

# Discussion document

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## **Definitions and terminology**

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## Table of content

- 1 Problem description..... 4
- 2 Transport plan..... 4
  - 2.1 Route ..... 4
    - 2.1.1 Departure and destination ..... 4
    - 2.1.2 Route point ..... 4
  - 2.2 Voyage ..... 5
    - 2.2.1 Voyage number ..... 5
    - 2.2.2 Voyage departure..... 5
    - 2.2.3 Voyage destination ..... 5
    - 2.2.4 Voyage route point..... 5
  - 2.3 Reporting phase..... 6
    - 2.3.1 Departing phase..... 6
    - 2.3.2 Navigating phase ..... 6
    - 2.3.3 Arriving phase ..... 6
  - 2.4 Reporting phase draft ..... 6
- 3 Report ..... 6
  - 3.1 SoaD field ..... 6
  - 3.2 SoaD field value..... 6
- 4 Authority response..... 6
- 5 Permit ..... 7
  - 5.1 Clearance permit..... 7
  - 5.2 Berthing permit..... 7
- 6 Reporting requirement ..... 7
  - 6.1 Reporting requirement area ..... 7
  - 6.2 Reporting requirement action..... 7
    - 6.2.1 Departing from ..... 7
    - 6.2.2 Stopping in..... 7
    - 6.2.3 Passing through ..... 7
    - 6.2.4 Entering..... 8
  - 6.3 Transport matching criteria ..... 8
    - 6.3.1 Obligation ..... 8
    - 6.3.2 Transport type ..... 8
    - 6.3.3 Vessel specific criteria..... 8
  - 6.4 Receiving authority..... 8
  - 6.5 Reporting requirement state ..... 8
    - 6.5.1 Draft ..... 8
    - 6.5.2 Active ..... 8
    - 6.5.3 Inactive ..... 9

Definitions and terminology

7 Reporting requirement template ..... 9

8 Reporting requirement draft ..... 9

## 1 Problem description

It is important to clearly define elements of the CEERIS system and use consistent terminology during discussions. This document will be used as a collaboration place for agreeing on both. It is important to note that definition is strongly integrated in the system architecture and any change can have severe consequences on the whole system. Due to these definitions are unlikely to change after they are agreed upon.

## 2 Transport plan

The transport plan definition is based on a long route split into multiple voyages. Voyages break on activities which imply a change of data. The transport plan is a main element for organizing reporting by the reporting parties which includes route, transport types and vessel specific criteria. Length of the transport plan route (how many route points it includes) is up to the reporting party to define according to his preference. When creating transport plan it is essential that all stopping points are defined in the route points. Transport plan envelopes voyages and reporting phases.

### 2.1 Route

Route is an ordered set of locations that vessel plans to visit with planned activity, ETD and ETA for each location. Route consists of departure, destination and route points. All ports that will be entered must be indicated in the route definition.

#### 2.1.1 Departure and destination

Departure is the location from which the transport plan starts. Destination is the location where transport plan ends. Location of departure and destination can be any of the following objects in the reference data (RIS indices):

- Harbor area
- Harbor basin
- Port area
- All types of terminals
- Anchorage area
- All types of berths
- Built up area
- Check point
- Mooring Facility.

#### 2.1.2 Route point

Route points are defined with location and activity. Location can only be one the locations in the reference data (RIS indices). Activity defines what operation vessel will do on the specified location.

##### 2.1.2.1 Passage point

Passage point is a route point which was indicated only to clearly define route of the vessel. Passage point is indicated with a "passing by" activity. Location of the passage point can be any of the following objects in the reference data (RIS indices):

- Harbor area
- Harbor basin
- Port area
- All types of terminals
- Anchorage area
- All types of berths
- Built up area
- Check point
- All types of bridges

## Definitions and terminology

- Bridge area
- Lock basin
- Lock area
- Distance mark
- Notification point
- End of waterway / Junction
- Landing stage / Pontoon
- Mooring facility
- Bunker / fueling station.

