



ASSOCIATION OF RESOURCE COMPANIES, SHIP
OPERATORS, PORTS & TERMINALS

Standardised Pre-Arrival Questionnaire and Hosting Platforms

Terminal Working Group

Overview



Goal

Minimise and provide a consistency of data entry for Ship Owners by standardising the Pre-Arrival / Acceptance Questionnaire required by Terminals in Australia.

Initial Focus

East Coast Coal Terminals.

Why

Confirm standardisation criteria is satisfactory by meeting all Terminals requirements.

What

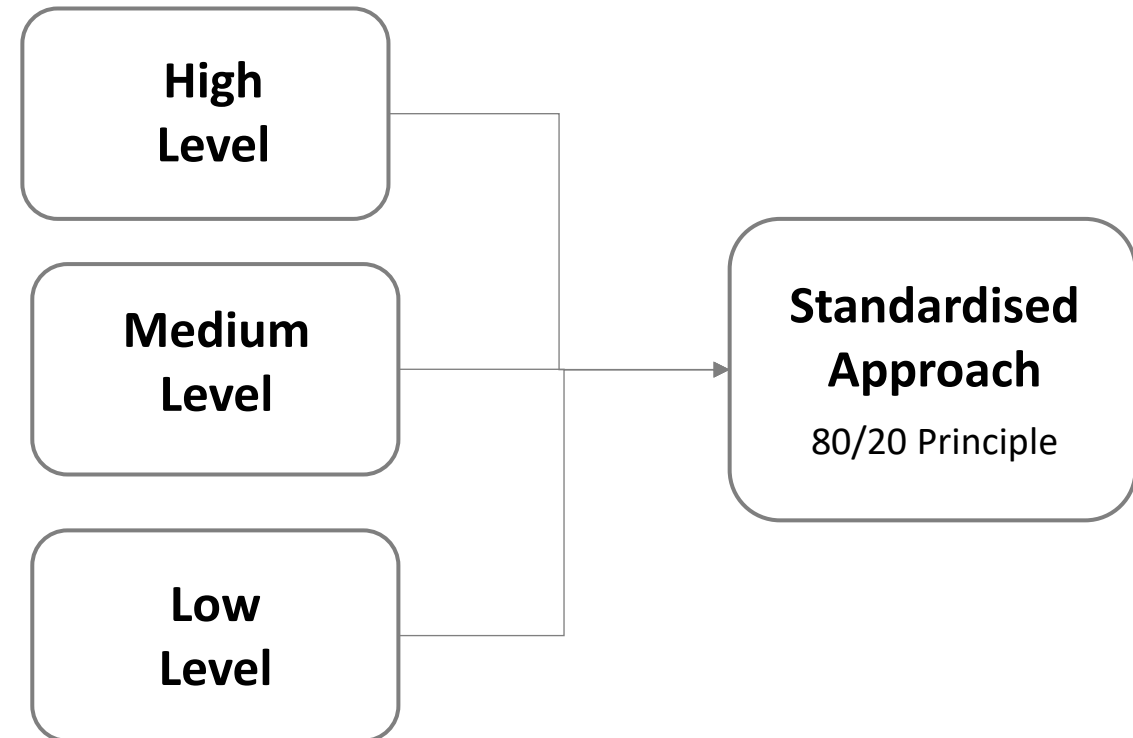
Hosting platform.

Considerations

- Modern vetting processes require terminals to have comprehensive information to assess vessels suitability to call at that Port and Terminal.
- Reducing the number of questions would not allow due diligence to be conducted by the terminals to meet the requirements of Customers, Shareholders and Insurers.
- Different Terminals and Ports have differing requirements due to risk profiles – one set of requirements is not practical – however 80% of the requirements are likely the same.
- Standardised questions would reduce the number of ways that a similar a query can be asked – this can then facilitate a standard exchange of information.



Terminal & Ports Pre-Arrival Requirements



Considerations

- Ship Owners and Vessels have high workloads with regards to managing the data required and submitting it in multiple formats repeatedly to different terminals and ports and at times through multiple 3rd parties.
- This is laborious and time consuming and does not lend itself to an easy exchange of data and increases likelihood of error, it also stifles development of 3rd party applications to support Ship Owners and Terminals in this task.
- Vessels already keep multiple summary documents, Plans and Registers up to date – could this solution also standardise this? Again, reducing workload and duplication of effort.



