



Annex I

604. Seventeen amendments were submitted to Annex I.

Introductory text

605. The Government member of the Russian Federation introduced an amendment (D.149), seconded by the Workers' group, which, in the first paragraph of the introduction to Annex I (page 27), would replace the last two sentences ("The document shall have a minimum of ... pages bound inside a hard cover. The hard cover may be of any colour and material.") with the following sentence: "The document shall have a minimum of ... pages bound inside a cover."

606. The Worker Vice-Chairperson introduced a subamendment so that D.149, as subamended, would read: "The document shall have a maximum of ... pages bound inside a cover." He explained that his group did not wish to see the annex specify a hard cover for the document, as it would not be consistent with the cover provided for most national passports. The Workers did not want to specify a minimum number of pages as providing such extra space seemed contrary to the principle, already agreed by the Committee and reflected in Article 4, paragraphs 5 and 6, that the document should not contain extra space or additional information.

607. The Employer Vice-Chairperson supported the view of the Workers' group, noting that the annex should not limit the SID to a paper-printed document. Some member States might prefer to use plastic, perhaps in the form of a card. Flexibility should be retained.

608. The Government member of the United States supported the subamendment and endorsed the view of the Employers' group, noting that ICAO Document 9303 provided such flexibility.

609. The Government members of Canada and Italy noted that ICAO Document 9303 provided for two sizes of MRTDs. However, the Office text was limited to size ID-1 (passport size) thereby excluding the size ID-2 (card size). They suggested that both sizes should be included, leaving the choice of size to member States.

610. The Chairperson noted that there was general agreement on the intent in the amendment as subamended, and asked the secretariat to redraft the text so as to allow member States the two size options provided for in ICAO Document 9303. D.149 was therefore withdrawn.

611. At a later sitting, the representative of the Secretary-General introduced the changes made by the Office in the text of Annex I in accordance with the instructions received from the Committee following adoption of D.149 as subamended. The resulting text, as well as additional amendments and editorial corrections, were considered by the Committee.

-
- 612.** In the first paragraph the words “a number of pages” were replaced with “sufficient space” to avoid text which would indicate that a State must issue a SID in book form rather than card form, and to avoid text which encouraged the recording of information not provided for. The words “where appropriate” were deleted. The last sentence therefore read: “The document shall have sufficient space necessary to contain the information provided for by the Convention.” This was to bring this section in line with the Articles of the Convention and to avoid text which encouraged the recording of information not provided for.
- 613.** In the third paragraph, the references to “pages” were referred to the Drafting Committee for the same reason as above.
- 614.** In the fourth paragraph, the reference to the ICAO specifications was changed to “Document 9303 Part 3 (2nd ed. 2002) or Document 9303 Part 1 (5th ed. 2003). This was in response to an intervention by the Government member of Italy. This made it clear precisely what ICAO standards were to be referenced. It also made it unnecessary to include a specific date with regard to the standard to be followed.
- 615.** Reverting to the original Office text, a number of other changes were agreed as recorded below. The heading “Other security features may include” was changed to read “Other security features shall include at least one or more of the following features”.

1. Data to be entered on the data page(s) of the seafarers’ identity document

- 616.** References in the heading to “pages” were referred to the Drafting Committee.
- 617.** The Government member of Greece proposed an amendment (D.159) under the section entitled: “1. Data to be entered on the data page(s) of the seafarers’ identity document:”, to delete the paragraph that read: “II. Telephone number(s), email and web site of the authority:”.
- 618.** The Employer Vice-Chairperson and Worker Vice-Chairperson noted that this issue had already been dealt with as a consequence of text agreed in Article 4, paragraph 5.
- 619.** The representative of the Secretary-General said that the question here was whether or not the annex could add to the list of items to be included on the SID beyond those already provided in Article 4, paragraph 5. It was necessary to bring Annex I into line with the information included under Article 4, paragraph 5, which should “be restricted to the following particulars”.
- 620.** The Government member of Greece withdrew the amendment and a similar amendment (D.160) to the text section of the annex.
- 621.** The subheading “Digital photograph of seafarer” was changed to “Digital or original photograph of seafarer”, following an intervention by the Workers’ group.
- 622.** The Workers’ group submitted an amendment (D.195) to insert after the word “nationality” the words “or permanent residence” in clause (d).
- 623.** The Worker and Employer Vice-Chairpersons agreed that the text in this clause should be aligned with the text in Article 2.
- 624.** The amendment was adopted and the text referred to the Drafting Committee.

-
- 625.** On behalf of his group, the Worker Vice-Chairperson introduced an amendment (D.196) to add the words “Any special” before the words “physical characteristics” in clause (e). He explained that the purpose was to align the text with the wording contained in Article 4, paragraph 5, (“any physical characteristic that may assist identification”) and subamended the text to reflect this. Not all physical characteristics had to be included, but only special ones (e.g. a tattoo).
- 626.** The Employer Vice-Chairperson agreed with the proposal.
- 627.** The Government member of France drew attention to the Discrimination (Employment and Occupation) Convention, 1958 (No. 111). The requirement referred to in clause (e) had to be applied without prejudice to the obligations under Convention No. 111.
- 628.** The Chairperson clarified that the reference was to the physical characteristics of the person, and no racial or other discrimination was implied.
- 629.** The amendment was adopted as subamended.
- 630.** In (g), “Date of expiry of document” changed to “Date of expiry of document or of current renewal” and was referred to the Drafting Committee.
- 631.** The Government member of Denmark said the time had come to raise an issue which had arisen in the context of Article 4, paragraph 5, but had been deferred until the discussion on the section in Annex I. The issue concerned whether or not the SID could contain not only a unique reference number of the document but also the national identification number for their nationals. She was sure the Office would find an appropriate solution so that this number could be included in the SID and would provide for sufficient characters for the numbering systems already adopted by certain countries.
- 632.** The Worker Vice-Chairperson recalled the discussion on the unique reference number. He referred to page 29 of Report VII(2B) where this item was defined under clause (i). The limit of nine characters provided for therein was a problem which needed to be discussed.
- 633.** The Government member of Italy said that the identification number for the country was already included, if ID-1 and ID-2 were adopted. Certain spaces were available for this number under ICAO specifications. This meant that, if the document was machine-readable, this number could be inserted.
- 634.** The Government member of the United States encouraged the Committee to provide Members with the option to include such a number as it was common practice in many countries.
- 635.** The Government member of Cyprus reminded that the SID was supposed to be used on a global basis. The Committee had the opportunity to agree on a system understandable by all and providing benefits both in terms of security and in the interests of the issuing States. Every seafarer would have a unique number. He described again the system successfully used in his country. It allowed immigration authorities to check easily the identity of a person so as to exclude risks for security. The system met the security concerns through a very simple search. Within the national database, the identity number could be linked to other identity numbers. However, there would be no need to include these other identity numbers on the document.

-
- 636.** The Chairperson proposed, and it was agreed, that two numbers would be listed. One number would be a unique reference or serial number, and another to follow would be a personal identification number.
- 637.** Thus, in (i), “Unique reference number” was changed to “Unique document number”. After (i), a new paragraph was included referring to “Identification number of the seafarer”.
- 638.** The Government member of Japan introduced an amendment (D.165), which, at the bottom of page 27, in clause (j), would replace the words “Biometric template” with the words “If applicable, biometric template”, and the Worker Vice-Chairperson introduced a similar amendment (D.189) which, in clause (j), would replace the text of the clause with the sentence: “Biometric template based on a fingerprint printed as numbers in a bar code conforming to [standard]:”. The latter part of the Workers’ group’s amendment was subamended to read “to a standard to be developed” and the amendment was adopted.
- 639.** The reference in (k) to “Machine-readable zone conforming to ICAO specifications in Document 9303, Part 3” was referred to the Drafting Committee in light of the changes to paragraph 4 of the introductory paragraphs.

**3. Other pages: For official stamps and annotations
relocating to admission into countries**

- 640.** A consequential amendment (D.190) to delete “3. Other pages: For official stamps and annotations relating to admission into countries.” submitted by the Workers’ group was adopted.
- 641.** Amendment D.150 submitted by the Government member of the Russian Federation was not seconded and not discussed.
- 642.** An amendment (D.152) to insert a new section after section 3, submitted by the Government members of Italy and the United Kingdom, was withdrawn since it was consequential to an earlier amendment which had been withdrawn.

Explanation of data

- 643.** In section III, the date 31/12/77 was changed to 31/12/03.
- 644.** In (f), the words “or thumbprint if the bearer is unable to sign” were deleted, as it was agreed that seafarers should be able to sign their names.
- 645.** The Government member of the Russian Federation proposed an amendment (D.151), seconded by the Government member of India, to add after the clause “(g) Date of expiry of document:”, a new clause: “Date of expiry of the identity document after its validation/prolongation:”. He explained that it was important to indicate clearly the date that the document would expire after it was renewed.
- 646.** The Employer Vice-Chairperson did not support the amendment as the wording might cause confusion.
- 647.** The Worker Vice-Chairperson recalled the agreement to issue the SID for a maximum of ten years and to revalidate/renew it after five years. He agreed to the concept of the amendment but thought the exact wording could be dealt with by the Drafting Committee.

-
- 648.** The Government member of India said that a uniform system for revalidation would prevent confusion. The secretariat was asked to draft a text for consideration.
- 649.** A new paragraph was inserted after (i) reading “Identification Number, if any, of the seafarer: optional identification number of no more than 14 characters”. This was to provide a place for a unique identification number for the seafarer which might be included on the document by the State of issuance.
- 650.** Amendment D.191 to delete “or biometric identifier” from (j) in the section on Explanation of data was reconsidered after Article 4(6). The text was amended to read “Biometric template: [precise specification to be developed]”.
- 651.** The Worker Vice-Chairperson introduced an amendment (D.192), to replace the text of clause (k) with the following text and subamended it to read: “Machine-readable zone conforming to ICAO specification in Document 9303 as of the day of entry into force of the Convention.”. This was to clarify what standards applied, bearing in mind that the ICAO standard might change.
- 652.** The Employer Vice-Chairperson agreed with the amendment in principle.
- 653.** In response to a question from the Government member of Greece, the representative of the Secretary-General said that “entry into force” applied to the date that the Convention entered into force internationally. There could be a problem if a Member had initiated the Convention and issued SIDs in advance of this date and subsequently the ICAO standards had changed. In response to a question from the Government member of France with regard to Article 9, she pointed out that Article 9 referred to those Members that had ratified the seafarers’ identity documents Convention.
- 654.** Paragraph 2 “Pages headed ‘Other particulars’: Shall be free for the entry of data prescribed by national laws and regulations” was deleted. This was done so as not to encourage inclusion on the SID of information other than provided for in the Convention.
- 655.** Paragraph 3 “Other pages”, which referred to stamps, annotations and pages, was deleted subsequent to earlier decisions of the Committee (D.194).
- 656.** The Committee adopted Annex I, leaving the necessary changes to the Drafting Committee.

