



# Terms of Reference

Vetting Committee

1. **AIMS AND OBJECTIVES**

INTERTANKO’s Vetting Committee’s aim is to foster INTERTANKO members’ interests in relation to inspections and screenings undertaken and performed by Port State Control, the United States Coast Guard, oil and chemical charterers, P&I Clubs, hull underwriters, and terminals, etc. with the long-term goal to reduce the proliferation of multiple inspections and the cost of ship inspections to the maximum extent possible. Costs of inspections should be transparent and justifiable.

To this end the Committee will:

* 1. Promote recognition for the statutory work performed by the Classification Societies with an emphasis on the IMO enhanced programme for the survey of oil tankers, e.g. The Enhanced Survey Programme (ESP), and the Condition Assessment Programme (CAS).
  2. Promote recognition for owners’ maintenance programmes and self-assessment schemes.
  3. Maintain an open dialogue with OCIMF/CDI and the oil and chemical companies to encourage input of INTERTANKO’s ideas.
  4. Participate in relevant industry work pertaining to TMSA.
  5. Produce relevant TMSA benchmarking systems for the benefit of INTERTANKO members.
  6. Encourage co-operation and harmonisation between ship vetting systems.
  7. Encourage the harmonisation of PSC targeting systems and the sharing of PSC detention information to assist with enhanced targeting.
  8. Encourage the harmonisation of PSC training standards.
  9. Promote and encourage methods to maintain the integrity of PSC.
  10. Encourage the use of CDI or SIRE by charterers, Port State Control and others to reduce the number and scope of inspections.
  11. Promote and encourage the use of INTERTANKO’s Terminal Vetting database
  12. Share the information collated from INTERTANKO’s vetting inspection and PSC inspection feedback forms with interested parties who can use the information to continually improve.
  13. Ensure that work of this group assists in achieving the long-term goals of INTERTANKO.

1. **MEMBERSHIP**
   1. The Vetting Committee membership should be comprised of members with a good geographical spread that also represent different categories and sizes of tankers.
   2. The Committee members’ term[[1]](#footnote-1) is two years which can be extended for another two years, unless other reasons apply and are approved by the Executive Committee. Examples of when other reasons apply could include when it is difficult to get new members to join a Committee or the member has specific expertise that would be valuable in the resolution of an important issue under discussion by the Committee.
   3. Membership on the Committee is based on the expertise/qualifications of the individual; therefore, membership on the committee rests with the individual of a member company, not the company that the individual works for.
   4. A Committee member may, on occasion, be represented by an alternate from his company.
   5. Committee members shall endeavour to attend all committee meetings but in any event shall attend a minimum of one meeting per year and at least three meetings in every two consecutive years. Members shall make every effort towards active contribution to the work of the committee. Should a committee member not be able to attend, the member will be encouraged to submit written comments.
   6. Repeated non-attendance may result in a review of committee membership by the Vetting Committee Chairman and Secretary.
   7. The Chairman should ensure that membership turnover within the committee is kept at a reasonable level so as to ensure continuity of expertise and to manage the efficient working of the committee.
2. **CHAIRMAN & VICE-CHAIRMAN**
   1. The Committee will nominate the Chairman and Vice-Chairman for election by the Council.
   2. The Chairman and Vice-Chairman’s term of office is two years which can be extended for another two years, unless other reasons apply and are approved by the Council. Examples of when other reasons apply could include when a new Chairman cannot be found or the resolution of an important issue under discussion by the Committee would benefit for the Chairman’s (or Vice-Chairman’s) leadership.
3. **MEETINGS**
   1. The Committee will typically meet at least twice a year, once in the eastern and once in the western hemisphere where feasible.
   2. The Chairman may invite observers to the meetings. INTERTANKO’s Chairman and representatives of the INTERTANKO Secretariat may attend the meetings.
   3. Applicants waiting to join the committee shall be invited to attend committee meetings as observers and may be invited to participate in working and/or correspondence groups that the committee establishes from time to time.
   4. As required, specific Working Groups and/or Correspondence Groups may be established to deal with and promote particular issues from the Committee’s work.
   5. The Committee will be limited in number to 30 members.
   6. In recognition of the interest shown in vetting matters, the Secretariat shall endeavour to hold a Vetting Seminar in conjunction with each Vetting Committee meeting as well as additional Vetting Seminars throughout the calendar year on a global basis.
4. **TRAVEL EXPENSES** 
   1. The travel expenses of the Committee’s membership should be paid for by the member company.
5. **TERMS OF REFERENCE**
   1. The Terms of Reference shall be approved by the Council.
6. **SECRETARIAL** 
   1. The INTERTANKO Secretariat undertakes the secretarial and administrative tasks for the Committee.
7. **REPORTING**

The Vetting Committee will report to INTERTANKO’s Council through its Chairman.

1. Applies to new members that join *the* committee from 2014 onwards. For existing members, the original membership tenure will apply – “Committee members will serve on the Committee for a maximum of 5 years to allow alternatives from a different company to join the Committee, However, such a committee member may be allowed to extend this period for a further 2 years (if the Committee so decides to do so), and if that committee member is the Chairman of a Working Group that has work that remains uncompleted.” [↑](#footnote-ref-1)