### **2.1.2.2 Border crossing point**

Border crossing point is a route point which was indicated to define border crossing of the vessel. Border crossing point is indicated with a "border crossing" activity. Location of the border crossing point can be any Waterway node / Junction location in the reference data (RIS indices).

### **2.1.2.3 Stopping point**

Stopping point is a route point in which vessel will perform any activity other than passing by and border crossing. All of these activities require vessel to drop anchor, moor or dock. Location of a stopping point can be any of the following objects in the reference data (RIS indices):

- Harbor area
- Harbor basin
- Port area
- All types of terminals
- Anchorage area
- All types of berths
- Built up area
- Check point
- Mooring Facility.

## **2.2 Voyage**

Voyage is a segment of transport plan between two stopping points (voyage departure and destination). Voyage is identified by a voyage number and can contain multiple non-stopping route points between voyage boundaries. Transport plan without stopping points has 1 voyage, transport plan with one stopping point has 2 voyages, transport plan with 2 stopping points has 3 voyages...

Voyage will not be visualized to the users in GUI, but it is important for the system when generating standardized XML messages and calculating some SoAD field values.

### **2.2.1 Voyage number**

Unique identification of the voyage automatically generated by the CEERIS. All reports related to the same voyage will have same voyage number.

### **2.2.2 Voyage departure**

Voyage departure can be departure of the transport plan or any of the stopping points of the transport plan.

### **2.2.3 Voyage destination**

Voyage destination can be destination of the transport plan or any of the stopping points of the transport plan.

### **2.2.4 Voyage route point**

Voyage route points are all route points in transport plan between voyage departure and voyage destination.

## **2.3 Reporting phase**

The concept of reporting phase aims at mimicking the familiar transport and reporting process. A reporting phase is a part of the voyage and contains the data set that is needed for the related reporting requirements behind this phase. Each reporting phase can be updated individually with support for smart copy of data from other reporting phases.

Voyage always has 3 reporting phases:

- Departing
- Navigating
- Arriving.

The fill in process will step-wise categorized according to the reporting phases, for each phase required data will be automatically reused from the prior phase, only new items need to be added.

### **2.3.1 Departing phase**

Departing phase is the first reporting phase of the voyage and contains data valid at the time of departing from the voyage departure.

### **2.3.2 Navigating phase**

Navigating phase is the second reporting phase of the voyage and contains data valid during the navigation from the voyage departure to the voyage destination.

### **2.3.3 Arriving phase**

Arriving phase is the third reporting phase of the voyage and contains data valid at the time of arriving to the voyage destination.

## **2.4 Reporting phase draft**

Reporting phase that has not been published and does not have to contain all mandatory data.

## **3 Report**

Reports reflect the content of a respective reporting requirement (containing identical SoaD data items) and correspond in form or format to a previous paper form (e.g. Dangerous Goods Report or DAVID arrival/departure report). Reports relate to a reporting phase and are delivered to all configured receiving authorities for a respective reporting requirement.

### **3.1 SoaD field**

SoaD field is a basic data element (e.g. text, integer, decimal number, date, time) that can be filled in in the report. Reporting requirement contains a set of SoaD fields which defines report form structure (inputs for reporting parties, and content for receiving authorities).

### **3.2 SoaD field value**

Value inputted by the reporting party for the specific SoaD field.

## **4 Authority response**

Authority response is provided by individual receiving authority in response to the report that was delivered to that receiving authority. Authority response contains indication of approval/rejection, error code and error description.

## **5 Permit**

Permit is provided by individual receiving authority in response to the report that was delivered to that receiving authority.

### **5.1 Clearance permit**

Clearance permit can be provided for reports related to “departing from” reporting requirements and “departing” reporting phases.

### **5.2 Berthing permit**

Berthing permit can be provided for reports related to “stopping in” reporting requirements and “arriving” reporting phases.

## **6 Reporting requirement**

Reporting requirement is a set of data elements that belong to a report (e.g. Arrival/Departure Report or Port Registration Report) including defined rules and requirements of reports that need to be delivered to receiving authorities. Reporting requirement includes:

- Reporting requirement action
- Transport matching criteria
- Reporting requirement area
- Receiving authorities with e-mail distribution
- Legal basis (rules)
- Set of SoAD fields.