Maritime Data Exchange Synergies

- These considerations manifest not only in Terminal Vetting information but also across a myriad of data sets that are required to be exchanged with all stakeholders engaged across the supply chain.
- This issue has already been identified at IMO.
- Vessel/Vessel Owner could maintain one comprehensive data set with some information that is static – does not change – some periodic – seldom changes and some dynamic – frequently changes.



Why reinvent the wheel?

- The IMO Compendium provides a rubric and format that the Terminal Standard questions can be developed to.
- Some of the questions being asked in Terminal Vetting already exist within the Compendium.
- This methodology can at a later date be easily integrated into the IMO Compendium data set.
- It could also be integrated with other 3rd party solutions for example all mooring equipment questions could be answered by conducting an export from Line Management Plan software for example.



Why reinvent the wheel?

- Maritime Single Windows are mandated by the IMO for the electronic exchange of information between stakeholders – primarily this has been aimed at Port State government organisations.
- This method of data exchange is not dissimilar to that required for Terminal vetting.
- Existing IMO data schemas have been developed for exchange of information under FAL Convention.
- Future proofs and avoids duplication of effort.



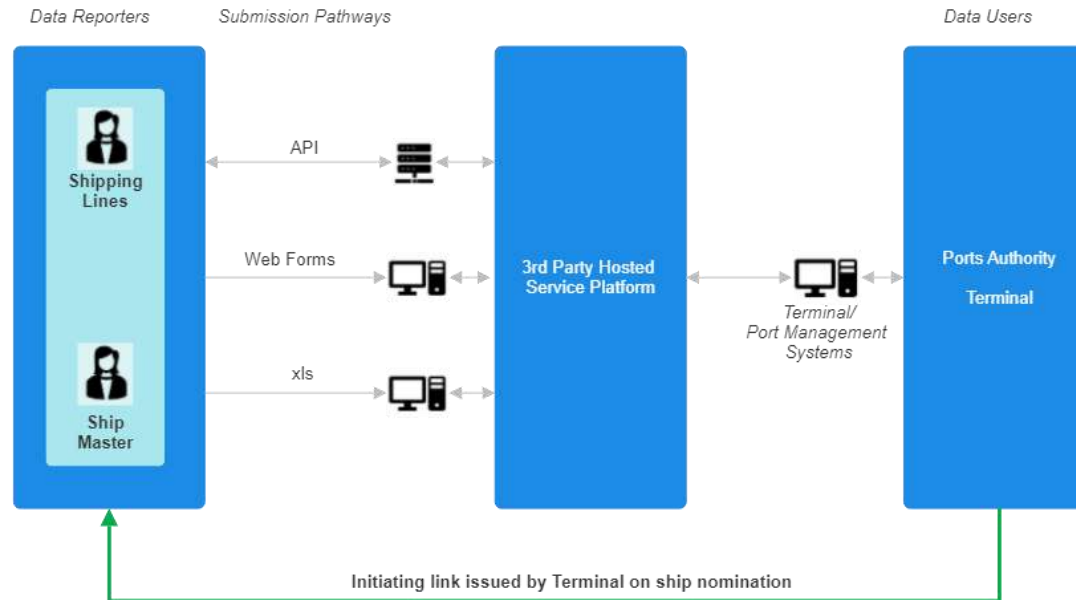
Potential delivery solutions

3rd Party Hosted Service



PRO'S

- ✓ Standardised question set
- ✓ 3rd party can review data and compare against terminal requirements – streamlining data
- ✓ Strong influence of solution development



CON'S

- Ship Owner may require to submit to multiple Service platforms
- Costs for development of Hosted platform to support borne by 3rd party or customers
- Data Storage requirements
- API would require to be developed
- Management of Cyber-security