Annex II

- 657.** Four amendments to Annex II were received.
- 658.** The Government members of Canada and Norway withdrew amendment D.102.
- 659.** The Worker Deputy Vice-Chairperson pointed out that amendments D.91 and D.92 were consequential to the adoption of a new paragraph in Article 5 (D.88) and they were adopted, with the latter referred to the Drafting Committee.
- 660.** The Government member of France introduced an amendment (D.103) which added the words “of revocation or of suspension” after the words “date of expiry” in paragraph 4. The Committee had already made reference to revoking or suspending a SID as there could be some instances in which this would be necessary.

-
661. The Employer Vice-Chairperson noted that similar changes had been made to Annex III so this should be forwarded to the Drafting Committee to reflect that language.
662. The Worker Deputy Vice-Chairperson concurred and the amendment was adopted and sent to the Drafting Committee. The Government member of Japan noted that amendment D.100 was consequential and withdrew it.
663. The Worker Deputy Vice-Chairperson introduced an amendment (D.93) to add a new paragraph which stated: “Details of all inquiries made concerning the seafarers’ identity document.” He suggested recording all inquiries concerning the SIDs to permit transparency.
664. The Employer Vice-chairperson agreed, but suggested that there was language in Annex III that could be utilized by the Drafting Committee to be in line with the rest of the instrument.
665. The Government member of the United States proposed a subamendment that was supported by the Government member of Canada to include a paragraph, “Photograph in the database”.
666. This was for those member States which would utilize a digital photograph. The amendment as subamended was adopted.
667. Annex II was adopted as amended.

Annex III

Minimum requirements and recommended practices concerning procedures for the issuance of seafarers’ identity documents

668. The Government member of Malta, who chaired the Working Party on Annex III, said that there had been two views concerning the possible structure of the annex. One view was that it should consist of short basic principles and be recommendatory rather than mandatory in nature; the other was that detailed prescriptions were important in order to clarify the kind of procedures essential to an effective system for the issuance of seafarers’ identity documents.
669. The Working Party had considered both views to be valid and agreed that the first part of the annex would be mandatory and would consist of a short but comprehensive statement of the results that should be achieved by any national issuance system. The second part would consist of detailed recommendations on the way in which those results should be achieved. For the first (mandatory) part, the Working Party took as its basis a succinct statement of principles and performance criteria that had been submitted in amendment D.127 by the Government representatives of Canada and Japan. For the second part, it took as its basis the new text proposed by the Government delegation of the United States in amendment D.128, which was a reformulation of the Office text in Report VII(2B).
670. With this explanation, he introduced a new draft of the Annex (D.209), which essentially served as a new amendment. All 19 amendments that had been submitted by Committee members were considered, and the final draft incorporated, sometimes with modifications, amendments D.116, D.117, D.118, D.119, D.120, D.121, D.122, D.123, D.124, D.125, D.126, D.127, D.128 and D.130. Amendment D.121 had given rise to a discussion on the period for which files should be kept. The Working Party concluded that files would need

to be kept three years longer than the validity of the document. There was also discussion on amendments D.133, D.134, D.135 and D.136, as to whether seafarers should have their photographs taken and whether they should sign their applications in the presence of a designated official. As concerned the latter, it was recommended that seafarers should do so, bearing in mind that officials should be designated for that purpose in several convenient locations. Acceptance of applications by post was not recommended. It was recognized, however, that the intention behind that recommendation could be met if the presence of the applicant was required when the identity document was issued.

- 671.** The Working Party decided to add a number of provisions that were not the subject of specific amendments but which had been considered necessary to improve the text.
- 672.** In Part A, a provision had been inserted to ensure that applicants were not issued with multiple SIDs. Another provision related to the entering of the particulars mentioned in Annex II into the database prior to the issuance of the SID. A third related to verifying that the seafarer applicant was not a security risk. New provisions had been inserted to ensure that authorities took prompt action when a SID was no longer valid, to ensure that there were effective and transparent appeal procedures (for example when an application for a SID was rejected), and to protect the integrity of the databases, which should not be appended, copied, linked or written to other databases for purposes other than authenticating the identity of seafarers.
- 673.** In Part B, several new provisions had also been added, some corresponding to the additions made to Part A. Examples included provisions recommending that applicants should make a declaration about their possession of other nationalities, provisions relating to the cancellation, withdrawal and suspension of SIDs, as well as the corresponding right of appeal, and a provision to ensure that auditing procedures took into account the fundamental principles and rights at work consistent with ILO instruments.
- 674.** Finally, provisions on the protection of privacy with regard to the storage of data and rights of access to the data stored had been added to Parts A and B. Similarly, provisions had been added to both Parts to protect the confidentiality of the information submitted by countries in the periodic evaluations of national procedures on the issuance of SIDs. Provision had also been made to cater for an extension or renewal system in circumstances where a seafarer was in need of such a renewal or extension or where a SID had been lost. The only major deletion was a section establishing the need for supplementary proof that applicants were seafarers. It was felt that it should be for Members to take the appropriate action.
- 675.** A small number of additional changes that had been accepted by the members of the Working Party had not yet been incorporated into D.209 3(a)(vii), 3(b), 4(c) and 4(d)(i) of Part A.
- 676.** The representative of the Government of Malta thanked the members of the Working Party for their hard work and cooperation.
- 677.** The Employer Vice-Chairperson congratulated the Working Party on its excellent work and said that his group was in agreement with the proposed new text of Annex III, which was a significant improvement on the draft.
- 678.** A Worker member from Ireland, who served as Vice-Chairperson of her group in the Working Party said that her group was satisfied with the new text of Annex III, subject to its being brought into line with the Articles on the biometric once those had been adopted.

-
- 679.** The Government member of Spain, referring to Part B, Recommended practices, paragraph 3.10 of the annex, expressed concern that a new seafarer – one who might not yet have a certificate of competency, qualification or other relevant training, might not qualify to receive an identity document. In response, the Chairperson of the Working Party drew attention to paragraph 3.10.3, which provided that a seafarer could provide “equally cogent evidence” as proof of his profession.
- 680.** The Government member of Japan expressed appreciation for the tremendous effort by the Working Party and its excellent Chairperson. He then offered a subamendment to Part A, Minimum requirements, subparagraph 3(a)(vi) to add the words “with due respect for the applicant’s basic human rights” to the end of the text. The Government members of the Bahamas and Ireland supported the subamendment.
- 681.** The Employer Vice-Chairperson agreed that no seafarer’s basic human rights should be violated, but wondered what value the amendment could add that would not raise the same questions about human rights already discussed, bearing in mind that the only requirements for the verification process before issuance were the digital photograph and the biometric. The proposed phrase had a different meaning within each member State: in some countries even taking a photograph might be considered a violation of basic human rights, yet the Convention required a photograph.
- 682.** The Worker Vice-Chairperson supported the ideas behind the subamendment. He then referred to the mandatory Preamble of the International Ship and Port Facility Security Code, which stated, in Point 10 of the Preamble, that: “Nothing in this Code shall be interpreted or applied in a manner inconsistent with the proper respect of fundamental rights and freedoms as set out in international instruments, particularly those relating to maritime workers and refugees, including the International Labour Organization Declaration of Fundamental Principles and Rights at Work as well as international standards concerning maritime and port workers.” With the support of the Government member of France, he proposed a sub-subamendment so that the subparagraph would read: “Verification that the applicant does not constitute a risk to security with proper respect for the fundamental rights and freedoms set out in international instruments.”
- 683.** The Committee agreed to the subamendment as sub-subamended.
- 684.** The Government member of Greece expressed concern over Part A, Section 1, Production and delivery of blank SIDs, subparagraph (b), which read: “The materials used for production are protected and controlled,”, wanting to know whether a State which did not itself produce the plastic or paper used in the SID, and thus had to import these materials, would be responsible for maintaining control of such materials prior to their importation.
- 685.** The Government member of Malta said that, in his personal opinion, the State would only be responsible for exercising such control at the production stage, not before it came into its possession.
- 686.** The Chairperson concurred with the interpretation of the Government member of Malta. The materials should be protected and controlled once they were in the hands of the producing State.
- 687.** Document D.209 was adopted as subamended and Annex III was adopted as amended.

Resolutions

- 688.** The Worker Deputy Vice-Chairperson introduced a draft Conference resolution (Res.1) submitted by the Workers' group, regarding decent work for seafarers. The intent of the resolution was to link the core values of the ILO with seafarers and the maritime sector. A similar text had been adopted at the International Maritime Organization in December 2002 and they hoped that the International Labour Conference would adopt this one too. It recognized the need for special protections concerning access to shore facilities and shore leave, and the facilitation of transit of seafarers who worked and lived on ships involved in international trade. The protection of facilitation was included following a subamendment by the Employers' group. The draft resolution urged member States to consider the human element, the need to afford special protection and facilitation of seafarers and the critical importance of shore leave when implementing maritime security measures. In addition, it requested the Director-General to continue to promote decent work for seafarers, including access to shore leave and facilitation of transit, and for the Governing Body to remain seized of this matter.
- 689.** The resolution was adopted as amended.
- 690.** The Worker Deputy Vice-Chairperson introduced a second draft Conference resolution (Res.2), submitted by the Workers' group, which concerned the provision of technical cooperation to countries that would need help implementing the Convention. It noted that the success of the Convention depended on the availability of technology, expertise and resources for the preparation and verification of the SID, and for the related databases and issuance processes. It urged Members to share their technology, expertise and resources with those Members in need. It also invited the Governing Body to request the Director-General to give due priority, in the use of resources allocated to the ILO's technical cooperation programme, to assist countries with respect to technology, expertise and processes. External funding by Members to the programme was also recognized.
- 691.** The resolution was adopted.
- 692.** The Worker Deputy Vice-Chairperson introduced a third Conference resolution (Res.3), submitted by the Workers' group, which recognized the work being done in the International Civil Aviation Organization on the development of biometric standards for passports and international travel documents. It further noted the "Memorandum of Understanding" between ICAO and the ILO of 19 October 1953. Considering the context of the need outlined in Article 4, paragraph 1(b), of the Convention, for guidelines to be developed by the ILO on standards of technology to be used, it invited the Governing Body to request the Director-General to take urgent measures for the development of an international standard for the biometric. This included cooperation with relevant international institutions, in particular ICAO.
- 693.** The resolution was adopted.
- 694.** The Chairperson of the Working Party on Article 6 introduced a fourth Conference resolution (Res.4) by noting that under Article 6, paragraph 6, of the Convention, the Governing Body was to make arrangements to approve a list of countries which fully met the requirements of the Convention. It requested the Governing Body to appoint a tripartite maritime body consisting of representatives of governments which ratified the Convention and shipowners' and seafarers' organizations to be involved with the review of reports submitted by Members concerning the independent evaluations of the administration of their system for the issuance of SID. The ad hoc body should also provide advice to the Governing Body so that it can maintain a list of Members which fully meet the minimum

requirements referred to in the Convention. An amendment suggested by the secretariat during the discussion on Article 6 was incorporated.