### **6.1 Reporting requirement area**

Reporting requirement area is a geographical polygon area which defines area of applicability for the reporting requirement.

### **6.2 Reporting requirement action**

Reporting requirement action defines rule for geographical matching between reporting requirement area and transport plan route.

*Alternative names used so far are “reporting requirement type”, “reporting determinant”, “reporting requirement category”.*

#### **6.2.1 Departing from**

“Departing from” reporting requirement action will be used for reporting requirements which apply to vessels departing from a location within a specific area after they were stopped there. Geographical matching will require departure point or any of the stopping points in the transport plan to be located within the reporting requirement area.

#### **6.2.2 Stopping in**

“Stopping in” reporting requirement action will be used for reporting requirements which apply to the vessel that stops on the location within a specific area. Geographical matching will require destination point or any of the stopping points in the transport plan to be located within the reporting requirement area.

#### **6.2.3 Passing through**

“Passing through” reporting requirement action will be used for reporting requirements which apply to the vessel that passes a specific area without stopping. Geographical matching will require route of the voyage to pass through the reporting requirement area, but destination and departure can't be within the reporting requirement area.

#### **6.2.4 Entering**

“Entering” reporting requirement action will be used for reporting requirements which apply to the vessel that enters a specific area, but can either pass the area or stop in the area. Geographical matching will require route of the voyage to pass through the reporting requirement area, but departure location must not be within the reporting requirement area.

### **6.3 Transport matching criteria**

Transport matching criteria is a set of elements that defines rules for matching between reporting requirement and transport plan and it consists of obligation, set of transport types and set of vessel specific criteria.

One reporting requirement can have multiple transport matching criteria (with different obligation levels) assigned and each of them is evaluated separately. In order to determine applicable obligation level, system will choose transport matching criteria with the highest obligation level (mandatory vs optional).

#### **6.3.1 Obligation**

Obligation defines if reporting requirement matched to the transport plan based on that transport matching criteria is mandatory or optional.

#### **6.3.2 Transport type**

Transport type is an internal CEERIS reference data set used to describe the transport plan and voyages within the transport plan (e.g. dangerous cargo transport, passenger transport).

In order to match reporting requirement and transport plan, the transport plan needs to be associated with all of the transport types contained in the transport matching criteria. Furthermore, the reporting requirement is applicable to the transport plan if the transport plan satisfies any of its transport matching criteria.

#### **6.3.3 Vessel specific criteria**

Vessel specific criteria is an internal CEERIS reference data set used to describe the convoy / vessel in the transport plan (e.g. length more than 100m).

Set of vessel specific criteria in the transport matching criteria defines vessel specific criteria that transport plan needs to have assigned to be matched to the reporting requirement.

### **6.4 Receiving authority**

Receiving authority is an organization defined within CEERIS entitled to receive reports.

### **6.5 Reporting requirement state**

Reporting requirement state defines who can see the reporting requirement and which processes will take the reporting requirement into account.

#### **6.5.1 Draft**

New reporting requirement that was not yet activated. Draft reporting requirement is only displayed to National ERI admins of that country and it is not taken into account when matching transport plan to reporting requirements.

#### **6.5.2 Active**

Reporting requirement in active state is displayed to all users and is taken into account when matching transport plan to reporting requirements.

### **6.5.3 Inactive**

Previously active reporting requirement that was deactivated by the National ERI admin. Inactive reporting requirement is only displayed to the National ERI admins of that country and it is not taken into account when matching transport plan to reporting requirements. Reporting requirement is still used unchanged for the transport plans that have chosen to report for that reporting requirement while it was active.

## **7 Reporting requirement template**

Reporting requirement template is a reporting requirement created by System admins that can't be activated, contains subset of reporting requirement data elements and can be used as a starting point for creation of the reporting requirement by National ERI admins. Reporting requirement template consists of:

- Reporting requirement action
- Transport matching criteria
- Set of SoaD fields.

## **8 Reporting requirement draft**

Reporting requirement that has not been activated and does not have to contain all required data elements.