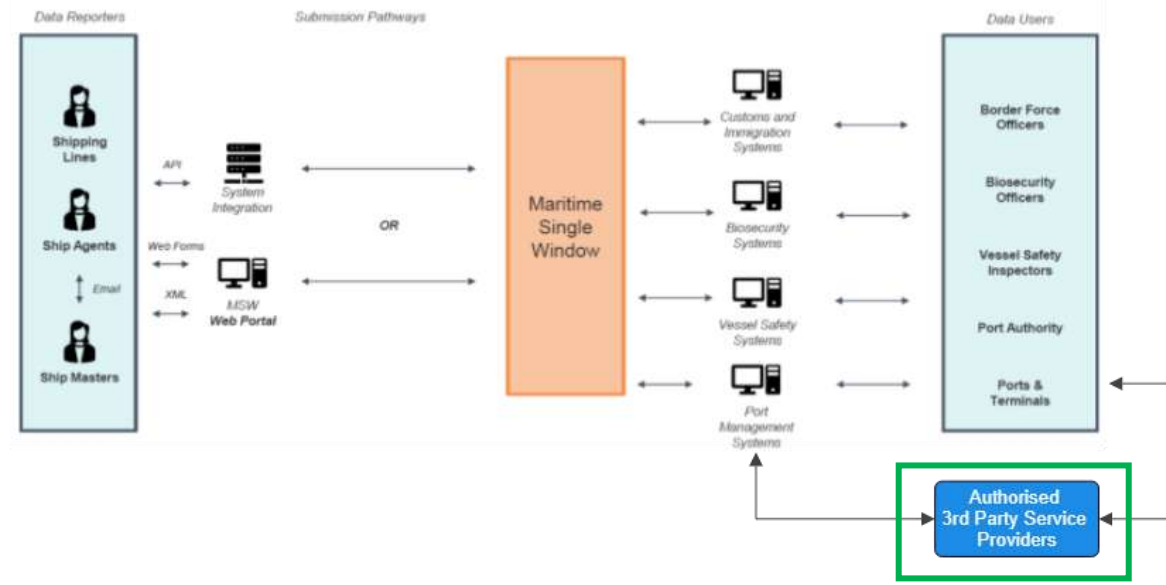
Potential delivery solutions

Maritime Single Window Preferred Model arrangement



PRO'S

- ✓ Standardised question set
- ✓ Information can be inputted once and be used across many systems
- ✓ Ensures single source of truth for information
- ✓ Costs incorporated into hosted system and system that is already being developed
- ✓ Highest level of Cyber-security
- ✓ Facilitates future potential value adds – eg incident information exchange
- ✓ 3rd parties can still compare data against terminal requirements – therefore reduce workload



CON'S

- Data Storage requirements by 3rd party
- Ready access of relevant two- information to authorised stakeholders ie. Only certain information would be available to certain stakeholders
- Potentially less control/influence on system design

TERM Vet Overview



Introducing Term Vet, a versatile vessel vetting software that offers a streamlined alternative to existing platforms. Term Vet simplifies the process for vessels by making it easy and efficient to complete vetting question sets, pre-arrival questionnaires, and more. User-friendly for vessel operators, but it also provides a seamless experience for those reviewing the submissions, ensuring a faster and more organized vetting process from start to finish. With Term Vet, both vessel crews and vetting teams can navigate their tasks with ease and efficiency.

1



2



3

Admin Area

Backend admin area.

APP Tool

Application for vessels to complete questionnaires.