695. The resolution was adopted as amended.

696. The report of the Committee, the text of the proposed Convention and the resolutions are submitted to the Conference for consideration.

Adoption of the report and the proposed Convention

697. The Chairperson welcomed the Secretary-General of the Conference and Director-General of the International Labour Organization, Mr. Juan Somavia, to the final sitting of the Committee. The Chairperson believed that the Committee had achieved an excellent result. It was a credit to the ILO that it could react quickly to new situations that required urgent attention, despite the formal process for developing new Conventions.

698. The Secretary-General of the Conference thanked all concerned for their dedication and hard work. The result was indeed excellent and the ILO had demonstrated its capacity to respond rapidly to the demands of the real world. The Committee had created the first international and uniform seafarers' identity document (SID), and thus had undertaken pioneering work in a very complex and sensitive area. The result was an extraordinary balance between the rights of the seafarers, unhampered international trade and security. The system of international oversight and the flexibility to keep the instrument up to date represented important elements for maintaining this balance. This work had demonstrated the power of tripartism to deal with complex issues in a cohesive way. The challenge for the future was to address other issues with the same methodology and thus to provide a balance in the broader perspective of globalization. The immediate task was to achieve the same rapid and widespread ratification of this Convention that had been achieved for the Worst Forms of Child Labour Convention, 1999 (No. 182). In this regard, the Office needed to establish a technical cooperation programme for countries that might need assistance. Pointing again to the power of the ILO tripartite network, he again thanked the delegates for their work.

699. The Chairperson, on behalf of the Committee, thanked the Secretary-General for his strong signal of the importance of pursuing rapid ratification and effective implementation.

700. The Reporter of the Committee, the Government member of the United Kingdom, introduced the Committee's draft report, including the draft text of the Seafarers' Identity Document Convention (Revised) and the four resolutions to be put to the Conference. The report should enable readers, especially those who will have to provide interpretations on the instrument, to understand how the final text of the instrument had been achieved. It explained why changes had been made to each of the provisions of the draft instrument contained in Report VII(2B). The Committee had held 20 sessions, established three working groups and considered 207 amendments, the fate of each of which could be found in the report. Without the working groups, she doubted that the Committee could have finished its work.

701. The Committee had concluded that the seafarers' identity document should be a stand-alone identity document, not a travel document, and that, in order to gain maximum security advantage, it would include a mandatory biometric. Taking into account the need to protect seafarers' rights and privacy, and for reasons of costs and simplicity, it had opted for a fingerprint stored as a template in a 2-D bar code, together with a digital or digitized photograph. To ensure global interoperability, the development of the necessary international standards should be sought urgently. The Committee had further agreed on

standards for the database on seafarers' identity documents issued to be maintained by each ratifying Member, and on procedures for access.

- 702.** Reporting on the work of the Drafting Committee, she said that its principal task had been to ensure that the English and French texts of the draft Convention were aligned and that there were no inconsistencies between them. The Drafting Committee had also been asked by the Committee to elaborate on a few specific issues. It had reviewed the titles for each Article; it had made some clarification in the preambular paragraphs. In the main body of the instrument, it had slightly reordered the material in the draft. Article 3, paragraph 1, covered the content of the seafarers' identity document: paragraph 2 of Article 3 referred to the simplified amendment procedure; and more detail of the form and content of the seafarers' identity document was contained in Article 4. There were therefore consequential effects on the numbering. Moreover, it had looked at the wording concerning access to the national databases and opted for the wording now found in Article 4, paragraph 6. It had also noted that paragraph 4 of Article 4 restricted access to the databases to Members for which the Convention was in force, while paragraph 5 allowed access to all members States. The Drafting Committee felt that paragraph 5 correctly reflected the intentions of the Committee and therefore proposed that the words "Members for which this Convention is in force" in paragraph 4 should be replaced by "all Members of the Organization". As agreed by the Committee, it had incorporated wording in both Parts A and B of Annex III to deal with the expiry of a seafarers' identity document while a seafarer was at sea, or the loss of a seafarers' identity document.
- 703.** Because of its limited remit, the Drafting Committee had not been able to implement the decision by the Committee to include a reference to an optional personal identification number in Annex I. This was because such a reference was to a particular, relating to the holder, that had not been included in Article 3. The reference approved in the [Drafting] Committee read "Personal identification number, if any, of the seafarer (optional)". However, it had been pointed out that there was an understanding in the full Committee that the same reference should be in Article 3. If the Committee agreed that this was the understanding, this reference should be included in both Article 3 and in Annex I.
- 704.** The Drafting Committee had divided Annex II into two parts. The first part covered the information for the member States' own use, and the second part the information which was the basis for the check that the holder of the seafarers' identity document was the seafarer to whom it related. The title of Annex III had been adjusted to reflect the introductory wording. Because of the fast-track process for developing the instrument and the need to have it implemented as quickly as possible, the Committee should consider whether the usual 12-month period between the second of the two ratifications, it had already agreed on as the threshold before entry into force, should be reduced to six months.
- 705.** She thanked the Chairperson, the Legal Adviser and his team, and all the members of the Drafting Committee. She recommended that the Committee approve the report and, after making the remaining decisions she had mentioned, approve the instrument for submission to the plenary of the Conference.
- 706.** The Committee considered the draft report. Delegates provided corrections and clarifications concerning their own statements, as well as minor editorial corrections to the English, French and Spanish versions, and the report was adopted.
- 707.** The Committee then turned to a discussion of the draft text of the Convention.
- 708.** The Legal Adviser, responding to an intervention by the Secretary of the Workers' group, said that, all minor changes to be made to the French text in order to align it to the English

version would be carefully looked at within the Drafting Committee of the Conference as regarded both the grammatical changes and the editing corrections he had referred to.

- 709.** The Government member of Greece noted that, as the reference to “permanent residents” in paragraph 3 of Article 2 was unqualified, application could apply to categories of workers other than seafarers when read in isolation. Including the word “These” at the beginning of the sentence would clearly indicate it only applied to seafarers.
- 710.** The Chairperson said that both the title and paragraph 3 of Article 2 clearly referred to the issuance of “seafarers’ identity documents” and this paragraph needed to be read as a whole. He proposed to refer the question to the Drafting Committee of the Conference.
- 711.** The Chairperson drew attention to the issue of the personal identification number raised by the Reporter. He said that the Committee had previously suggested adding subparagraph (h) to Article 3, paragraph 7, which read “Personal identification number, if any, of the seafarer (optional)”. In addition, there should be a change to Annex I which would make subparagraphs (j) and (k) become (k) and (l), and that (j) would read “Personal identification number, if any, of the seafarer (optional), of no more than 14 characters”.
- 712.** The Government member of the United States noted that paragraph 387 of the draft report was an accurate representation of this discussion. In paragraph 636 it was agreed that there would be a personal identification number and there was tacit recognition that it would be in both the Article and the annex so as to be consistent.
- 713.** The Secretary of the Workers’ group said that, since the amendment in question had been submitted after the deadline for amendments, the Workers’ group could not accept a change to the Article based on it for legal reasons.
- 714.** The Chairperson said that there would now be an inconsistency between Article 3 and Annex I. He believed that the intent of the Committee was to have reference to the personal identification number in both. The Workers’ group maintained its position and the Committee decided that this reference would be retained in Annex I but would not be added to Article 3, paragraph 7.
- 715.** The Chairperson noticed an inconsistency between paragraphs 4 and 5 of Article 4. In the light of the information given by the Reporter, the Chairperson confirmed that the intent of the Committee was to replace in Article 4, paragraph 4, the words “Members for which this Convention is in force” with “all Members of the Organization”. This was agreed.
- 716.** The Government member of Japan said that there was no reference in Article 5 to the “recommended practices” defined under Annex III. He suggested including these words after “minimum requirements” and to insert a sentence at the end of paragraph 1 to read: “For achieving these mandatory results, each Member shall consider the recommended practices set out in Annex III.”
- 717.** The Employer Vice-Chairperson asked whether this would conform to the standard practice of the Office with respect to ILO Conventions associated with Recommendations.
- 718.** The Secretary of the Workers’ group agreed and noted that the introductory paragraphs of Annex III already clarified the status of Part B concerning recommended practices, which were not mandatory.

