

**41<sup>st</sup> ANNUAL MEETING OF NAFO - SEPTEMBER 2019****Procedure for defining the process to grant access to the MCS Website to individuals within Contracting Parties****Background**

Considering the sensitive and confidential nature of the information available on the MCS website, in order to ensure that access is appropriate and managed effectively, the definition of a procedure to grant and obtain access is required for Contracting Parties and the NAFO Secretariat to follow.

The proposed process maintains the current practice that it is the responsibility of the Contracting Parties to identify, using internal national procedures, those individuals within their administrations for whom access to the MCS website is required and appropriate. The Contracting Party should then notify the NAFO Secretariat of those persons who shall then administer that access. To ensure that administration of the access is streamlined, all those who are granted access to the website shall have equal ability to read information.

In accordance with STACTIC WP 19-53, the NAFO Secretariat will be exclusively responsible for uploading all information on the MCS Website.

It is proposed to modify the CEM as follows:

- to insert in Article 1 a definition of the MCS Website
- to create an Annex II.XX detailing the procedure to be followed by the Contracting Parties and the NAFO Secretariat to grant access to individuals

**Proposal**

1. To insert in Article a definition of the MCS Website

**Article 1** – New definition

“MCS Website” means the NAFO Monitoring, Control and Surveillance Website that contains information relevant for at-sea and in-port inspections. The procedure for granting access to this website to individuals within Contracting Parties is outlined in Annex II.XX.



2. To create the following Annex II.XX.

### **Annex II.XX**

#### **Procedure for granting access to individuals within Contracting Parties to the MCS Website**

1. The address for the MCS Website is <https://mcs.nafo.int/>
2. The NAFO Secretariat is responsible for the administration of the NAFO MCS Website, including the uploading of all information to it, and the delivery of the necessary credentials to accede the MCS Website.
3. The purpose of the website is to serve as a tool for sharing information which is often of a confidential and sensitive nature, to facilitate control activities and promote compliance with the NAFO CEM.
4. Within a Contracting Party the individuals to whom access shall be granted to the MCS Website shall be determined as appropriate, bearing the purpose of the website in mind, by the official designated by the Contracting Party on an annual basis.
5. The Contracting Party shall submit a list of those individuals (which includes names, administration for which they work, professional title and email address) to the NAFO Secretariat on an annual basis by the 31<sup>st</sup> December, or as soon as possible if any changes are to be made, to enable access to be granted for the following year.
6. The NAFO Secretariat shall ensure those individuals are granted access to the MCS website, and shall provide login credentials. All those who are granted access shall have equal ability to read information contained in the MCS Website.
7. Individual login credentials will expire automatically on the 31<sup>st</sup> December of the year for which access was granted.