



Summary Report on Work Programme 1 activities

Corporate Affairs

Work Programme 1 – Corporate Affairs

Reference: A3_2023_WP1_EN_SG_Report

Work Programme 1 covers the provision of the services provided by the Secretariat of the IHO and, through the Secretary-General and the Directors, the management and fostering of relations with intergovernmental and other international organizations.

WP1 is directed primarily by the Secretary-General.

WP1 is integral to the achievement of all the Strategic Directions; some directly, others indirectly.

Work Programme 1 – Corporate Affairs

Programme Elements

- Element 1.1 Co-operation with International Organizations and participation in relevant meetings
- Element 1.2 Information Management
- Element 1.3 Public Relations and Outreach
- Element 1.4 Work Programme & Budget, Strategic Plan and Performance Monitoring
- Element 1.5 Secretariat Services
- Element 1.6 IHO Council and Assembly

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Element 1.1 Co-operation with International Organizations and participation in relevant meetings

Maintain relationships with the Government of Monaco and the diplomatic corps accredited in Monaco

1. Thanks to the support of the Government of Monaco accession of five new Member States was successfully managed, namely Lebanon, Kenya, Iraq, Angola and Albania. The Democratic Republic of Congo and Republic of Vanuatu were reinstated as full members.
2. The Government of Monaco has generously sponsored a full refurbishment of the Secretariat's lower entrance and the lobby.
3. The highlight of relationships was the peak event of the celebrations of the 100th anniversary of the creation of the IHO on the 21st of June 2021.
4. The Permanent Representative of the Government of Monaco to the UN provided particularly good support in assisting the Secretary-General during his attendance at meetings in the UN Headquarters.

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Element 1.1 Co-operation with International Organizations and participation in relevant meetings

- **Antarctic Treaty Consultative Meeting (ATCM)**
- **Comité International Radio Maritime (CIRM)**
- **European Union Initiatives (such as INSPIRE and EMODnet)**
- **International Association of Marine Aids to Navigation and Lighthouse Authorities (IALA)**
- **International Electrotechnical Commission (IEC)**
- **International Maritime Organization (IMO)**
- **Intergovernmental Oceanographic Commission (IOC) of UNESCO**
- **International Organization for Standardization (ISO)**

Detailed descriptions of co-operation are contained in the Annual Reports 2020, 2021, 2022

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Element 1.1 Co-operation with International Organizations and participation in relevant meetings

Maintain relationship with UN organizations based in New York

UN Committee of Experts on Global Geospatial Information Management (UN-GGIM)

- The UN-GGIM reports to the UN Assembly via the UN Economic and Social Council (ECOSOC). UN-GGIM has a leading role for the development of global geospatial information management and to promote the use of geospatial information in addressing key global challenges.
- The IHO Secretariat co-authored with the ISO/TC 211 and the Open Geospatial Consortium the key revision of the *UN-GGIM Guide to the Role of Standards in Geospatial Information Management* (“the Guide”).
- The Guide is to “provide detailed insights on the standards and good practices necessary to establish and maintain geospatial information management systems that are compatible and interoperable with other systems within and across organizations”. The Guide is fundamental for the establishment of MSDI.

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Element 1.1 Co-operation with International Organizations and participation in relevant meetings

Maintain relationship with UN organizations based in New York

UN Division of Oceans and Law of the Sea (UN-DOALOS)

The Secretariat provided to UN DOALOS the IHO contribution to the annual report of the UN Secretary General to the UN General Assembly on Oceans and Law of the Sea.

Liaison was also maintained through the IHO-IAG Advisory Board on the Law of the Sea (ABLOS).

DOALOS gained support through development of the S-121 Product Specification on maritime limits and boundaries to form the recommended format for States to deposit data in support of maritime limits and boundaries with the United Nations in accordance with the provisions of the UN Convention on the Law of the Sea (UNCLOS).

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Element 1.1 Co-operation with International Organizations and participation in relevant meetings

Maintain relationship with UN organizations based in New York

UN Open-ended Informal Consultative Process on Oceans and the Law of the Sea (UN-IOCP)

Contribution to the *Session on Ocean Observing* in June 2022.

Presentation on *Mapping the Ocean* to deliver baseline information for all specific observations and interoperable Ocean data in support of the digital twin triggered discussions on the interrelation between hydrography and oceanography.