-
- 719.** The Legal Adviser stressed that it was preferable not to insert references to non-mandatory provisions in the text of a Convention. Annex III clearly stated the non-binding nature of the practices in question. The insertion of a reference to recommended practices at this point would only create confusion.
- 720.** Following expressions of a preference for the text coming from the Drafting Committee, the Government member of Japan subsequently withdrew his proposal.
- 721.** The Government member of Greece referred to Article 10 in connection with the final clauses relating to the entry into force of the Convention for a member State and the consequent automatic denunciation of Convention No. 108. The Protocol of 1996 to the Merchant Shipping (Minimum Standards) Convention, 1976 (No. 147), included Convention No. 108 in Part B of its Supplementary Appendix. The ratification of the new instrument, while implying the automatic denunciation of Convention No. 108, would not, however, relieve a country from the obligation under the 1996 Protocol to submit reports on Convention No. 108, as required under article 22 of the Constitution of the ILO. He asked whether this question had been dealt with by the Drafting Committee.
- 722.** The Legal Adviser explained that it was difficult to solve this problem. In principle, the only solution would be the revision of the 1996 Protocol. However, a practical solution could be to bring this question to the attention of the ILO Committee of Experts on the application of Conventions and Recommendations with the understanding that no report concerning Convention No. 108 should be requested from member States who were parties to the 1996 Protocol in case they had ratified the new instrument. Concerning the possibility to shorten to six months the period before the entry into force of the Convention after the date of the second ratification, he urged the Committee to decide on this matter; otherwise the standard period of 12 months would apply. The ratification of the revised Convention would automatically imply the denunciation of Convention No. 108. According to the standard final clauses, the new Convention would enter into force for an individual member State 12 months after the date of its ratification. This period of time could also be shortened to six months in order for it to be in line with the period requested for the entry into force of the Convention itself after the first two ratifications. A decision by the Committee on this point was also necessary.
- 723.** The Secretary of the Workers' group favoured this approach since the new instrument had been prepared on the basis of the single-discussion procedure and the simplified amendment procedure provided for a period of six months before the entry into force of amendments to the three annexes.
- 724.** The Committee agreed to shorten to six months the period before the entry into force of the Convention after the second ratification, as well as for the entry into force of the instrument in a member State which ratified it after its entry into force.
- 725.** The Government member of Greece wondered whether the automatic denunciation of Convention No. 108, as a consequence of the ratification of the new instrument, would imply an automatic modification of the Protocol to Convention No. 147; otherwise member States which were parties to the 1996 Protocol to Convention No. 147 would still have the obligation to set out internal regulations substantially equivalent to the provisions of Convention No. 108, even if they had ratified the new Convention.
- 726.** The Secretary of the Workers' group, recalling a similar issue at the 1996 Maritime Session of the International Labour Conference, suggested that the matter might be dealt with through a resolution.

-
- 727.** The Legal Adviser replied that a resolution would not meet the concerns of the countries having accepted Part B of the Supplementary Appendix of the 1996 Protocol to Convention No. 147, since a resolution could not modify the text of a Convention. The Drafting Committee of the Conference would elaborate a special final clause in order to solve the problem.
- 728.** The Chairperson emphasized the need to facilitate seafarers' shore leave and transit; they were essential elements of the global shipping industry. He recalled that the work of the ILO and the Committee had been taken up in response to the terrible and criminal acts of terrorism perpetrated on 11 September 2001, and in relation to the work undertaken by the International Maritime Organization (IMO) to improve maritime security. Seafarers' travel and access to shore facilities had already been restricted in many countries, and it had become urgent to find an international solution to the problem. The ILO Governing Body had therefore agreed to place this item at an early stage on the agenda of the International Labour Conference with the intention to adopt a new instrument.
- 729.** It had been a pleasure and an honour for him to serve as the Chairperson, and today the Committee could see the results of its work. The Committee's decisions had laid the foundation for an international solution to this international challenge. It had broken new ground for the identification of people and had laid the foundation for improved security. He expressed his appreciation to all who had participated in the work. Their positive attitude, support, contributions and patience had helped to accomplish this task in a very short period of time. He extended a special thanks to all of those in the working parties, and to the Vice-Chairpersons of the Employers' and Workers' groups, for their willingness to find and accept solutions to the challenges that the Committee had faced. Particular thanks were extended to the Reporter and to the secretariat for its assistance throughout to proceedings.
- 730.** He strongly urged all countries firstly to adopt the new Convention, then to ratify it quickly and ensure that it was implemented effectively. He urged all countries to do so in order to ensure the facilitation, safety and security for both ships and crews, and at the same time ensuring respect for basic human rights, with as little red tape as possible.
- 731.** The Employer Vice-Chairperson recalled that this process had started merely months ago, not years, as was normal for the preparatory work for a Convention. The Employers' group had been committed to this effort from the start, and were impressed with the hard work and dedication of all involved. The Office had always prepared good texts, but the Governments, Employers and Workers in the Committee had worked well together to substantially improve them. He stressed the importance of such cooperation, noting that all three parties depended on one another: governments had ships trading at their ports; seafarers were professionals carrying out their duties in an efficient manner; and shipowners invested in, and then operated, efficient ships requiring the services of those professionals. He urged all member States to vote for the adoption of the Convention and to ratify it rapidly at home.
- 732.** The Secretary of the Workers' group congratulated the Chairperson for guiding the Committee through difficult negotiations. While the shipping industry needed to facilitate the movement of seafarers, the latter also had an interest in enhancing security. A balance was needed between security and facilitation, with due respect for fundamental human rights. After the Convention was adopted, the most important objective would be to attain its early and widespread ratification. In particular, States of the G8 should give effect to their recent declaration and move rapidly to implement the Convention within the context of the enhanced security measures provided for in the new IMO International Ship and Port Facility Security Code. The new Convention was a great achievement as it had dealt

with a matter that was both technically complicated and politically sensitive. A fundamental step had been taken to help ensuring decent work for seafarers.

- 733.** The Government member of the United States said that it was the hard work done by all that had led to the successful adoption of the draft Convention. He expressed his deepest appreciation to everyone for this work and urged the Committee members to impress on their national delegates the importance of voting for the adoption of the new Convention in the plenary sitting of the Conference.
- 734.** The Government member of Denmark, on behalf of the IMEC Group, the Government member of Greece, speaking informally for the Member States of the European Union, the Government member of Namibia, on behalf of the Africa group, the Government member of Egypt, on behalf of the Arab group, the Government member of Chile, on behalf of GRULAC, the Government member of Japan, on behalf of the Asia group and several other Government members expressed their thanks to the Chairperson, the Government members of the Committee, the Vice-Chairpersons of the Employers' and Workers' groups, and the Office, for their hard work, dedication and cooperation.
- 735.** The Committee adjourned.
- 736.** The report of the Committee, the text of the proposed Convention and the resolutions are submitted to the Conference for consideration.

Geneva, 16 June 2003.

(Signed) Georg T. Smefjell,
Chairperson.

Mary Martyn,
Reporter.

Proposed Seafarers' Identity Documents Convention (Revised)

The General Conference of the International Labour Organization,

Having been convened at Geneva by the Governing Body of the International Labour Office, and having met in its Ninety-first Session on 3 June 2003, and

Mindful of the continuing threat to the security of passengers and crews and the safety of ships, to the national interest of States and to individuals, and

Mindful also of the core mandate of the Organization, which is to promote decent conditions of work, and

Considering that, given the global nature of the shipping industry, seafarers need special protection, and

Recognizing the principles embodied in the Seafarers' Identity Documents Convention, 1958, concerning the facilitation of entry by seafarers into the territory of Members, for the purposes of shore leave, transit, transfer or repatriation, and

Noting the Convention on the Facilitation of International Maritime Traffic, 1965, as amended, of the International Maritime Organization, in particular, Standards 3.44 and 3.45, and

Noting further that United Nations General Assembly Resolution A/RES/57/219 (Protection of human rights and fundamental freedoms while countering terrorism) affirms that States must ensure that any measure taken to combat terrorism complies with their obligations under international law, in particular international human rights, refugee and humanitarian law, and

Being aware that seafarers work and live on ships involved in international trade and that access to shore facilities and shore leave are vital elements of seafarers' general well-being and, therefore, to the achievement of safer shipping and cleaner oceans, and

Being aware also that the ability to go ashore is essential for joining a ship and leaving after the agreed period of service, and

Noting the amendments to the International Convention for the Safety of Life at Sea, 1974, as amended, concerning special measures to enhance maritime safety and security, that were adopted by the International Maritime Organization Diplomatic Conference on 12 December 2002, and

Having decided upon the adoption of certain proposals with regard to the improved security of seafarers' identification, which is the seventh item on the agenda of the session, and

Having decided that these proposals shall take the form of an international Convention revising the Seafarers' Identity Documents Convention, 1958,

adopts this ... day of June of the year two thousand and three, the following Convention, which may be cited as the Seafarers' Identity Documents Convention (Revised), 2003:

Article 1

SCOPE

1. For the purposes of this Convention, the term “seafarer” means any person who is employed or is engaged or works in any capacity on board a vessel, other than a ship of war, ordinarily engaged in maritime navigation.

2. In the event of any doubt whether any categories of persons are to be regarded as seafarers for the purpose of this Convention, the question shall be determined in accordance with the provisions of this Convention by the competent authority of the State of nationality or permanent residence of such persons after consulting with the shipowners’ and seafarers’ organizations concerned.

3. After consulting the representative organizations of fishing-vessel owners and persons working on board fishing vessels, the competent authority may apply the provisions of this Convention to commercial maritime fishing.

Article 2

ISSUANCE OF SEAFARERS’ IDENTITY DOCUMENTS

1. Each Member for which this Convention is in force shall issue to each of its nationals who is a seafarer and makes an application to that effect a seafarers’ identity document conforming to the provisions of Article 3 of this Convention.

2. Unless otherwise provided for in this Convention, the issuance of seafarers’ identity documents may be subject to the same conditions as those prescribed by national laws and regulations for the issuance of travel documents.

3. Each Member may also issue seafarers’ identity documents referred to in paragraph 1 to seafarers who have been granted the status of permanent resident in its territory. Permanent residents shall in all cases travel in conformity with the provisions of Article 6, paragraph 7.

4. Each Member shall ensure that seafarers’ identity documents are issued without undue delay.

5. Seafarers shall have the right to an administrative appeal in the case of a rejection of their application.

6. This Convention shall be without prejudice to the obligations of each Member under international arrangements relating to refugees and stateless persons.

Article 3

CONTENT AND FORM

1. The seafarers' identity document covered by this Convention shall conform – in its content – to the model set out in Annex I hereto. The form of the document and the materials used in it shall be consistent with the general specifications set out in the model, which shall be based on the criteria set out below. Provided that any amendment is consistent with the following paragraphs, Annex I may, where necessary, be amended in accordance with Article 8 below, in particular to take account of technological developments. The decision to adopt the amendment shall specify when the amendment will enter into effect, taking account of the need to give Members sufficient time to make any necessary revisions of their national seafarers' identity documents and procedures.