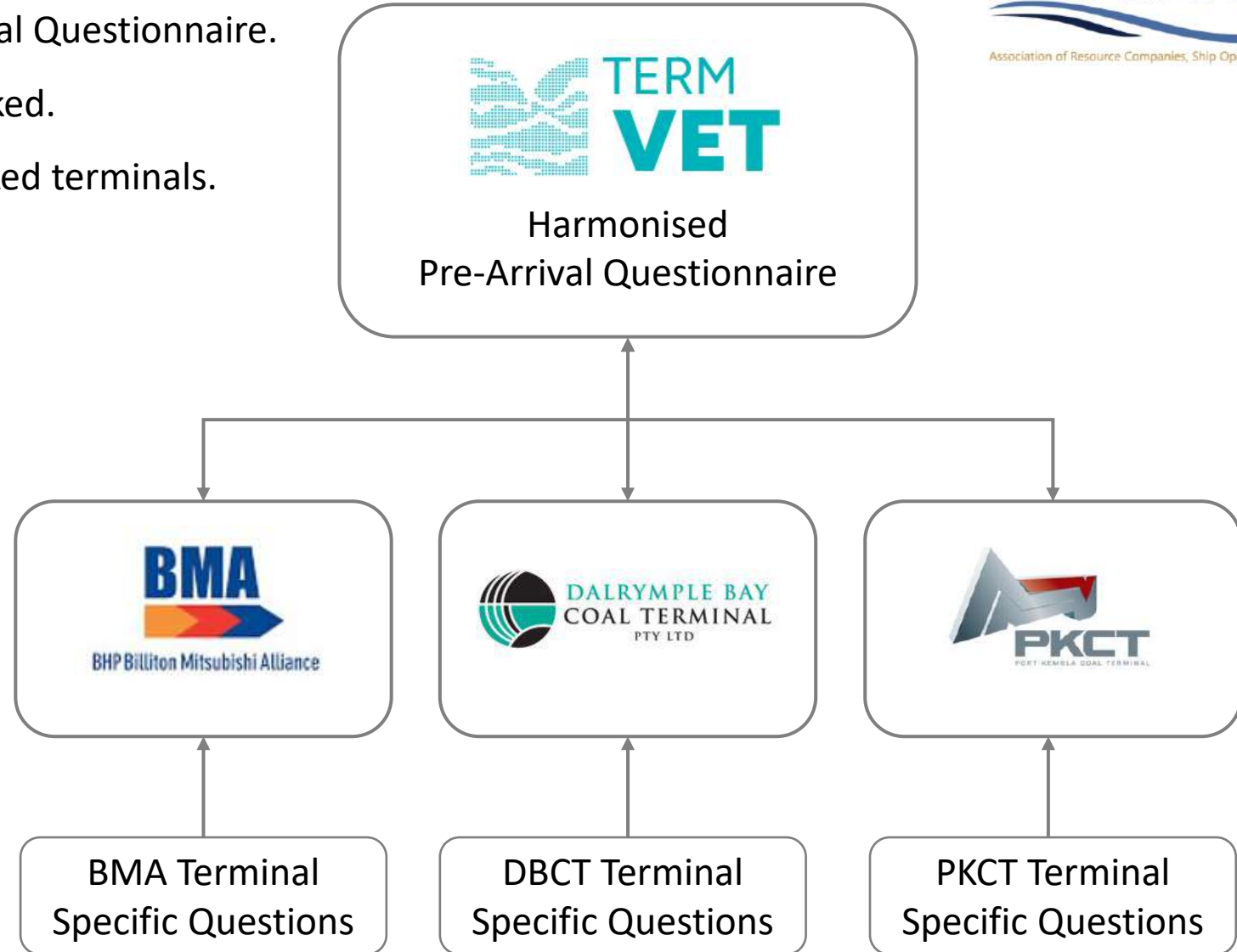
Terminal Portal

Dashboards, Review Vet & Analytics webpages.

ARCSOPT Pre-Arrival Questionnaire



- ✓ Hosts ARCSOPT Harmonised Pre-Arrival Questionnaire.
- ✓ Terminal specific questions can be linked.
- ✓ Question updates flow through to linked terminals.



TERM VET Question Template



- ✓ Versatile and intuitive question template.
- ✓ The template provides a blank canvas to accommodate any question.


Questionnaire Elements (Categories questions)	Questions (Free Text question)	Question Types (dropdown, upload, table etc)	Question Guidance Notes (Free text to assist vessel in answering question)
Reference Documents (attach to question for additional guidance)	Mandatory Requirements (enforce uploads or comments)	Rules & Alerts (assign rules to questions to alert Terminal review)	Static or Dynamic Answers (carry over any static answers to next vet submission)
Industry References (ARCSOPT or IMO requirements)	Terminal Review (assign mandatory or rule-based Terminal review)	Terminal Guidance Notes (free text to standardise Terminal review)	Terminal Template Responses (free text to standardise Terminal responses)

