty Investigation <ul style="list-style-type: none"> Processes Verification of samples, records Trend analysis Evaluation | All auditors | Safety Investigation Authority (Onnettomuustutkintakeskus OTKES) Ratapihantie 9 00520 HELSINKI meeting room Veturi, 6. floor |
| | | Member State representatives/bodies | |
| | | Safety Investigation Authority Kurt Kokko, Suvi Jokinen, Risto Haimila, Ilkka Kervinen, Hannu Hänninen, Heikki Harri, Tiina Bieber | |
| | | Regional State Administrative Agency for Southern Finland Frans Lähdesmäki | |
| | | Traficom | [Hanna Suutarla -SPC] |
| Coffee break | | | |
| 10:40 | Transit by walking (total 240 m) | All auditors, SPC | |
| 1045 – 1200 (Session 20) | Outstanding issues/ Debriefing | All auditors and SPC | The Finnish Transport and Communications Agency Traficom 2nd floor <u>Niemi</u> |
| 1200 – 1300 | Lunch break | All auditors | Ravintola Vire, Pasilan virastokeskus Opastinsilta 12b, 2nd floor |
| 1330 – 00:00 (Session 21) | Review of documents and drafting of report | All auditors | The Finnish Transport and Communications Agency Traficom |

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| | | Member State representatives/bodies SPC stand-by in the lobby | 2nd floor <u>Niemi</u> |
|--|--|---|---------------------------|

| Day 6 Saturday 2 November 2024 | | | |
|--------------------------------|---|--------------|--|
| Time (LT) | Activity | Participants | Location |
| By afternoon hrs | Drafting of findings, observations and consolidation of the draft audit interim report (DIR) and draft Executive Summary Report (DESR) by Saturday afternoon. ATL to send the draft reports and findings (if any), to SPC as a MS Word document. | ATL | The hotel's meeting room is booked for 02.11.2024 from 08:00 to 14:00. |

| Day 7 Sunday 3 November 2024 | | | |
|------------------------------|--|--------------|--|
| Time (LT) | Activity | Participants | Location |
| By afternoon hrs | SPC to return the draft audit report with comments and remarks to ATL, by Sunday afternoon. | ATL | The hotel's meeting room is booked for 03.11.2024 from 12:00 to 19:00. |
| By 1800 hrs | ATL to finalise DIR, DESR and findings (if any) by incorporating comments from SPC, sign FD/OB (if any) by Sunday evening. | ATL and SPC | The hotel's meeting room is booked for 03.11.2024 from 12:00 to 19:00. |

| Day 8 Monday 4 November 2024 | | | | | | | | | | | | | | | | | |
|--------------------------------|--|--|-----------------------|---------------------------------|-----|---|--------------------------|---|------|---|--------------------------------|---|-----|---------------------------------|----------|--|---|
| Time | Activity | Participants | Division/ Location | | | | | | | | | | | | | | |
| 8:50 | Taxi at the hotel | All auditors | Sokos Tripla | | | | | | | | | | | | | | |
| 09:30 - 10:30 | <p>Closing Meeting</p> <p>Submission of draft interim report (DIR) including findings and observations, and draft executive summary report (DESR)</p> | <p>All auditors</p> <p>Member State representatives/bodies</p> <table border="1"> <tr> <td>MINTC</td> <td>Saara Reinimäki, Anne Miettinen</td> </tr> <tr> <td>MOE</td> <td>Milka Parviainen, Eeva-Maija Puheloinen</td> </tr> <tr> <td>The Finnish Border Guard</td> <td>Sami Järvenpää, Eeva Havas, Heli Haapasaari</td> </tr> <tr> <td>FTIA</td> <td>Jarkko Toivola, Elisa Mikkolainen, Joonatan Ahlroos</td> </tr> <tr> <td>Safety Investigation Authority</td> <td>Kurt Kokko, Risto Haimila, Ilkka Kervinen, Tiina Bieber</td> </tr> <tr> <td>FMI</td> <td>Patrick Eriksson, Sanna Mäkinen</td> </tr> <tr> <td>Traficom</td> <td>Juha-Matti Korsi, Hanna Suutarla, Sanna Sonninen, Susanna Jansson, Räsänen Ville</td> </tr> </table> | MINTC | Saara Reinimäki, Anne Miettinen | MOE | Milka Parviainen, Eeva-Maija Puheloinen | The Finnish Border Guard | Sami Järvenpää, Eeva Havas, Heli Haapasaari | FTIA | Jarkko Toivola, Elisa Mikkolainen, Joonatan Ahlroos | Safety Investigation Authority | Kurt Kokko, Risto Haimila, Ilkka Kervinen, Tiina Bieber | FMI | Patrick Eriksson, Sanna Mäkinen | Traficom | Juha-Matti Korsi, Hanna Suutarla, Sanna Sonninen, Susanna Jansson, Räsänen Ville | <p>Location: Ministry of Transport and Communications Eteläesplanadi 4, Helsinki Paja 4.11. (08-11)</p> |
| MINTC | Saara Reinimäki, Anne Miettinen | | | | | | | | | | | | | | | | |
| MOE | Milka Parviainen, Eeva-Maija Puheloinen | | | | | | | | | | | | | | | | |
| The Finnish Border Guard | Sami Järvenpää, Eeva Havas, Heli Haapasaari | | | | | | | | | | | | | | | | |
| FTIA | Jarkko Toivola, Elisa Mikkolainen, Joonatan Ahlroos | | | | | | | | | | | | | | | | |
| Safety Investigation Authority | Kurt Kokko, Risto Haimila, Ilkka Kervinen, Tiina Bieber | | | | | | | | | | | | | | | | |
| FMI | Patrick Eriksson, Sanna Mäkinen | | | | | | | | | | | | | | | | |
| Traficom | Juha-Matti Korsi, Hanna Suutarla, Sanna Sonninen, Susanna Jansson, Räsänen Ville | | | | | | | | | | | | | | | | |

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| 10:50 | Taxi to the hotel | All auditors | Sokos Tripla |
| 13:00 | Taxi to the airport | All auditors | Sokos Tripla |

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| Ministry of Transport and Communications | MINTC | LVM |
| Ministry of the Environment | MOE | YM |
| Prime Minister's Office | PMO | VNK |
| Ministry of the Interior | MOI | SM |
| Ministry of Justice | MOJ | OM |
| Ministry of Education and Culture | MOEC | OKM |
| Ministry of Social Affairs and Health | MOSAH | STM |
| Finnish Transport and Communications Agency | | Traficom |
| Finnish Transport Infrastructure Agency (FTIA) | FTIA | Väylä |
| Finnish Meteorological Institute (FMI) | FMI | IL |
| Finnish Border Guard | FBG | Raja |
| Finnish Environment Institute | | Syke |
| Fintraffic | | |
| Safety Investigation Authority, Finland (SIAF) | SIAF | Otkes |
| Finnish Customs | | Tulli |
| Regional State Administrative Agencies (AVI) | | AVI |
| Centre for Economic Development, Transport and the Environment | ELY | ELY |
| Rescue departments of wellbeing services counties | | Pelastuslaitos |
| Police | | Poliisi |
| Finnish National Agency for Education | | OPH |
| Finnish Education Evaluation Centre (FINEEC) | FINEEC | Karvi |
| | | |