2. The seafarers' identity document shall be designed in a simple manner, be made of durable material, with special regard to conditions at sea and be machine-readable. The materials used shall:

- (a) prevent tampering with the document or falsification, as far as possible, and enable easy detection of alterations; and
- (b) be generally accessible to governments at the lowest cost consistent with reliably achieving the purpose set out in (a) above.

3. Members shall take into account any available guidelines developed by the International Labour Organization on standards of the technology to be used which will facilitate the use of a common international standard.

4. The seafarers' identity document shall be no larger than a normal passport.

5. The seafarers' identity document shall contain the name of the issuing authority, indications enabling rapid contact with that authority, the date and place of issue of the document, and the following statements:

- (a) this document is a seafarers' identity document for the purpose of the Seafarers' Identity Documents Convention (Revised), 2003 of the International Labour Organization; and
- (b) this document is a stand-alone document and not a passport.

6. The maximum validity of a seafarers' identity document shall be determined in accordance with the laws and regulations of the issuing State and shall in no case exceed ten years, subject to renewal after the first five years.

7. Particulars about the holder included in the seafarer's identity document shall be restricted to the following:

- (a) full name (first and last names where applicable);
- (b) sex;
- (c) date and place of birth;
- (d) nationality;

-
- (e) any special physical characteristics that may assist identification;
 - (f) digital or original photograph; and
 - (g) signature.

8. Notwithstanding paragraph 7 above, a template or other representation of a biometric of the holder which meets the specification provided for in Annex I shall also be required for inclusion in the seafarers' identity document, provided that the following preconditions are satisfied:

- (a) the biometric can be captured without any invasion of privacy of the persons concerned, discomfort to them, risk to their health or offence against their dignity;
- (b) the biometric shall itself be visible on the document and it shall not be possible to reconstitute it from the template or other representation;
- (c) the equipment needed for the provision and verification of the biometric is user-friendly and is generally accessible to governments at low cost;
- (d) the equipment for the verification of the biometric can be conveniently and reliably operated in ports and in other places, including on board ship, where verification of identity is normally carried out by the competent authorities; and
- (e) the system in which the biometric is to be used (including the equipment, technologies and procedures for use) provides results that are uniform and reliable for the authentication of identity.

9. All data concerning the seafarer that are recorded on the document shall be visible. Seafarers shall have convenient access to machines enabling them to inspect any data concerning them that is not eye-readable. Such access shall be provided by or on behalf of the issuing authority.

10. The content and form of the seafarers' identity document shall take into account the relevant international standards cited in Annex I.

Article 4

NATIONAL ELECTRONIC DATABASE

1. Each Member shall ensure that a record of each seafarers' identity document issued, suspended or withdrawn by it is stored in an electronic database. The necessary measures shall be taken to secure the database from interference or unauthorized access.

2. The information contained in the record shall be restricted to details which are essential for the purposes of verifying a seafarers' identity document or the status of a seafarer and which are consistent with the seafarer's right to privacy and which meet all applicable data protection requirements. The details are set out in Annex II hereto, which may be amended in the manner provided for in Article 8 below, taking account of the need to give Members sufficient time to make any necessary revisions of their national database systems.

3. Each Member shall put in place procedures which will enable any seafarer to whom it has issued a seafarers' identity document to examine and check the validity of all

the data held or stored in the electronic database which relate to that individual and to provide for correction if necessary, at no cost to the seafarer concerned.

4. Each Member shall designate a permanent focal point for responding to inquiries, from the immigration or other competent authorities of all Members of the Organization, concerning the authenticity and validity of the seafarers' identity document issued by its authority. Details of the permanent focal point shall be communicated to the International Labour Office, and the Office shall maintain a list which shall be communicated to all Members of the Organization.

5. The details referred to in paragraph 2 above shall at all times be immediately accessible to the immigration or other competent authorities in member States of the Organization, either electronically or through the focal point referred to in paragraph 4 above.

6. For the purposes of this Convention, appropriate restrictions shall be established to ensure that no data – in particular, photographs – are exchanged, unless a mechanism is in place to ensure that applicable data protection and privacy standards are adhered to.

7. Members shall ensure that the personal data on the electronic database shall not be used for any purpose other than verification of the seafarers' identity document.

Article 5

QUALITY CONTROL AND EVALUATIONS

1. Minimum requirements concerning processes and procedures for the issue of seafarers' identity documents, including quality-control procedures, are set out in Annex III to this Convention. These minimum requirements establish mandatory results that must be achieved by each Member in the administration of its system for issuance of seafarers' identity documents.

2. Processes and procedures shall be in place to ensure the necessary security for:

- (a) the production and delivery of blank seafarers' identity documents;
- (b) the custody, handling and accountability for blank and completed seafarers' identity documents;
- (c) the processing of applications, the completion of the blank seafarers' identity documents into personalized seafarers' identity documents by the authority and unit responsible for issuing them and the delivery of the seafarers' identity documents;
- (d) the operation and maintenance of the database; and
- (e) the quality control of procedures and periodic evaluations.

3. Subject to paragraph 2 above, Annex III may be amended in the manner provided for in Article 8, taking account of the need to give Members sufficient time to make any necessary revisions to their processes and procedures.

4. Each Member shall carry out an independent evaluation of the administration of its system for issuing seafarers' identity documents, including quality-control procedures, at least every five years. Reports on such evaluations, subject to the removal of any

confidential material, shall be provided to the Director-General of the International Labour Office with a copy to the representative organizations of shipowners and seafarers in the Member concerned. This reporting requirement shall be without prejudice to the obligations of Members under article 22 of the Constitution of the International Labour Organization.

5. The International Labour Office shall make these reports available to Members. Any disclosure, other than those authorized by this Convention, shall require the consent of the reporting Member.

6. The Governing Body of the International Labour Office, acting on the basis of all relevant information in accordance with arrangements made by it, shall approve a list of Members which fully meet the minimum requirements referred to in paragraph 1 above.

7. The list must be available to Members of the Organization at all times and be updated as appropriate information is received. In particular, Members shall be promptly notified where the inclusion of any Member on the list is contested on solid grounds in the framework of the procedures referred to in paragraph 8.

8. In accordance with procedures established by the Governing Body, provision shall be made for Members which have been or may be excluded from the list, as well as interested governments of ratifying Members and representative shipowners' and seafarers' organizations, to make their views known to the Governing Body, in accordance with the arrangements referred to above and to have any disagreements fairly and impartially settled in a timely manner.

9. The recognition of seafarers' identity documents issued by a Member is subject to its compliance with the minimum requirements referred to in paragraph 1 above.

Article 6

FACILITATION OF SHORE LEAVE AND TRANSIT AND TRANSFER OF SEAFARERS

1. Any seafarer who holds a valid seafarers' identity document issued in accordance with the provisions of this Convention by a Member for which the Convention is in force shall be recognized as a seafarer within the meaning of the Convention unless clear grounds exist for doubting the authenticity of the seafarers' identity document.

2. The verification and any related inquiries and formalities needed to ensure that the seafarer for whom entry is requested pursuant to paragraphs 3 to 6 or 7 to 9 below is the holder of a seafarers' identity document issued in accordance with the requirements of this Convention shall be at no cost to the seafarers or shipowners.

Shore leave

3. Verification and any related inquiries and formalities referred to in paragraph 2 above shall be carried out in the shortest possible time provided that reasonable advance notice of the holder's arrival was received by the competent authorities. The notice of the holder's arrival shall include the details specified in section 1 of Annex II.

4. Each Member for which this Convention is in force shall, in the shortest possible time, and unless clear grounds exist for doubting the authenticity of the seafarers' identity document, permit the entry into its territory of a seafarer holding a valid seafarer's identity document, when entry is requested for temporary shore leave while the ship is in port.

5. Such entry shall be allowed provided that the formalities on arrival of the ship have been fulfilled and the competent authorities have no reason to refuse permission to come ashore on grounds of public health, public safety, public order or national security.

6. For the purpose of shore leave seafarers shall not be required to hold a visa. Any Member which is not in a position to fully implement this requirement shall ensure that its laws and regulations or practice provide arrangements that are substantially equivalent.

Transit and transfer

7. Each Member for which this Convention is in force shall, in the shortest possible time, also permit the entry into its territory of a seafarer holding a valid seafarers' identity document supplemented by a passport, when entry is requested for the purpose of:

- (a) joining their ship or transferring to another ship;
- (b) passing in transit to join their ship in another country or for repatriation; or any other purpose approved by the authorities of the Member concerned.

8. Such entry shall be allowed unless clear grounds exist for doubting the authenticity of the seafarers' identity document, provided that the competent authorities have no reason to refuse entry on grounds of public health, public safety, public order or national security.

9. Any Member may, before permitting entry into its territory for one of the purposes specified in paragraph 7 above, require satisfactory evidence, including documentary evidence of a seafarer's intention and ability to carry out that intention. The Member may also limit the seafarer's stay to a period considered reasonable for the purpose in question.

Article 7

CONTINUOUS POSSESSION AND WITHDRAWAL

1. The seafarers' identity document shall remain in the seafarer's possession at all times, except when it is held for safekeeping by the master of the ship concerned, with the seafarer's written consent.

2. The seafarers' identity document shall be promptly withdrawn by the issuing State if it is ascertained that the seafarer no longer meets the conditions for its issue under this Convention. Procedures for suspending or withdrawing seafarers' identity documents shall be drawn up in consultation with the representative shipowners' and seafarers' organizations and shall include procedures for administrative appeal.

Article 8

AMENDMENT OF THE ANNEXES

1. Subject to the relevant provisions of this Convention, amendments to the Annexes may be made by the International Labour Conference, acting on the advice of a duly constituted tripartite maritime body of the International Labour Organization. The decision shall require a majority of two-thirds of the votes cast by the delegates present at the Conference, including at least half the Members that have ratified this Convention.

2. Any Member that has ratified this Convention may give written notice to the Director-General within six months of the date of the adoption of such an amendment that it shall not enter into force for that Member, or shall only enter into force at a later date upon subsequent written notification.

Article 9

TRANSITIONAL PROVISION

Any Member which is a party to the Seafarers' Identity Documents Convention, 1958, and which is taking measures, in accordance with article 19 of the Constitution of the International Labour Organization, with a view to ratification of this Convention may notify the Director-General of its intention to apply the present Convention provisionally. A seafarers' identity document issued by such a Member shall be treated for the purposes of this Convention as a seafarers' identity document issued under it provided that the requirements of Articles 2 to 5 of this Convention are fulfilled and that the Member concerned accepts seafarers' identity documents issued under this Convention.