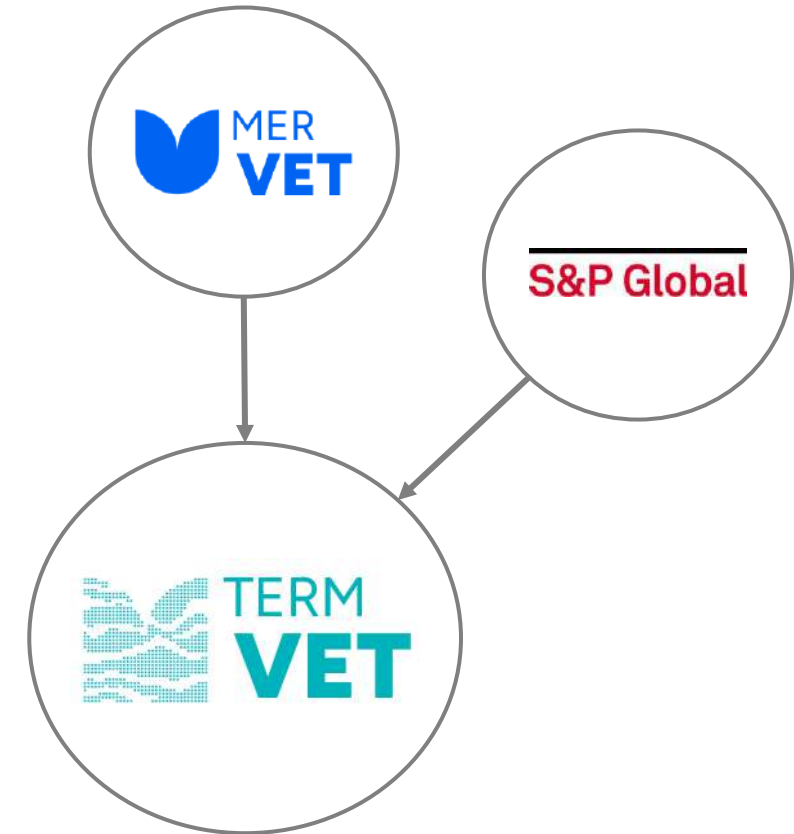
TERM Vet Data Feeds

- ✓ S&P Global API data feeds
- ✓ MER Vet API data feed.
- ✓ Option for Rightship data feed in to trigger vets.
- ✓ Option for MSW and Power BI data feed out for reporting.



Static Answers
Questions with static answers will pre-fill from previous vet submissions, eliminating the vessel having to complete the same answers over & over.

 **Efficiency gain for the vessel.**



TERM Vet APP



- ✓ APP layout includes Elements – Question No. – Question & Answer.
- ✓ Visual progress bars on Elements & overview completion of vet.
- ✓ Question Guidance Notes, reference documents & field validations.
- ✓ Multiple file or photo upload with Drag & Drop features
- ✓ Terminal Resources page for terminal specific documents that the vessel is required to review prior to arrival/berthing.

A screenshot of the TERM Vet app interface. The top header is teal with a 'MENU' icon on the left, the 'TERM VET' logo in the center, and a search bar on the right. Below the header, a white bar displays 'CAPE HORN (9446453)' and 'Hay Point - 02 Oct 2024'. A progress bar indicates '8% Completed'. Navigation buttons for '<< BACK', '< PREV', and 'NEXT >' are visible. The main content area is divided into a left sidebar with category buttons (VESSEL DETAILS, SAFETY, VESSEL PROPULSION, TOWAGE, CREW EXPERIENCE, MOORING OPERATIONS) and a central question grid. The grid shows questions 1.01 through 1.19, with some marked as completed (checkmarks). The right panel displays the question '1.01 Relationship of person completing the Terminal Vetting Questionnaire' with a guidance note, a dropdown menu for 'Choose Answer', a 'Comment' field, and two 'Upload File' buttons with 'Take Photograph' options.

A screenshot of a mobile navigation menu. It features a teal background with a white 'X' icon at the top left. Below the icon are four white buttons with teal text: 'Home', 'Finalise Report', 'Resources (Hay Point)', and 'Support (Hay Point)'. The buttons are stacked vertically and have rounded corners.

TERM Vet APP – Vessel Review



After Terminal review, further action may be required from the vessel. To make this process as simple & clear for the vessel, a new element 'REQUIRES REVIEW' includes ONLY those questions requiring action. Terminal responses & comments are shown against each question. This is a key feature to provide clear instructions when communicating with vessels.

97% Completed

REQUIRES REVIEW	1 VESSEL DETAILS
2 SAFETY	3 VESSEL PROPULSION
4 TOWAGE	5 CREW EXPERIENCE
6 MOORING OPERATIONS	7 MOORING WINCHES
8 DECK AND HOLDS	9 LOADING AND DEBALLASTING
10 HELICOPTER REQUIREMENTS	11 VESSEL COMPLIANCE

1.06 Hull Number

GUIDE The hull number as issued by the shipyard.

Reviewers Comment: The Hull Number is not for this vessel. Please review your answer.

