INTERNATIONAL MARITIME ORGANIZATION

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Circular letter No.3407
27 September 2013

To: All IMO Member States

Subject: **Global Integrated Shipping Information System (GISIS) - Country Maritime Profile module**

1   As agreed at the sixty-second session of the Technical Co-operation Committee (TC 62), the Secretariat developed the Country Maritime Profile (CMP) document to collect data from Member States with a view to identifying the real capacity-building needs of developing countries and their requirements for technical co-operation. An improved version of the document (annex to TC 63/3(d)) was presented to the sixty-third session of the Technical Co-operation Committee (TC 63). Amended as requested, it is now available on the IMO website under http://www.imo.org/OurWork/TechnicalCooperation/ITCP/Pages/CMP.aspx.

2   As reported at TC 63, the GISIS CMP module is an extension of that initiative, which enables users to input their CMP data directly. The module provides a database for storage of that data and the ability to retrieve and analyse it. The development of the GISIS module was supported by TC 63 and it was agreed that it would be made available to Member States after that meeting. The information on GISIS is in English only.

Information provided by the Country Maritime Profile

3   The CMP module closely resembles the updated CMP document and consists of 10 sections:

1.   General Information

2.   National Maritime Transportation Policy

3.   National Maritime Administration

4.   Maritime Legislation

5.   Maritime Training

6.   Safety of Maritime Navigation

7.   Marine Environment Protection

8.   Safety of Non-Convention Ships

9.   Flag State Implementation & Port State Control Responsibilities

10.   IMO Technical Assistance

SUSTAINABLE DEVELOPMENT:
IMO'S CONTRIBUTION BEYOND RIO+20

CMP module design

4   The CMP module of GISIS has been designed to allow the competent authorities of the Member States to update the database by introducing new entries, editing or deleting existing records. Access to the database through the GISIS web-page is strictly via a log-in password assigned by the nominated IMO Web Accounts Administrator of each Member State, to ensure authenticity of the information contained therein (see Circular letter No.2892 dated 30 June 2008). Member States will only be able to view and edit their own entry.

Data already populated in the database

5   The CMP module is already automatically partially populated with data from the following modules of GISIS:

- Ship and Company Particulars
- Recognized Organizations
- Maritime Security
- Radiocommunications and Search and Rescue
- Marine Casualties and Incidents
- Port State Control

6   If data automatically provided in the CMP module is inaccurate, the relevant source GISIS module should be accessed and edited by the competent authority of the Member State where possible. Where this is not possible, Member States should leave feedback on the GISIS site or contact the relevant IMO Secretariat contact point.

7   Additionally, data obtained on the status of ITCP activities from TC 62/3, Technical Co-operation Integrated Programme, Biennial Report, and TC 63/3(a), Technical Co-operation Integrated Programme, Interim Report 2012-2013, has been used to populate the first part of section 10, "IMO Technical Assistance provided in the last 4 years", and will be updated on a regular basis.

8   Data already received from Member States in paper form on the original annex to TC 62/3/1 and the updated annex to TC 63/3(d) has been entered in the database by the IMO Secretariat.

Action requested of Member States

9   Member States are invited to access GISIS to complete their country's profile, reviewing any existing data contained in their country's profile within the database, checking its accuracy, and amending it as necessary and including any additional available data.

10   In order to allow this exercise to be conducted in a smooth and efficient manner, a trial period of three months will be allocated for this process. At the end of this trial period (**31 December 2013),** the database will be reviewed and, if necessary, amended. If during the trial period Member States should encounter any problems whilst inputting the information, they should contact IMO at e-mail address: gisis@imo.org or by fax: +44 20 7 587 32 10.

11   Brief instructions on how to manage the data in the CMP module are attached in the annex.

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ANNEX

**BRIEF INSTRUCTIONS ON HOW TO MANAGE DATA IN THE
COUNTRY MARITIME PROFILE MODULE**

Member State Access to the GISIS Country Maritime Profile (CMP) Module

As part of the integrated GISIS system, access to the CMP module is via the GISIS Members' website at https://gisis.imo.org/Members.

The national IMO Web Accounts Administrator is required to create user accounts with the appropriate privilege for accessing the CMP module. (The Administration Manual for creating accounts and granting privileges is provided in Circular letter No.2892.)

Upon logging into the GISIS Members' Area and selecting the "Country Maritime Profile" module from the list of modules displayed, the user will encounter the welcome screen as shown below:

Upon selecting "Show profile list" the following screen will be displayed:

If a user is authorized to edit the profile information for a country, the button at the top of the page will say **"Edit your profile"**. Otherwise, the button will say **"View your profile"**, which will allow the user to view but not edit any of the profile data.

Please note that Member States will only be able to view or edit their own Country Maritime Profile.

On clicking the "View/Edit your profile" button, section 1, General Information, will be displayed:

Updating information

Users with the appropriate authorization will be able to insert, update or delete profile information.

Once details have been updated on the online form, click the **"Submit"** button at the foot of the page to ensure that your data is saved on the system. To abandon any changes, simply click on any other link or close the window – in this case, the changes will **not** be saved.

Each section (listed at the left-hand side of the page) can be accessed, edited and submitted at any time, with the exception of part of section 10 which is maintained by the IMO Secretariat.

To leave the database, click on **"log out"** at the top right-hand side of the page.

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