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Element 1.1 Co-operation with International Organizations and participation in relevant meetings

Maintain relationship with other United Nations (UN) organizations

World Meteorological Organization (WMO)

- The WMO actively cooperates with the IHO as trio with IMO in maintenance of the World Wide Navigational Warning Service (WWNWS), which includes navigational and coastal warnings services.
- By means of its new Standing Committee on Marine Meteorological and Oceanographic Services (SC-MMO), WMO is now committed to the production of S-4xx Product Specifications, amongst which particular attention has been paid to the S-411 Sea Ice Information, S-413 Weather and Wave Conditions and S-414 Weather and Wave Observations.

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Element 1.1 Co-operation with International Organizations and participation in relevant meetings

Maintain relationship with other United Nations (UN) organizations International Seabed Authority (ISA)

The IHO established a MoU with the ISA. In May 2022 the collaboration of the two organizations culminated in a formal data submission agreement aiming to the provision of bathymetric data gathered by ISA contractors in their respective license areas to for inclusion in the IHO Data Centre for Digital Bathymetry (DCDB) Archive.

ISA made an initial contribution of ~7,000 GB of multibeam echosounder (MBES) data, and ancillary data, to contribute to the GEBCO programme and eventually the objectives of the UN Decade of Ocean Science. ISA estimates an annual contribution of approximately 750 GB of bathymetric data each year.

ISA´s commitment and the resulting data contributions are of significance to fill the gaps of the GEBCO grid in deep water regions under ISA coordination.

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Element 1.1 Co-operation with International Organizations and participation in relevant meetings

Maintain relationships with other international players when their agendas have relevance to the programme of the IHO

UN Ocean Conference

- The Secretariat proactively contributed for the first time to the UN Ocean Conference held in June 2022 in Lisbon, Portugal.
- The IHO and Stockholm Environment Institute, Sweden organized in partnership with IOC-UNESCO, Sweden, the African Union Commission, and UK a very informative side event which shed light on how hydrography can support a wide range of activities and help countries develop the Blue Economy.
- Participants learned how hydrographic survey data in Belize delivered measurable benefits and was used to inform decisions regarding electricity cables, coastal habitat mapping with sea grass, implementing resilience measures.

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Element 1.1 Co-operation with International Organizations and participation in relevant meetings

Maintain relationships with other international players when their agendas have relevance to the programme of the IHO

International Federation of Surveyors (FIG) and International Cartographic Association ICA

- The cooperation between IHO, FIG and ICA is undertaken under the *INTERNATIONAL BOARD ON STANDARDS OF COMPETENCE FOR HYDROGRAPHIC SURVEYORS AND NAUTICAL CARTOGRAPHERS (IBSC)*
- IBSC recommends the minimum standards of competence for hydrographic surveyors and nautical cartographers.
- IBSC reviews the syllabi of programmes and individual recognition schemes submitted by Hydrographic Offices, institutions and learned bodies and award certificates of programme recognition to those institutions whose programmes meet the recommended standards.

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Element 1.2 Information Management

- The internal IT personnel continues to rely on a combination of one dedicated member of staff and approximately a third of the time of an Assistant Director, together with assistance and services provided by several service providers under contract terms.
- A new challenge was the provision of matured hard- and software infrastructure for remote and hybrid meeting formats. Investments were made in cameras, microphones, loudspeaker, and video production software.
- In-kind contributions of Member States hosting applications such as the DCDB (USA), S-100 Registry and IHO e-learning center (both by Republic of Korea).
- The operational maintenance of the S-100 Registry forming the core digital component of the S-100 framework absorbs three third of the time of the appointed staff expert.
- Digital tools such as the online meeting registration system and the system to digitally manage Circular Letters performing only thanks to the technical and operational support of project officers from Japan and Republic of Korea.

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Element 1.3 Publication and Outreach

Publication and Digital communication

- The Secretariat maintained a record of the principle IHO activities in the monthly publication of the International Hydrographic Bulletin composed of the meeting brief reports, as well as providing a quarterly article in the journal *Hydro International*.
- The outreach of IHO themes is more than ever based on digital provisions. Social media such as LinkedIn, facebook and twitter have become relevant communication channels in parallel to the IHO website.
- The website of the International Hydrographic Review underwent a full re-launch providing now substantially extended functionality. The use of VTC and hybrid formats for meetings hosted by the Secretariat have become common practice.