Enter Text:

a

Comment

I have reviewed and updated my answer and comments

Upload File
Drag & Drop or Click to Browse (pdf/jpg)

Take Photograph
Drag & Drop or Click to Browse (pdf/jpg)

TERM Vet Terminal Portal



The Terminal Portal includes live web base pages with levels of access depending on the user.

- ✓ New Vet Request Forms to trigger new vets.
- ✓ Dashboard, Vessel and Tasks pages providing overview / summary of vets.
- ✓ Filters can be applied by Vet status (Pending Submission, Terminal Review Conditional, Accepted / Not Accepted).
- ✓ Visual progress bars with auto alerts to prompt vessel if no progress has been made.
- ✓ Access to detailed Vet Review page.
- ✓ Analytics page for KPI measures.
- ✓ Feedback & Support pages.

The screenshot shows the 'TERM VET' dashboard. On the left is a blue sidebar with navigation links: New Request, Dashboard, Tasks (highlighted), Vessels, Analytics, Feedback, Support, and Logout. The main area has a search bar and four filter buttons: 'PENDING SUBMISSION (18)', 'TERMINAL REVIEW (4)', 'CONDITIONAL (0)', and 'ALL'. Below these is a table with columns: Vessel Name, DWT, Winches, VET ID, Created, Progress, Status, Time, Last Modified, and Expiry. The table lists several vessels with their respective progress bars and status.

Vessel Name	DWT	Winches	VET ID	Created	Progress	Status	Time	Last Modified	Expiry
SEABEAUTY (9881122)	208892	0	TEST2110	2 Oct 2024	1%	Pending Submission	7 days	2 Oct 2024 09:39	
PAROS (9469675)	182060	0	TEST7896	2 Oct 2024	1%	Pending Submission	7 days	2 Oct 2024 09:51	
CAPE HORN (9446453)	181725	0	TEST4567	2 Oct 2024	1%	Pending Submission	7 days	2 Oct 2024 10:04	
CAPE PROGRESS (9385415)	185920	0	V-001	18 Sep 2024	96%	Terminal Review	20 days	18 Sep 2024 15:06	
Crassier (1234567)	0	0	11223344	9 Sep 2024	95%	Terminal Review	26 days	13 Sep 2024 13:38 Reviewed by: Guest 13 Sep 2024 13:24	
PURETEST (7654329)	105000	12	989898989	5 Sep 2024	96%	Terminal Review	34 days	5 Sep 2024 11:56 Reviewed by: Guest 5 Sep 2024 11:44	
UDOMODD26 (9876543)	50000	14	987987665	5 Sep 2024	100%	Pending Submission (Review)	33 days	6 Oct 2024 23:59 Reviewed by: Guest 6 Sep 2024 11:03	Date Accepted: 5 Sep 2024

TERM Vet Review Page



The Terminal Review Page is the working page when reviewing vet. Some key features include:

- ✓ Vessel & Vet details.
- ✓ Vessel notes where the terminal can add new or view saved notes against vessel.
- ✓ MER Vet status & PDF report data feed.
- ✓ Vet timeline and live status of Vet.
- ✓ Attachments element (filtering only those questions with attachments).
- ✓ The vet is filtered by Terminal Review, Vessel Review & Accepted answers.
- ✓ Captures an auditable trail between submissions.
- ✓ Outcome of vet review by sending back to vessel for review, Accepting or Not Accepting Vet.
- ✓ Automated processes where possible.

A screenshot of the 'SEABEAUTY (9881122)' Terminal Review page. The page header shows the vessel name and a pencil icon for editing. Below this, key information is displayed: 'Created: 2024-10-02', 'Class: LR', 'DWT: 208892', 'Hull Number: Report ID: 2946', 'Vet Reference: TEST2110', and 'Customer: KOCH Shipping'. The 'MER Vet' status is 'Accepted' with a document icon. A 'Timeline' section on the right shows three events: 'Vessel Submitted Vet, 18 Sep 2024 15:06', 'Vessel Started, 18 Sep 2024 12:33', and 'Vet Created, 18 Sep 2024 12:18'. The status is 'Terminal Review'. Below the timeline are 'SUBMIT REVIEW' and 'NOT ACCEPTED' buttons. A navigation bar shows 'TERMINAL REVIEW (16)', 'VESSEL REVIEW (9)', and 'ACCEPTED (40)'. The main content area has a sidebar with categories: '1. VESSEL DETAILS', '2. SAFETY', '3. VESSEL PROPULSION', '4. TOWAGE', and '5. CREW EXPERIENCE'. The selected category '1.17 Please upload the vessel's General Arrangement (GA)' shows a 'Reviewers Guidance Note' and a file upload section with a file named 'GA (2024-09-18 13:14:27)'. A 'REVIEW' button is at the bottom. A 'Vessel Review' section on the right shows a user 'Corey Carless, 27 Sep 2024, 05:49' with an 'Edit' link and a comment: 'No document uploaded but system accepted, and vessel was allowed to submit?' with a 'U' icon.