Article 10

This Convention revises the Seafarers' Identity Documents Convention, 1958.

Annex I

The seafarers' identity document, whose form and contents are set out below, shall consist of good-quality materials which, as far as practicable, having regard to considerations such as cost, are not easily accessible to the general public. The document shall have no more space than is necessary to contain the information provided for by the Convention.

It shall contain the name of the issuing State and the following statements: "This document is a seafarers' identity document for the purpose of the Seafarers' Identity Documents Convention (Revised), 2003, of the International Labour Organization. This document is a stand-alone document and not a passport."

The data page(s) of the document indicated in bold below, shall be protected by a laminate or overlay, or by applying an imaging technology and substrate material that provide an equivalent resistance to substitution of the portrait and other biographical data.

The materials used, dimensions and placement of data shall conform to the International Civil Aviation Organization (ICAO) specifications as contained in Document 9303 Part 3 (2nd edition, 2002) or Document 9303 Part 1 (5th edition, 2003).

Other security features shall include at least one of the following features:

Watermarks, ultraviolet security features, use of special inks, special colour designs, perforated images, holograms, laser engraving, micro-printing, and heat-sealed lamination.

Data to be entered on the data page(s) of the seafarers' identity document shall be restricted to:

- I. Issuing authority:
- II. Telephone number(s), email and web site of the authority:
- III. Date and place of issue:

Digital or original photograph of seafarer

- (a) Full name of seafarer:
- (b) Sex:
- (c) Date and place of birth:
- (d) Nationality:
- (e) Any special physical characteristics of seafarer that may assist identification:
- (f) Signature:
- (g) Date of expiry:
- (h) Type or designation of document:
- (i) Unique document number:
- (j) Personal identification number:
- (k) Biometric template based on a fingerprint printed as numbers in a bar code conforming to a standard to be developed:
- (l) A machine-readable zone conforming to ICAO specifications in document 9303 specified above.

IV. Official seal or stamp of the issuing authority

Explanation of data

The captions on fields on the data pages above may be translated into the language(s) of the issuing State. If the national language is other than English, French or Spanish, the captions shall also be entered in one of these languages.

The Roman alphabet should be used for all entries in this document.

The information listed above shall have the following characteristics:

- I. Issuing authority: ISO code for the issuing State and the name and full address of the office issuing the seafarers' identity document as well as the name and position of the person authorizing the issue.
- II. The telephone number, email and web site shall correspond to the links to the focal point referred to in the Convention.

III. Date and place of issue: Date shall be written in two-digit Arabic numerals in the form day/month/year – e.g. 31/12/03; the place shall be written in the same way as on the national passport.

Size of the portrait photograph: as in ICAO Document 9303 specified above

- (a) Full name of seafarer: Where applicable, family name shall be written first, followed by the seafarer's other names;
- (b) Sex: Specify "M" for male or "F" for female;
- (c) Date and place of birth: Date shall be written in two-digit Arabic numerals in the form day/month/year; the place shall be written in the same way as on the national passport;
- (d) Statement of nationality: Specify nationality;
- (e) Special physical characteristics: Any evident characteristics assisting identification;
- (f) Signature of seafarer;
- (g) Date of expiry: In two-digit Arabic numerals in the form day/month/year;
- (h) Type or designation of document: Character code for document type, written in capitals in the Roman alphabet (S);
- (i) Unique document number: Country code (see I above) followed by an alphanumeric book inventory number of no more than nine characters;
- (j) Personal identification number: Optional personal identification number of the seafarer; identification number of no more than 14 alphanumeric characters;
- (k) Biometric template: precise specification to be developed;
- (l) Machine-readable zone: according to ICAO Document 9303 specified above.

Annex II

Electronic database

The details to be provided for each record in the electronic database to be maintained by each Member in accordance with Article 4, paragraphs 1, 2, 6 and 7 of this Convention shall be restricted to:

Section 1

1. Issuing authority named on the identity document.
2. Full name of seafarer as written on the identity document.
3. Unique document number of the identity document.
4. Date of expiry or suspension or withdrawal of the identity document.

Section 2

5. Biometric template appearing on the identity document.
6. Photograph.
7. Details of all inquiries made concerning the seafarers' identity document.

Annex III

Requirements and recommended procedures and practices concerning the issuance of seafarers' identity documents

This annex sets out minimum requirements relating to procedures to be adopted by each Member in accordance with Article 5 of this Convention, with respect to the issuance of seafarers' identity documents (referred to below as "SIDs"), including quality-control procedures.

Part A lists the mandatory results that must be achieved, as a minimum, by each Member, in implementing a system of issuance of SIDs.

Part B recommends procedures and practices for achieving those results. Part B is to be given full consideration by Members, but is not mandatory.

Part A: Mandatory results

1. *Production and delivery of blank SIDs*

Processes and procedures are in place to ensure the necessary security for the production and delivery of blank SIDs, including the following:

- (a) All blank SIDs are of uniform quality and meet the specifications in content and form as contained in Annex I;*
- (b) The materials used for production are protected and controlled;*
- (c) Blank SIDs are protected, controlled, identified and tracked during the production and delivery processes;*
- (d) Producers have the means of properly meeting their obligations in relation to the production and delivery of blank SIDs;*
- (e) The transport of the blank SIDs from the producer to the issuing authority is secure.*

2. *Custody, handling and accountability for blank and completed SIDs*

Processes and procedures are in place to ensure the necessary security for the custody, handling and accountability for blank and completed SIDs, including the following:

- (a) The custody and handling of blank and completed SIDs is controlled by the issuing authority;*
- (b) Blank, completed and voided SIDs, including those used as specimens, are protected, controlled, identified and tracked;*
- (c) Personnel involved with the process meet standards of reliability, trustworthiness and loyalty required by their positions and have appropriate training;*
- (d) The division of responsibilities among authorized officials is designed to prevent the issuance of unauthorized SIDs.*

3. Processing of applications; suspension, or withdrawal of SIDs; appeal procedures

Processes and procedures are in place to ensure the necessary security for the processing of applications, the completion of the blank SIDs into personalized SIDs by the authority and unit responsible for issuing them and the delivery of the SIDs, including:

- (a) Processes for verification and approval ensuring that SIDs, when first applied for and when renewed, are issued only on the basis of:*
 - (i) applications completed with all information required by Annex I,*
 - (ii) proof of identity of the applicant in accordance with the law and practice of the issuing State,*
 - (iii) proof of nationality or permanent residence,*
 - (iv) proof that the applicant is a seafarer within the meaning of Article 1,*
 - (v) assurance that applicants, especially those with more than one nationality or having the status of permanent residents, are not issued with more than one SID,*
 - (vi) verification that the applicant does not constitute a risk to security, with proper respect for the fundamental rights and freedoms set out in international instruments.*
- (b) The processes ensure that:*
 - (i) the particulars of each item contained in Annex II are entered in the database simultaneously with issuance of the SID,*
 - (ii) the data, photograph, signature and biometric gathered from the applicant correspond to the applicant, and*
 - (iii) the data, photograph, signature and biometric gathered from the applicant are linked to the application throughout the processing, issuance and delivery of the SID.*
- (c) Prompt action is taken to update the database when an issued SID is suspended or withdrawn;*
- (d) An extension and/or renewal system has been established to provide for circumstances where a seafarer is in need of extension or renewal of his or her SID and in circumstances where the SID is lost;*
- (e) The circumstances in which SIDs may be suspended or withdrawn are established in consultation with shipowners' and seafarers' organizations;*
- (f) Effective and transparent appeal procedures are in place.*

4. Operation, security and maintenance of the database

Processes and procedures are in place to ensure the necessary security for the operation and maintenance of the database, including the following:

- (a) The database is secure from tampering and from unauthorized access;*
- (b) Data are current, protected against loss of information and available for query at all times through the focal point;*
- (c) Databases are not appended, copied, linked or written to other databases; information from the database is not used for purposes other than authenticating the seafarers' identity;*

-
- (d) *Individual's rights are respected, including:*
- (i) *the right to privacy in the collection, storage, handling and communication of personal data; and*
 - (ii) *the right of access to data concerning them and to have any inaccuracies corrected in a timely fashion.*

5. **Quality control of procedures and periodic evaluations**

- (a) *Processes and procedures are in place to ensure the necessary security through the quality control of procedures and periodic evaluations, including the monitoring of processes, to ensure that required performance standards are met, for:*
 - (i) *production and delivery of blank SIDs,*
 - (ii) *custody, handling and accountability for blank, voided and personalized SIDs,*
 - (iii) *processing of applications, completion of blank SIDs into personalized SIDs by the authority and unit responsible for issuance and delivery,*
 - (iv) *operation, security and maintenance of the database.*
- (b) *Periodic reviews are carried out to ensure the reliability of the issuance system and of the procedures and their conformity with the requirements of this Convention;*
- (c) *Procedures are in place to protect the confidentiality of information contained in reports on periodic evaluations provided by other ratifying Members.*

Part B: Recommended procedures and practices

1. **Production and delivery of blank SIDs**

- 1.1. *In the interest of security and uniformity of SIDs, the competent authority should select an effective source for the production of blank SIDs to be issued by the Member.*
- 1.2. *If the blanks are to be produced on the premises of the authority responsible for the issuance of SIDs ("the issuing authority"), section 2.2 below applies.*
- 1.3. *If an outside enterprise is selected, the competent authority should:*
 - 1.3.1. *check that the enterprise is of undisputed integrity, financial stability and reliability;*
 - 1.3.2. *require the enterprise to designate all the employees who will be engaged in the production of blank SIDs;*
 - 1.3.3. *require the enterprise to furnish the authority with proof that demonstrates that there are adequate systems in place to ensure the reliability, trustworthiness and loyalty of designated employees and to satisfy the authority that it provides each such employee with adequate means of subsistence and adequate job security;*
 - 1.3.4. *conclude a written agreement with the enterprise which, without prejudice to the authority's own responsibility for SIDs, should, in particular, establish the specifications and directions referred to under section 1.5 below and require the enterprise:*
 - 1.3.4.1. *to ensure that only the designated employees, who must have assumed strict obligations of confidentiality, are engaged in the production of the blank SIDs;*

-
- 1.3.4.2. to take all necessary security measures for the transport of the blank SIDs from its premises to the premises of the issuing authority. Issuing agents cannot be absolved from the liability on the grounds that they are not negligent in this regard;
 - 1.3.4.3. to accompany each consignment with a precise statement of its contents; this statement should, in particular, specify the reference numbers of the SIDs in each package.
 - 1.3.5. ensure that the agreement includes a provision to allow for completion if the original contractor is unable to continue;
 - 1.3.6. satisfy itself, before signing the agreement, that the enterprise has the means of properly performing all the above obligations.
 - 1.4. If the blank SIDs are to be supplied by an authority or enterprise outside the Member's territory, the competent authority of the Member may mandate an appropriate authority in the foreign country to ensure that the requirements recommended in this section are met.
 - 1.5. The competent authority should inter alia:
 - 1.5.1. establish detailed specifications for all materials to be used in the production of the blank SIDs; these materials should conform to the general specifications set out in Annex I to this Convention;
 - 1.5.2. establish precise specifications relating to the form and content of the blank SIDs as set out in Annex I;
 - 1.5.3. ensure that the specifications enable uniformity in the printing of blank SIDs if different printers are subsequently used;
 - 1.5.4. provide clear directions for the generation of a unique document number to be printed on each blank SID in a sequential manner in accordance with Annex I; and
 - 1.5.5. establish precise specifications governing the custody of all materials during the production process.

