



US Department
of Transportation
Maritime
Administration

MANUAL OF ORDERS

MARITIME ADMINISTRATIVE ORDER

REVOKES MAO 30-2
dtd 11-30-93

NO.
45-1

EFFECTIVE DATE
February 23, 1998

SUBJECT

OFFICE OF STATISTICAL AND ECONOMIC ANALYSIS

Section 1. Organization: The Office of Statistical and Economic Analysis is supervised by a Director who reports to the Associate Administrator for Policy and International Trade. The office has the following organizational components:

Immediate Office of the Director
Division of Economic Analysis
Division of Statistical Analysis

Section 2. Delegations of Authority:

2.01 Subject to such conditions and limitations as the Maritime Administrator may impose in other directives, the Director, Office of Statistical and Economic Analysis, is authorized to exercise all the authorities of the Associate Administrator for Policy and International Trade required to perform the functions assigned in Department of Transportation (DOT) Order 1100.69A and this order.

2.02 Except as otherwise provided, the Chiefs of the Divisions listed in section 1 above and the Head of the Data Coordination and Evaluation Group are redelegated all the authorities of the Director, Office of Statistical and Economic Analysis, needed to perform the functions assigned to their respective divisions or group in sections 4 through 6 of this order. These authorities may be redelegated in accordance with Maritime Administrative Order (MAO) 200-1.

Section 3. Definitions: As used in this order, "data" refers to information on the transportation of cargo, the means of transport, the facilities used and the companies involved in such transportation, as well as the prices or value of the cargo, the means of transport or the transportation services. It includes all such information whether in hard copy form (such as books, manuals or periodicals), electronic databases (regardless of media or platform), or in computer systems whose primary purpose is other than the storage and manipulation of such data.

Section 4. Immediate Office of the Director:

4.01 The Immediate Office of the Director. The Director shall be responsible for planning and directing the functions in this order.

4.02 The Data Coordination and Evaluation Group shall develop agency policies and coordinate and evaluate the Maritime Administration's (MARAD's) data requirements, standards, and use, and determine technical requirements and specifications for acquisition of such data; and shall:

- 1 Review, develop and monitor MARAD's policies on all issues related to data acquisition.

- 2 Promote agency-wide understanding and provide information as to what data is available, how it should be used and how to obtain access appropriate to program needs. Develop policies and inform users on the proper use and procedures for dissemination of MARAD data.
- 3 Coordinate actions aimed at achieving the highest level of data standardization practical within MARAD, and create and maintain concordance tables when complete standardization is not possible. Create and maintain an agency-wide Data Dictionary for data. Recommend, as appropriate, modifications to databases and publications to ensure consistency and improve data products.
- 4 Work with commercial data providers to ensure that the product received is of the highest quality and meets MARAD's requirements and evaluate the cost of data and explore new data sources with a view to obtaining for MARAD the best data at the most reasonable cost.
- 5 Provide MARAD liaison with elements of the Department of Transportation to ensure a consistent agency voice on data issues. Represent MARAD on inter-agency committees and to public and private sector domestic and international statistical groups to identify and pursue areas of cooperation which will lead to improvements in the quality and timeliness of data, and to ensure a consistent agency position on data issues.
- 6 Prepare and defend budget estimates and approve requisitions for obtaining data for MARAD.

Section 5. Division of Economic Analysis: The Division of Economic Analysis shall:

5.01 Serve as the focal point for economic analysis within MARAD, responsible for performing analyses on a broad range of economic issues involving the maritime industry of the United States and foreign countries, maritime data analysis, regulatory/legislative analysis, and market analysis of applications submitted in connection with the Title XI guarantee program. Maintain liaison with government agencies, shipbrokers, shippers, and shipowners to keep currently informed of market conditions, as well as economic and political factors which may affect existing or future market conditions.