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Element 1.3 Publication and Outreach

World Hydrography Day

- World Hydrography Day was celebrated each year during the reporting period but had to be adapted in its format to COVID constraints.
- The Secretariat thanks all Member States which reported national celebration activities over the reporting period.
- The Secretariat organized various forms of communication outreach, some in conjunction with Monacology, a marine science based event to raise children's awareness about the environment and sustainable development and the Monaco Ocean week.
- The peak event were the celebrations of the IHO Anniversary on 21st June 2021.

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Element 1.4 Work Programme & Budget, Strategic Plan and Performance Monitoring

Work Programme & Strategic Plan (to be addressed under Agenda Item 10 on Day 4)

Performance Monitoring (already addressed by Council Chair report)

Budgetary and financial situation ((to be addressed under Agenda Item 10 on Day 4)

- The Council has permanently overseen the budget and the financial situation by consideration of the respective annual reports of the Secretary-General and the endorsement of annual budget estimates during the inter-Assembly period. The Council also endorsed the budget estimates for the period 2023 – 2026 proposed by the Secretary-General and to put forward as Assembly Proposal A3 PRO 1.4 for approval.
- The current financial situation as of April 2023 will be reported separately based on the Finance Committee Report as a result of the meeting of the Finance Committee meeting on the day preceding the Assembly.

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Element 1.5 Secretariat Services

Staff Regulations (to be addressed under Agenda Item 3 PRO 1.5)

Staff issues

- For two thirds of the reporting period, the Secretariat comprised 20 Members of Staff, supplemented by three officers seconded by Member States. The period saw changes on a third of all staff members changing.
- Significant changes have been applied to the profile of permanent staff members. Translation works from English into French and into Spanish were outsourced to competent external translators. The remaining head of translation post coordinates all internal and external translations. A dedicated GIS expert was hired as permanent staff.
- Registration and operational management tasks for Capacity Building was concentrated on one post. This gave leeway to hire a Public Relations Assistant to permanently aggregate content for all digital and printed media streams served.

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Element 1.5 Secretariat Services

Seconded Officers & Workload

- Seconded officers are assigned to work on specific projects otherwise beyond the resources of the Secretariat. One officer each from the Hydrographic and Oceanographic Department of the Japan Coast Guard, the Korea Hydrographic and Oceanographic Agency and the Directorate of Hydrography and Navigation of Peru have been posted to the Secretariat throughout the period.
- The drastic increase of VTCs and hybrid formats for in-house meetings added a new work item to the IT related personnel. Another add on comes with the extended GIS services hosted by the Secretariat and the coordination of the increasing digitalization of the IHO standards maintenance through web based applications such as the S-100 Registry and the variety of digital tools related to.

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Element 1.6 IHO Council and Assembly

Council (already addressed by Council Chair Report)

For more than two years the activities of this Council were cast against the backdrop of the COVID-19 pandemic. The 2nd IHO Assembly and the 4th meeting of the IHO Council, which launched this triennium, was virtual and abbreviated. The 5th meeting was in hybrid virtual/in-person format, and Council members were finally able to meet in person for the 6th meeting of the IHO Council which was broadcasted by live stream.

Assembly

A3 was originally planned to be held at the principal venue, the Rainier III Auditorium in Monaco from 25 – 28 April 2023. Unfortunately, due to the continuing presence of the COVID Centre of the Principality of Monaco at the Rainier III Auditorium, the IHO Secretariat had to proceed to find an alternative venue.

The acquisition of the Grimaldi Forum as A3 venue placed unplanned substantial extra burden to the IHO Assembly funds and to IHO Secretariat's staff.



The Assembly is invited to take note:

- a. that the Secretariat maintained its operational duties and in representation of the Organization's scope and interests under challenging conditions induced by COVID constraints.
- b. of the greater levels of liaison with other international organizations and stakeholder groups as a result of the expansion of the work programme scope to the targets of Goal 2 and Goal 3 of the IHO Strategy, together with the active involvement of the Secretariat Staff in timely limited projects, places added workload to the all Secretariat's staff.
- c. that any request for increased operational duties placed on the Secretariat shall come with the consideration of the required additional personal and material resources.