TERM Vet Terminal Review



To streamlining the vet review process, the Terminal Review filter only shows those questions for review. These include:

- ✓ **Mandatory** review questions. For example, Mooring Details question always requires review.
- ✓ Questions with **rules & alerts**. For example, alert if answer is NO or outside a value range.
- ✓ These features are assigned & custom from the question template.
- ✓ All questions capture an auditable trail.

A screenshot of the terminal review interface. At the top, there are three buttons: 'TERMINAL REVIEW (16)', 'VESSEL REVIEW (9)', and 'ACCEPTED (40)'. On the right, there are 'SUBMIT REVIEW' and 'NOT ACCEPTED' buttons. A sidebar on the left lists categories: 1. VESSEL DETAILS, 2. SAFETY, 3. VESSEL PROPULSION, 4. TOWAGE, and 5. CREW EXPERIENCE. The main content area shows question 1.17: 'Please upload the vessel's General Arrangement (GA)'. Below the question is a 'Reviewers Guidance Note' and a 'Files' section with a document icon and the text 'GA (2024-09-18 13:14:27)'. A 'REVIEW' button is at the bottom left. A red 'Vessel Review' alert box is overlaid on the right, containing the text: 'Corey Carless, 27 Sep 2024, 05:49 No document uploaded but system accepted, and vessel was allowed to submit?'. An 'Edit' link and a user icon are also visible in the alert box.

2.03 Is a Safety Meeting that identifies mooring risks and procedures for the port held prior to mooring operations?

[Reviewers Guidance Note](#)

This is a mandatory requirement. The vessel must upload the minutes from the last Safety Meeting

No

Alert: Answer is No

Files:

[QRG Completing the Hay Point Terminal Vetting Questionnaire \(2024-09-12 09:30:22\)](#)

REVIEW

Review Comment

TERM VET Terminal Review Features

- ✓ Terminal guidance notes on questions to assist with standardising terminal vetting standards.
- ✓ Terminal template responses to standardised consistent feedback & responses when communicating with vessels.



Standardised Vetting

Provides benefit to both Terminal & Vessel.

2.01 Does the vessel have a vessel specific fire plan? Upload a copy of the vessels fire plan.

Reviewers Guidance Note

Mandatory requirements for the fire plan: - Identifies the vessel by IMO or Hull Number. Documents for sister ships are not acceptable. - The PDF file or equivalent must be provided. Photos of the document are not acceptable. - Document must be 1 or 2 pages only. Any more is not acceptable. - All details must be clear when zooming in. If details can not be easily read, the Fire Plan is not acceptable.

No

Alert: Answer is No

Files:

Example Fire Plan (2024-08-12 12:13:24)

DOWNLOAD ALL (ZIP)

REVIEW

Review Comment

Add Response

In the unlikely event of an emergency, this document will be provided to emergency services. It is critical the following requirements are met:
- The document must identify the vessel by IMO or Hull Number. Documents for sister ships are not acceptable.
- The PDF file or digital file equivalent must be provided. Photos of the document are not

ACCEPT

REVIEW REQUIRED

Challenges

1. Industry adopting a platform
2. Industry adopting a Standardised Pre-Arrival Questionnaire
3. Alignment with both Australian and Overseas Government systems interface (MSW project goals)



