

# The Sea Cargo Charter

## Summary of the governance structure

The governance structure of the Sea Cargo Charter Association is modelled on the Poseidon Principles Association, which is itself modelled on the Equator Principles.

The Sea Cargo Charter Association manages, administers, and develops the Sea Cargo Charter. The members of the Sea Cargo Charter Association are the signatories to the Sea Cargo Charter. The Sea Cargo Charter Association was established following the official launch in October 2020, and its scope was expanded to fully include shipowners in April 2024.

The Sea Cargo Charter Association is governed by a set of Governance Rules which provide guidance to existing and prospective signatories on the processes for the management, administration, and development of the Sea Cargo Charter. Additional responsibilities and procedures for the Association will be found there.

## Roles of the Sea Cargo Charter Association

### Steering Committee

The Steering Committee is comprised of 10 to 16 representatives of signatories to the Sea Cargo Charter, with one representative per signatory. One member acts as Chair, one member as Vice Chair, and one member as Treasurer.

Steering Committee members hold a senior position relevant for the Sea Cargo Charter. The Steering Committee leads the Annual Meeting and holds other meetings as necessary. Members of the Steering Committee are volunteers and are therefore not compensated by the Association.

Key responsibilities of the Steering Committee are outlined in the table below, and the list of members currently part of the Steering Committee can be found [on the website](#).

### Signatories

All signatories are members of the Sea Cargo Charter Association and are encouraged to participate in and contribute to the management of the association in a manner that supports the Principles and is appropriate for their institution.

The charterers and shipowners who have become signatories send a senior representative to relevant meetings of the Association, such as the Annual Meeting. Just as with the Steering Committee, the representative must hold a position relevant to the Sea Cargo Charter.

Signatories can nominate a representative from their institution to become a member of the Steering Committee. Nominees are then voted into positions by all signatories and serve a term in the Steering Committee as outlined in the Governance Rules.

### Technical Committee

At the 2021 Annual Meeting, the signatories voted and agreed to establish the Technical Committee. Its role is to ensure the methodological integrity of the Sea Cargo Charter within the scope agreed by

the Steering Committee. The Technical Committee does not have decision-making power; it formulates proposals which are then brought up to signatories.

The Technical Committee is composed of a subset of the Steering Committee members and is supported by the Advisory and Secretariat. Technical Committee members must hold an appropriate technical background.

### Secretariat

The role of the Secretariat is to maintain the day-to-day business and administration of the Steering Committee, the Sea Cargo Charter, and the signatories. Key responsibilities are highlighted in the table below. The Secretariat serves as a facilitating function in the Steering Committee, Technical Committee, and among signatories.

### Advisory

The Advisory, similar to their previous role in the drafting group, advises and guides technical discussions and expertise of the Charter, including creating and revising the scope of the Charter, the decarbonisation trajectories. It ensures that the used methodology and data found in the Charter are current, relevant, and simple to implement for signatories.

The Advisory is involved in the Technical Committee, and it also takes part in the Steering Committee meetings as needed.

Group	Roles
Steering Committee	<b>Chair</b> <ul style="list-style-type: none"> <li>Provides coordination across the Steering Committee</li> <li>Attends all formal meetings and approves the official agenda</li> <li>Coordinates with the Secretariat</li> <li>Appointed by the Steering Committee and formally votes in</li> </ul>
	<b>Vice Chair</b> <ul style="list-style-type: none"> <li>Takes on chair responsibilities when the Chair is unable</li> <li>Completes tasks delegated by the Chair</li> <li>Attends all formal meetings</li> <li>Appointed by the Steering Committee and formally voted in</li> </ul>
	<b>Treasurer</b> <ul style="list-style-type: none"> <li>Coordinates with the Chair and Vice Chair as needed</li> <li>Completes tasks delegated by the Chair</li> <li>Attends all formal meetings</li> <li>Coordinates with the Secretariat regarding financial matters on an ongoing basis</li> <li>Appointed by the Steering Committee and formally voted in</li> </ul>

	<b>All Steering Committee members</b> <ul style="list-style-type: none"> <li>▪ Help and support the decision-making process of the Sea Cargo Charter updates and review for improvement</li> <li>▪ Attend all formal meetings, including Annual Meetings</li> </ul>
Signatories	<b>All signatories of the Sea Cargo Charter are members of the Association</b> <ul style="list-style-type: none"> <li>▪ Nominate a representative for the Steering Committee elections as needed and as desired</li> <li>▪ Follow all reporting requirements and pay the Signatory Fee and Annual Fee</li> <li>▪ Participate and contribute when possible, including working groups in the future</li> </ul>
Technical Committee	<ul style="list-style-type: none"> <li>▪ Ensure the methodological integrity of the Sea Cargo Charter, within the scope agreed by the Steering Committee</li> <li>▪ Has no decision-making power</li> <li>▪ Supported by the Advisory and the Secretariat</li> </ul>
Secretariat	<ul style="list-style-type: none"> <li>▪ Coordinates with the Chair and Steering Committee</li> <li>▪ Coordinates with the Advisory and Technical Committee</li> <li>▪ Coordinates with signatories</li> <li>▪ Handles administrative tasks</li> </ul>
Advisory	<ul style="list-style-type: none"> <li>▪ Keeps Charter up to date through regular reviews</li> <li>▪ Provides technical advice and is involved in the Technical Committee</li> </ul>