2. Custody, handling and accountability for blank and completed SIDs

- 2.1. All operations relating to the issuance process (including the custody of blank, voided and completed SIDs, the implements and materials for completing them, the processing of applications, the issuance of SIDs, the maintenance and the security of databases) should be carried out under the direct control of the issuing authority.
- 2.2. The issuing authority should prepare an appraisal of all officials involved in the issuance process establishing, in the case of each of them, a record of reliability, trustworthiness and loyalty.
- 2.3. The issuing authority should ensure that no officials involved in the issuance process are members of the same immediate family.
- 2.4. The individual responsibilities of the officials involved in the issuance process should be adequately defined by the issuing authority.
- 2.5. No single official should be responsible for carrying out all the operations required in the processing of an application for a SID and the preparation of the corresponding SID. The official who assigns applications to an official responsible for issuing SIDs should not be

involved in the issuance process. There should be a rotation in the officials assigned to the different duties related to the processing of applications and the issuance of SIDs.

2.6. The issuing authority should draw up internal rules ensuring:

2.6.1. that the blank SIDs are kept secured and released only to the extent necessary to meet expected day-to-day operations and only to the officials responsible for completing them into personalized SIDs or to any specially authorized official and that surplus blank SIDs are returned at the end of each day; measures to secure SIDs should be understood as including the use of devices for the prevention of unauthorized access and detection of intruders;

2.6.2. that any blank SIDs used as specimens are defaced and marked as such;

2.6.3. that each day a record, to be stored in a safe place, is maintained of the whereabouts of each blank SID and of each personalized SID that has not yet been issued, also identifying those that are secured and those that are in the possession of a specified official or officials; the record should be maintained by an official who is not involved in the handling of the blank SIDs or SIDs that have not yet been issued;

2.6.4. that no person should have access to the blank SIDs and to the implements and materials for completing them other than the officials responsible for completing the blank SIDs or any specially authorized official;

2.6.5. that each personalized SID is kept secured and released only to the official responsible for issuing the SID or to any specially authorized official;

2.6.5.1. the specially authorized officials should be limited to:

(a) persons acting under the written authorization of the executive head of the authority or of any person officially representing the executive head, and

(b) the controller referred to in section 5 below and persons appointed to carry out an audit or other control;

2.6.6. that officials are strictly prohibited from any involvement in the issuance process for a SID applied for by a member of their family or a close friend;

2.6.7. that any theft or attempted theft of SIDs or of implements or materials for personalizing them should be promptly reported to the police authorities for investigation.

2.7. Errors in the issuance process should invalidate the SID concerned, which may not be corrected and issued.

3. Processing of applications; suspension or withdrawal of SIDs; appeal procedures

3.1. The issuing authority should ensure that all officials with responsibility concerning the review of applications for SIDs have received relevant training in fraud detection and in the use of computer technology.

3.2. The issuing authority should draw up rules ensuring that SIDs are issued only on the basis of: an application completed and signed by the seafarer concerned; proof of identity; proof of nationality or permanent residence; and proof that the applicant is a seafarer.

3.3. The application should contain all the information specified as mandatory in Annex I to this Convention. The application form should require applicants to note that they will be liable to prosecution and penal sanctions if they make any statement that they know to be false.

-
- 3.4. When a SID is first applied for, and whenever subsequently considered necessary on the occasion of a renewal:
 - 3.4.1. the application, completed except for the signature, should be presented by the applicant in person, to an official designated by the issuing authority;
 - 3.4.2. a digital or original photograph and the biometric of the applicant should be taken under the control of the designated official;
 - 3.4.3. the application should be signed in the presence of the designated official;
 - 3.4.4. the application should then be transmitted by the designated official directly to the issuing authority for processing.
 - 3.5. Adequate measures should be adopted by the issuing authority to ensure the security and the confidentiality of the digital or original photograph and the biometric.
 - 3.6. The proof of identity provided by the applicant should be in accordance with the laws and practice of the issuing State. It may consist of a recent photograph of the applicant, certified as being a true likeness of him or her by the shipowner or shipmaster or other employer of the applicant or the director of the applicant's training establishment.
 - 3.7. The proof of nationality or permanent residence will normally consist of the applicant's passport or certificate of admission as a permanent resident.
 - 3.8. Applicants should be asked to declare all other nationalities that they may possess and affirm that they have not been issued with and have not applied for a SID from any other Member.
 - 3.9. The applicant should not be issued with a SID for so long as he or she possesses another SID.
 - 3.9.1. an early renewal system should apply in circumstances where a seafarer is aware in advance that the period of service is such that he or she will be unable to make his or her application at the date of expiry or renewal;
 - 3.9.2. an extension system should apply in circumstances where an extension of a SID is required due to an unforeseen extension of the period of service;
 - 3.9.3. a replacement system should apply in circumstances where a SID is lost. A suitable temporary document can be issued.
 - 3.10. The proof that the applicant is a seafarer, within the meaning of Article 1 of this Convention should at least consist of:
 - 3.10.1. a previous SID, or a seafarers' discharge book; or
 - 3.10.2. a certificate of competency, qualification or other relevant training; or
 - 3.10.3. equally cogent evidence.
 - 3.11. Supplementary proof should be sought where deemed appropriate.
 - 3.12. All applications should be subject to at least the following verifications by a competent official of the issuing authority of SIDs:
 - 3.12.1. verification that the application is complete and shows no inconsistency raising doubts as to the truth of the statements made;
 - 3.12.2. verification that the details given and the signature correspond to those on the applicant's passport or other reliable document;

-
- 3.12.3. verification, with the passport authority or other competent authority, of the genuineness of the passport or other document produced; where there is reason to doubt the genuineness of the passport, the original should be sent to the authority concerned; otherwise, a copy of the relevant pages may be sent;
 - 3.12.4. comparison of the photograph provided, where appropriate, with the digital photograph referred to in section 3.4.2 above;
 - 3.12.5. verification of the apparent genuineness of the certification referred to in section 3.6 above;
 - 3.12.6. verification that the proof referred to in section 3.10 substantiates that the applicant is indeed a seafarer;
 - 3.12.7. verification, in the database referred to in Article 4 of the Convention, to ensure that a person corresponding to the applicant has not already been issued with a SID; if the applicant has or may have more than one nationality or any permanent residence outside the country of nationality, the necessary inquiries should also be made with the competent authorities of the other country or countries concerned;
 - 3.12.8. verification, in any relevant national or international database that may be accessible to the issuing authority, to ensure that a person corresponding to the applicant does not constitute a possible security risk.
- 3.13. The official referred to in section 3.12 above should prepare brief notes for the record indicating the results of each of the above verifications, and drawing attention to the facts that justify the conclusion that the applicant is a seafarer.
 - 3.14. Once fully checked, the application, accompanied by the supporting documents and the notes for the record, should be forwarded to the official responsible for completion of the SID to be issued to the applicant.
 - 3.15. The completed SID, accompanied by the related file in the issuing authority, should then be forwarded to a senior official of that authority for approval.
 - 3.16. The senior official should give such approval only if satisfied, after review of at least the notes for the record, that the procedures have been properly followed and that the issuance of the SID to the applicant is justified.
 - 3.17. This approval should be given in writing and be accompanied by explanations concerning any features of the application that needed special consideration.
 - 3.18. The SID (together with the passport or similar document provided) should be handed to the applicant directly against receipt, or sent to the applicant or, if the latter has so requested, to his or her shipmaster or employer in both cases by reliable postal communication requiring advice of receipt.
 - 3.19. When the SID is issued to the applicant, the particulars specified in Annex II to the Convention should be entered in the database referred to in Article 4 of the Convention.
 - 3.20. The rules of the issuing authority should specify a maximum period for receipt after dispatch. If advice of receipt is not received within that period and after due notification of the seafarer, an appropriate annotation should be made in the database and the SID should be officially reported as lost and the seafarer informed.
 - 3.21. All annotations to be made, such as, in particular, the brief notes for the record (see section 3.13 above) and the explanations referred to in section 3.17, should be kept in a safe place during the period of validity of the SID and for three years afterwards. Those annotations and explanations required by section 3.17 should be recorded in a separate internal

database, and rendered accessible: (a) to persons responsible for monitoring operations; (b) to officials involved in the review of applications for SIDs; and (c) for training purposes.

- 3.22. When information is received suggesting that a SID was wrongly issued or that the conditions for its issue are no longer applicable, the matter should be promptly notified to the issuing authority with a view to its rapid withdrawal.
- 3.23. When a SID is suspended or withdrawn the issuing authority should immediately update its database to indicate that this SID is not currently recognized.
- 3.24. If an application for a SID is refused or a decision is taken to suspend or withdraw a SID, the applicant should be officially informed of his or her right of appeal and fully informed of the reasons for the decision.
- 3.25. The procedures for appeal should be as rapid as possible and consistent with the need for fair and complete consideration.

