

IHO File No. S1/6100/2023

ASSEMBLY CIRCULAR LETTER N° 5/Rev1
20 May 2022

3rd SESSION OF THE IHO ASSEMBLY (A-3)

Monaco, NEW DATE: 2-5 May 2023

SHIPS' VISITS AND RECEPTIONS

Reference: Assembly Circular Letter No.1/Rev1 dated dated 28 April 2022 - *Announcement and General Arrangements*

Dear Hydrographer,

Ships' Visits

1. A regular feature of the Assemblies is the opportunity offered to Member States for their survey vessels to berth in Monaco (Port Hercule) during the Assembly period and to offer Assembly delegates the chance to visit these ships. Member States are therefore invited to consider sending a ship to the Port of Monaco during the 3rd Session of the IHO Assembly in May 2023.

2. Member States that intend to send a ship to Monaco during the Assembly period are kindly requested to inform the IHO Secretariat as soon as possible, and **no later than 07 November 2022**, so that advance notice for the allocation of suitable berths or moorings can be forwarded to the Monaco Port Authorities, noting that Port Hercule is frequently congested. Member States must also make a formal application through diplomatic channels to the Monaco Government for their ship to visit.


Receptions

3. Advance notice is also required if any Member State wishes to organize and host a reception or similar social event during the Assembly week. It is expected that there will be an evening reception hosted by the IHO Secretariat, and possibly two others, subject to confirmation (Industry Exhibitors and Monaco Government). Therefore, the number of evenings available for other receptions may be limited. Member States may also wish to consider co-hosting receptions, as has occurred in the past, particularly in the case of those Member States nominating candidates for election.

4. The reception hosted by the IHO Secretariat will take place at the end of the week (5 May 2023), so as to leave as many other opportunities as possible available. Member States should note that any requests to organize and hold receptions will be considered on a "first come - first served" basis in view of the relatively small number of opportunities available for such receptions. The IHO Secretariat terrace can be used by any Member State wishing to host a reception during the Assembly week, noting that its current capacity is limited to 100 guests. The Conference Room of the IHO Secretariat is another alternative should the terrace be too small or the weather conditions not be favorable. Invitations to attend hosted receptions should be printed and distributed by the Member State concerned.

5. The IHO Secretariat remains at the disposal of Member States for any supplementary information.

Yours sincerely,

A handwritten signature in blue ink, appearing to read 'Mathias Jonas', with a stylized flourish extending to the right.

Dr Mathias JONAS
Secretary-General