5.02 Review and provide independent analyses of applications for Title XI financing from a market perspective, identify deficiencies, and make initial recommendations with respect to the market aspects as they may impact upon the economic soundness of the project; such analyses, based upon the application and independently obtained data, include the volume of traffic, age profile of the fleet, projection of traffic, and estimates of revenues/rates to be earned.

5.03 Conduct independent market studies and analyses of both the short-term and long-term requirements for various marine craft for which government assistance may be required. These studies involve economic and operational factors relevant

to extending financial assistance to applicants operating all types of vessels, including analyses of factors relevant to the employment of the equipment over its economic life.

5.04 Provide other MARAD offices with economic analyses to support their program responsibilities and assess the economic impact of regulatory and legislative proposals affecting maritime programs.

5.05 Conduct studies of cargo movement patterns, foreign and domestic trade flows, bulk shipping, port activities, vessel utilization and employment and other related subjects to facilitate administration of maritime programs and improve the shipping operations of the U.S.-flag operators.

5.06 Provide MARAD program offices and other government agencies with advice on maritime markets and market data (including charter and freight rates), and on market studies and economic/financial analyses performed by other offices within MARAD, other government agencies, non-government contractors, and private industry.

5.07 Perform studies concerned with various aspects of the maritime industry, including, but not limited to market surveys, supply and demand analyses, cargo availability and revenue projections, and prepare the resulting reports for publication. These special studies may also include reviews of major liner, bulk and tanker trades and analyses of operations of various types of vessels in those trades. Develop a program to monitor waterborne system performance which combines traditional statistical reporting with an analytical perspective.

Section 6. Division of Statistical Analysis: The Division of Statistical Analysis shall:

6.01 Serve as the focal point for statistical analysis within MARAD, responsible for MARAD's program for development, maintenance and dissemination of all trade, vessel and related data, servicing the requirements of all offices throughout MARAD for such data. Cooperate with other government agencies to automate the collection and processing of basic ship and cargo data.

6.02 Maintain all MARAD databases dealing with trade, vessel and related data, including Bureau of Census foreign trade data, Corps of Engineers domestic trade data, Lloyd's vessel and ship movement data, world ship construction data, charter fixtures, containership databank, PIERS, Clarkson's, Petrodata and Fairplay, and other relevant industry data; and provide access to various on-line services which complement the databases maintained within MARAD.

6.03 Produce all statistical publications and data products of MARAD dealing with trade, vessel and related data, ensuring that such publications meet the needs of the MARAD data user community. Support the Bureau of Census production of official U.S. Government foreign trade statistics, providing definitive identification of vessels calling at U.S. ports, determination of the type of service in which each vessel is engaged, and verification of vessel names and operators.

6.04 Advise data customers throughout MARAD concerning their data requirements, including best methods for presentation, format, frequency of reporting, degree of narrative analysis and, reflecting those requirements, prepare reports and studies in a manner which will ensure consistency of data presentation throughout MARAD. Initiate new projects, statistical studies and analyses, using available trade, vessel and related data, to meet the customers' needs. Provide expert technical advice to offices throughout MARAD as well as constituent organizations outside MARAD as to the derivation, application, confidentiality, reliability and currency of trade, vessel and related data.

6.05 Ensure that all publications and data products are disseminated to customers in the most efficient manner, utilizing advanced systems to provide access to ship and trade data, including optical scanning and CD-ROM storage of data and Internet/BBS distribution of information.

6.06 Analyze available data resources and the processes used to collect and maintain the data in order to identify weaknesses in the data or the processes; and develop and recommend means to overcome such weaknesses and improve the quality and timeliness of available data.

6.07 Continually review MARAD's trade, vessel and related data system requirements to improve delivery of data products to the office's broad customer base, recommending, as appropriate, any necessary development, enhancement or modification of such systems.

6.08 Provide expert testimony in legal proceedings, and represent MARAD, as required, in various interagency and private sector forums dealing with trade, vessel and related data issues.



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Concurrence:



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