4. Operation, security and maintenance of the database

- 4.1. The issuing authority should make the necessary arrangements and rules to implement Article 4 of this Convention, ensuring in particular:
 - 4.1.1. the availability of a focal point or electronic access over 24 hours a day, seven days a week as required under paragraphs 4 and 6 of Article 4 of the Convention;
 - 4.1.2. the security of the database;
 - 4.1.3. the respect for individual rights in the storage, handling and communication of data;
 - 4.1.4. the respect for the seafarer's right to verify the accuracy of data relating to him or her and to have corrected, in a timely fashion, any inaccuracies found.
- 4.2. The issuing authority should draw up adequate procedures for protecting the database, including:
 - 4.2.1. a requirement for the regular creation of back-up copies of the database, to be stored on media held in a safe location away from the premises of the issuing authority;
 - 4.2.2. the restriction to specially authorized officials of permission to access or make changes to an entry in the database once the entry has been confirmed by the official making it.

5. Quality control of procedures and periodic evaluations

- 5.1. The issuing authority should appoint a senior official of recognized integrity, loyalty and reliability, who is not involved in the custody or handling of SIDs to act as controller:
 - 5.1.1. to monitor on a continuous basis the implementation of these minimum requirements;
 - 5.1.2. to draw immediate attention to any shortcomings in the implementation;
 - 5.1.3. to provide the executive head and the concerned officials with advice on improvements to the procedures for the issuance of SIDs; and
 - 5.1.4. to submit a quality-control report to management on the above. The controller should, if possible, be familiar with all the operations to be monitored.
- 5.2. The controller should report directly to the executive head of the issuing authority.

-
- 5.3. All officials of the issuing authority, including the executive head, should be placed under a duty to provide the controller with all documentation or information that the controller considers relevant to the performance of his or her tasks.
 - 5.4. The issuing authority should make appropriate arrangements to ensure that officials can speak freely to the controller without fear of victimization.
 - 5.5. The terms of reference of the controller should require that particular attention be given to the following tasks:
 - 5.5.1. verifying that the resources, premises, equipment and staff are sufficient for the efficient performance of the functions of the issuing authority;
 - 5.5.2. ensuring that the arrangements for the safe custody of the blank and completed SIDs are adequate;
 - 5.5.3. ensuring that adequate rules, arrangements or procedures are in place in accordance with sections 2.6, 3.2, 4 and 5.4 above.
 - 5.5.4. ensuring that those rules and procedures, as well as arrangements, are well known and understood by the officials concerned;
 - 5.5.5. detailed monitoring on a random basis of each action carried out including the related annotations and other records, in processing particular cases from the receipt of the application for a SID to the end of the procedure for its issuance;
 - 5.5.6. verification of the efficacy of the security measures used for the custody of blank SIDs, implements and materials;
 - 5.5.7. verification, if necessary with the aid of a trusted expert, of the security and veracity of the information stored electronically and that the requirement for 24 hours a day, seven days a week access is maintained;
 - 5.5.8. investigating any reliable report of a possible wrongful issuance of a SID or of a possible falsification or fraudulent obtention of a SID, in order to identify any internal malpractice or weakness in systems that could have resulted in or assisted the wrongful issuance or falsification or fraud;
 - 5.5.9. investigating complaints alleging inadequate access to the details in the database given the requirements of paragraphs 2, 3 and 5 of Article 4 of the Convention, or inaccuracies in those details.
 - 5.5.10. ensuring that reports identifying improvements to the issuance procedures and areas of weakness have been acted upon in a timely and effective manner by the executive head of the issuing authority;
 - 5.5.11. maintaining records of quality-control checks that have been carried out;
 - 5.5.12. ensuring that management reviews of quality-control checks have been performed and that records of such reviews are maintained.
 - 5.6. The executive head of the issuing authority should ensure a periodic evaluation of the reliability of the issuance system and procedures, and of their conformity with the requirements of this Convention. Such evaluation should take into account the following:
 - 5.6.1. findings of any audits of the issuance system and procedures;

-
- 5.6.2. reports and findings of investigations and of other indications relevant to the effectiveness of corrective action taken as a result of reported weaknesses or breaches of security;
 - 5.6.3. records of SIDs issued, lost, voided or spoiled;
 - 5.6.4. records relating to the functioning of quality control;
 - 5.6.5. records of problems with respect to the reliability or security of the electronic database, including inquiries made to the database;
 - 5.6.6. effects of changes to the issuance system and procedures resulting from technological improvements or innovations in the SID issuance procedures;
 - 5.6.7. conclusions of management reviews;
 - 5.6.8. audit of procedures to ensure that they are applied in a manner consistent with respect for fundamental principles and rights at work embodied in relevant ILO instruments.
- 5.7. Procedures and processes should be put in place to prevent unauthorized disclosure of reports provided by other Members.
 - 5.8. All audit procedures and processes should ensure that the production techniques and security practices, including the stock control procedures, are sufficient to meet the requirements of this annex.

Resolution concerning decent work for seafarers

The General Conference of the International Labour Organization,

Having been convened at Geneva by the Governing Body of the International Labour Office, and having met in its Ninety-first Session on 3 June 2003,

Mindful also of the core mandate of the Organization, which is to promote decent conditions of work,

Being aware that shipping is the motor of the globalized economy and carries around 90 per cent of world trade in terms of tonnage and that the shipping industry and the smooth transportation of goods are essential to world trade,

Being aware also that ships are crewed by suitably trained seafarers who have a crucial role in achieving safe, secure and efficient shipping on clean oceans and that it is fundamental to the sustainable operation of this strategic sector that it is able to continue to attract an adequate number of new entrants,

Being aware further that the facilitation of shore leave and uninhibited transit to and from their ships are essential components of a seafarer's professional life and that many seafarers are facing severe difficulties in obtaining these important entitlements,

Noting that the provisions of the Convention on Facilitation of International Maritime Traffic, 1965, as amended, have, inter alia, established a general right for foreign crew members to be entitled to shore leave while the ship on which they arrived is in port, provided that the formalities on arrival of the ship have been fulfilled and the public authorities have no reason to refuse permission to come ashore for reasons of public health, public safety or public order, and that standard 3.45 of the Convention provides that seafarers shall not be required to hold a visa for the purpose of shore leave,

Noting also that United Nations General Assembly Resolution A/RES/57/219 (Protection of human rights and fundamental freedoms while countering terrorism) affirmed that States must ensure that any measure taken to combat terrorism complies with their obligations under international law, in particular international human rights, refugee and humanitarian law,

Noting further the generally accepted principles of international human rights applicable to all, including seafarers,

Considering that, given the global nature of the shipping industry, seafarers need special protection and facilitation,

Being aware that seafarers work and live on ships involved in international trade and that access to shore facilities, shore leave and facilitation of transit are vital elements of seafarers' general well-being and, therefore, to the realization of decent work for seafarers;

1. Urges member States to take the human element, the need to afford special protection and facilitation to seafarers and the critical importance of shore leave into account when implementing maritime security measures,
2. Requests the Director-General to take all possible measures to promote decent work for seafarers, including access to shore leave and facilitation of transit, and
3. Calls upon the Governing Body to remain seized of this matter.

Resolution concerning technical cooperation relating to seafarers' identity documents

The General Conference of the International Labour Organization,

Having adopted the Seafarers' Identity Documents Convention (Revised),

Noting that the success of the Convention will depend upon the availability in each ratifying Member of the necessary technology, expertise and material resources for the preparation and verification of the new, secure seafarers' identity document, established by the Convention, and for the related database and issuance processes;

1. Urges Members to agree among themselves on measures of cooperation which would:

- (a) enable them to share their technology, expertise and resources, where appropriate,
- (b) provide for countries with advanced technology and processes to assist Members that are less advanced in those areas,

2. Invites the Governing Body to request the Director-General to give due priority, in the use of resources allocated to the Organization's technical cooperation programme, to assisting countries with respect to the said technology, expertise and processes.

Resolution concerning the development of the global interoperable biometric

The General Conference of the International Labour Organization,

Having adopted the Seafarers' Identity Documents Convention (Revised), 2003,

Noting that certain essential questions relating to the biometric to be used in the seafarers' identity document established by the Convention have been left for further consideration,

Noting the work being undertaken in the International Civil Aviation Organization on the development of biometric standards for passports and international travel documents,

Noting further the "Memorandum of Understanding" between the International Civil Aviation Organization and the International Labour Organization dated 19 October 1953,

Considering the importance in this context of the need, stressed in Annex I of the Convention, for guidelines to be developed by the International Labour Organization on standards of the technology to be used which will facilitate the use of a common international standard;

Invites the Governing Body to request the Director-General to take urgent measures for the development by the appropriate institutions of a global interoperable standard for the biometric template adopted in the framework of the Seafarers' Identity Documents Convention (Revised), 2003, particularly in cooperation with the International Civil Aviation Organization.

Resolution concerning the establishment of a list of member States complying with the Seafarers' Identity Documents Convention (Revised), 2003

The General Conference of the International Labour Organization,

Having adopted the Seafarers' Identity Documents Convention (Revised) 2003,

Noting that under Article 5, paragraph 6, of that Convention the Governing Body of the International Labour Office is to make arrangements to approve a list of countries which fully meet the requirements of the Convention,

Considering that such arrangements could best consist of the establishment of a tripartite maritime body, providing advice to the Governing Body;

Requests the Governing Body to consider making arrangements for representatives of governments which have ratified the Convention as well as shipowners' and seafarers' organizations to be involved in the review of the reports submitted by Members concerning the independent evaluations of the administration of their system for the issuance of seafarers' identity documents and to provide advice to the Governing Body so that it can maintain a list of Members which fully meet the minimum requirements referred to in the Convention.

CONTENTS

	<i>Page</i>
<i>Seventh item on the agenda: Improved security of seafarers' identification (standard setting, single discussion, with a view to the adoption of a Protocol or other instrument):</i>	
Report of the Committee on Seafarers	1
Proposed Seafarers' Identity Documents Convention (Revised)	85
Resolution concerning decent work for seafarers	107
Resolution concerning technical cooperation relating to seafarers' identity documents	108
Resolution concerning the development of the global interoperable biometric	109
Resolution concerning the establishment of a list of member States complying with the Seafarers' Identity Documents Convention (Revised), 2003	110