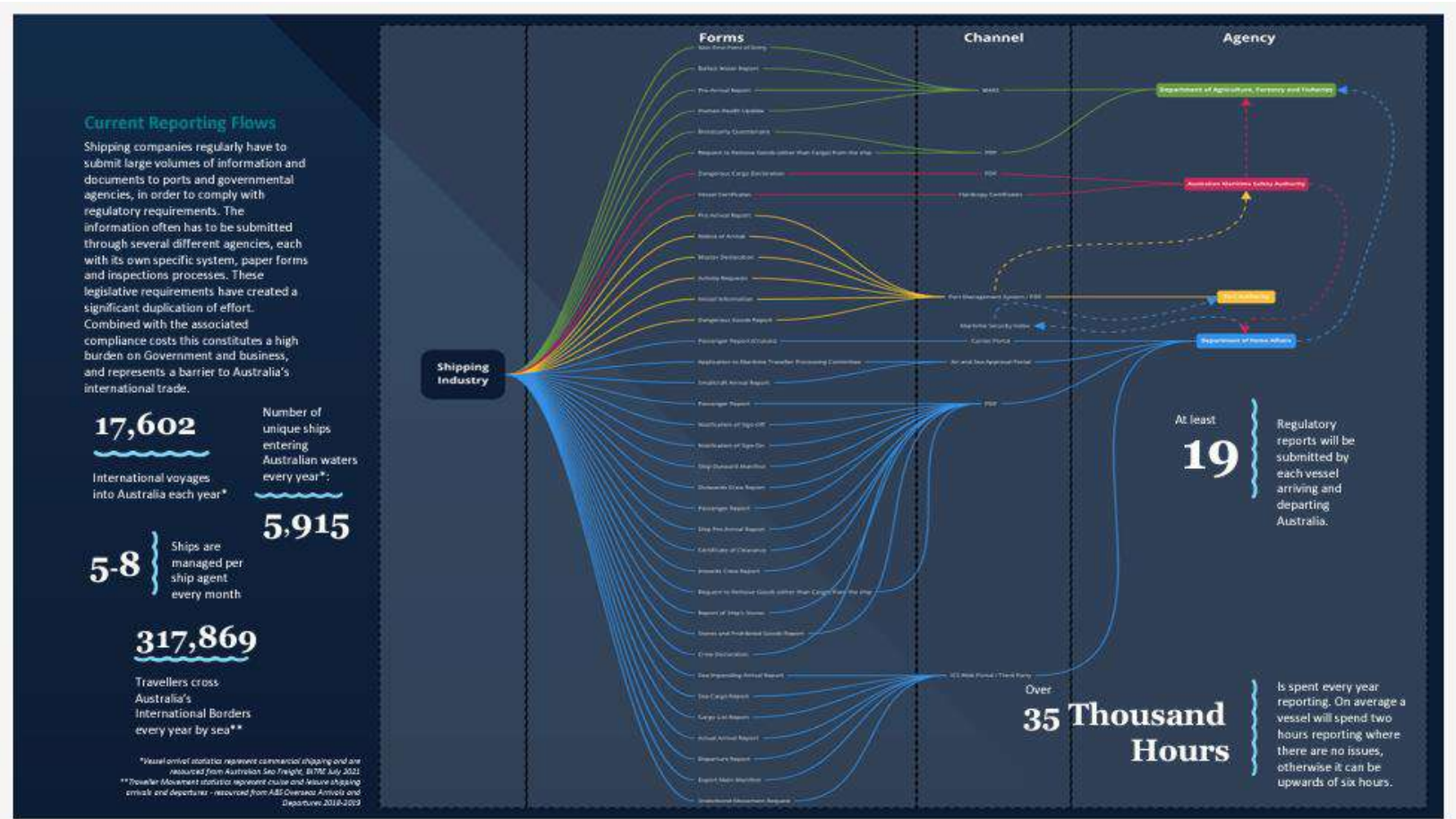
How do we collaborate to minimise duplication, preserve data integrity, streamline the overall process?

Challenges

The Maritime Single Window is a digital reporting platform which will simplify the exchange of mandatory information between industry and government agencies, while supporting the long-term digitalisation of the shipping industry and allowing Australia to meet its emission targets.



Australian Government system interfaces
MSW project goals



Next Steps

1. Review proof of concept with TERM Vet, running existing processes in parallel, Beta testing.
2. Identify issues/improvements to TERM Vet prior to implementation.
3. Confirm business arrangements with the hosting of TERM Vet.
4. Develop issues/opportunities interfacing with MSW.
5. Determine interest from other Terminals.
6. Consider whether to engage with IMO on pre arrival standardising definitions.



Thankyou



Association of Resource Companies, Ship Operators, Ports & Terminals