



Association of Resource Companies, Ship Operators, Ports & Terminals

Terms of Reference

October 2022

1. Purpose

The purpose of the Working Group is to promote operational excellence within the bulk and container sector of the International Maritime industry with regards to key areas of concern and improvement areas.

This philosophy will be built upon promoting consistency of approach and mutual benefit for all with the four (4) key pillars of:

- 1.1 Stakeholder Collaboration: The association will provide opportunities for members to collaborate, learn and promote safe practices across all industry sectors.
- 1.2 The Development of Technical and Operational Standards: The association will concentrate on breaking down technical and operating standards into four separate areas being
 - a. Future Ship Design.
 - b. Modifications of Existing Tonnage via periodical refitting periods.
 - c. Mooring Line and Equipment Standards.
 - d. Mooring and Ship Operations Safety Philosophies. The focus to begin with will be standardising render testing and mooring line/mooring tail operating practices.
- 1.3 Advocacy: Coordination of unified positions to Class Societies, Flag States, and the IMO.
- 1.4 Programmes: Programmes will focus squarely on the delivery of safety outcomes: The association will focus on the improving risk management for all industry stakeholders based on the existing resource companies positive vetting programmes which have been implemented via companies such as Right Ship and MER Solutions terminal and ship inspection programmes.

2. Process

The process will involve a critical review of existing technical documentation, proposed programmes, proposed standards, their rationale, and ongoing suitability to the objectives of the association. The process should endeavour to review International best practice and changes within the marine and ports/terminal environment.

The outcomes will be endorsed by the Working Group for wider implementation and will be widely applicable to the whole sector and not specific to individual jurisdictions.

The aim is to promote improved outcomes within the areas of:

- Ship Mooring Design.
- Ship and Terminal Construction Deficiencies.
- Mooring Configurations, Mooring Line Management and Life Cycles.

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- Vessel and Terminal Operational Practices.

3. Membership

The Working Group will consist of suitable representative groups from all applicable inter-related players; Resource Companies, Shipping Operators, Ports and Terminals, each sector having four representatives.

Representation will be cyclical/regenerative, and each sector will promote a 50% change every 24 months.

Appropriately qualified and experienced organisations may be added to the membership as associate members status eg. Rightship, MER Solutions, Class.

Membership of the association will be open to resource companies, ports, terminals and ship operators including towage operators.

Refer to Appendix 1 Membership Table and Appendix 2 Committee Structure.

4. Chair

Initially there will be a single Chair of the Working Group that is non-commercial in nature. Deputy chairs representative will be endorsed at the discretion of the Chairman.

Should the chair not be able to attend a meeting, an alternative meeting time will be coordinated, or the chair may delegate a representative to act on their behalf.

5. Meeting Frequency

Meetings will be scheduled as required every 1-2 months, which will be conducted by electronic channels (MS Teams), will be required to progressively review and gather feedback from members and wider industry.

Yearly or six (6) monthly physical meetings will be held for all members.

Additional meetings will be held as necessary.

6. Quorum

Meetings will require to have at least 50% of the representatives present for each meeting to be considered a quorum.

7. Confidentiality

Some material provided and discussed may be deemed confidential in nature and are not to be disclosed or distributed to any third parties without the working group endorsement.

8. Legal Compliance

ARCSOPT fully supports applicable competition law. At meetings or during other communication, Members will not engage in any conduct that is unlawful or otherwise restricted or prohibited under applicable competition law, including discussion involving anti-competitive dealings or behaviours. Members are encouraged to request that a discussion cease if it is considered that it may breach or may be perceived to breach applicable competition law.

A competition compliance statement (written or verbal) may be included by the chair at the start of all Working Group meetings as the first agenda item, to the effect that the meeting is to be conducted in a manner compliant with applicable competition law.

Appendix 1 – Working Group Membership

Working Group Membership	
Chair	John Finch, Port Authority of NSW
Resource Companies	
Shipping Operators	
Ports	
Terminals	
Associate Members	
Secretariate	

Appendix 2 – Committee Structure

